



**CITY OF FAIRHOPE**

**CITY COUNCIL PACKET**

**DISCLAIMER**

**PLEASE TAKE NOTICE:**

**THE INFORMATION IN THIS PACKET IS IN  
PRELIMINARY FORM.**

**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, 26 JUNE 2017 – 4:30 P.M. – COUNCIL CHAMBERS**

1. Budget Discussions: Golf and Public Works
2. Committee Updates
3. Department Head Updates

**Next Regular Meeting Monday, July 10, 2017 Same Time and Place**

**CITY OF FAIRHOPE  
CITY COUNCIL AGENDA**

**MONDAY, 26 JUNE 2017 - 6:00 P.M. - CITY COUNCIL CHAMBER**

**Invocation and Pledge of Allegiance**

1. Approve minutes of 12 June 2017 Regular City Council Meeting, minutes of 12 June 2017 Work Session, and minutes of 12 June 2017 Agenda Meeting.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. Resolution – That the City Council approves the reduction of the amount designated for Active Boards and the increase of the amount for a full-time Math Coach/Teacher instead of two part-time for J. Larry Newton School and amends “Addendum A” as requested.
6. Resolution – That the City Council approves the selection of Stewart Engineering, Inc. to perform Professional Engineering Services to Upgrade Fairhope Electrical Substations and Distribution Circuitry (RFQ No. PS029-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.
7. Resolution – That the City Council approves the selection of Satterwhite & Associates for Professional Legal Services (PS033-17) for representation of the Office of Mayor limited to his work thus far which started on June 9, 2017 and participation in a mediation concerning provision of future legal services for the Office of Mayor; and further authorizes Mayor Karin Wilson to sign an Engagement Letter between the City of Fairhope and Satterwhite & Associates for such purposes as well as with a mediator to be mutually selected by the Mayor and the City Council; and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit of \$15,000.00.
8. Resolution – To Reject all Bids for Equipment for Outfitting Five (5) Police Vehicles for the Police Department (Bid No. 017-017).
9. Resolution – That the City of Fairhope has voted to purchase Two (2) Dump Trucks for the Public Works Department and the type of vehicle needed is on the Alabama Department of Transportation (ALDOT) surplus equipment list. The total cost not to exceed \$97,400.00.
10. Resolution – That the City of Fairhope has voted to purchase One (1) Arm Mower Tractor for the Public Works Department and the type of vehicle needed is on the Alabama Department of Transportation (ALDOT) surplus equipment list. The total cost not to exceed \$72,330.00 which includes freight.

11. Resolution – That the City of Fairhope has voted to purchase Seven (7) Computer Tablets for the Building Department and the equipment is available for direct procurement through the National Cooperative Purchasing Alliance (“NCPA”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the NCPA’s bid process. The total cost is \$12,901.00.
12. Resolution – That the City of Fairhope has voted to purchase Fourteen (14) Laptop Computers for the Police Department and the equipment is available for direct procurement through the TCPN Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the TCPN’s bid process. The total cost is \$14,910.00.
13. Resolution – That the City of Fairhope has voted to purchase a John Deere Out Front Mower and Discharge Deck for the Public Works Department (Streets) and the equipment is available for direct procurement through the National Joint Powers Alliance (“NJPA”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the NJPA’s bid process. The total cost is \$21,731.12.
14. Resolution – That the City of Fairhope has voted to purchase One (1) Kubota Zero Turn Mower for the Recreation Department and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The total cost is \$13,068.97.
15. Resolution – That the City of Fairhope has voted to purchase Upgrade to the Kronos Timekeeping System for the City of Fairhope and the type of software upgrade needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The total cost is \$17,280.00.
16. Resolution – That the City of Fairhope has voted to purchase Upgrade to the City’s Enterprise Resource Planning Software and the type of software upgrade needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The total cost is \$25,349.53.
17. Resolution – That the City of Fairhope has voted to purchase Single Phase Pad Mount Transformers for the Electric Department (2 each 167kVA); and authorizes procurement without formal bid based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The cost will be \$7,338.00.
18. Resolution – That the City Council approves the negotiated pricing for Zinc Orthophosphate and TKKP Chemicals; and authorizes Mayor Karin Wilson to execute a contract with Thornton, Musso & Bellemin with an annual cost not-to-exceed \$51,000.00. These are materials needed, used and consumed in the operation of our waterworks system; and authorized for procurement using the option allowed by Code of Alabama 1975, Section 41-616-51(b)(7).
19. Resolution – To Award Bid for a Bulldozer for the Public Works Department (Bid No. 029-17 was for a Used Bulldozer) to Thompson Tractor Co., Inc., with a total bid proposal of \$101,857.00 for a New 2017 D5K5 Caterpillar Bulldozer.

20. Resolution – To Award Bid for Fitness Equipment for the Recreation Center (Bid No. 018-17) to Johnson Health Tech North America, Inc., with a total bid proposal of \$62,760.00.
21. Resolution – That the Budget for the FY 2016-2017 is hereby amended by funding a Warehouse Supply Clerk (Grade 19) to be filled and trained prior to the retirement of employee in that full-time position.
22. Reappointment – Recreation Board
23. Public Participation – (3 minutes maximum)
24. Adjourn

**City Council Work Session - 4:30 p.m.  
on Monday, June 26, 2017 – Council Chambers**

**City Council Agenda Meeting - 5:30 p.m.  
on Monday, June 26, 2017 – Council Chamber**

**Next Regular Meeting – Monday, July 10, 2017 - 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, 12 June 2017.

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

There being a quorum present, Council President Burrell called the meeting to order at 6:13 p.m. The invocation was given by Deacon George Yeend of St. Lawrence Catholic Church and the Pledge of Allegiance was recited.

Council President Burrell stated there was a need to add on one agenda item after Agenda Item Number 18: a Resolution that Andrew Richard Craze and Zachary Brendon Regan be added to the Fairhope Police Reserve.

Councilmember Boone moved to add on the above-mentioned item **not** on the printed agenda. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

Councilmember Conyers moved to approve minutes of the 18 May 2017, regular meeting; minutes of the 18 May 2017, work session; and minutes of the 18 May 2017, agenda meeting. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Mayor Wilson addressed the City Council and said she would be attending the U. S. Conference of Mayors in Miami Beach from June 23, 2017 to June 26, 2017. Mayor Wilson mentioned one of the session would be on broadband connectivity.

Economic and Community Development Director Sherry-Lea Botop addressed the City Council regarding the Gulf of Mexico Alliance grant proposal. She commented the Tatumville Gulley Watershed area will be our focus; and our match can be given with in-kind services. Ms. Botop announced a community resilience index meeting being held Thursday evening which will run by someone from NOAA. She said this meeting will be to identify needs and opportunities for the community.

Lieutenant John Hamrick introduced Raymond Clark and Ashley Carlisle to the City Council and Mayor as our newest Fairhope Police Officers.

12 June 2017

The following individuals spoke during Public Participation for Agenda Items:

- 1) Debbie Quinn, 7172 Taylor Street, addressed the City Council on Agenda Item No. 6: an ordinance to amend Zoning Ordinance No. 1253 and to rezone the property of Burgess A. Thomasson, Jr. from R-1 to PUD. Ms. Quinn said that the residents worked tirelessly with Mr. Thomasson to get this PUD as it is now. She thanked Mr. Chason and Mr. Thomasson for all of their help with this development.
- 2) T. J. Murphy, 204 Tensaw Avenue, addressed the City Council on Agenda Item No. 7: an ordinance to amend Ordinance No. 1588 to extend Moratorium of the filing of Subdivision and Multiple Occupancy Project Applications for 90 days. He read over several reasons for the moratorium; requested more information on agenda items prior to meeting; and the need to adopt a Master Plan.

Planning Director Wayne Dyess stated our major issue is utility capacity and lift stations; Master Comprehensive Plan updated; ordinances and regulations for stormwater; and review process. Mr. Murphy said we are losing the character of the City. Mr. Dyess said the Comprehensive Plan is a guide and will be used in our review process. He reiterated our basic concern is our utilities.

- 3) Maggie Mosteller, resident of Fairhope, addressed the City Council and thanked everyone on the dais. Ms. Mosteller said we need a prayer for conflict resolution. She said we voted for change; and need to respect changes that the Mayor will make toward responsible growth. She said we need to find a common ground to focus on for the City of Fairhope and move beyond the bickering; and work together in harmony. Ms. Mosteller said God has blessed us with a beautiful town.

Councilmember Robinson announced that on Thursday, Friday, and Saturday Fairhope will be hosting an All-Star Baseball Tournament. He said another tournament will also be held the following weekend and we need volunteers.

Councilmember Robinson stated that nobody has been perfect up here the last six months. He said the citizens voted for change and for doing away with a stagnant government; and we need to help with rapid growth. Councilmember Robinson said the biggest concern was rapid growth; and we need to take what we have and make it better. He said the State, County, and region look at us as an example; and we need to try and be respectful at all times.

Councilmember Conyers said he reiterates that the citizens voted for change, but we need to find a balance; a common ground. He mentioned the Fairhope Environmental Advisory Board wants the Clean Marina policy included in the leases at the marina and boatyard when these are redone. Councilmember Conyers stated that the Library Board will meet next week.

Councilmember Brown mentioned the City is looking at using the Dan Burden program for traffic issues. He said we need building maintenance for our long-range plans with a maintenance schedule.

12 June 2017

Councilmember Boone announced the Personnel Board meeting will be held Thursday at 7:15 a.m. and invited everyone to join them.

Bill Nixon with Pioneer Athletics presented Recreation Director Tom Kuhl with the “Field of Excellence” award for the third year. Mr. Nixon stated there are over 5,000 entities that Pioneer Athletics does business with each year; and 1,500 entities apply for this designation. He said Fairhope’s field is the best field he has ever walked on; and has been in Pioneer’s calendar twice already.

Planning Director Wayne Dyess addressed the City Council and explained the proposed rezone from R-1 to a Planned Unit Development. He stated Staff supports the PUD, but does not agree with the adoption of the ordinance being contingent with the conservation easement. Mr. Dyess stated the “Site Plan” would take care of this issue which is between the developer and the residents.

Councilmember Boone moved for final adoption of Ordinance No. 1596, an ordinance to Amend Zoning Ordinance No. 1253 and Request to rezone the property of Burgess A. Thomasson, Jr. from R-1 Low Density Single Family Residential District to PUD (Planned Unit Development). This property is generally located on the west side of Adams Street to just south of Ledyard Street, Fairhope, Alabama. Parcels No. 05-43-09-32-0-000-058.000, 05-43-09-32-0-000-059.000, 05-43-09-32-0-000-064.000, 05-43-09-32-0-000-066.000, and 05-43-09-43-0-000-023.000. (Introduced at the May 18, 2017 City Council Meeting) The motion was seconded by Councilmember Conyers not contingent upon the conservation easement. Council President Burrell asked Councilmember Boone if he would like to amend his motion as stated by Councilmember Conyers.

Councilmember Boone withdrew his initial motion; and moved to amend the ordinance by removing number 5 from the Planning Commission’s recommendation as a contingency: “the City Attorney shall review the conservation easement to assure it is kept in perpetuity as a park.” The motion was seconded by Councilmember Conyers as amended.

Council President Burrell stated he appreciated the residents working with the developers; and how Ms. Quinn helped steer the community with how they wanted this developed. He said this eliminated ingress and egress for the subdivision; and the Comprehensive Plan is being ignored. Ms. Quinn responded that it would have required streets in Montrose to be widened; and the one-way streets would be eliminated. She said the 60 foot right-of-ways would have been reduced to 30 foot right-of-ways. Councilmember Robinson commented that variations for this development were not pretty; and this is a great compromise for all involved.

After further discussion, motion for final adoption passed by the following voice votes: AYE – Burrell, Robinson, Conyers, Brown, and Boone. NAY - None.



12 June 2017

Councilmember Robinson introduced in writing Ordinance No. 1597, an ordinance to Amend Ordinance No. 1588 to extend Moratorium of the filing of Subdivision and Multiple Occupancy Project Applications for 90 days. Planning Director Dyess addressed the City Council and stated too long of a moratorium could be an issue, so we have requested it be extended for 90 more days.

Council President Burrell requested that staff bring forth changed in ordinances and regulations for early discussions. Councilmember Brown said we need objectives; and public input to weigh in during extension. Councilmember Robinson stated if we meet objectives earlier than needed, we can suspend moratorium. Council President Burrell commented we must extend because we have not met objectives.

In order to take immediate action, Councilmember Boone moved for immediate consideration. Seconded by Councilmember Conyers, motion for immediate consideration passed unanimously by the following voice votes: AYE – Burrell, Robinson, Conyers, Brown, and Boone. NAY - None. Councilmember Boone then moved for final adoption of Ordinance No. 1597. Seconded by Councilmember Conyers, motion for final adoption passed by the following voice votes: AYE – Burrell, Robinson, Conyers, Brown, and Boone. NAY - None.

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing the Submission of a Grant Application to the Gulf of Mexico Alliance (“GOMA”) for implementation of high priority actions identified in existing community plans, such as Storm Water Management plans, to help protect the City’s watersheds; and authorizing Mayor Karin Wilson to sign all required grant application documents on behalf of the City. This is a 50/50 match with a total project cost estimate of \$45,000.00 (City match with be \$22,500.00 cash or “in-kind” contributions). The motion was seconded by Councilmember Conyers.

Economic and Community Development Director Botop addressed the City Council and said this grant will help define a plan for the Tatumville Gulley Watershed. Kim Burmeister with the Planning Department addressed the City Council and said the Public Works Building is in this watershed. Ms. Burmeister said the watershed begins a Magnolia Beach; and its head at Morphy Avenue and Young Street. Both Ms. Botop and Ms. Burmeister recommended demonstration projects within the watershed with a possible regional detention at our own facilities.

Councilmember Conyers mentioned the Fairhope Single Tax Corporation’s proposal for a Park with Low Impact Designs being used within the Tatumville Gulley Watershed. After further discussion, motion passed unanimously by voice vote.

12 June 2017

**RESOLUTION NO. 2759-17**

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO  
THE GULF OF MEXICO ALLIANCE**

WHEREAS, there is grant funding available for implementation of high priority actions identified in existing community plans, such as storm water management plans, through the Gulf of Mexico Alliance (GOMA); and

WHEREAS, there is a need for the City of Fairhope to implement actions outlined in the City's Storm Water Management Program Plan (SWMPP) to help protect the City's watersheds; and

WHEREAS, the maximum grant amount is \$45,000 and a 50% match or \$22,500 in "in-kind" contributions from the City, such as staff time, equipment and supplies is required;

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 grant application requesting \$45,000 from GOMA and authorizes the Mayor to sign the required grant application on behalf of the City.

DONE, under the Seal of the City of Fairhope this 12th day of June, 2017.

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Karin Wilson, Mayor

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that a Blower (PTO Driven) is declared surplus and the Mayor and City Treasurer are hereby authorized and directed to dispose of personal property owned by the City of Fairhope by receiving bids and being sold to the highest bidder. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

12 June 2017

**RESOLUTION NO. 2760-17**

WHEREAS, the City of Fairhope, Alabama, has certain items of personal property which are no longer needed for public or municipal purposes; and

WHEREAS, Section 11-43-56 of the Code of Alabama of 1975 authorizes the municipal governing body to dispose of unneeded personal property;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FAIRHOPE, ALABAMA, AS FOLLOWS:

SECTION 1. That the following personal property owned by the City of Fairhope, Alabama, is not needed for public or municipal purposes, and hereby declared surplus:

No. 57 - Blower PTO Driven from Golf Department  
(inadvertently left off the initial list)

SECTION 2. That the Mayor and City Treasurer are hereby authorized and directed to dispose of the personal property owned by the City of Fairhope, Alabama, described in Section 1, above, by receiving bids for such property. All such property shall be sold to the highest bidder, provided, however, that the City Council shall have the authority to reject all bids when, in its opinion, it deems the bids to be less than adequate consideration for the personal property.

ADOPTED AND APPROVED THIS 12TH DAY OF JUNE, 2017

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Karin Wilson, Mayor

ATTEST:

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Lisa A. Hanks, MMC  
City Clerk

12 June 2017

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council approves the selection of Jason Thomas, Inc. to perform Professional Consulting Services for Graphic Design and Layout (RFQ No. PS032-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm. Seconded by Councilmember Brown, motion passed unanimously by voice vote. Mayor Wilson said that this firm would help with all graphic design, website, and strategic needs.

**RESOLUTION NO. 2761-17**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that the City Council approves the selection of Jason Thomas, Inc. to perform Professional Consulting Services for Graphic Design and Layout (RFQ No. PS032-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 12TH DAY OF JUNE, 2017

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Karin Wilson, Mayor

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council approves the selection of Keet Consulting Services, LLC to perform Professional Consulting Services to Upgrade City's GIS with Online Mapping System (RFQ No. PS026-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm. The motion was seconded by Councilmember Robinson.

Planning Director Dyess addressed the City Council and stated the online mapping system will be modernizing our GIS system. Information Technology Director Jeff Montgomery addressed the City Council and said GPS points would help with service requests; and would also integrate with Utility billing. After further discussion, motion passed unanimously by voice vote.

12 June 2017

**RESOLUTION NO. 2762-17**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that the City Council approves the selection of Keet Consulting Services, LLC to perform Professional Consulting Services to Upgrade City's GIS with Online Mapping System (RFQ No. PS026-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 12TH DAY OF JUNE, 2017

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Karin Wilson, Mayor

Attest:

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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 Council approves the selection of Mott MacDonald, LLC to perform Professional Engineering Services for Storm Water Outfall Study (RFQ No. PS017-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm. The motion was seconded by Councilmember Conyers. John Peterson with Mott MacDonald addressed the City Council and explained the next phase of the Storm Water Outfall Study which included mapping. Mayor Wilson commented these services are part of the moratorium. After further discussion, motion passed unanimously by voice vote.

**RESOLUTION NO. 2763-17**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that the City Council approves the selection of Mott MacDonald, LLC to perform Professional Engineering Services for Storm Water Outfall Study (RFQ No. PS017-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 12TH DAY OF JUNE, 2017

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Karin Wilson, Mayor

Attest:

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Lisa A. Hanks, MMC  
City Clerk

12 June 2017

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution to purchase Firearms for the Police Department and authorizes procurement without formal bidding based on the option allowed by the Code of Alabama 1975, Section 41-16-51(a)(15). The cost will be \$17,039.70. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

**RESOLUTION NO. 2764-17**

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

That the City of Fairhope has voted to purchase Firearms for the Police Department and authorizes procurement without formal bidding based on the option allowed by the Code of Alabama 1975, Section 41-16-51(a)(15):

*Contractual services and purchases of products related to, or having an impact upon, security plans, procedures, assessments, measures, or systems, or the security or safety of persons, structures, facilities, or infrastructures.*

The cost will be \$17,039.70.

