



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, 23 APRIL 2018 – 4:30 P.M. – COUNCIL CHAMBER

1. Discussion of Inmate Phone System
2. Follow-up Discussion of HVAC at the James P. Nix Center
3. Committee Updates
4. Department Head Updates/Grant Updates

Next Regular Meeting Tuesday, May 15, 2018 at 4:30 p.m. and Same Place

**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 23 APRIL 2018 - 6:00 P.M. - CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve minutes of 9 April 2018 Regular City Council Meeting, minutes of 9 April 2018 Work Session, and minutes of 9 April 2018 Agenda Meeting.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. **Public Hearing** – Ordinance - Amend Zoning Ordinance No. 1253.
Zoning Ordinance Amendment
 - Article III, Section D.9. Accessory Dwelling Units amending to allow units with kitchens to make a bona fide dwelling unit subject to locational requirements.
6. **Public Hearing** – Ordinance – Amend Zoning Ordinance No. 1253.
Request to amend Ordinance No. 1142 known as the Greeno Professional Village Planned Unit Development (PUD) to allow the building orientation, parking area orientation, and 25'-0" tall light poles reflected in the Site Plan Approval request SR 17.03. This property of Community Bank, National Association, generally located at 200 N. Greeno Road, Fairhope, Alabama. Tax PPIN: 77195.
7. **Final Adoption** – An Ordinance Repealing and Replacing Ordinance No. 590 to protect the Public Health, Safety and Welfare by providing Policy and Procedure for Park Beach Entrance Fee at Fairhope's bay front within the City of Fairhope.
8. Resolution – That Mayor Karin Wilson is hereby authorized to execute a contract with Mott MacDonald, LLC for RFQ No. PS017-17, Professional Engineering Services for Storm Water Outfall Study, with a not to exceed \$22,500.00.
9. Resolution – That the City Council approves the selection of the following Professional Engineering Services for RFQ No. PS014-18, Multiple Wastewater Collection and Transmission System Improvements; and hereby authorizes Mayor Karin Wilson to negotiate the fee schedule:
 - [Project 1] – Church Street Outfall Transmission System with Sawgrass Consulting, LLC
 - [Project 2] – Bayou Drive, Fairwood Boulevard, and Fairhope Avenue Transmission System with Dewberry Preble-Rish, LLC
 - [Project 3] – GIS Mapping for Asset Management & Modeling Capability – Volkert, Inc.
 - [Project 4] – Fels Avenue Lift Station Rehabilitation – Goodwyn Mills Cawood, Inc.
 - [Project 5] – Grand Hotel Lift Station Assessment and Collection System Evaluation – Hutchinson, Moore & Rauch, LLC

10. Resolution – That the City Council hereby approves and authorizes Mayor Karin Wilson to execute a Memorandum of Understanding between the City of Fairhope and Portico Fairhope, LLC for the Fairhope Avenue Drainage Improvements Project: Public-Private Partnership subject to final approval by the City Attorney; and that the City Council appropriates \$97,321.80 from the already budgeted Capital Projects Fund which has \$300,000.00 budgeted for “Drainage Improvements – Church, Fels & Bancroft.”
11. Resolution – To Award Bid for Fairhope Avenue Drainage Improvement Pre-Cast Junction Boxes for the Public Works Department to Foley Products Company with a total cost of \$38,297.00 (Bid No. 013-18).
12. Resolution – That the City of Fairhope has voted to purchase Rescue Fire Tools for the Fire Department and the tools are available for direct procurement through the Houston-Galveston Area Council (H-GAC) Purchasing Cooperative Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the H-GAC’s bid process. The total cost is \$41,149.00.
13. Resolution – That the City of Fairhope has voted to purchase an HVAC Retrofit at the James P. Nix Center and the equipment is available for direct procurement through the U. S. Communities Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the U. S. Communities’ bid process. The total cost is \$166,002.00; and the budget to be amended for this unbudgeted Capital Purchase.
14. Resolution – That Mayor Karin Wilson is hereby authorized to execute Change Order No. 1 to Bid No. 007-18, Multiple Pier Repairs Project in the amount of \$56,603.00; and award of the Change Order to Asphalt Services, Inc.
15. Resolution – Authorizing Mayor Karin Wilson to inform and submit the Municipal Water Pollution Prevention Program (MWPP) Report for 2017 to the Department of Environmental Management.
16. Resolution – That the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Job Position of Special Projects Manager; and the Job Description and Grade of Pay for same; and amend the budget to fund this position and to defund the position of City Clerk’s Assistant.
17. Reappointments – Board of Adjustments & Appeals
18. Request – Community Development Director Sherry-Lea Botop - requesting permission to block streets (Johnson Avenue from Section to Bancroft, Delamare Avenue, Church Street from Fairhope Avenue to St. James, and Section Street from Fairhope Avenue to Bellangee) on May 4, 2018 during the First Friday Art Walk and for the Parking Rodeo; or (Johnson Avenue from Section to Bancroft, Delamare Avenue, and Church Street from Fairhope Avenue to St. James) on May 4, 2018 during the First Friday Art Walk and for the Parking Rodeo.