Adopted on this 12th day of June, 2017

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Karin Wilson, Mayor

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution to purchase a John Deere Out Front Mower for the Public Works Department (Streets) in the amount of Twenty-One Thousand Seven Hundred Thirty-One Dollars and Twelve Cents (\$21,731.12), and the equipment is available for direct procurement through the National Joint Powers Alliance (“NJPA”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the NJPA’s bid process. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

12 June 2017

**RESOLUTION NO. 2765-17**

**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 a John Deere Out Front Mower for the Public Works Department (Streets) in the amount of Twenty-One Thousand Seven Hundred Thirty-One Dollars and Twelve Cents (\$21,731.12), and the equipment is available for direct procurement through the National Joint Powers Alliance (“NJPA”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the NJPA’s bid process.

Adopted on this 12th day of June, 2017

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Karin Wilson, Mayor

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution to purchase a John Deere 5065E Utility Tractor for the Recreation Department in the amount of Twenty-One Thousand Seven Hundred Sixteen Dollars and Eighty-One Cents (\$21,716.81), and the equipment is available for direct procurement through the National Joint Powers Alliance (“NJPA”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the NJPA’s bid process. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Council President Burrell commented that both Agenda Items No. 14 and No. 15 were under the budgeted amount.

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12 June 2017

**RESOLUTION NO. 2766-17**

**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 a John Deere 5065E Utility Tractor for the Recreation Department in the amount of Twenty-One Thousand Seven Hundred Sixteen Dollars and Eighty-One Cents (\$21,716.81), and the equipment is available for direct procurement through the National Joint Powers Alliance (“NJPA”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the NJPA’s bid process.

Adopted on this 12th day of June, 2017

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Karin Wilson, Mayor

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution to purchase One Vehicle (2017 Ford F250 Super Cab ¾ Ton Pickup Truck) for the Gas Department and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The total cost is \$25,365.00. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

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12 June 2017

**RESOLUTION NO. 2767-17**

**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 One (1) Vehicle (2017 Ford F250 Super Cab ¾ Ton Pickup Truck) for the Gas Department and the type of vehicle 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:

Bid Number: T191A

F250 Super Cab ¾ Ton Pickup Truck                      \$25,365.00 each

Adopted on this 12th day of June, 2017

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Karin Wilson, Mayor

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that Kevin Boone (Councilmember) of the City of Fairhope is hereby appointed to serve as the City of Fairhope's AMEA Election Committee Representative. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

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12 June 2017

**RESOLUTION NO. 2768-17**

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Kevin Boone (Councilmember) of the City of Fairhope is hereby appointed to serve as the City of Fairhope's AMEA Election Committee Representative.

ADOPTED THIS 12TH DAY OF JUNE, 2017

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Karin Wilson, Mayor

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Council President Burrell read the request of Joe Reimer and Anne Brooks with the Baldwin Pops requesting that the sign ordinance be waived regarding the banner rule for their remaining events in 2017. Mayor Wilson stated that City Clerk Lisa Hanks had found a provision that may exempt the Baldwin Pops. City Clerk Hanks explained that the City Council could vote to declare the Baldwin Pops a Citywide event or celebration. She said this would exempt them from having to deal with sign permits under Temporary Event Signs or Banners. Council President Burrell replied that would exempt them all year for banners. City Clerk Hanks suggested putting this in the yearly contract we do for use of City facilities. Mayor Wilson said that the provision only allows two permits for the same premises each year, but they have more. Council President Burrell said we need to grant the request and waive Section (8) Provision (b) for Temporary Event Signs or Banners.

Councilmember Robinson moved to grant the request of Joe Reimer and Anne Brooks with the Baldwin Pops and waive Section (8) Provision (b) for Temporary Event Signs or Banners of the Sign Ordinance. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

12 June 2017

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that Andrew Richard Craze and Zachary Brendon Regan be added to the Fairhope Police Reserve. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

**RESOLUTION NO. 2769-17**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that Andrew Richard Craze and Zachary Brendon Regan be added to the Fairhope Police Reserve.

Adopted on this 12th day of June, 2012

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Karin Wilson, Mayor

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Jeremy Sasser with Goodwyn Mills and Cawood, Inc. addressed the City Council regarding the Professional Engineering Capacity Study for Gas, Water and Sewer Utilities. Mr. Sasser stated the goal is to present at the July 10, 2017 Work Session of what we found, what you have and what you need to do.

The following individuals addressed the City Council during Public Participation for Non-Agenda Items:

- 1) Rob Fargason, 908 Sea Cliff Drive, addressed the City Council regarding the safety on Sea Cliff Drive and the marinas at Fly Creek. Mr. Fargason said with no sidewalks the children play in the street and bicycle in the street. He asked the City Council to consider when redoing the leases to have more signage, speed bumps, and a sidewalk on Sea Cliff.
- 2) Bob Watts, 853 Sea Cliff Drive, addressed the City Council and said Fly Creek is a quaint area and he has a boat docked at Eastern Shore Marine. Mr. Watts mentioned three individuals drinking in his neighbor's backyard. He said there is garbage on the beach which needs to be cleaned up.

12 June 2017

- 3) Sonja Bennett, 81 Magnolia, addressed the City Council and commented this is the most productive meeting she has attended. She said unity is everything; and congratulates the City Council tonight. Ms. Bennett said, "there is hope."
- 4) Cliff McCullom, The Courier, addressed the City Council regarding the keylogging tracking software on seven computers. He questioned why those seven employees; was the City Council notified of the expense to the City; and sensitive data released off City Treasurer and Human Resources computers. Mayor Wilson responded that this was a monitoring program for extra protection to the City. She commented that he was biased for certain articles that were written; and said secret sources not good for reporting.

At the request of the City Attorney, Marion E. Wynne, the City Council will rise from the meeting to go into Executive Session to discuss pending and/or potential litigation; and the consideration the City is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property. The discussions could have a detrimental effect upon the competitive position of the City in the negotiations if the matter was discussed in public. The approximate time to be in Executive Session is 45 minutes. Councilmember Boone moved to go into Executive Session. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Exited the dais at 7:45 p.m. Returned at 8:52 p.m.

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 8:53 p.m.

---

Jack Burrell, Council President

---

Lisa A. Hanks, MMC  
City Clerk



Ms. Maser commented there is not another City on the Gulf Coast that leases its marina. She mentioned fuel sales, dockage fees, and rental fees are sources of income; and the possibility of reestablishing the fish market.

Councilmember Boone said that one lease proposal for both would generate more money. Councilmember Robinson also stated combining the leases makes sense; and commented he would like to see apples to apples: leased out figures to City run figures. He said we need to maintain at a high standard for Fairhope.

Council President Burrell commented he agreed with Councilmember Robinson and Mayor Wilson to bring the marina up to a minimum standard and maintain it there; and he is in favor of combining leases. He said we should put out for bid and have them bring back their proposals for marina and boatyard. He mentioned an Executive Session during the City Council meeting to discuss what is reasonable and what we expect for the leases.

- Quail Creek Clubhouse was next on the agenda. Lawrence Wilson and David Mugg with Engineering Design Technologies, Inc. addressed the City Council and briefly went over the findings for the Clubhouse. Mr. Mugg stated the caulking on the windows failed; and concrete slab has issues. He said the proposal for correcting is estimated is under \$250,000.00; insulation, and then aluminum panel and hardie board to cover. Also mentioned was EPS Board, hurricane clips; and energy efficient windows. Councilmember Brown said he met with Mr. Mugg and these are just interior renovations with not expansions yet. Mr. Wilson said this estimate is to repair the façade and replace the windows. Council President Burrell commented we have a lot to consider.

Mayor Wilson stated she would like to see an open area with employees handling both the golf shop and the snack bar. We want to create an ambiance for more to enjoy and can create more revenue.

Golf Director Bobby Hall addressed the City Council and commented there is also an issue with the A/C unit; patio and deck deteriorating; ADA non-compliant issues; pillars out front; and more issues outside. He said drink sales are up and food sales are down. He suggested expanding concrete slab for patio.

Council President Burrell said we need a vision for the interior of clubhouse. Councilmember Brown stated we need to do the exterior renovations with value engineering; and repair minor ADA compliant issues at this time.

- Sanitation Supervisor Dale Linder addressed the City Council regarding recycling and looking at revenue; and will come back with numbers at a later date.
- Assistant Electric Superintendent Joe Wolchina addressed the City Council regarding the Distribution Model and looking at the worst-case scenarios for each substation. He stated that the model said we are sitting good right now.
- Purchasing Manager Dan Ames addressed the City Council regarding the painting of the water tower; and said he needs to get with Operations Manager Richard Peterson. He said specifications are already prepared; but need tweaking.

- Operations Director Richard Peterson addressed the City Council regarding the substations. He said we need to move the fence and ground equipment; and hire an inspector. Mr. Peterson said that he would be the Engineer of Record; and temporary locations are needed for the project. Mr. Dyess commented his department is helping with this.

Mr. Peterson discussed the swim advisories on Mobile Bay. He stated the City needs to do a Water Quality Study for the issues causing the advisories. The study would monitor stormwater events and outfalls. Mr. Peterson gave the City Council several handouts to review.

There being no further business to come before the City Council, the meeting was duly adjourned at 6:05 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, 12 June 2017.

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

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



**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, on March 9, 2017 the Fairhope City Council accepted the recommendations of Fairhope’s Education Advisory Committee for use of \$342,089.00 in the five schools via Resolution No. 2698-17; and

**WHEREAS**, on June 26, 2017 the Fairhope City Council has now received a request to amend “Addendum A” from J. Larry Newton School to reduce the amount for Active Boards and increase the amount for one full-time Math Coach/Teacher instead of two part-time with total amount approved remaining the same.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that the City Council approves the reduction of the amount designated for Active Boards and the increase of the amount for a full-time Math Coach/Teacher instead of two part-time for J. Larry Newton School and amends “Addendum A” as requested.

ADOPTED ON THIS 26TH DAY OF JUNE, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

## Lisa A. Hanks, MMC

---

**From:** Patrice Krueger <pkrueger@bcbe.org>  
**Sent:** Monday, June 12, 2017 4:03 PM  
**To:** Lisa A. Hanks, MMC; Brad Summersell  
**Cc:** Patrice Krueger; Jenny Breazeale  
**Subject:** Important Info regarding EAC approved funds-revisions to categories :)

Hi Lisa,  
I am emailing with information about my request to adjust the amounts spent on the approved items for J. Larry Newton Elementary.

Approved items and amount:

Active Boards	JLN	12	\$5,250	\$63,000
Math Intervention Teacher	JLN	2	\$15,000	\$30,000
				Total \$93,000

Proposed items and amount:

Active Boards	JLN	6	\$5,250	\$31,000 (The amount is actually \$31,500 so I will pay excess.)
Math Coach/Teacher	JLN	1	\$62,000	\$62,000
				Total \$93,000

NOTE: The EAC already approved the same amount (\$63,000) for a full time position at both the High School and the Intermediate School.

Reading Coach	FIS	1	\$62,000
Math Coach	FHS	1	\$62,000

As a recap, we will still be using the funds on math instruction and promethean boards but the amounts will be altered, so more funds are spent on the Math Coach/Teacher and professional development and less money on promethean boards. Two part-time teachers will be replaced by one full time teacher/coach. The total amount approved by the EAC will remain the same.

Thank you so much!  
Patrice Wolfe  
Principal  
J. Larry Newton Elementary



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**“ADDENDUM A”**

<b>Non-Personnel Group</b>				
Active Boards	FMS	4	\$5,250	\$21,000
Active Boards	JLN	12	\$5,250	\$63,000
Ruby Payne PD	Feeder Pattern	1		\$14,000
Ruby Payne Books/Shipping	Feeder Pattern	380	\$48.60	\$18,468
Computer	FMS	12	\$1,050.00	\$15,750
Travel to Birmingham, Optional	Feeder Pattern	5	\$310.00	\$1,550
Conference-English	FMS	3	\$1,300	\$3,900
Conference-Math	FMS	3	\$1,807	\$5,421
Conference-Social Studies	FMS	3	\$2,292	\$6,875
Conference-STEM	FMS	3	\$2,055	\$6,165
Conference-Science	FMS	1	\$1,960	\$1,960
<b>Subtotal</b>				<b>\$158,089</b>
<b>Personnel Group</b>				
Reading Coach	FIS	1		\$62,000
EWW	FES			\$15,000
Math Coach	FHS	1		\$62,000
Math InterventionTeacher-EWW	JLN	1		\$30,000
Math InterventionTeacher-EWW	FMS	1		\$15,000
<b>Subtotal</b>				<b>\$184,000</b>
<b>Grand Totals</b>				<b>\$342,089</b>

**RESOLUTION NO. \_\_\_\_\_**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that the City Council approves the selection of Stewart Engineering, Inc. to perform Professional Engineering Services to Upgrade Fairhope Electrical Substations and Distribution Circuitry (RFQ No. PS029-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 26TH DAY OF JUNE, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

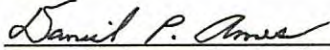
\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



## MEMO



To: Deborah Smith, Treasurer

From:   
Daniel P. Ames, Purchasing Manager

Date: June 15, 2017

Re: RFQ No. PS029-17, Professional Engineering Services to Upgrade Fairhope Electrical Substations and Distribution Circuitry

The Electric Department needs to hire a professional consulting firm for RFQ No. PS029-17, Professional Engineering Services to Upgrade Fairhope Electrical Substations and Distribution Circuitry.

Per our 'Procedure for Procuring Professional Services for Projects Over \$100K', an RFQ (Request for Qualifications) for the project was issued to those firms chosen by the Mayor to participate in the RFQ. The RFQ responses were received and evaluated by two department heads, and myself, and the results forwarded to the Mayor (see attached Evaluation Summary). The Mayor chose Stewart Engineering, Inc., of Anniston, AL, for this task (see attached memo).

**Please move this procurement of professional services forward to the City Council to approve the selection of Stewart Engineering, Inc., of Anniston, AL, for RFQ No. PS029-17, Professional Engineering Services to Upgrade Fairhope Electrical Substations and Distribution Circuitry; and authorize the Mayor to negotiate a fee schedule, and establish a not-to-exceed limit with that firm.**

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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RFQ PS029-17 PROFESSIONAL ENGINEERING SERVICES TO UPGRADE FAIRHOPE ELECTRICAL SUBSTATIONS AND DISTRIBUTION CIRCUITRY	EVALUATOR NO. 1	EVALUATOR NO. 2	EVALUATOR NO. 3	AVERAGE SCORES
EVALUATION SUMMARY				
Engineering Design Technologies, Inc.	218	224.5	177	207
Hargrove Engineers+ Constructors	226	220.5	233	227
Stewart Engineering, Inc.	263	294.5	311	290

45-89 =poor  
 90-134 =fair  
 135-179 = good  
 180-224 = excellent  
 225 = superior



MEMO

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

Date: June 12, 2017

Re: RFQ No. PS029-17, Professional Engineering Services to Upgrade Fairhope Electrical Substations and Distribution Circuitry

The <sup>ELECTRIC</sup> ~~Planning~~ Department needs to hire a professional consulting firm for RFQ No. PS029-17, Professional Engineering Services to Upgrade Fairhope Electrical Substations and Distribution Circuitry.

Per our Procedure for Procuring Professional Services, I routed a short list through you, to the Mayor, who chose three firms to receive the RFQ. The RFQ response was received and evaluated by two department heads, and myself. The evaluation summary supports recommending Stewart Engineering, Inc., of Anniston, AL, for this task (see attached Evaluation Summary). Please move this procurement of professional services forward to the Mayor for her choice of a professional service provider.

[Mayor, please initial and date your selection]

   *DW*       6.14.17   

Stewart Engineering, Inc.  
Anniston, AL  
Contact: Lance Junkin  
Phone 256-237-0891

\_\_\_\_\_    /   /   

Hargrove Engineers + Constructors  
Mobile, AL  
Contact: Tom Nelson  
Phone 251-476-0605

\_\_\_\_\_    /   /   

Engineering Design Technologies, Inc.  
Spansh Fort, AL  
Contact: Lawrence Wilson  
Phone 770-988-0400

\_\_\_\_\_    /   /   

none (send another list)

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

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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 Satterwhite & Associates for Professional Legal Services (PS033-17) for representation of the Office of Mayor limited to his work thus far which started on June 9, 2017 and participation in a mediation concerning provision of future legal services for the Office of Mayor; and further authorizes Mayor Karin Wilson to sign an Engagement Letter between the City of Fairhope and Satterwhite & Associates for such purposes as well as with a mediator to be mutually selected by the Mayor and the City Council; and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit of \$15,000.00.

DULY ADOPTED THIS 26TH DAY OF JUNE, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk





# MEMO

JUN 14 '17 PM 3:46

*[Handwritten signature]*

To: Deborah Smith, Treasurer  
From: *Daniel P. Ames*  
Daniel P. Ames, Purchasing Manager  
Date: June 13, 2017  
Re: RFQ No. PS033-17, On-Call Professional

*Not to Exceed  
\$15,000<sup>00</sup>*

The Mayor has requested hiring a professional firm for RFQ No. PS033-17, On-Call Professional Legal Services. Per our Procedure for Procuring Professional Services, under Variants to Procedure, the Mayor exercised option #1, choosing Satterwhite & Associates, LLC, of Mobile AL.

**Please place on the next available City Council Agenda this request to select Satterwhite & Associates of Mobile, AL, for RFQ No. 033-17, On-Call Professional Legal Services, and authorize the Mayor to negotiate a fee schedule and not-to-exceed amount.**

Cc: file

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

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MEMO

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

Date: June 13, 2017

Re: RFQ No. PS033-17, On-Call Professional Legal Services

The Mayor has stated an interest in hiring a professional consulting firm for RFQ No. PS033-17, On-Call Professional Legal Services. Per our Procedure for Procuring Professional Services, Variants to Procedure, Option #1, I am routing this short list through you, to the Mayor. Please move this procurement of professional services forward to the Mayor for selection of a professional service provider.

The short list is:

[Mayor, please initial and date your selection]

*DS*      6/14/17 Satterwhite & Associates, LLC  
Contact: Harry Satterwhite  
Mobile, AL  
Phone: 251-432-8120

\_\_\_\_\_ / / \_\_\_\_\_ None. Submit another list

Cc: file

Karin Wilson  
Mayor

*Council Members*

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC  
City Clerk

Deborah A. Smith, CPA  
City Treasurer

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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 Equipment for Outfitting Five (5) Police Vehicles for the Police Department (Bid No. 017-17) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] After evaluation of the bid responses resulted in the discovery that the errors in bid submission and a small response, left only one valid, the recommendation from the Police Department is to reject all bids for Bid No. 017-17.

Adopted on this 26th day of June, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



# MEMO

JUN 16 '17 AM 9:32

*DP*

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

Date: June 16, 2017

Re: City Council award Bid No. 017-17, Equipment for Outfitting 5 Police Vehicles

On May 30, 2017, Bid No. 017-17, Equipment for Outfitting 5 Police was issued, and was opened on June 13, 2017. Errors in bid submission and a small response, left only one valid bid. The Police Department recommends rejecting all bids.

**Please place on the next available City Council Agenda this request to reject all bids for Bid No. 017-17, Equipment for Outfitting 5 Police Vehicles.**

**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

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CITY OF FAIRHOPE  
 BID TABULATION AND RECOMMENDATION  
 BID NO: 017-17  
 BID NAME: Equipment for Outfitting 5 Police Vehicles  
 DATE OPENED AND TABULATED: JUNE 13, 2017--9:00 am  
 Bid Bond Waived

VENDOR:	Non-Collusion/ proposal Proposal Executed /Signed / Notarized	ARO DAYS	Addenda: 1	Manufacturer	Number of items	Price per unit	Extended price
<b>EMERGENCY LIGHTING BY HAYNES</b>	YES	30	YES				\$41,085.00
Setina 1OVS/RP 3-Piece Horizontal Self-Locking Sliding Center SUV Partition with Lower Ext. Panel				Pro-Gard P58P5704TISA	5	\$595.00	\$2,975.00
Setina Dual Rail Weapon System T-Panel with Shotgun and Universal Lock #GK10301S1USVSCA				Pro-Gard GUPM5715D-H	4	\$350.00	\$1,400.00
Setina #12 VS Rear Cargo Partition with Expanded Metal, Vinyl Coated				Pro-Gard B5705T15	5	\$340.00	\$1,700.00
Federal 51" Integrity LED Light Bar with Alley Lights, Takedown Lights with Rear Amber Traffic Advisor Bar and Full Front Flood and All Mounting Hardware, Color: Blue				Whelen Legacy Duo 54" lightbar GB25P3B	4	\$2,025.00	\$8,100.00
Federal #SSP2000B Smart Siren/Controller				Whelen CCSRO3 included in #13	4	\$0.00	\$0.00
Federal ES10OC Dyna-Max 100 Watt Speaker with Bracket				Whelen SA315P included in #13	4	\$0.00	\$0.00
Superior Signal SYFLAT6B LED (Running Boards)				Superior Signal	20	\$40.00	\$800.00
Whacker WT-LH81BB 2 each side rear windows				Whelen WIONR	20	\$75.00	\$1,500.00
Whacker "L" Brackets for WT-LH81				included in #17	20	\$0.00	\$0.00
Sound Off#ETHHTAH0-07+ Plug & Play Headlight Flasher				Soundoff	3	\$55.00	\$165.00
Sho/Me #14.0553 3-Accessory Outlets				American Tech 1dv3	4	\$12.50	\$50.00
Star #274-DLXT-6-RL License Plate Mount Bracket				Whelen IonBRTI	5	\$17.50	\$87.50
Star #DLX-6B Versa Star LED Grille Module Light with Black Bezel Color: Blue				Whelen WION B	20	\$75.00	\$1,500.00
Federal MPS600-U-BB Microplus LED Light Heads (6-LED's per Head) Rear Spoiler Kit complete with MP5M6-TARS Installation Kit 2016 Tahoe				Wheleon MCENSB (6) with Tahoe Spoiler BKT	5 pr	\$395.00	\$1,975.00
HAVIS C-1810 Console's with Tahoe Tunnel Mount with Base, Accessory Pocket, Arm Rest Cup Holder and All Hardware and Face Plates				HAVIS	5	\$512.75	\$2,563.75
Havis C-HDM-204 Computer Stand with Heavy Duty Swing Arm C-MD-102 and C-3090 Universal Laptop Tray				HAVIS	5	\$467.25	\$2,336.25
Havis C-MC Radio mic clip				HAVIS	10	\$10.25	\$102.50
Havis C-MCB Radio mic clip bracket				HAVIS	10	\$8.00	\$80.00
American Aluminum SUV Tahoe Law Enforcement Storage Vault with two drawers, Dividers & Slide Out Tray and All Mounting Hardware				American Aluminum	5	\$1,850.00	\$9,250.00
Python III FS dash mounted radar system with front and rear antenna				MPH	5	\$1,300.00	\$6,500.00
<b>FIREHOUSE SALES &amp; SERVICE</b>				<b>NON-RESPONSIVE<sup>1</sup></b>			
<sup>1</sup> Bid Response unsigned							

Recommendation: Reject all bids.

To my knowledge this is an accurate Bid Tabulation.

Joseph Petties, Chief of Police

*John P. Hammick* John Hammick 5/15/17

*Daniel P. Ames* 5/15/17  
 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 purchase Two (2) Dump Trucks for the Public Works Department and the type of vehicle needed is on the Alabama Department of Transportation (ALDOT) surplus equipment list. The total cost not to exceed \$97,400.00.

Adopted on this 26th day of June, 2016

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

## City of Fairhope Project Funding Request

JUN 14 '17 PM 4:00



Issuing Date 6/7/2017

Please return this Routing Sheet to Treasurer by

6/7/2017

Project Name: Purchase 2 ea. used dump trucks from the ALDOT surplus equipment list

Project Location: Public Works

Presented to City Council: 6/27/2017 Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_  
24

Project Cash Requirement Submitted for Approval: Cost: \$97,400.00 Not to exceed

Providers: ALDOT

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	XX	Debt Service 85
	San 40	Golf 50	Golf Grounds 55				

Expense Code: 001-350-50470 Revenue Code \_\_\_\_\_

Project will be: Expensed xx  
 Capitalized \_\_\_\_\_

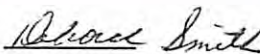
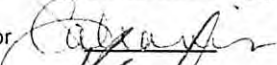
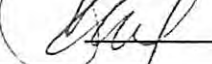
Project Financed By:  
 Grant: \_\_\_\_\_ Federal - not to exceed amount  
 \_\_\_\_\_ State  
 \_\_\_\_\_ City

Project Budgeted: \$130,000.00

(Over) Under budget amount: \$32,600.00

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

Funding: Operating funds

City Council prior approval	<u>4/24/2017</u>	Request approved by City Treasurer	
Request received by City Treasurer	<u>6/7/2017</u>	Request approved by Finance Director	
Received by Finance Department	<u>6/8/17</u>	Request approved by Mayor	
Received by Mayor	<u>6/7/17</u>		

Contact Person: Tim Bung



Karin Wilson  
*Mayor*

*Council Members*

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACOMO

Jimmy Conyers

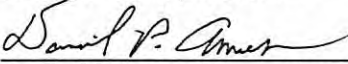
Jay Robinson

Lisa A. Hanks, MMC  
*City Clerk*

Deborah A. Smith, CPA  
*City Treasurer*

## MEMO

To: Deborah Smith, Treasurer

From:   
Daniel P. Ames, Purchasing Manager

Date: June 6, 2017

Re: City Council approval for procuring two (2) used dump trucks for the Public Works Street Department

The Public Works Street Department requests approval to procure two (2) Used Dump Trucks, off the Alabama Department of Transportation (ALDOT) surplus equipment list. The amount budgeted for this procurement was One Hundred Thirty Thousand Dollars (\$130,000.00). Fleet Manager, Tim Bung, visited the surplus site, and if approved, the actual cost of the trucks will be a not-to-exceed total of Ninety Seven Thousand Four Hundred Dollars (\$97,400.00).

**Lead time: Pick trucks up at ALDOT surplus yard**

**Please compose a greensheet and place on the next available City Council Agenda this request to approve this procurement of two (2) each, ALDOT surplus dump trucks, for a total cost not-to-exceed \$97,400.00.**

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

[www.fairhopeal.gov](http://www.fairhopeal.gov)

*Printed on recycled paper*



Asset Maintenance Row: 1 of 1 Jun-06-2017 1:56:42 pm

**Asset Selection Criteria**  
 Assets > \$500     Recent Modifications     Select Parent-Child Assets    **Clear Options**

**New Asset**    **Copy Asset**    **View Filter Options**

Inventory No.	ST	011187	<b>Replaced</b>	Manufacturer	STERLING		
Barcode	DOT203425		<b>Invoked</b>	Make	STERLING		
Location Code	099	Suspense Locn.		Model/Year	M8500 ACTERRA		
Class	1600	DUMP DIESEL 5T AUTO TRANSMISSION		Serial Number	2FZHCHDC65AV05570		
Basic Code	1600	DUMP DIESEL 5T AUTO TRANSMISSION		Tag Number 5-	003137A		
Physical Location				Status	ACTIVE		
Area	C.O.	00	Rptg Area	03	Active Date	05/17/2005	Acctg Ac
Bureau/District	Salvage Yard - Montgomery, AL			Fed. Equip. Ind.	STATE AGENCY		
Account Num.	4007	07		Repair Ind.	<input type="checkbox"/>		
Fund / Activity	0531	0537		Repair Begin	00/00/0000	Repair E	
Obj/Subobject	130090	TRANSP. EQUIPMENT BETTERMENTS		ECID Indicator	<input checked="" type="checkbox"/>		

Summary    Attachments    Accounting    Equipment    SD-1    Replacements    Replace / Xfer History    CEMS History    Old History

SD-1 Number		Buyer No		<b>For Accounting Use C</b>
ALDOT SD-1 Num.		Lot No		<b>Invoice Paid Indicator</b>
Wrecked Veh In	No	Sale Date		<b>Surplus Invoice #</b>
Sales Price	\$5.00	SD-1 Date		<b>State Agency</b>
As-Is_price	\$5.00	Web Surplus Date	04/21/2017	<b>Previous Web Days</b>
Detailed Price	\$48,900.00	For Auction	<input type="checkbox"/>	
Sold Price	\$0.00			

I do not have photos of ST-11187 because it is still in detail.



Asset Maintenance Row: 1 of: 2 Jun-06-2017 1:55:30 pm

**Asset Selection Criteria**  
 Assets > \$500     Recent Modifications     Select Parent-Child Assets    **Clear Options**

Retrie  
Typ  
Asset

Inventory No.	ST	011160	<b>Replaced</b>	Manufacturer	STERLING		
Barcode	DOT114162		<b>Invoiced</b>	Make	STERLING		
Location Code	099	Suspense Locn.		Model/Year	M8500 ACTERRA		
Class	1600	DUMP DIESEL 5T AUTO TRANSMISSION		Serial Number	2FZHCHDC05AU56849		
Basic Code	1600	DUMP DIESEL 5T AUTO TRANSMISSION		Tag Number 5-	003824A		
Physical Location				Status	ACTIVE		
Area	C.O.	00	Rptg Area	07	Active Date	01/26/2006	Acctg Ac
Bureau/District	Salvage Yard - Montgomery, AL			Fed. Equip. Ind.	STATE AGENCY		
Account Num.	4007	07		Repair Ind.	<input type="checkbox"/>		
Fund / Activity	0531	0537		Repair Begin	00/00/0000	Repair E	
Obj/Subobject	130004	HEAVY EQUIPMENT		ECID Indicator	<input checked="" type="checkbox"/>		

SD-1 Number		Buyer No		<b>For Accounting Use</b>
ALDOT SD-1 Num.		Lot No		Invoice Paid Indicator
Wrecked Veh In		Sale Date		Surplus Invoice #
Sales Price	\$0.00	SD-1 Date		State Agency
As-Is_price	\$0.00	Web Surplus Date	04/27/2017	Previous Web Days
Detailed Price	\$48,500.00	For Auction	<input type="checkbox"/>	
Sold Price	\$0.00			



**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 purchase One (1) Arm Mower Tractor for the Public Works Department and the type of vehicle needed is on the Alabama Department of Transportation (ALDOT) surplus equipment list. The total cost not to exceed \$72,330.00 which includes freight.

Adopted on this 26th day of June, 2016

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

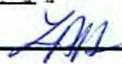
\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

## City of Fairhope Project Funding Request

Issuing Date 6/7/2017

Please return this Routing Sheet to Treasurer by

**JUN 14 '17 10:00**



Project Name: Procure 1 ea. Used Arm Mower Tractor from the ALDOT surplus equipment list

Project Location: Public Works

Presented to City Council: 6/27/2017 Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_

2p

Project Cash Requirement Submitted for Approval: Cost: \$72,330.00 Includes freight \_\_\_\_\_

Providers: ALDOT Surplus equipment list

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	XX	Debt Service 85
	San 40	Golf 50	Golf Grounds 55				

Expense Code: 001-350-50470 Revenue Code \_\_\_\_\_

Project will be: Expensed xx  
Capitalized \_\_\_\_\_

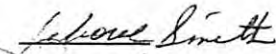
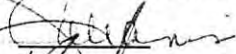
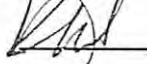
Project Financed By:  
Grant: \_\_\_\_\_ Federal - not to exceed amount  
State  
City

Project Budgeted: \$137,000.00

(Over) Under budget amount: \$64,670.00

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

Funding: Operating funds

City Council prior approval <u>4/24/2017</u>	Request approved by City Treasurer 
Request received by City Treasurer <u>6/7/2017</u>	Request approved by Finance Director 
Received by Finance Department <u>6/8/17</u>	Request approved by Mayor 
Received by Mayor <u>6/9/17</u>	

Contact Person: Tim Bung / Arthur Bosarge



## MEMO

To: Deborah Smith, Treasurer

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

Date: June 6, 2017

Re: City Council approval for procuring one (1) Arm Mower Tractor for the Public Works Department off ALDOT Surplus Equipment List

The Public Works Department requests approval to procure one (1) Arm Mower, John Deere Model 7130, total hours 268, off the Alabama Department of Transportation (ALDOT) surplus equipment list. The amount budgeted for this procurement was One Hundred Thirty Seven Thousand Dollars (\$137,000.00). Fleet Manager, Tim Bung, visited the surplus site, and determined a service would be needed to transport the unit to Fairhope. If approved, the actual cost of the arm mower will be a not-to-exceed total of Seventy-Two Thousand Three Hundred Thirty Dollars (\$72,330.00).

Arm Mower cost	\$70,980.00
Transport to Fairhope	<u>\$ 1,350.00</u>
Total Cost	\$72,330.00

**Lead time: Pick up arm mower at ALDOT surplus yard**

**Please compose a greensheet and place on the next available City Council Agenda this request to approve this procurement of one (1) each, ALDOT surplus Arm Mower, for a total cost not-to-exceed \$72,330.00.**



8326 Nichols Ave. Ext. Fairhope, AL 36532  
Fairhope (251) 928-7334 - Daphne/Spanish Fort (251) 626-7339

---

June 6, 2017

To whom it may concern:

The quote to move a (1) John Deere 7130 Arm mower from State of Alabama surplus in Montgomery, Al to City of Fairhope Shop will be \$1,350.00. Any questions regarding this please feel free to call.

Thanks,

John Wade  
Tony's Towing, Inc.

Asset Maintenance Row: 1 of 1 Jun-06-2017 1:59:11 pm

**Asset Selection Criteria**  
 Assets > \$500     Recent Modifications     Select Parent-Child Assets    **Clear Options**

**New Asset**    **Copy Asset**    **View Filter Options**

<b>Inventory No.</b>	SE	009360	<b>Replaced</b>	<b>Manufacturer</b>	JOHN DEERE
<b>Barcode</b>	SE009360		<b>Invoiced</b>	<b>Make</b>	JOHN DEERE
<b>Location Code</b>	099	<b>Suspense Locn.</b>		<b>Model/Year</b>	JD7130
<b>Class</b>	9200	TRACTOR MOWER BOOM/BRUSH		<b>Serial Number</b>	L07130H614174
<b>Basic Code</b>	9200	TRACTOR MOWER BOOM/BRUSH		<b>Tag Number S-</b>	
<b>Physical Location</b>				<b>Status</b>	ACTIVE
<b>Area</b>	C.O.	00	<b>Rptg Area</b>	03	<b>Active Date</b> 07/15/2009 <b>Acctg Ac</b>
<b>Bureau/District</b>	Salvage Yard - Montgomery, AL			<b>Fed. Equip. Ind.</b>	STATE AGENCY
<b>Account Num.</b>	4007	07		<b>Repair Ind.</b>	<input type="checkbox"/>
<b>Fund / Activity</b>	0531	0537		<b>Repair Begin</b>	00/00/0000 <b>Repair E</b>
<b>Obj/Subobject</b>	130002	AGRICULTURE EQUIPMENT		<b>ECID Indicator</b>	<input checked="" type="checkbox"/>

Summary    Attachments    Accounting    Equipment    SD-1    Replacements    Replace / Xfer History    CEMS History    Old History

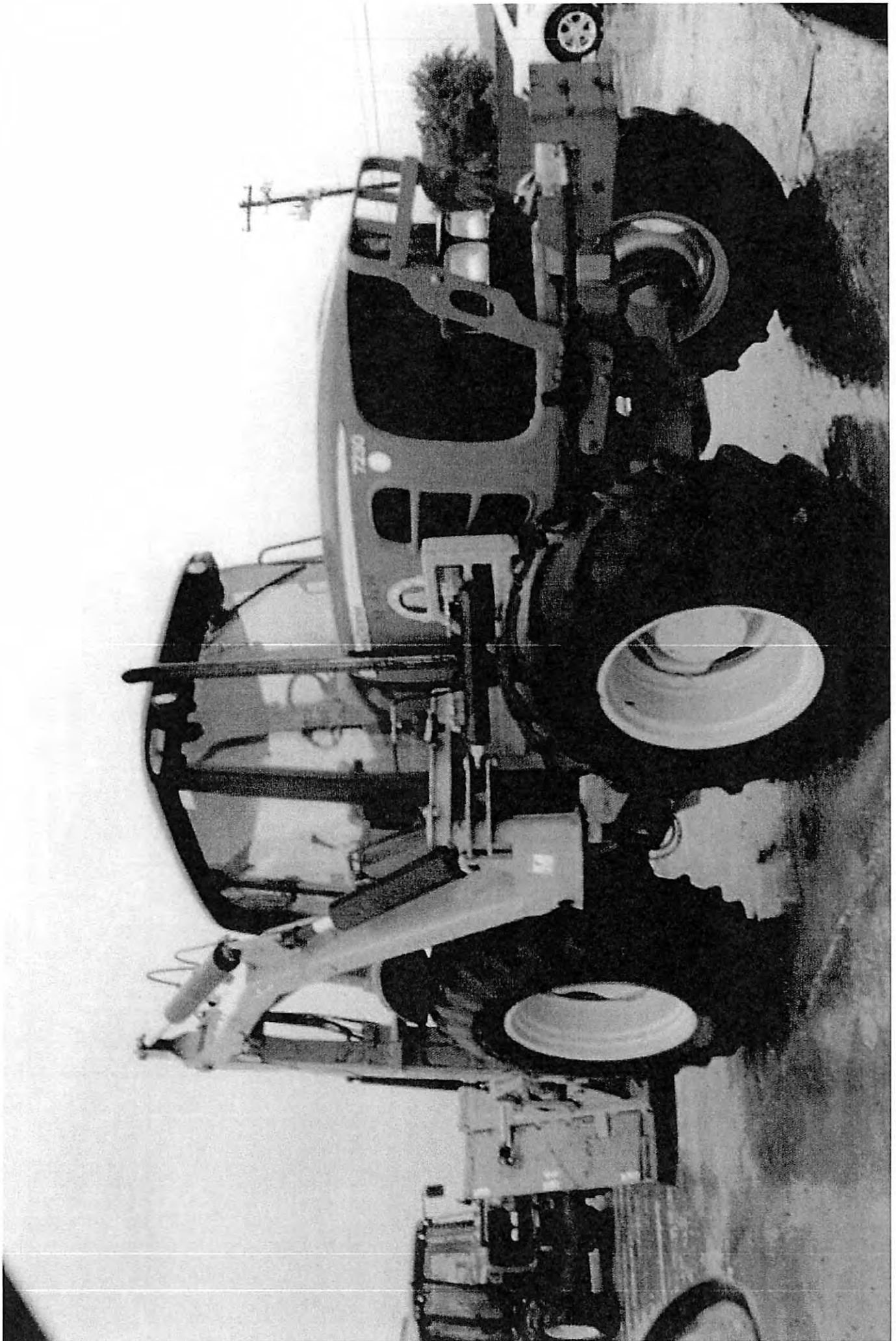
<b>SD-1 Number</b>		<b>Buyer No</b>		<b>For Accounting Use C</b>
<b>ALDOT SD-1 Num.</b>		<b>Lot No</b>		<b>Invoice Paid Indicator</b>
<b>Wrecked Veh In</b>		<b>Sale Date</b>		<b>Surplus Invoice #</b>
<b>Sales Price</b>	\$0.00	<b>SD-1 Date</b>		<b>State Agency</b>
<b>As-Is price</b>	\$0.00	<b>Web Surplus Date</b>	04/21/2017	<b>Previous Web Days</b>
<b>Detailed Price</b>	\$70,980.00	<b>For Auction</b>	<input type="checkbox"/>	
<b>Sold Price</b>	\$0.00			

This is NOT your item in the photo. Your item is in detail. This is a similar unit. The photos are in the attachment.