19. Public Participation – (3 minutes maximum)
20. Executive Session – To Discuss Pending Litigation
21. Adjourn

**City Council Work Session - 4:30 p.m.
on Monday, April 23, 2018 – Council Chambers**

**City Council Agenda Meeting - 5:30 p.m.
on Monday, April 23, 2018 – Council Chambers**

Next Regular Meeting – Tuesday, May 15, 2018 - Same Time and Place

STATE OF ALABAMA)(
:
COUNTY OF BALDWIN)(
:

The City Council met in a Work Session at 4:30 p.m.,
Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 9 April 2018.

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

Council President Burrell called the meeting to order at 4:30 p.m.; and announced the first item on the agenda: Budget and Expenditures Discussion was requested to be removed by Mayor Wilson.

The following topics were discussed:

- The Discussion of SCADA and Engineering Department was first on the agenda and discussed by Operations Director Richard Peterson and Mayor Wilson. The growth we have a need for department and SCADA network. Mr. Peterson said we lack capability for day-to-day operations. Mayor Wilson commented we need planning level engineers. After further discussion, the consensus was to move forward with upgrading and mapping by hiring an engineering firm. Council President Burrell asked for the Return on Investment for an in-house Engineering Department because this would be adding \$500,000.00 plus to the budget.
- The Dockwa Discussion was next on the agenda was explained by Marina Manager Drew Craze; and said as the marina grows this would help accommodate transient boaters. He said reservations are taken 24/7; and we can confirm or decline these reservations based on availability. Council President Burrell questioned the number of transients. Mr. Craze replied 8 slips, but this company will advertise Fairhope Docks; and it is the only one compatible with MUNIS. The consensus was to move forward.

Mr. Craze gave an update on the fuel docks; and said the project would not begin until after April 18, 2018. He said we are waiting on the contractor.
- Lynn Maser and Lance Cabaniss discussed the Clubhouse Construction Project. They explained the change order with a savings of \$5,100.00. The composite went away, but it will be a concrete slab that could be stained and/or scored with a thin coat finish on side.
- Paige Crawford discussed the Farmer's Market Rules and Vendor Application. Ms. Crawford explained the requirements and said we are generalizing the policies. The product will be Alabama grown and specific to Baldwin County. The reselling from stores and availability to home grown producers was questioned.

- Councilmember Boone said the Personnel Board meeting will be at 5:30 p.m. this month.
- Councilmember Conyers said the Library Board and the Historic Preservation Committee held their meetings for April; and the Fairhope Environmental Advisory Board will be on April 13, 2018.
- Public Works Director Richard Johnson brought up the HVAC issues at the Nix Center; and the necessary equipment could be bought through U. S. Communities Buying Group with a cost of \$166,000.00. The two biggest air handlers in the ballroom and the fresh air unit are the main issues. Lance Cabaniss commented the fresh air unit is needed; and is suffocating the system. The City Council questioned if this could be bid out.
- Councilmember Brown gave an update on the Pedestrian and Bicycle Committee: back end parking, 3-foot rule for bicycles, upcoming “Parking Rodeo”, bike racks, bike valet, and bike to school.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:46 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, 9 April 2018.

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.

Council President Burrell called the meeting to order at 5:50 p.m. The City
Council reviewed and discussed the agenda for their meeting to be held today at 6:00
p.m.

There being no further business to come before the City Council, the meeting was
duly adjourned at 5:54 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

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, 9 April 2018.

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

There being a quorum present, Council President Burrell called the meeting to order. The invocation was given by Kim Mayfield of The Way Community Church, and the Pledge of Allegiance was recited.

Council President Burrell announced that City Attorney McDowell does not recommend Dockwa being walked onto the agenda. He stated there was a need to add on an agenda item after Agenda Item Number 26: a Resolution that the City of Fairhope has voted to purchase Two (2) Police K-9 Service Dogs for the Police Department and is a specialty type of purchase through Police Service Dogs, Inc. The total cost not to exceed \$18,000.00.

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

Councilmember Boone moved to approve minutes of the 26 March 2018, regular meeting; minutes of the 26 March 2018, work session; and minutes of the 26 March 2018, agenda meeting. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

Mayor Wilson addressed the City Council regarding the following items:

- 1) Each year the Optimist Club of Perdido Bay recognizes the outstanding performances of Police Officers. Officer Brett Dahlman was recognized for his outstanding performance; and Lieutenant Stephanie Hollinghead was named Officer of the Year. She congratulated both officers for 2018.
- 2) Earth Day Mobile Bay will be Saturday, April 21, 2018. Each year Earth Day Mobile Bay and the City of Fairhope hold a design contest for its Anti-Litter Campaign. This year's slogan and design winner comes from Mrs. Gilheart's Fifth Grade class from Fairhope Intermediate School: Kaleigh Rogers. Mayor Wilson read the proclamation for Earth Day.