Michael Anderson  
 Equipment Repair Supervisor  
 Bureau of Equipment, Procurement & Services  
 1409 Coliseum Boulevard, F101  
 Montgomery, AL 36110  
 Office: (334) 242-6680  
 SL Cell: (334) 239-6961  
 Fax: (334) 353-6611  
 E-Mail: [andersonmi@dot.state.al.us](mailto:andersonmi@dot.state.al.us)







**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 purchase Seven (7) Computer Tablets for the Building Department and the equipment is available for direct procurement through the National Cooperative Purchasing Alliance (“NCPA”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the NCPA’s bid process. The total cost is \$12,901.00.

Adopted on this 26th day of June, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

JUN 14 '17 PM 4:00

*ZAH*

# City of Fairhope Project Funding Request

Issuing Date 6/7/2017

Please return this Routing Sheet to Treasurer by

6/7/2017

Project Name: Procure 7 ea. computer tablets for the Building Dept.

Project Location: Building Dept.

Presented to City Council: 6/27/2017 Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_  
*26*

Project Cash Requirement Submitted for Approval: Cost: \$12,901.00  
from the NCPA buying group

Providers: SHI International Corp  
Somerset NJ

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	Debt Service 85
San 40		Golf 50		Golf Grounds 55			

Expense Code: 001-100-50470 Revenue Code: \_\_\_\_\_

Project will be: Expensed xx  
Capitalized \_\_\_\_\_

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

Project Budgeted: \$8,600.00

(Over) Under budget amount: (\$4,301.00)

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

Funding: Operating funds

City Council prior approval	<u>4/24/2017</u>	Request approved by City Treasurer	<i>Debra Smith</i>
Request received by City Treasurer	<u>6/7/2017</u>	Request approved by Finance Director	<i>[Signature]</i>
Received by Finance Department	<u>6/9/17</u>	Request approved by Mayor	<i>[Signature]</i>
Received by Mayor	<u>6/9/17</u>		

Contact Person: Jeff Montgomery / Erik Cortinas



## MEMO

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

Date: June 5, 2017

Re: Council Approval -- request for over \$15,000 Procurement Tablets for Building Department

The I.T. Department requests approval to procure seven (7) needed computer tablets for the Building Department. This procurement will be through a National Cooperative Purchasing Alliance (NCPA) buying group previously bid and awarded contract, number 01-65. Specifications determined by I.T. Department. The vendors will be SHI International Corp., of Somerset, NJ.

MSRP cost:	\$ 14,664.37
CDW-G quote	\$ 13,072.29
<b>SHI NCPA quote</b>	<b>\$ 12,901.00</b>

### NOTES:

See Attached Vendor Quotation printout for details.

Leadtime: 2 weeks ARO

Not currently available off Ala State Contract list

**Please compose a greensheet and forward to City Council to approve this procurement of seven (7) computer tablets for the Building Department, from SHI International Corp., of Somerset, NJ, for a cost of \$12,901.00.**

Cc: file

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

www.fairhopeal.gov

Printed on recycled paper

Karin Wilson  
Mayor

#### Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC  
City Clerk

Deborah A. Smith, CPA  
City Treasurer



NCPA

Pricing Proposal  
Quotation #: 13414200  
Created On: 5/3/2017  
Valid Until: 5/31/2017

**City of Fairhope AL**

**IAE**

**Jeff Montgomery**

555 South Section street  
P.O. Drawer 429  
Fairhope, Al 36533  
UNITED STATES  
Phone: (251) 990-0135  
Fax:  
Email: jeff.montgomery@cofairhope.com

**Kevin Mariano**

300 Davidson Avenue  
Somerset, NJ 08873  
Phone: 732-564-8516  
Fax: 732-564-8224  
Email: Kevin\_Mariano@shii.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Microsoft Surface Pro 4 - Education Bundle - tablet - with detachable keyboard - Core i5 6300U / 2.4 GHz - Win 10 Pro 64-bit - 8 GB RAM - 256 GB SSD - 12.3" touchscreen 2736 x 1824 - HD Graphics 520 - Wi-Fi - silver - kbd: English - North America - acad Microsoft - Part#: TZ7-00001	7	\$1,160.00	\$8,120.00
2 Microsoft Surface Dock - Docking station - GigE - commercial - for Surface Book, Book with Performance Base, Pro 3, Pro 4 Microsoft - Part#: PF3-00005	7	\$165.00	\$1,155.00
3 24In Lcd Mva 1920X1080 3000:1 Hdmi Usb Min-Dp Vga 5Ms ViewSonic - Part#: VG2449	7	\$200.00	\$1,400.00
4 Microsoft Surface Keyboard - Keyboard - Bluetooth - English - North American layout - gray - commercial Microsoft - Part#: 3YJ-00022	7	\$94.00	\$658.00
5 Microsoft Surface Mouse - Mouse - optical - wireless - Bluetooth 4.0 - gray - commercial Microsoft - Part#: 3YR-00001	7	\$45.00	\$315.00
6 Microsoft Surface Pro 4 Type Cover with Fingerprint ID - Keyboard - with trackpad, accelerometer - English - North American layout - onyx - commercial Microsoft - Part#: RH9-00001	7	\$129.00	\$903.00
7 OtterBox Symmetry Series Microsoft Surface Pro 4 - ProPack "Each" - protective case for tablet - polycarbonate, synthetic rubber - slate gray - for Microsoft Surface Pro 4 OtterBox - Part#: 77-53490	7	\$50.00	\$350.00

*Tax	\$0.00
Total	\$12,901.00

\*Tax is estimated. Invoice will include the full and final tax due.

Optional Items For: 2. Microsoft Surface Dock - Docking station - GigE - commercial - for Surface Book, Book with Performance Base, Pro 3, Pro 4

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Microsoft Designer Bluetooth Desktop - Keyboard and mouse set - Bluetooth - English - North American layout - for Surface Microsoft - Part#: 7N9-00001	7	\$69.61	\$487.27
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**Additional Comments**

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 NCPA (National Cooperative Purchasing Alliance) - SHI is an authorized reseller under Synnex Corporation - Contract Number: 01-65

- SHI International Corp. quote proposal is valid through the expiration date listed above.
- The pricing offered on this quote proposal is based on Net 30 Terms, unless there is an existing agreement between SHI and the customer.
- The Products offered under this quote proposal are subject to the SHI Return Policy posted at [www.shi.com/returnpolicy](http://www.shi.com/returnpolicy) unless there is an existing agreement between SHI and the Customer.
- All purchase orders or awards received in response to SHI's quotation are subject to SHI's Terms and Conditions of Sale, unless there is an existing agreement between SHI and the Customer.
- Available quantities reflect stock at the time of quotation and are not guaranteed availability at time of order.
- Freight cost, if applicable, is an estimate for planning purposes only and the actual freight amount will be displayed on the final invoice.
- Tax calculation, if applicable, is an estimate for planning purposes only and actual tax will be displayed on the final invoice.
- When issuing a PO to SHI please include applicable Contract Number, if any, SHI Quote Number, End-user Name, Email and Phone Number
- SHI International Corp. is 100% Minority Owned; Woman Owned Business TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

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*The Products offered under this proposal are subject to the SHI Return Policy posted at [www.shi.com/returnpolicy](http://www.shi.com/returnpolicy), unless there is an existing agreement between SHI and the Customer.*



MSRP

Pricing Proposal  
Quotation #: 13566265  
Created On: 6/1/2017  
Valid Until: 7/1/2017

**City of Fairhope AL**

**Jeff Montgomery**

555 South Section street  
P.O. Drawer 429  
Fairhope, Al 36533  
UNITED STATES  
Phone: (251) 990-0135  
Fax:  
Email: jeff.montgomery@cofairhope.com

**IAE**

**Kevin Mariano**

300 Davidson Avenue  
Somerset, NJ 08873  
Phone: 732-564-8516  
Fax: 732-564-8224  
Email: Kevin\_Mariano@shii.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Microsoft Surface Pro 4 - Education Bundle - tablet - with detachable keyboard - Core i5 6300U / 2.4 GHz - Win 10 Pro 64-bit - 8 GB RAM - 256 GB SSD - 12.3" touchscreen 2736 x 1824 - HD Graphics 520 - Wi-Fi - silver - kbd: English - North America - acad Microsoft - Part#: TZ7-00001	7	\$1,207.00	\$8,449.00
2 Microsoft Surface Dock - Docking station - GigE - commercial - for Surface Book, Book with Performance Base, Pro 3, Pro 4 Microsoft - Part#: PF3-00005	7	\$199.99	\$1,399.93
3 24In Lcd Mva 1920X1080 3000:1 Hdmi Usb Min-Dp Vga 5Ms ViewSonic - Part#: VG2449	7	\$278.00	\$1,946.00
4 Microsoft Surface Keyboard - Keyboard - Bluetooth - English - North American layout - gray - commercial Microsoft - Part#: 3YJ-00022	7	\$99.99	\$699.93
5 Microsoft Surface Mouse - Mouse - optical - wireless - Bluetooth 4.0 - gray - commercial Microsoft - Part#: 3YR-00001	7	\$49.99	\$349.93
6 Microsoft Surface Pro 4 Type Cover with Fingerprint ID - Keyboard - with trackpad, accelerometer - English - North American layout - onyx - commercial Microsoft - Part#: RH9-00001	7	\$159.99	\$1,119.93
7 OtterBox Symmetry Series Microsoft Surface Pro 4 - ProPack "Each" - protective case for tablet - polycarbonate, synthetic rubber - slate gray - for Microsoft Surface Pro 4 OtterBox - Part#: 77-53490	7	\$99.95	\$699.65

*Tax	\$0.00
<b>Total</b>	<b>\$14,664.37</b>

\*Tax is estimated. Invoice will include the full and final tax due.

Optional Items For: 2. Microsoft Surface Dock - Docking station - GigE - commercial - for Surface Book, Book with Performance Base, Pro 3, Pro 4

---

Microsoft Designer Bluetooth Desktop - Keyboard and mouse set - Bluetooth - English - North American layout - for Surface Microsoft - Part#: 7N9-00001	7	\$69.61	\$487.27
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*The Products offered under this proposal are subject to the SHI Return Policy posted at [www.shi.com/returnpolicy](http://www.shi.com/returnpolicy), unless there is an existing agreement between SHI and the Customer.*









800.808.4239

## Shopping Cart

**!** 1BR1ZD3 - Any modifications made to your original quote will be subject to your CDW Account Manager's review before your order ships.

Item	Quantity	Availability	Unit Price	Item Total
 <p><b>Microsoft Surface Pro 4 Docking Station</b>                      MFG Part#: PF3-00005                      CDW Part#: 3862762                      UNSPSC: 43211602                      Pricing Option Applied: Extranet Price</p>	7	<u>In Stock</u>	\$191.00	\$1,337.00
 <p><b>ViewSonic VG2449 - LED monitor - 24"</b>                      MFG Part#: VG2449                      CDW Part#: 4316383                      UNSPSC: 43211902                      Pricing Option Applied: TCPN Technology &amp; IWB Solutions Products Services</p>	7	<u>In Stock</u>	\$203.17	\$1,422.19
 <p><b>Microsoft Surface Keyboard - keyboard - English - North America</b>                      MFG Part#: 3YJ-00022                      CDW Part#: 4418255                      UNSPSC: 43211706                      Pricing Option Applied: NJPA 100614#CDW Technology Catalog</p>	7	<u>In Stock</u>	\$88.12	\$616.84
 <p><b>Microsoft Surface Wireless Mouse - Gray</b>                      MFG Part#: 3YR-00001                      CDW Part#: 4418264                      UNSPSC: 43211708                      Pricing Option Applied: NJPA 100614#CDW Technology Catalog</p>	7	<u>In Stock</u>	\$50.09	\$350.63
<p><b>Microsoft Surface Pro 4 Type Cover with Fingerprint ID Keyboard</b></p>	7	<u>In Stock</u>	\$147.87	\$1,035.09



MFG Part#: RH9-00001  
 CDW Part#: 3862766  
 UNSPSC: 4321706  
 Pricing Option Applied: NJPA 100614#CDW Technology Catalog



**OtterBox Symmetry Series Microsoft Surface Pro 4 – ProPack "Each" – protect** 7 4-6 days \$36.18 \$253.26

MFG Part#: 77-53490  
 CDW Part#: 4051702  
 UNSPSC: 53121705  
 Pricing Option Applied: NJPA 100614#CDW Technology Catalog

**!** The items below are not part of your quote.

Item	Quantity	Availability	Unit Price	Item Total
 <p><b>Microsoft Surface Pro 4 12.3" Core i5-6300U 256 GB SSD 8 GB Windows 10 Pro</b></p> <p>MFG Part#: 7AX-00001                      CDW Part#: 3862819                      UNSPSC: 43211509                      Pricing Option Applied: NJPA 100614#CDW Technology Catalog</p>	7	In Stock	\$1,151.04	\$8,057.28

**Subtotal: \$13,072.29**  
 Lease Option (\$367.20 /month)

Tax and shipping will be calculated in checkout.



Customers Who Bought This Also Bought (12)



Microsoft Complete Extended Service Agreement for Surface...



Microsoft Surface Pro 4 Type Cover Keyboard



Zagg InvisibleSHIELD GLASS Screen Protector for Microsoft...



Microsoft Universal Foldable Keyboard - keyboard - English...



Microsoft Surface Pro 4 Docking Station

**\$221.49**  
 SYNEX GSA  
 SCHEDULE (SLED)

Add to Cart

**\$119.97**  
 NJPA 100614#CDW  
 Technology Catalog

Add to Cart

**\$30.86**  
 NJPA 100614#CDW  
 Technology Catalog

Add to Cart

**\$85.34**  
 NJPA 100614#CDW  
 Technology Catalog

Add to Cart

**\$191.00**  
 Invoice Pricing

Add to Cart

Customers Who Viewed These Items Also Viewed (12)



Microsoft Surface Ergonomic Keyboard - keyboard - English -...

**\$115.02**  
 NJPA 100614#CDW  
 Technology Catalog

Add to Cart



Griffin Survivor Slim - Protective Case for Surface Pro 4

**\$44.52**  
 NJPA 100614#CDW  
 Technology Catalog

Add to Cart



Microsoft Arc Touch Mouse - Surface Edition - mouse -...

**\$62.14**  
 NJPA 100614#CDW  
 Technology Catalog

Add to Cart



Microsoft Surface Pro 4 Core i5 128 GB SSD 4 GB RAM Windows...

**\$959.04**  
 NJPA 100614#CDW  
 Technology Catalog

Add to Cart



Microsoft Surface Pro 4 Core i7 256 GB SSD 16 GB RAM...

**\$1,631.04**  
 NJPA 100614#CDW  
 Technology Catalog

Add to Cart

This page was printed on 5/4/2017 9:23:56 AM.



**State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement  
Modification**

CONTRACT INFORMATION	
<b>MASTER AGREEMENT NUMBER:</b> MA 999 T5254013297	<b>NOT TO EXCEED AMOUNT:</b>
Begin Date: 07/07/2015	Procurement Folder: 11944
Expiration Date: 07/06/2018	Procurement Type: Master Agreement
Solicitation Number:	Replaces Award Document:
Award Date:	Replaced by Award Document:
Modification Date: 04/18/17	Version Number: 4

CONTACT INFORMATION		
<b>REQUESTOR:</b> Jennifer Loretz 334-242-7370 jennifer.loretz@purchasing.alabama.gov	<b>ISSUER:</b> Jennifer Loretz 334-242-7370 jennifer.loretz@purchasing.alabama.gov	<b>BUYER:</b>

CONTRACT DESCRIPTION	
Converted STC from SNAP. Original Contract Date 2015/07/13	
Original SNAP solicitation number: 2272557	
<b>Ship To:</b>	<b>Bill To:</b>

**Shipping Instructions:** 7 DAYS ARO SNAP Location code is R1-STATEWIDE

REASON FOR MODIFICATION

VENDOR INFORMATION	
<b>Name /Address:</b> VC000115334: Softchoice Corporation 314 West Superior Street Suite 400 Chicago IL 60654	<b>Contact:</b> James Kman 8773337638 Sledus@Softchoice.Com

COMMODITY / SERVICE INFORMATION								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00
20511052912CNV - DO NOT USE: To be inactivated.								
<del>PERSONAL COMPUTER, TABLET</del>								
PERSONAL COMPUTER, MICROSOFT SURFACE PRO								
TABLET COMPUTER 7%								
ACCESSORIES 24.5%								
OPTIONS 12%								

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved: *Michael A. Jones*

Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

13

**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 purchase Fourteen (14) Laptop Computers for the Police Department and the equipment is available for direct procurement through the TCPN Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the TCPN's bid process. The total cost is \$14,910.00.

Adopted on this 26th day of June, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

## City of Fairhope Project Funding Request

Issuing Date 6/7/2017 Please return this Routing Sheet to Treasurer by 6/7/2017

Project Name: Procure 14 ea. laptop computers for the Police Department

Project Location: Police Department

Presented to City Council: 6/27/2017 Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_  
24

Project Cash Requirement Submitted for Approval: Cost: \$14,910.00

Providers: CDW-G  
from the TCPN 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	Police 15	Fire 20	Rec 25	Adult Rec 30	Street 35	San 40	Debt Service 85
	<u>XX</u>						

Expense Code: 001-150-50470 Revenue Code \_\_\_\_\_

Project will be: Expensed xx  
 Capitalized \_\_\_\_\_

Project Budgeted: \$15,000.00

(Over) Under budget amount: \$90.00

Funding: Operating funds

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

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council prior approval <u>4/24/2017</u>	Request approved by City Treasurer <u><i>Deborah Smith</i></u>
Request received by City Treasurer <u>6/7/2017</u>	Request approved by Finance Director <u><i>[Signature]</i></u>
Received by Finance Department <u>6/8/17</u>	Request approved by Mayor <u><i>[Signature]</i></u>
Received by Mayor <u>6/9/17</u>	

Contact Person: Jeff Montgomery / Chief Petties



MEMO

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

Date: June 6, 2017

Re: Council Approval -- request for over \$10,000 Procurement of Laptop Computers for the Police Department

The I.T. Department requests approval for procurement of fourteen (14) needed laptop computers for the Police Department. This procurement will be through a TCPN buying group previously bid and awarded contract, number R160201. Specifications determined by I.T. Department. The vendors will be CDW-G., of Vernon Hills, IL.

Table with 3 columns: Item, Per each, Per fourteen. Rows include Newegg Business, SHI, MSRP cost, and CDW-G quote.

NOTES: See Attached Vendor Quotation printouts for details. Not currently available off Ala State Contract list

Please compose a greensheet and forward to City Council to approve this procurement of fourteen (14) laptop computers for the Police Department, from CDW-G, of Vernon Hills, IL, for a cost of \$14,910.00.

Cc: file





800.808.4239

### Quote # 1BR181N

Quote #: 1BR181N  
 Quote Date: 5/1/2017  
 Requested By: JEFF MONTGOMERY  
 Status: Open  
 Description: PDLAPTOPS QUOTE

*NATIONAL IPA CONTRACT # A160201*

#### Billing & Shipping Information

**Billed From**

CDW Government Inc.  
 230 N. Milwaukee Ave.  
 Vernon Hills, IL 60061  
 P (800) 594-4239

**Billed To**

CITY OF FAIRHOPE  
 ATTN: ACCTS PAYABLE  
 555 S SECTION ST  
 PO DRAWER 429  
 FAIRHOPE, AL 36532-1609  
 P (251) 928-8003

**Shipping To**

THE CITY OF FAIRHOPE  
 ATTN:JEFF MONTGOMERY  
 555 SOUTH SECTION ST  
 FAIRHOPE, AL 36532

**Payment Method**

Net 30 Days-Govt State/Local

**Shipping Method**

FedEx Ground

#### Quote Summary

CDW #	Description	Contract	MFG #	QTY	Unit Price	Ext. Price
4484286	Lenovo ThinkPad T470 20HD - 14" - Core i5 7200U - 8 GB RAM - 256 GB SSD  MSRP \$1,159.00	Tcpn Technology & Iwb Solution	20HD000WUS	14	\$1,065.00	\$14,910.00

Subtotal: \$14,910.00  
 Shipping: \$0.00  
 Grand Total: \$14,910.00



Pricing Proposal  
 Quotation #: 13398501  
 Created On: 5/1/2017  
 Valid Until: 5/31/2017

**City of Fairhope AL**

**Jeff Montgomery**

555 South Section street  
 P.O. Drawer 429  
 Fairhope, AL 36533  
 UNITED STATES  
 Phone: (251) 990-0135  
 Fax:  
 Email: jeff.montgomery@cofairhope.com

**IAE**

**Kevin Mariano**

300 Davidson Avenue  
 Somerset, NJ 08873  
 Phone: 732-564-8516  
 Fax: 732-564-8224  
 Email: Kevin\_Mariano@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Lenovo ThinkPad T470 20HD - Core i5 7200U / 2.5 GHz - Win 10 Pro 64-bit - 8 GB RAM - 256 GB SSD TCG Opal Encryption 2, NVM Express (NVMe) - 14" IPS 1920 x 1080 (Full HD) - HD Graphics 620 - Wi-Fi, Bluetooth - WWAN upgradable - black Lenovo - Part#: 20HD000WUS	11	\$1,270.00	\$13,970.00
		Subtotal	\$13,970.00
		Total	\$13,970.00

$\$1,270.00 \times 14 = \$17,780.00$

**Additional Comments**

Please note that all returns are subject to manufacturer/distributor approval and must be within 30 days of invoice date & factory sealed, unless defective.

The Products offered under this proposal are subject to the SHI Return Policy posted at [www.shi.com/returnpolicy](http://www.shi.com/returnpolicy), unless there is an existing agreement between SHI and the Customer.



Help: (888) 482-6678

My Account

35 Cart

Home > PCs & Laptops > Laptops / Notebooks > Laptops / Notebooks > Lenovo > Item #: 9B-34-332-845



Lenovo ThinkPad T470 20HD000WUS 14" LCD Notebook - Intel Core i5 (7th Gen) i5-7200U Dual-core (2 Core) 2.50 GHz - 8 GB DDR4 SDRAM - 256 GB SSD - Windows 10 Pro 64-bit (English) - 1920 x 1080 - In-plane Switching (IPS) Technology - Black

Item #: 9B-34-332-845 | Mfr. Part #: 20HD000WUS | UNSPSC: 43211503

Have product questions?

Chat live with Lenovo

Be the first to review this product...

\$1,339.00

Earn BizPoints as a member. Learn how.

- Intel Core i5 2.50 GHz
8 GB Memory
HD Graphics 620
1920 x 1080
Windows 10 Pro

Out Of Stock

Sold and shipped by: Newegg

Protect Your Investment More Options

2 Year AIG Extended Repair Coverage Plan \$100.00

Coming soon! Sign up for notification when this product becomes available.

NOTIFY ME WHEN IN STOCK

1,339.00 \* 11 = \$14,729

Handwritten: \$1,339 x 14 = \$18,746.00

Share:

Specifications

Warranty & Returns

Reviews

Learn more about the Lenovo

Model

Table with 2 columns: Attribute (Brand, Series) and Value (Lenovo, ThinkPad)

Quick Info

Color Black

## CPU

CPU Type Intel Core i5

CPU Speed 2.50 GHz

## Display

Screen Size 14.0"

Resolution 1920 x 1080

## Operating System

Operating System Windows 10 Pro

## Graphics

GPU/VPU HD Graphics 620

## Memory

Memory 8 GB

## Communications

WLAN IEEE 802.11ac

Bluetooth Yes

## Ports

HDMI 1 x HDMI

## Power

Battery 3-cell lithium ion

## Dimensions & Weight

Weight 3.59 lb

## Manufacturer Warranty

Parts 3 Year

**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 purchase a John Deere Out Front Mower and Discharge Deck for the Public Works Department (Streets) and the equipment is available for direct procurement through the National Joint Powers Alliance (“NJPA”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the NJPA’s bid process. The total cost is \$21,731.12.

Adopted on this 26th day of June, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

## City of Fairhope Project Funding Request

Issuing Date 6/12/2017

Please return this Routing Sheet to Treasurer by

6/12/2017

Project Name: Procure 1 ea. John Deere out front mower and discharge deck

Project Location: Public Works Dept. - Streets

Presented to City Council: 6/26/2017      Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_

Project Cash Requirement Submitted for Approval:      Cost: \$21,731.12

Providers: Beard Equipment Co.  
from the NJPA buying group

Project Engineer: n/a

Order Date: \_\_\_\_\_ Lead Time: n/a

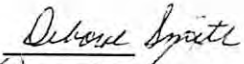

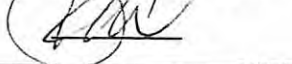
Department Funding This Project							
General XX	Gas	Electric	Water	Sewer	Gas Tax	Cap. Proj.	Impact

Division of General Fund Funding This Project							
Admin 10	Police 15	Fire 20	Rec 25	Adult Rec 30	Street 35	XX	Debt Service 85
San 40	Golf 50	Golf Grounds 55					

Expense Code:	<u>001-350-50470</u>	Revenue Code	_____
---------------	----------------------	--------------	-------

Project will be:      Expensed xx      Project Financed By: \_\_\_\_\_  
                                  Capitalized \_\_\_\_\_      Grant: \_\_\_\_\_ Federal - not to exceed amount  
                                       \_\_\_\_\_ State  
 Project Budgeted:      \$27,500.00      \_\_\_\_\_ City

(Over) Under budget amount:      \$5,768.88      Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
                                       Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Funding:      Operating funds      Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council prior approval	<u>4/24/2017</u>	Request approved by City Treasurer	
Request received by City Treasurer	<u>6/12/2017</u>	Request approved by Finance Director	
Received by Finance Department	<u>6/14/17</u>	Request approved by Mayor	
Received by Mayor	<u>6/16/17</u>		

Contact Person: Arthur Bosarge



MEMO

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

Date: June 12, 2017

Re: Council Approval -- request for over \$16,000 Procurement, One (1) Out Front Mower for the Public Works Department

The Public Works Department requests approval to procure one (1) John Deere Out Front Mower. This procurement will be through NJPA buying group previously bid, and awarded contract {NJPA Contract No. 070313-DAC (PG NB)}. Specifications determined by Public Works Department. The vendor will be Beard Equipment Company, of Mobile, AL., who is a John Deere NJPA distributor for this region.

Table with 3 columns: Out Front Mowers, MOWER, DECK. Rows include MSRP and NJPA price.

Summary table with 2 columns: Description, Amount. Rows include Total MSRP price, Total NJPA price, and Savings.

NOTES: See Attached Vendor Quotation printout, for details.

Please compose a greensheet and forward to City Council to approve this procurement of one (1) ea., Out Front Mower for the Public Works Department, at a cost of \$21,731.12, from Beard Equipment Company, of Mobile, AL.

Cc: file



**JOHN DEERE**

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Beard Equipment Company  
2480 E 165 Service Road N  
Mobile, AL 36617  
251-456-1993  
JohnDeereEmails@beardequipment.com

**Quote Summary**

**Prepared For:**

City Of Fairhope  
Paul Merchant  
Po Box 429  
Fairhope, AL 36533  
Business: 205-990-2136

**Delivering Dealer:**

**Beard Equipment Company**  
Joseph Ecker  
2480 E 165 Service Road N  
Mobile, AL 36617  
Phone: 251-456-1993  
jecker@beardequipment.com

**Quote ID:** 15364141  
**Created On:** 17 May 2017  
**Last Modified On:** 23 May 2017  
**Expiration Date:** 30 June 2017

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 1550 TerrainCut Commercial Front Mower (Less Mower Deck) <b>Contract:</b> NJPA Landscaping and Grounds 070313-DAC (PG NB) <b>Price Effective Date:</b> May 17, 2017	\$ 23,423.23	\$ 18,035.89 X	1 =	\$ 18,035.89
JOHN DEERE 72 In. Fastback Commercial Rear Discharge Deck <b>Contract:</b> NJPA Landscaping and Grounds 070313-DAC (PG NB) <b>Price Effective Date:</b> May 17, 2017	\$ 4,799.00	\$ 3,695.23 X	1 =	\$ 3,695.23
<b>Equipment Total</b>				<b>\$ 21,731.12</b>

**Quote Summary**

Equipment Total	\$ 21,731.12
Trade In	
SubTotal	\$ 21,731.12
Est. Service Agreement Tax	\$ 0.00
Total	\$ 21,731.12
<b>Balance Due</b>	<b>\$ 21,731.12</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_





**JOHN DEERE**

# Selling Equipment

Quote Id: 15364141      Customer Name: CITY OF FAIRHOPE

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Beard Equipment Company  
2480 E 165 Service Road N  
Mobile, AL 36617  
251-456-1993  
JohnDeereEmails@beardequipment.com

## JOHN DEERE 1550 TerrainCut Commercial Front Mower (Less Mower Deck)

Contract: NJPA Landscaping and Grounds 070313-DAC  
(PG NB)

Suggested List \*  
\$ 23,423.23

Price Effective Date: May 17, 2017

Selling Price \*  
\$ 18,035.89

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
2400TC	1550 TerrainCut Commercial Front Mower (Less Mower Deck)	1	\$ 18,420.00	23.00	\$ 4,236.60	\$ 14,183.40	\$ 14,183.40
<b>Standard Options - Per Unit</b>							
001A	United States and Canada	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
1019	23x10.50-12 4PR Turf Drive Tires	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
1191	Four Wheel Drive (Full Time or On Demand)	1	\$ 2,913.00	23.00	\$ 669.99	\$ 2,243.01	\$ 2,243.01
2011	Comfort Adjust Suspension Seat with Armrests	1	\$ 390.00	23.00	\$ 89.70	\$ 300.30	\$ 300.30
<b>Standard Options Total</b>			<b>\$ 3,303.00</b>		<b>\$ 759.69</b>	<b>\$ 2,543.31</b>	<b>\$ 2,543.31</b>
<b>Dealer Attachments/Non-Contract/Open Market</b>							
BTC10334	4-Post ROPS Conversion Kit with Canopy	1	\$ 1,700.23	23.00	\$ 391.05	\$ 1,309.18	\$ 1,309.18
<b>Dealer Attachments Total</b>			<b>\$ 1,700.23</b>		<b>\$ 391.05</b>	<b>\$ 1,309.18</b>	<b>\$ 1,309.18</b>
<b>Value Added Services Total</b>			<b>\$ 0.00</b>			<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Suggested Price</b>							<b>\$ 18,035.89</b>
<b>Total Selling Price</b>			<b>\$ 23,423.23</b>		<b>\$ 5,387.34</b>	<b>\$ 18,035.89</b>	<b>\$ 18,035.89</b>

## JOHN DEERE 72 In. Fastback Commercial Rear Discharge Deck



JOHN DEERE

# Selling Equipment

Quote Id: 15364141    Customer Name: CITY OF FAIRHOPE

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Beard Equipment Company  
2480 E 165 Service Road N  
Mobile, AL 36617  
251-456-1993  
JohnDeereEmails@beardequipment.com

<b>Contract:</b> NJPA Landscaping and Grounds 070313-DAC (PG NB)							<b>Suggested List *</b>
							\$ 4,799.00
<b>Price Effective Date:</b> May 17, 2017							<b>Selling Price *</b>
							\$ 3,695.23
* Price per item - includes Fees and Non-contract items							
Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
0553TC	72 In. Fastback Commercial Rear Discharge Deck	1	\$ 4,799.00	23.00	\$ 1,103.77	\$ 3,695.23	\$ 3,695.23
<b>Standard Options - Per Unit</b>							
001A	United States and Canada	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Standard Options Total</b>			<b>\$ 0.00</b>		<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Suggested Price</b>							<b>\$ 3,695.23</b>
<b>Total Selling Price</b>			<b>\$ 4,799.00</b>		<b>\$ 1,103.77</b>	<b>\$ 3,695.23</b>	<b>\$ 3,695.23</b>



City of Fairhope  
Project Funding Request

JUN 16 '17 PM 12:02

*YAH*

Issuing Date 6/15/2017

Please return this Routing Sheet to Treasurer by

6/15/2017

Project Name: Purchase 1 ea. Kubota Zero Turn Mower from the AL State Contract 4013275 T-No. T225

Project Location: Recreation Dept.

Presented to City Council: 6/26/2017 Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_

Project Cash Requirement Submitted for Approval: Cost: \$13,068.97

Providers: Capital Tractor, Inc. Montgomery, AL

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	xx	Adult Rec 30	Street 35	
San 40		Golf 50		Golf Grounds 55		Debt Service 85	

Expense Code: 001-250-50470 Revenue Code \_\_\_\_\_

Project will be: Expensed xx  
Capitalized \_\_\_\_\_

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

Project Budgeted: \$13,500.00

(Over) Under budget amount: \$431.03

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

Funding: Operating funds

City Council prior approval	<u>4/24/2017</u>	Request approved by City Treasurer	<i>Deborah Smith</i>
Request received by City Treasurer	<u>6/15/2017</u>	Request approved by Finance Director	<i>[Signature]</i>
Received by Finance Department	<u>6/15/17</u>	Request approved by Mayor	<i>[Signature]</i>
Received by Mayor	<u>6/16/17</u>		

Contact Person: Tom Kuhl



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

## MEMO

To: Deborah Smith, Treasurer

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

Date: June 15, 2017

Re: Council Approval -- request for Budgeted Procurement, One (1) Zero Turn Mower for the Recreation Department

The Recreation Department requests approval to procure one (1) John Deere Zero Turn Mower. This procurement will be off the Alabama State Contracts list, T225, Contract number 4013275. The State Contract awarded vendor is Capital Tractor, Inc., of Montgomery, AL. The cost is Thirteen Thousand Sixty Eight Dollars and Ninety Seven Cents (\$13,068.97). Specifications determined by the Recreation Department.

**NOTES:**

See Attached State contract printout, for details.

This is a budgeted item, over \$10,000, and therefore, requires Council approval to procure.

**Please compose a greensheet and forward to City Council to approve this procurement of one (1) ea., budgeted, Zero Turn Mower for the Recreation Department, at a cost of \$13,068.97, from Capital Tractor, Inc., of Montgomery, AL.**

Cc: file

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36535

251-928-2136

251-928-6776 Fax

[www.fairhopeal.gov](http://www.fairhopeal.gov)

Printed on recycled paper

## QUOTATION OR SALES AGREEMENT

**SOLICITATION:**

<b>FROM:</b> CAPITAL TRACTOR, INC. 1498 FURNACE STREET MONTGOMERY, AL 36104 PHONE 334-264-0086/1-800-239-3112	<b>TO:</b> City of Tairhope Tom.Kuhl@fairhopeal.gov 251-990-0151
--	--

<b>DATE:</b> 14-Jun-17	<b>DELIVERY:</b> 30 Days
<b>TERMS:</b>	PRICES QUOTED ARE F.O.B.:

WE ARE PLEASED TO QUOTE YOU ON YOUR ORDER AS FOLLOWS:

QUANTITY	DESCRIPTION	PRICE	NET
	State Contract 4013275		
	T-Number T225		
Line 00039	ZD326H-72 Kubota Zero Turn Mower	\$15,677.00	\$12,384.83
Line 00040	Options Less 21%		
	Delete 326H, add 1211	\$866.00	\$684.14
<b>Quoted By:</b>	Caleb Greer	<b>SUBTOTAL:</b>	\$13,068.97
		TAX	Exempt
		<b>TOTAL W/TAX:</b>	<b>\$13,068.97</b>

<b>Comments:</b>	Delivered, 2 keys, manuals. Quote good for 30 days.
------------------	---

**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 purchase Upgrade to the Kronos Timekeeping System for the City of Fairhope and the type of software upgrade 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:

Bid Number: T00A

Upgrade Kronos Timekeeping System      Cost    \$17,280.00

Adopted on this 26th day of June, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

JUN 16 '17 PM 12:02

*FAA*

# City of Fairhope Project Funding Request

Issuing Date 6/14/2017

Please return this Routing Sheet to Treasurer by

6/14/2017

Project Name: Approve procurement of upgrade to the Kronos timekeeping system

Project Location: City Wide

Presented to City Council: 6/26/2017      Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_

Project Cash Requirement Submitted for Approval:      Cost: \$17,280.00  
Purchased of St of AL Contract T00A4012568

Providers: Kronos, Inc.  
Chelmsford, MA

Project Engineer: n/a

Order Date: \_\_\_\_\_      Lead Time: n/a

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

Division of General Fund Funding This Project											
Admin 10	xx	Police 15	xx	Fire 20	_____	Rec 25	_____	Adult Rec 30	_____	Street 35	_____
		San 40	_____	Golf 50	_____	Golf Grounds 55	_____			Debt Service 85	_____

Expense Code:	GF Admin	001-100-50300	Revenue Code	_____
	Police Dept.	001-150-50300		
	Gas	002-50300		
	Electric	003-50300		
	Water	004-10-50300		
	Sewer	004-20-50300		

Project will be:      Expensed xx  
                                 Capitalized \_\_\_\_\_

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

Project Budgeted: \$17,500.00

(Over) Under budget amount: \$220.00

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

Funding: Operating funds

City Council prior approval	<u>4/24/2017</u>	Request approved by City Treasurer	<i>Deborah Smith</i>
Request received by City Treasurer	<u>6/14/2017</u>	Request approved by Finance Director	<i>[Signature]</i>
Received by Finance Department	<u>6/14/17</u>	Request approved by Mayor	<i>[Signature]</i>
Received by Mayor	<u>6/16/17</u>		

Contact Person: Jeff Montgomery





## MEMO

To: Deborah Smith, Treasurer

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

Date: June 14, 2017

Re: Council Approval – request for over \$10,000 Kronos timekeeping system upgrade

The I.T. Department requests approval to upgrade the Kronos timekeeping system for the City. This will be off the State of Alabama contract list T00A, Contract. The cost of the timekeeping system upgrade will be Seventeen Thousand Two Hundred Eighty Dollars (\$17,280.00). The vendor is Kronos Incorporated, of Chelmsford, MA.

**NOTE:**  
**See Attached Vendor Quote for details.**

**Please compose a greensheet and forward to City Council to approve this procurement of an upgrade to the Kronos timekeeping system in the amount of \$17,280.00**

Cc: file

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

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

[www.fairhopeal.gov](http://www.fairhopeal.gov)

*Printed on recycled paper*



# ORDER FORM

Quote#: 571594 - 1  
Expires: 01-JUL-2017  
Sales Executive: Lesniewski, Ian

Order Type: Upgrade US  
Date: 30-MAY-2017  
Page: 1/2

**Bill To:** CITY OF FAIRHOPE  
PO DRAWER 429  
FAIRHOPE  
AL 36533  
United States

**Ship To:** Attn:JEFF MONTGOMERY  
CITY OF FAIRHOPE  
555 SOUTH SECTION ST  
FAIRHOPE  
AL 36532  
United States

**Solution ID:** 6109223

**Contact:** Jeff Montgomery  
**Email:** jeff.montgomery@fairhopeal.gov  
**Ship To Phone:** 1 251 990-0135

**Payment Terms:** N30  
**Currency:** USD  
**Customer PO Number:**

**FOB:** DESTINATION  
**Ship Method:**  
**Freight Term:** Prepay & Add

**Order Notes:**

This order is subject to the terms and conditions of that certain Sales, Software License and Services Agreement (the "Agreement") between Kronos and the State of Alabama dated 02/13/2013. Customer is a public sector entity based in Alabama. By signing and entering into an Order Form that expressly references the Agreement, each Kronos and Customer agree to be bound by the terms and conditions of this Agreement and all references in the Agreement to "Customer" shall be references to the applicable Customer entity entering into the order.

## PROFESSIONAL SERVICES / EDUCATIONAL SERVICES

Item	Quantity	Unit Price	Total Price
PARAGON ONLINE REMOTE TEAM	96 Hours		17,280.00
Project Manager	16 Hours	180.00	
Technology Consultant	32 Hours	180.00	
Solution Consultant	48 Hours	180.00	
	<b>Total Price</b>		<b>17,280.00</b>

## QUOTE SUMMARY

Description	Total Price
Subtotal	17,280.00
Deposit	
Tax	0.00
<b>Grand Total</b>	<b>17,280.00</b>



**State of Alabama  
 Department of Finance  
 Division of Purchasing  
 Master Agreement  
 Modification**

<b>CONTRACT INFORMATION</b>	
<b>MASTER AGREEMENT NUMBER:</b> MA 999 T00A4012568	<b>NOT TO EXCEED AMOUNT:</b>
Begin Date: 03/06/2013	Procurement Folder: 11544
Expiration Date: 03/05/2018	Procurement Type: Master Agreement
Solicitation Number:	Replaces Award Document:
Award Date:	Replaced by Award Document:
Modification Date: 01/17/17	Version Number: 3

<b>CONTACT INFORMATION</b>		
<b>REQUESTOR:</b> Staars Conversion 5555555555	<b>ISSUER:</b> Staars Conversion 5555555555	<b>BUYER:</b>

<b>CONTRACT DESCRIPTION</b>	
Converted STC from SNAP. Original Contract Date 2013/03/11	
Open the attached pdf to view complete contract details. Buyer Information Buyer ID: jaeri.ellis Buyer Name: Jaeri Ellis Buyer Phone Number: 867-555-5309 Buyer EmailId: Jaeri.Ellis@purchasing.alabama.gov	

**Ship To:** \_\_\_\_\_ **Bill To:** \_\_\_\_\_

**Shipping Instructions:** 28 DAYS ARO SNAP Location code is R1-STATEWIDE

<b>REASON FOR MODIFICATION</b>
Renewal of 5th and final contract term. See original bid file for written documentation.

<b>VENDOR INFORMATION</b>	
<b>Name /Address:</b>	<b>Contact:</b>
VC000040224: Kronos	Ryan Hammond
Attn Ryan Hammond	8649679960
17 Dapple Gray Ct	Ryan.Hammond@Kronos.Com
Simpsonville SC 29680	

**COMMODITY / SERVICE INFORMATION**

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

19568061670CNV - TIME CLOCKS, AND RELATED HARDWARE.  
 TIME CLOCKS, AND RELATED HARDWARE.  
 TIME CLOCKS, AND RELATED HARDWARE.

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

20556051756CNV - SOFTWARE, TIME & ATTENDANCE.  
 SOFTWARE, TIME & ATTENDANCE.  
 SOFTWARE, TIME & ATTENDANCE.

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



Purchasing Director

**APPROVALS**

Date	Status Before	Status After	Approver



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 purchase Upgrade to the City's Enterprise Resource Planning Software and the type of software upgrade 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:

Bid Number: T497

Upgrade City's Enterprise Resource Planning Software	Cost \$25,349.53
---	------------------

Adopted on this 26th day of June, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk





## MEMO

To: Deborah Smith, Treasurer

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

Date: June 14, 2017

Re: City Council approval – Request for over \$10,000 procurement to update our Enterprise Resource Planning software for the I.T. Department

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*

The I.T. Department needs to update our Enterprise Resource Planning software. I am submitting the following current cost summary (see attached cut sheet). The pricing is from the State of Alabama Bid Number T497, Contract Number 4012464, Included specifications and options determined by Fairhope I.T. Department.

Delivered cost with options is: Twenty Five Thousand Three Hundred Forty Nine Dollars and Fifty Three Cents (\$25,349.53). The State contract vendor is SHI International Corp, of Somerset, NJ.

**ALA State Contract     \$25,349.53**

### NOTES:

See Attached Vendor CUT-SHEET and STATE CONTRACT printout for details.

**Please compose a greensheet and place on the next available City Council Agenda this request to approve this procurement for the Fairhope I.T. Department, to update our Enterprise Resource Planning software, at a cost of \$25,349.53, from SHI International Corp, of Somerset, NJ.**

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

[www.fairhopeal.gov](http://www.fairhopeal.gov)

*Printed on recycled paper*



Pricing Proposal  
Quotation #: 13627124  
Created On: 6/13/2017  
Valid Until: 7/13/2017

---

## City of Fairhope AL

---

### Jeff Montgomery

Fairhope, AL 36533  
UNITED STATES  
Phone: (251) 990-0135  
Fax:  
Email: jeff.montgomery@cofairhope.com

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## IAE

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### Kevin Mariano

300 Davidson Avenue  
Somerset, NJ 08873  
Phone: 732-564-8516  
Fax: 732-564-8224  
Email: Kevin\_Mariano@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 WinSvrDCCore 2016 SNGL MVL 2Lic CoreLic Microsoft - Part#: 9EA-00270 <b>Note:</b> License only	24	\$495.88	\$11,901.12
2 SQLSvrStd SNGL LicSAPk MVL Microsoft - Part#: 228-04538 Coverage Term: 6/13/2017 – 10/1/2019 <b>Note:</b> L+ SA for 28 months (can be split annually)	3	\$915.97	\$2,747.91
3 SQLCAL SNGL SA MVL UsrCAL Microsoft - Part#: 359-00993 Coverage Term: 6/13/2017 – 10/1/2019 <b>Note:</b> L+ SA for 28 months (can be split annually)	50	\$214.01	\$10,700.50
		Subtotal	\$25,349.53
		Total	\$25,349.53

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### Additional Comments

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AL state contract - 4012464 - T497

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*The Products offered under this proposal are subject to the SHI Return Policy posted at [www.shi.com/returnpolicy](http://www.shi.com/returnpolicy), unless there is an existing agreement between SHI and the Customer.*



PROG ID: POCNBK3A

DATE: 08/26/16

STATE OF ALABAMA  
DEPARTMENT OF FINANCE  
DIVISION OF PURCHASING  
CONTRACT NOTICE OF AWARD

SOFTWARE, PERSONAL COMPUTER  
CONTRACT

T-NUMBER..... : T497

USAGE..... : STATEWIDE CONTRACT  
PERIOD..... : NOVEMBER 1, 2012 TO OCTOBER 31, 2017  
SOLICITATION NO : 2239256

CONTRACT BUYER..... : JENNIFER LORETZ

BUYER PHONE.. : (334) 242-7370      PURCHASING NUMBER..... : (334) 242-7250  
FAX NUMBER... : (334) 242-4419  
DATE PRINTED. : 08/26/16

DIVISION OF PURCHASING  
CONTRACT NOTICE OF AWARD

TERMS AND CONDITIONS

PAGE: 2

FAMILIARIZE YOURSELF WITH THIS CONTRACT AND THE TERMS AND CONDITIONS REGARDING THE RESPONSIBILITIES OF THE STATE AND THE VENDORS.

- \* \* \* \* \*
- \* IT IS THE RESPONSIBILITY OF THE ORDERING AGENCY TO MAKE SURE THAT \*
- \* ALL OF THE INFORMATION SUBMITTED ON THEIR REQUISITION IS CORRECT. \*
- \* ALWAYS BE SURE TO RECHECK YOUR COMMODITY NUMBERS. AS SOON AS YOUR \*
- \* PURCHASE ORDER ARRIVES, CHECK IT FOR ACCURACY. IF THERE ARE ANY \*
- \* DISCREPANCIES, PLEASE NOTIFY THE VENDOR FIRST, THEN CONTACT THE \*
- \* BUYER LISTED ON THE FRONT OF THIS CONTRACT AS SOON AS POSSIBLE. \*
- \* IN MOST INSTANCES, PROBLEMS CAN BE CORRECTED. \*
- \* \* \* \* \*
- \* COMPLAINTS MUST BE DOCUMENTED & SUBMITTED TO THE BUYER IN WRITING. \*
- \* \* \* \* \*

SOLICITATION NUMBER : 2239256

ADMINISTRATIVE FEE:

AWARDED BIDDER(S) SHALL PAY THE STATE AN ADMINISTRATIVE FEE FOR ALL SALES MADE UNDER THIS CONTRACT. THIS FEE SHALL BE 1 % (0.01) OF THE TOTAL DOLLAR AMOUNT FOR ALL SALES. THE FEE WILL BE PAID EACH MONTH BEFORE THE 20TH AND WILL REPRESENT A SINGLE, ONE-TIME PAYMENT FOR ALL SALES MADE IN THE PRIOR MONTH AND AS ADJUSTED FOR ERRORS ASSOCIATED WITH EARLIER MONTHS. THIS FEE SHALL NOT BE LISTED AS A SEPARATE COST ON INVOICES. THE AWARDED BIDDER(S) WILL BE REQUIRED TO

DIVISION OF PURCHASING  
CONTRACT NOTICE OF AWARD

TERMS AND CONDITIONS

PAGE: 3

PROVIDE A SUMMARY REPORT EACH MONTH BEFORE THE 20TH LISTING SALES MADE DURING THE PRIOR CALENDAR MONTH. THIS REPORT IS TO INCLUDE THE CONTRACT NUMBER, PURCHASING ENTITY, SALES AMOUNT, AND FEE AMOUNT. A REPORT IS DUE EVEN WHEN THERE IS NO ACTIVITY. THIS REPORT SHALL BE SENT ELECTRONICALLY TO TELECOM.ADMIN@ISD.ALABAMA.GOV. A COPY OF THE THE SUMMARY REPORT SHALL ALSO ACCOMPANY THE PAYMENT.

REMITTANCE SHALL BE PAYABLE TO THE "STATE OF ALABAMA DEPARTMENT OF FINANCE" AND BE SENT TO:

ALABAMA DEPARTMENT OF FINANCE  
DIVISION OF ACCOUNTING AND ADMINISTRATION  
PO BOX 300658  
MONTGOMERY ALABAMA 36130-0658

FOR INTERNAL INFORMATION ONLY: FEE DISTRIBUTION 1/2 % TO THE STATE PROCUREMENT FUND AND 1/2 % TO THE FINANCE ISD REVOLVING FUND.

FREIGHT:  
BID IS F.O.B. DESTINATION. ANY FREIGHT CHARGES MUST BE INCLUDED IN THE BID PRICES. DO NOT SHOW FREIGHT AS A SEPARATE COST.

CONTRACT PERIOD:  
ESTABLISH A 12 MONTH CONTRACT WITH AN OPTION TO EXTEND FOR A SECOND, THIRD, FOURTH, AND FIFTH 12 MONTH PERIOD WITH THE SAME PRICING, TERMS AND CONDITIONS. THE SECOND, THIRD, FOURTH, OR FIFTH 12 MONTH PERIOD, IF AGREED BY BOTH PARTIES, WOULD BEGIN THE DAY AFTER THE FIRST, SECOND, THIRD, OR FOURTH 12 MONTH PERIOD EXPIRES. ANY SUCCESSIVE EXTENSION MUST HAVE WRITTEN APPROVAL OF BOTH THE STATE AND VENDOR NO

LATER THAN 30 DAYS PRIOR TO EXPIRATION OF THE PREVIOUS 12 MONTH PERIOD.

NON-APPROPRIATION OF FUNDS:  
CONTINUATION OF ANY AGREEMENT BETWEEN THE STATE AND A BIDDER BEYOND A FISCAL YEAR IS CONTINGENT UPON CONTINUED LEGISLATIVE APPROPRIATION OF

DIVISION OF PURCHASING  
CONTRACT NOTICE OF AWARD

TERMS AND CONDITIONS

PAGE: 4

FUNDS FOR THE PURPOSE OF THIS BID AND ANY RESULTING AGREEMENT. NON-AVAILABILITY OF FUNDS AT ANY TIME SHALL CAUSE ANY AGREEMENT TO BECOME VOID AND UNENFORCEABLE AND NO LIQUIDATED DAMAGES SHALL ACCRUE TO THE STATE AS A RESULT. THE STATE WILL NOT INCUR LIABILITY BEYOND THE PAYMENT OF ACCRUED AGREEMENT PAYMENT.

PRORATION:  
ANY PROVISION OF A CONTRACT RESULTING FROM THIS BID TO THE CONTRARY NOTWITHSTANDING, IN THE EVENT OF FAILURE OF THE STATE TO MAKE PAYMENT HEREUNDER AS A RESULT OF PARTIAL UNAVAILABILITY, AT THE TIME SUCH PAYMENT IS DUE, OF SUCH SUFFICIENT REVENUES OF THE STATE TO MAKE SUCH PAYMENT (PRORATION OF APPROPRIATED FUNDS FOR THE STATE HAVING BEEN DECLARED BY THE GOVERNOR PURSUANT TO SECTION 41-4-90 OF THE CODE OF ALABAMA 1975), THE CONTRACTOR SHALL HAVE THE OPTION, IN ADDITION TO THE OTHER REMEDIES OF THE CONTRACT, OF RENEGOTIATING THE CONTRACT (EXTENDING OR CHANGING PAYMENT TERMS OR AMOUNTS) OR TERMINATING THE CONTRACT.

PURPOSE:  
ESTABLISH A CONTRACT FROM THE ITEMS LISTED FOR ALL STATE AGENCIES. CONTRACT PRICES ARE AVAILABLE TO ALL LOCAL GOVERNMENTAL AGENCIES AND SCHOOLS.

DIVISION OF PURCHASING  
CONTRACT NOTICE OF AWARD

CONTRACT VENDORS

PAGE: 5

CONTRACT NUMBER	VENDOR NUMBER NAME AND ADDRESS	CONTACT PERSON PHONE NUMBERS/FAX	TERMS AND DELIVERY
4012464	223009648-00 SHI INTERNATIONAL CORP 290 DAVIDSON AVE SOMERSET NJ 08873	MICHAEL_BENCH@SHI.COM	NET 2 DAYS ARO
4012465	203350351-00 STRATEGIC ALLIED TECHNOLOGIES SAT 8650 MINNIE BROWN ROAD SUITE 101 MONTGOMERY AL 36117	K MCDANIEL 334-294-1911	NET 4 WKS ARO

DIVISION OF PURCHASING  
CONTRACT NOTICE OF AWARD

CONTRACT INFORMATION

PAGE: 6

CONTRACT NUMBER	VENDOR NUMBER/VENDOR NAME KNOA DESCRIPTION
4012464	22300964800 SHI INTERNATIONAL CORP  PRICING FOR THIS CONTRACT IS BASED ON DISCOUNTS FROM CATALOG CONTACT THE VENDOR FOR PRICING SOUTH EAST TEAM (800) 715-3197
4012465	OR EMAIL: SOUTHEASTTEAM@SHI.COM 20335035100 STRATEGIC ALLIED TECHNOLOGIES  PRICING FOR THIS CONTRACT IS BASED ON DISCOUNTS FROM CATALOG CONTACT THE VENDOR FOR PRICING KEVIN MCDANIEL (334) 294-1911 OR EMAIL: KMCDANIEL@SAT-INC.NET

DIVISION OF PURCHASING  
CONTRACT NOTICE OF AWARD

COMMODITY LISTING

PAGE: 7

CONTRACT NUMBER/LINE #	COMMODITY NUMBER COMMODITY DESCRIPTION	UNIT PRICE MEASURE	VENDOR # NAME	TERMS
4012464 00001	205-56-051749 SOFTWARE, SYMANTEC:	.00	223009648-00 SHI INTERNATIONAL CORP	NET

SOFTWARE - 23%  
 MAINTENANCE - 23%  
 OPTIONS - 60%  
 4012464 00002 205-56-051746 .00 % 223009648-00 NET  
 EA SHI INTERNATIONAL CORP  
 SOFTWARE, ATTACHMATE:  
 SOFTWARE - 52%  
 MAINTENANCE - 52%  
 OPTIONS - 65%  
 4012464 00003 205-56-051752 .00 % 223009648-00 NET  
 EA SHI INTERNATIONAL CORP  
 SOFTWARE, ADOBE:  
 SOFTWARE - 13%  
 MAINTENANCE - 12.5%  
 OPTIONS - 55%  
 4012464 00004 205-56-051754 .00 % 223009648-00 NET  
 EA SHI INTERNATIONAL CORP  
 SOFTWARE, MCAFFEE:  
 SOFTWARE - 32%  
 MAINTENANCE - 32%  
 OPTIONS - 50%  
 4012464 00005 205-56-050483 .00 % 223009648-00 NET  
 EA SHI INTERNATIONAL CORP

DIVISION OF PURCHASING  
CONTRACT NOTICE OF AWARD

COMMODITY LISTING

PAGE: 8

CONTRACT NUMBER/LINE #	COMMODITY NUMBER COMMODITY DESCRIPTION	UNIT PRICE MEASURE	VENDOR # NAME	TERMS
------------------------	---	-----------------------	------------------	-------

SOFTWARE, NUANCE:

SOFTWARE - 50%  
 MAINTENANCE - 67%  
 OPTIONS - 59%

4012464 00007	205-56-050325 SOFTWARE, MICROSOFT, SELECT AGREEMENT	.00 % EA	223009648-00 SHI INTERNATIONAL CORP	NET
	SOFTWARE - 17.9% MAINTENANCE - 18.5% OPTIONS - 50%			

4012464 00008	205-56-050365 SOFTWARE, MICROSOFT, ENTERPRISE AGREEMENT	.00 % EA	223009648-00 SHI INTERNATIONAL CORP	NET
	SOFTWARE - 18.6% MAINTENANCE - 18.6% OPTIONS - 50%			

4012465 00009	205-56-050481 SOFTWARE, VMWARE	.00 % EA	203350351-00 STRATEGIC ALLIED TECHNOLOGIES SAT	NET
	SOFTWARE - 19.6% MAINTENANCE - 4% OPTIONS - 50%			

DIVISION OF PURCHASING  
CONTRACT NOTICE OF AWARD

.....  
 IF YOU NEED ASSISTANCE CONCERNING THIS CONTRACT, PLEASE CONTACT THE  
 BUYER LISTED ON THE COVER PAGE.  
 .....

THIS CONTRACT CONTAINS 9 PAGES.

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 purchase Single Phase Pad Mount Transformers for the Electric Department (2 each 167kVA); and authorizes procurement without formal bid based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The cost will be \$7,338.00.

Adopted on this 26th day of June, 2016

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

City of Fairhope  
Project Funding Request

JUN 16 '17 PM 12:02  
*[Signature]*

Issuing Date 6/14/2017

Please return this Routing Sheet to Treasurer by

6/14/2017

Project Name: Purchase 2 ea. single phase padmount transformers 167kVA

Project Location: Electric System

Presented to City Council: 6/26/2017 Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_

Project Cash Requirement Submitted for Approval: Cost: \$7,338.00

Providers: Gresco Utility Supply Inc.  
Forsyth, GA

Project Engineer: n/a

Order Date: \_\_\_\_\_ Lead Time: 8-10 weeks ARO

Department Funding This Project							
General	Gas	Electric <u>xx</u>	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 _____		
	San 40 _____	Golf 50 _____	Golf Grounds 55 _____	Debt Service 85 _____			

Expense Code: 003-14015 Revenue Code \_\_\_\_\_

Project will be: Expensed \_\_\_\_\_  
Capitalized xx

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 funds

City Council prior approval	<u>4/24/2017</u>	Request approved by City Treasurer	<i>[Signature]</i>
Request received by City Treasurer	<u>6/14/2017</u>	Request approved by Finance Director	<i>[Signature]</i>
Received by Finance Department	<u>6/14/17</u>	Request approved by Mayor	<i>[Signature]</i>
Received by Mayor	<u>6/16/17</u>		

Contact Person: Joe Wolchina



## MEMO

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

Date: June 12, 2017

Re: City Council approval for procuring Pad Mount Transformers

The Electric Department needs two each, of single phase, padmount transformers, 167kVA. The procurement of these items is allowed without formal bid by Code of Alabama 1975, Section 41-16-51(b)(7). Quotes were obtained (see attached).

The Electric Department recommends the lowest quotation be approved, at a total cost of Seven Thousand Three Hundred Thirty Eight Dollars (\$7,338.00). This is under the \$7,500 benchmark for Greensheet approval, but over the \$5,000 limit for City Council approval of unbudgeted items.. The vendor is Gresco Utility Supply, Inc., of Forsyth, GA. See attached quotations.

Lead time: 8-10 Weeks, ARO (after receipt of order)

**Please compose, and have approved, a greensheet for this procurement, and move this request forward for City Council approval to procure 2 each, unbudgeted, 167Kva, single phase, pad mount transformers from Gresco Utility Supply, Inc., of Forsyth, GA, in the amount of \$7,338.00.**

Cc: file

CUSTOMER COPY

QUOTE # 465920-00  
QUOTED DATE 5/31/17

BILL TO:  
GRESKO UTILITY SUPPLY, INC.  
1135 RUMBLE ROAD

SHIP TO:  
CITY OF FAIRHOPE  
PO DRAWER 429  
555 SOUTH SECTION ST

ATTN= ACCOUNTS PAYABLE  
FORSYTH GA31029

FAIRHOPE AL36532

DESCRIPTION PRODUCT NUMBER QTY UNIT PRICE EXT PRICE

TRANSFORMER LOSS DATA IS BASED ON ANSI C57.12.00:

LOSS GRT: AVE VOLT% : 100

NL TEMP BASIS: 85 LL TEMP BASIS: 85

\*QUOTED PER TECHNICAL SPECIFICATIONS FOR SINGLE  
PHASE PADMOUNT TRANSFORMERS.

-QUOTED 167KVA ANSI TYPEIII PADMOUNT,12470GRDY/7200  
95BIL PRIMARY WITH WELLS AND INSERTS, NO TAPS,  
240/120 SECONDARY WITH THREE LOW VOLTAGE BUSHINGS  
PROVIDING BAYONET FUSING WITH ISOLATION LINK.

- TANK WILL HAVE 2 PARKING STANDS.
- PROVIDING (IFD) INTERNAL FUALT DETECTOR.
- FILLED WITH FR3 FLUID.
- PRIMARY BUSHINGS WILL BE EXTERNALLY CLAMPED.
- UNITS ARE DESIGNED TO MEET DOE 2016 EFFICIENCY REQUIREMENTS.

2ND QTR 2017 INDEX

PRICING IS FIRM ON AN ORDER RECEIVED WITHIN  
30 DAYS FROM BID DATE AND SHIPMENT WITHIN  
THE QUOTED THE LEAD TIME

PRICING IS SUBJECT TO ESCALATION/DESCALATION  
FOR ORDERS PLACED AFTER THE 30 DAY BID VALIDITY  
OR FOR SHIPMENTS DELAYED BEYOND THE QUOTED  
LEADTIME AT THE CUSTOMERS REQUEST. ESCALATION IS  
CALCULATED ON THE DIFFERENCE IN THE ERMCO  
MATERIAL COST FROM TIME OF QUOTE VERSUS  
REQUESTED TIME OF SHIPMENT. THE BASE INDEX FOR  
THIS QUOTE IS 2ND QTR 2017 MATERIAL COSTS. PLEASE  
NOTE:LEADTIME IS SUBJECT TO CHANGE WITHOUT  
NOTICE!! 3PH PADMOUNTS 8-10 WEEKS ARO

ITEM 1  
PADMOUNT DIST. TRANSFORMER PADMOUNT  
ITEM# : 1.00  
NL= 228 LL= 1449 IZ=2.100 TL= 1677  
OPTIONS BEGIN.....  
TYP2D TYPEIII W/2 SINGLE PARKING STANDS  
L LOOP FEED WITH 200 AMP STRAP  
167 167 KVA  
001 12470GRDY/7200 95BIL 1BU  
001 NO TAPS  
441 240/120 (3 LVBU ONLY) LHL  
E50 GENERIC DUAL ELEM (DE) BAYO & ISO  
A00 ECI ISOLATION LINK BY CONFIGURATOR

2

3669.00

7338.00

5/31/17 13:51:35

ERMCO QUOTE

PAGE 2

CUSTOMER COPY

QUOTE # 465920-00  
QUOTED DATE 5/31/17

BILL TO:  
GRESKO UTILITY SUPPLY, INC.  
1135 RUMBLE ROAD

SHIP TO:  
CITY OF FAIRHOPE  
PO DRAWER 429  
555 SOUTH SECTION ST

ATTN= ACCOUNTS PAYABLE  
FORSYTH GA31029

FAIRHOPE AL36532

<u>DESCRIPTION</u>	<u>PRODUCT NUMBER</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>EXT PRICE</u>
003	ECI HV BUSHING WELL (3-3-90)			
100	ERMCO STANDARD INSERTS			
000	COPPER STUD SECONDARY BUSHINGS.			
000	NO CONNECTORS REQUIRED			
014	14GA MILD STEEL DOOR			
B	STD PLT OPT'N FOR THE UNSTACKABLES			
8	ENVIROTEMP-FR3			
OPTIONS END.....				

100% CTR @ TIME OF SHIPMENT

24 HOUR NOTICE



## Joe Wolchina

---

**From:** Hensley, Christopher <CHensley@wescodist.com>  
**Sent:** Friday, May 26, 2017 2:26 PM  
**To:** Joe Wolchina  
**Subject:** RE: Transformer Quote

Good Afternoon Joe,

Your cost on this Transformer is \$3839.00 EA and the current lead time is 8 weeks. Please feel free to contact me with any questions you may have.

Have a great weekend!

 <p><b>WESCO</b> DISTRIBUTION</p>	<p><i>Chris Hensley</i> Inside Sales Associate WESCO DISTRIBUTION, INC 610 B. Bohannon Road Fairburn, GA 30213 Direct: (770) 477-3875 Office: (770) 477-3861 Fax: (770) 477-3880</p>
--	--

3839.00  
x 2  
7678.00

All quotes are per Wesco Distribution terms/conditions.  
[http://www.wesco.com/terms and conditions of sale.pdf](http://www.wesco.com/terms_and_conditions_of_sale.pdf)

---

**From:** Joe Wolchina [mailto:joe.wolchina@cofairhope.com]  
**Sent:** Wednesday, May 24, 2017 4:40 PM  
**To:** Hensley, Christopher  
**Subject:** [EXTERNAL] Transformer Quote

See attachment. Thanks

Joe Wolchina  
Asst. Superintendent  
Fairhope Public Utilities  
555 South Section Street  
P.O. Drawer 429  
Fairhope, Alabama 36533  
251-928-8003  
251-990-0156 Fax  
[www.cofairhope.com](http://www.cofairhope.com)  
[Joe.Wolchina@fairhopeal.gov](mailto:Joe.Wolchina@fairhopeal.gov)

Quote

T & C SPECIALTY DISTRIBUTORS INC  
 P O BOX 111  
 148 RUSSELL DRIVE  
 WAYNESBORO MS 39367  
 6017359040

Order Number: 0010972

Order Date: 6/5/2017

Salesperson: WJON

Customer Number: 00-FAICIT

Sold To:  
 CITY OF FAIRHOPE  
 P O DRAWER 429  
 FAIRHOPE, AL 36533  
 (251) 928-8003  
 Confirm To:

Ship To:  
 CITY OF FAIRHOPE  
 555 S. SECTION STREET  
 DAN AMES 251-928-8003  
 FAIRHOPE, AL 36532

Customer P.O.	Ship VIA	F.O.B.	Terms
			NET 30 DAYS

Item Number	Unit	Ordered	Shipped	Back Order	Price	Amount
167 FAIRHOPE	EACH	2.00	0.00	0.00	5,165.0000	10,330.00
167 KVA 1 PHASE PADMOUNT ANSI C57.12.25 TYPE 2 DEAD FRONT SINGLE VOLTAGE HV: 12470 GRDY/7200 95KV BIL LV: 240/120 30KV BIL 3 BUSHINGS TAPS: NO TAPS TANK: MILD STEEL LOSSES: NO LOAD = 271, LOAD = 1306, TOTAL = 1577 OIL TYPE: ENVIRO TEMP LOOP FEED, WELLS AND INSERTS, BAYONET FUSING WITH ISOLATION LINK, DRAIN VALVE WITH SAMPLER, IFD PER CUSTOMER SPEC DATED 5/27/17 NON-EVALUATED MEETS DOE REQUIREMENTS AT AN ADDITIONAL COST, HI CAN PROVIDE THE NEW HI-LIFT(TM) DESIGN FOR SINGLE PHASE PAD-MOUNTED TRANSFORMERS. THE TRANSFORMER FEATURES A RAISED LOCKING ASSEMBLY LOCATED HIGH ON THE TRANSFORMER HOOD RATHER THAN ON THE BASE SILL AT GROUND-LEVEL. THE SECURITY BOLT AND PAD LOCK ARE LOCATED WELL ABOVE GROUNDLEVEL CONTAMINANTS AND CONSEQUENTLY ARE MUCH LESS LIKELY TO BE AFFECTED BY ANT MOUNDS OR ACCUMULATION OF DIRT, SAND, ICE OR SNOW. PAD LOCKS CAN HANG STRAIGHT DOWN INSIDE THE LOCK POCKET AND ARE BETTER PROTECTED FROM THE ELEMENTS. QUOTE EA-2961 ITEM 1 LEAD TIME 8 - 10 WEEKS						

RESOLUTION NO. \_\_\_\_\_

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that the City Council approves the negotiated pricing for Zinc Orthophosphate and TKKP Chemicals; and authorizes Mayor Karin Wilson to execute a contract with Thornton, Musso & Bellemin with an annual cost not-to-exceed \$51,000.00. These are materials needed, used and consumed in the operation of our waterworks system; and authorized for procurement using the option allowed by Code of Alabama 1975, Section 41-616-51(b)(7).

DULY ADOPTED THIS 26TH DAY OF JUNE, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

# City of Fairhope Project Funding Request

Issuing Date 6/14/2017

Please return this Routing Sheet to Treasurer by

JUN 16 '17 PM 12:01  
6/14/2017 *JAN*

Project Name: Approve contract to purchase zinc orthophosphate and TKKP chemical 2017

Project Location: Water System

Presented to City Council: 6/26/2017 Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_

Project Cash Requirement Submitted for Approval: Cost: \$45,000 / year (approximate) zinc orthophosphate  
\$6,000 / year (approximate) TKKP chemicals

Providers: Thornton, Musso & Bellemin, Inc.  
Zachary, LA

Project Engineer: n/a

Order Date: \_\_\_\_\_ Lead Time: n/a

Department Funding This Project							
General	Gas	Electric	Water xx	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		
San 40	Golf 50	Golf Grounds 55	Debt Service 85				

Expense Code: 004-10-53010 Revenue Code \_\_\_\_\_  
Chemicals and testing

Project will be: Expensed xx  
Capitalized \_\_\_\_\_

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

Project Budgeted: Yes

(Over) Under budget amount: \_\_\_\_\_

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

Funding: Operating funds

City Council prior approval	<u>4/24/2017</u>	
Request received by City Treasurer	<u>6/14/2017</u>	Request approved by City Treasurer <i>Deborah Smith</i>
Received by Finance Department	<u>6/14/17</u>	Request approved by Finance Director <i>[Signature]</i>
Received by Mayor	<u>6/16/17</u>	Request approved by Mayor <i>[Signature]</i>

Contact Person: Dan McCrory



## MEMO

Karin Wilson  
Mayor

*Council Members*

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACOMO

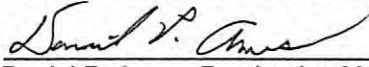
Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC  
City Clerk

Deborah A. Smith, CPA  
City Treasurer

To: Deborah Smith, City Treasurer

From:   
Daniel P. Ames, Purchasing Manager

Date: June 12, 2017

Re: Request for City Council to approve procurement of, Zinc Orthophosphate and TKKP Chemicals

The Water Department needs Zinc Orthophosphate and TKKP chemicals. These are materials needed, used and consumed in the operation of our waterworks system. Per resolution No. 2734-17, the City Council approved negotiating a price for the product with the current vendor, (Thornton, Musso, & Bellemin, Inc., of Zachary, LA); and procuring the materials using the option allowed by Code of Alabama 1975, Section 41-16-51(b)(7),

The negotiated pricing for the two materials came in below the prices quoted in RFQ No. 002-17, Supply Zinc Orthophosphate and TKPP Chemicals 2017 (the RFQ was previously rejected by City Council). See attached quotation.

Zinc Orthophosphate	\$1.03 per Pound -- approx. \$45,000 per year.
TKPP	\$1.34 per Pound -- approx. \$ 6,000 per year

Estimated annual cost \$51,000

**Please place on the next available City Council Agenda this Recommendation to approve the negotiated pricing of and authorize the Mayor to sign the associated contract with Thornton, Musso, & Bellemin, of Zachary, LA., with an annual not-to-exceed amount of \$51,000.**

**Cc: file,**

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

www.fairhopeal.gov

Printed on recycled paper



**Thornton, Musso, & Bellemin, Inc.**

**WATER TREATMENT CONSULTANTS**

(225) 654-4955  
FAX: (225) 654-9533

Post Office Box 181  
Zachary, LA 70791

June 6, 2017

Dan McCrory  
Fairhope Utilities  
P.O. Drawer 429  
Fairhope, AL 36533

**Subject: New Contract Proposed Pricing**

Dan,

As we discussed, our new contract proposed pricing is as follows:

TMB-455 ZINC ORTHOPHOSPHATE \$1.03 POUND  
TMB 460 TKPP \$1.34 POUND

Regards,

**David Oliver, CWT**  
Regional Manager  
Water Treatment Consultant  
Thornton, Musso, and Bellemin, Inc.

**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 a Bulldozer for the Public Works Department (Bid Number 029-17 was for a Used Bulldozer) 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  
Bulldozer for the Public Works Department

[3] After evaluating the bid proposals with the required bid specifications, Thompson Tractor Co., Inc., with the total bid proposal of \$101,857.00, is now awarded the bid for a New 2017 D5K5 Caterpillar Bulldozer for the Public Works Department.

Adopted on this 26th day of June, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

City of Fairhope  
Project Funding Request

Issuing Date 6/14/2017

Please return this Routing Sheet to Treasurer by

JUN 16 '17 PM 12:02  
6/14/2017 *ZML*

Project Name: Award Bid No. 029-17 Used bulldozer      2017 D5K5 Caterpillar Bulldozer  
 Note: The lowest bid was for a new bulldozer, not a used one. Therefore, this purchase is for a new bulldozer.

Project Location: Public Works

Presented to City Council: 6/26/2017      Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_

Project Cash Requirement Submitted for Approval:      Cost: \$101,857.00

Providers: Thompson Tractor Co., Inc.  
Spanish Fort, AL

Project Engineer: n/a

Order Date: \_\_\_\_\_      Lead Time: 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	Debt Service 85

Expense Code: 001-350-50470      Revenue Code \_\_\_\_\_

Project will be:      Expensed xx  
                          Capitalized \_\_\_\_\_

Project Budgeted: \$100,000.00

(Over) Under budget amount: (\$1,857.00)

Funding: Operating funds

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

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council prior approval	<u>4/24/2017</u>	Request approved by City Treasurer	<i>Deborah Smith</i>
Request received by City Treasurer	<u>6/14/2017</u>	Request approved by Finance Director	<i>[Signature]</i>
Received by Finance Department	<u>6/14/17</u>	Request approved by Mayor	<i>[Signature]</i>
Received by Mayor	<u>6/16/17</u>		

Contact Person: Arthur Bosarge





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

## MEMO

To: Deborah Smith, Treasurer

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

Date: June 13, 2017

Re: City Council Approval – Award Bid No. 029-17 Used Bulldozer

The Public Works Department needs a used bulldozer. Bid No. 029-17 Used Bulldozer, was issued on May 24, 2017, and opened on June 8, 2017 at 9:00 a.m. The recommendation is to award the bid to the lowest responsive and responsible bidder, Thompson Tractor Company, Inc., of Spanish Fort, AL, in the amount of One Hundred One Thousand Eight Hundred Fifty Seven Dollars (\$101,857.00) (see attached Bid Tabulation and Recommendation). Specifications determined by Public Works Department. Thompson Tractor Company, Inc. bid a new tractor, as they did not have a used one available to specifications.

NOTES:

See Attached Bid Tabulation and Recommendation, for details.  
Leadtime: 10 days ARO

**Please compose a greensheet and forward to City Council this request to award Bid No. 029-17 Used Bulldozer, at a cost of \$101,857.00, to Thompson Tractor Company, Inc., of Spanish Fort, AL.**

Cc: file

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

www.fairhopeal.gov

Printed on recycled paper

CITY OF FAIRHOPE

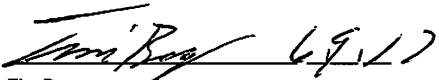
BID TABULATION


Bid Name: USED BULLDOZER  
 Bid Number: 029-17  
 Date Opened: 6/8/2017 9:00 AM

Vendor	Bid Proposal Executed / Signed / Notarized/Non-Collusion Statement Signed / Notarized	ARO	Hours of Use	Year/ Model / MANUFACTURER/	Total Price
Thompson Tractor Company, Inc.	YES	10 DAYS	5 hrs	2017 / D5K5 / Caterpillar, Inc.	\$101,857.00
Beard Equipment	YES	10 Days	1350 hrs	2015 / 650K / John Deere	\$109,000.00

Recommendation: Award bid to Thompson Tractor Company, Inc. in the amount of \$101, 857 as stated on their Bid Response Form.

To my knowledge this is an accurate Bid Tabulation

  
 Tim Bung  
 Fleet Supervisor

  
 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 did request, receive, and open a bid for Fitness Equipment for the Recreation Center (Bid Number 018-17) 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  
Fitness Equipment for the Recreation Center

[3] After evaluating the bid proposals with the required bid specifications, Johnson Health Tech North America, Inc., with the total bid proposal of \$62,760.00, is now awarded the bid for Fitness Equipment for the Recreation Center.

adopted on this 26th day of June, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

*JAW*

# City of Fairhope Project Funding Request

Issuing Date 6/14/2017

Please return this Routing Sheet to Treasurer by

6/14/2017

Project Name: Award Bid No. 018-17 Fitness Equipment for Recreation Center 2017

Project Location: Recreation Center

Presented to City Council: 6/26/2017 Approved \_\_\_\_\_ Changed \_\_\_\_\_ Rejected \_\_\_\_\_

Project Cash Requirement Submitted for Approval: Cost: \$62,760.00

Providers: Johnson Health Tech North America, Inc.  
Cottage Grove, WI

Project Engineer: n/a

Order Date: \_\_\_\_\_ Lead Time: 28 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	X	Adult Rec 30	Street 35	Debt Service 85
San 40	Golf 50	Golf Grounds 55					

Expense Code: <u>001-1250-50470</u>	Revenue Code _____
-------------------------------------	--------------------

Project will be: Expensed xx  
Capitalized \_\_\_\_\_

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

Project Budgeted: \$85,000.00

(Over) Under budget amount: \$22,240.00

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

Funding: Operating funds

City Council prior approval	<u>4/24/2017</u>	Request approved by City Treasurer	<i>Deborah Smith</i>
Request received by City Treasurer	<u>6/14/2017</u>	Request approved by Finance Director	<i>[Signature]</i>
Received by Finance Department	<u>6/14/17</u>	Request approved by Mayor	<i>[Signature]</i>
Received by Mayor	<u>6/16/17</u>		

Contact Person: Tom Kuhl



## MEMO

To: Deborah Smith, Treasurer

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

Date: June 12, 2017

Re: City Council Approval – Award Bid No. 018-17 Fitness Equipment for Recreation Center 2017

The Recreation Department needs fitness equipment for the Recreation Center. Bid No. 018-17 Fitness Equipment for Recreation Center 2017, was issued on May 26, 2017, and opened on June 8, 2017 at 9:00 a.m. The recommendation is to award the bid to the lowest responsive and responsible bidder, Johnson Health Tech North America, Inc., of Cottage Grove, WI, in the amount of Sixty-Two Thousand Seven Hundred Sixty Dollars (\$62,760.00) (see attached Bid Tabulation and Recommendation). Specifications determined by Recreation Department.

### NOTES:

See Attached Bid Tabulation and Recommendation, for details.

Leadtime: 28 days ARO

**Please compose a greensheet and forward to City Council this request to award Bid No. 018-17, Fitness Equipment for Recreation Center 2017, at a cost of \$62,760.00, to Johnson Health Tech North America, Inc., of Cottage Grove, WI.**

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

251-928-2156

251-928-6776 Fax

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CITY OF FAIRHOPE  
 BID TABULATION and RECOMMENDATION

Bid Name:  
 Bid Number:  
 Date Opened:

Fitness Equipment for Recreation Center 2017  
 018-17  
 6/8/2017 9:00 AM

Vendor	Bid Proposal Executed / Signed / Notarized/Non-Collusion Statement Signed / Notarized	ARO DAYS	MANUFACTURER	No. of ITEMS	PRICE PER ITEM	TOTAL PRICE	
<b>Johnson Health Tech North America</b>	<b>YES</b>	<b>28</b>					
T7xe (or equivalent) Treadmills			Matrix Fitness	3	\$5,295.00	\$15,885.00	
R7xe (or equivalent) Recumbent Bikes			Matrix Fitness	3	\$3,395.00	\$10,185.00	
U7xe (or equivalent) Upright Bikes			Matrix Fitness	3	\$3,195.00	\$9,585.00	
A7xe (or equivalent) Ascent Trainer			Matrix Fitness	4	\$5,295.00	\$21,180.00	
VS-S74 Hip (or equivalent) Abductor/Adductor			Matrix Fitness	1	\$2,265.00	\$2,265.00	
VS-S531 (or equivalent) Ab/lower back			Matrix Fitness	1	\$2,165.00	\$2,165.00	
Krankcycle (or equivalent)			Matrix Fitness	1	\$1,495.00	\$1,495.00	
					<b>TOTAL</b>	<b>\$62,760.00</b>	
<b>FITNESS MASTER</b>	<b>YES</b>	<b>21</b>					
T7xe (or equivalent) Treadmills			TRUE CS 650 E15	3	\$5,286.00	\$15,858.00	
R7xe (or equivalent) Recumbent Bikes			TRUE CS 400R E15	3	\$2,685.00	\$8,055.00	
U7xe (or equivalent) Upright Bikes			TRUE CS 400U E-15	3	\$2,410.00	\$7,230.00	
A7xe (or equivalent) Ascent Trainer			OCTANE XT-1 S CT	4	\$6,725.00	\$26,900.00	
VS-S74 Hip (or equivalent) Abductor/Adductor			TRUE PSFS 52- R	1	\$1,845.00	\$1,845.00	
VS-S531 (or equivalent) Ab/lower back			TRUE PSFS 57- R	1	\$1,685.00	\$1,685.00	
Krankcycle (or equivalent)			FIRST DEGREE E-720 CYCLE XT	1	\$2,525.00	\$2,525.00	
					<b>TOTAL</b>	<b>\$64,098.00</b>	See Note 1

See Note 1 Corrected Total (Vendor quoted \$67,024.48, incorrectly including assembly)

Recommendation: Award to Johnson Health Tech North America in the amount of \$62,760.00 as stated on their Bid response.

 6/9/17  
 Tom Kuhl  
 Director of Parks and Recreation

To my knowledge this is an accurate Bid Tabulation.

 6/9/17  
 Daniel P Ames  
 Purchasing Manager

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the City Council adopted on April 24, 2017, a resolution approving and adopting the proposed Budget for the FY 2016-2017, Resolution No. 2727-17; and

**WHEREAS**, the City of Fairhope is desirous to amend the Budget by funding a Warehouse Supply Clerk (Grade 19) to be filled prior to the retirement of employee in that full-time position. This will allow the new Clerk to learn the new system now and be additional help for the conversion to new program.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that the Budget for the FY 2016-2017 is hereby amended by funding a Warehouse Supply Clerk (Grade 19) to be filled and trained prior to the retirement of employee in that full-time position.

ADOPTED THIS 26TH DAY OF JUNE, 2017

\_\_\_\_\_  
Karin Wilson, Mayor

ATTEST:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



# CITY OF FAIRHOPE

## Uniform Job Description

Position Title: Warehouse Supply Clerk Pay Range: \$30,806.19-  
\$40,048.05-  
\$49,289.91

Department: Purchasing Pay Grade: 19

Reports To: Purchasing Manager Effective Date: 07-01-12

Supervises: Warehouse Staff Supercedes: \_\_\_\_\_

Approvals: _____	
Supervisor	Human Resources Director
_____	_____
Date	Date
FLSA Exempt: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Safety Sensitive: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No DOT Regulated: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

### I BASIC PURPOSE OF THE POSITION

This is responsible manual and clerical work in the operation of a central supply office.

### II DISTINGUISHING CHARACTERISTICS OF THIS POSITION

The Employees in this class perform manual and clerical tasks in the receiving, storing, care and dispensing of stock and other equipment. Work includes routine activities in maintenance of stock materials used by the City of Fairhope. Work includes the use of equipment to help in the disposition of such work as fork lifts and other equipment.

### III ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

(All duties listed may not be found in each position, nor does the list include all tasks which may be assigned to positions in this class). Receives, checks and records receipt of stock; stores stock in proper storage places; receives deliveries, initiate paper work and orders on computer, dispenses stock, checks for required stock levels maintained and maintains stock levels. All shipping tickets and stock out reports are entered in Computer Program. Takes physical inventory of stock; initiates requisition on computer to purchasing department. Purchasing department will determine amounts to be purchased and any future need of such items. Employee understands limited function of products in warehouse. Provide a high level



## Warehouse Supply Clerk

---

of customer service at all times. Project and maintain a positive image on behalf of the City of Fairhope with those contacted in the course of work. Prepare various reports on operations and activities.

**IV. OTHER DUTIES AND RESPONSIBILITIES**

Perform related duties and responsibilities as required.  
Remain subject to recall to work during hurricane or other emergency incidents.

**V. REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

1. Considerable knowledge of storeroom methods and procedures.
2. Considerable knowledge of kinds and grades of supplies used.
3. Some knowledge of transportation agencies and shipment methods.
4. Ability to follow oral or written instructions.
5. Ability to use computer and be familiar with inventory program and word processing.
6. Ability to erect shelving and maintain warehouse storage areas.
7. Good physical condition to permit lifting and moving of heavy objects.
8. Maintain accurate records and controls.
9. Work effectively with others to achieve personal, team, department and Citywide goals. Demonstrate respect and cooperation in all interactions; support and reinforce Management decisions.
10. Anticipate customer needs and give high priority to customer service and satisfaction.
11. Communicate effectively, both orally and in writing.
12. Establish and maintain cooperative-working relationships with those contacted in the course of work.
13. Be insured by the City's vehicle liability insurance carrier.

**VI. ACCEPTABLE EDUCATION, EXPERIENCE AND TRAINING**

Any combination of training and experience equivalent to:

Warehouse Supply Clerk

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Graduation from a standard senior high school or vocational trade school. Some experience in clerical or stockroom work, preferable including routine experience.

Possession and maintenance of a valid Alabama Drivers' License is required.

**VII EXTENT OF PUBLIC CONTACT**

An employee in this position must be able to communicate effectively with fellow City of Fairhope employees, outside vendors and the general public.

**VIII PHYSICAL DEMANDS**

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

While performing the duties of this job, the employee is regularly required use hands to handle, feel or operate objects, tools, or controls; reach and stretch with hands and arms. The employee frequently is required to sit, stand, walk, talk and hear. The employee is occasionally required to balance, stoop, kneel, or crouch.

The employee must frequently lift and/or move up to 15 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Employees in this position must have:

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, to permit the employee to communicate effectively and to understand department rules and regulations;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, to permit the employee to read and scan a wide variety of materials in electronic or hardcopy form;
- Sufficient manual dexterity, with or without reasonable accommodation, to permit the employee to operate a personal computer, typewriter, telephone, copier, and other similar or related office equipment;
- Sufficient strength, personal mobility and physical reflexes, with or without reasonable accommodation, to permit the employee to sit, walk, stand and talk in order to perform required tasks.

**IX WORKING CONDITIONS AND ENVIRONMENT**

The work environment characteristics described herein are representative of those an employee may encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

Work in a warehouse, shipping and receiving, inside and outside environment; work at public counter; repeatedly rise, sit and bend in a confined area in order to retrieve and replace inventory and files; work with computer equipment for prolonged periods of time; deal with unfriendly customers in a courteous manner.

*This job description does not constitute either a written or implied contract of employment. The City of Fairhope reserves the right to revise, alter and/or change this job description, as the City deems necessary.*

**Lisa A. Hanks, MMC**

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**To:** Leslie Green  
**Subject:** RE: Maurice

**From:** Mayor Karin Wilson  
**Sent:** Thursday, June 22, 2017 12:05 PM  
**To:** Leslie Green <[leslie.green@fairhopeal.gov](mailto:leslie.green@fairhopeal.gov)>  
**Cc:** Gayle Fogarty <[gayle.fogarty@cofairhope.com](mailto:gayle.fogarty@cofairhope.com)>  
**Subject:** Re: Maurice

Approved. Thank you

Karin Wilson  
[Karin.wilson@fairhopeal.gov](mailto:Karin.wilson@fairhopeal.gov)  
Mayor, City of Fairhope  
Office: 251.990.0100  
Cell: 251.422.0669

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**From:** Leslie Green  
**Sent:** Thursday, June 22, 2017 11:06:22 AM  
**To:** Mayor Karin Wilson  
**Subject:** RE: Maurice

Good Morning Karin –

Please verify that you would like to offer \_\_\_\_\_ a full-time position of Warehouse Supply Clerk, with the City of Fairhope at an annual rate of \$35,500 (hourly rate of \$17.07).

Thanks –



Human Resources Department  
Forms And Documents

Effective Date - 02/18/13 Rev. #5

This document must be completed after selecting an individual to hire. Complete the Applicant and Position Information Section and submit to the Mayor for approval.

**AUTHORIZATION TO HIRE**

Applicant's Name: \_\_\_\_\_  
Last Name First Name Middle Name

Job Title: Warehouse Supply Clerk Budgeted Position: Yes XX No    

Job Status: Full-Time XXX Part-Time \_\_\_\_\_ Pay Grade: 19 Dept Number: 1017

Replacement For: Jeff Jimenez New Position: \_\_\_\_\_

Reason for Replacement: Retired XXX Resigned \_\_\_\_\_ Promoted \_\_\_\_\_ Dismissed \_\_\_\_\_ Transferred \_\_\_\_\_

Starting Pay: \$ 17.07 Type Pay: Hourly XXX Salary \_\_\_\_\_

Probationary Period Start Date: \_\_\_\_\_ Probationary Period End Date: \_\_\_\_\_

Lives in Fairhope City Limits: Yes \_\_\_\_\_ No \_\_\_\_\_ Police Jurisdiction: \_\_\_\_\_ Outside Fairhope \_\_\_\_\_

EMPLOYEE ID # \_\_\_\_\_ BADGE # \_\_\_\_\_

SEX: M OR F ASSIGNED SCHEDULE: \_\_\_\_\_

(CIRCLE ONE) ASIAN AFRICAN AMER. CAUCASIAN HISPANIC PACIFIC ISLANDER

RSA STATUS (CIRCLE ONE) T1 -5% T1 -6% T2 -6% T2 -7%

**TAXES / DIRECT DEPOSIT**

FEDERAL TAX W/H (W-4 FORM) \_\_\_\_\_ STATE TAX W/H (A-4 FORM) \_\_\_\_\_

BANK INFORMATION FOR DIRECT DEPOSITS \_\_\_\_\_

**INSURANCE/OTHER VOLUNTARY DEDUCTIONS**

DEP CHILD CARE \_\_\_\_\_ WOODMEN AFT TAX \_\_\_\_\_ SOUTHLAND DENTAL PRETAX \_\_\_\_\_

AFLAC AFT TAX \_\_\_\_\_ BCBS DENTAL AFT TAX \_\_\_\_\_ CHRISTMAS SAVINGS \_\_\_\_\_

FLEX MEDICAL \_\_\_\_\_ LIB NATIONAL AFT TAX \_\_\_\_\_ AMERICAN GEN \_\_\_\_\_

SUPERIOR VISION PRE TAX \_\_\_\_\_ OTHER DEDUCTIONS \_\_\_\_\_ BCBS MEDICAL \_\_\_\_\_

\_\_\_\_\_  
*Department Head*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Human Resources*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*City Treasurer*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Mayor*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Payroll*

\_\_\_\_\_  
*Date*

# **RECREATION BOARD**

## **NOMINEE (S)**

**4 – Year Term**

### APPOINTMENTS

### REAPPOINTMENTS – CLASS of 2016

1. Bob Keyser

Term ended April 2017

The new Term shall end April 2021

## **Lisa A. Hanks, MMC**

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**From:** Gayle Fogarty  
**Sent:** Tuesday, June 20, 2017 4:15 PM  
**To:** Lisa A. Hanks, MMC  
**Subject:** Agenda June 26

Hi Lisa,

Would you please add to the June 26, 2017 City Council agenda.

A motion was made to reappoint Bob Keyser for an additional 4-year term to the Fairhope Recreation Board, on a motion by Charlie Langham, and seconded by Mary Gammer, none opposed.

Thank you,

Gayle Fogarty  
Mayor's Office  
City of Fairhope  
P.O. Drawer 429  
Fairhope, AL 36533  
251.990.0100 phone