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- 3) As part of the City's efforts to bring awareness to protect Mobile Bay, we are excited to share the three designs chosen for our Storm Drain Markers. The City held a creative design competition for the Storm Drain Medallions with Fairhope High School students to select three winners. The medallions will be placed throughout Fairhope beginning on the Friday before Earth Day. These were made possible through a grant from ADCNR and NOAA.
- 4) Michelle Gillespie posted on Facebook how stunning the roses looked at the Municipal Pier. Mayor Wilson thanked Paul Merchant and staff.

Councilmember Robinson reiterated Mayor Wilson and recognized Lt. Hollinghead being named Officer of the Year; and congratulated her. He also congratulated the Fairhope Volunteer Fire Department on a great BBQ Cook off event.

Councilmember Conyers congratulated Lt. Hollinghead and the Fairhope Volunteer Fire Department.

Councilmember Brown commented he was a judge for the Fire Department for this year's event; and thanked the Optimist Club for the Easter Sunrise Service.

Councilmember Boone announced the Harbor Board will meet on April 11, 2018 at 3:30 p.m. He said the Fire Department's event was a lot of fun and great for the City of Fairhope.

Council President Burrell congratulated the Fairhope Police Officers and citizens for their rewards. He also commented the Fairhope Volunteer Fire Department's BBQ Cook off was a successful event.

Lee Parks with Warren Averett addressed the City Council and briefly went over the Comprehensive Annual Financial Report "CAFR" for the year ending September 30, 2017 as a Power Point Presentation. A copy of the Power Point Presentation is on file in the City Clerk's office. Mr. Parks thanked the Mayor and City Councilmembers for allowing Warren Averett to be their external auditors. He also thanked the Departments for all of their help throughout the engagement. Ms. May stated the City is receiving an "Unmodified Opinion" which is the highest level to achieve.

Councilmember Conyers introduced in writing an ordinance to Repealing and Replacing Ordinance No. 590 to protect the Public Health, Safety and Welfare by providing Policy and Procedure for Park Beach Entrance Fee at Fairhope's bay front within the City of Fairhope. Community Affairs Director Sherry-Lea Botop explained the need for the increase due to the expenses for the upkeep of the Park.

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Mayor Wilson commented that we are looking at Driver License Software for determining who resides inside or outside the City limits. Due to lack of a motion for immediate consideration, this ordinance will layover until the April 23, 2018 City Council meeting.

Council President Burrell announced there were some changes to be made to the resolution to repeal and replace Resolution No. 1408-07 setting forth the Rules and Regulations for the Operation of the Fairhope Municipal Civic Center Complex located at 161 N. Section Street, Fairhope, Alabama and briefly went over each one. Civic Center Manager Michael Stonehouse helped with the reasoning behind the proposed changes.

Councilmember Boone moved to amend the resolution as discussed by Council President Burrell and Michael Stonehouse. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution to repeal and replace Resolution No. 1408-07 setting forth the Rules and Regulations for the Operation of the Fairhope Municipal Civic Center Complex located at 161 N. Section Street, Fairhope, Alabama as amended. Seconded by Councilmember Robinson, motion passed unanimously by voice vote. Councilmember Conyers mentioned he requested these to be streamlined. Council President Burrell said these items cannot be streamlined, but the Parks, Streets, and Sidewalks Ordinances are to be reviewed for streamlining.

RESOLUTION NO. 3039-18

**A RESOLUTION REPEALING AND REPLACING RESOLUTION
NO. 1408-07 SETTING FORTH THE RULES AND REGULATIONS
FOR THE OPERATION OF THE FAIRHOPE MUNICIPAL
CIVIC CENTER COMPLEX LOCATED AT
161 N. SECTION STREET, FAIRHOPE, ALABAMA**

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

- I. The facilities located in the Municipal Civic Center Complex, namely the Main Auditorium, the Lobby, the Council Chambers (Municipal Court), the Storeroom, and the Delchamps Suites will be regulated as outlined herein.
- II. RESERVATIONS
 - I. Reservations shall be on a first come, first served basis, except for Governmental functions which shall take precedence over all other functions and may necessitate the cancellation or postponement of an event.

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2. Persons or groups wishing to reserve one or more of the facilities must complete, date, and sign an Application for Use of Fairhope Civic Center form, Cancellation Policy, Indemnity/Hold Harmless Agreement, and pay the required rental deposit in order for the reservation to be entered on the Activities Calendar located at the Fairhope Civic Center. No reservations will be confirmed until the deposit is paid.
3. Persons or groups using one or more of the facilities must also obtain a Special Event Insurance Policy naming the City of Fairhope as additional insured for any event open to the public, tickets are sold, and/or alcohol is on the premises.
4. Cancellations or date changes must be in writing and signed by the same person who signed the application and paid the rental fees and must be given to the Banquet Manager at the Fairhope Civic Center not less than thirty (30) days prior to the event for any refund to be given. Fee refunds will be made by check, less a \$10.00 or 20% handling charge, whichever is greater. No refunds will be made for cancellations made within 30 days of the event.
5. Groups that have events that occur annually and have rented the auditorium for at least five consecutive years shall have the right for advance booking provided that the City receives a completed application(s) and deposit(s) paid prior to the requested dates.
6. Religious groups may use the complex facilities for meetings, conventions, dinners, etc., but will not be permitted use of any part of the facility as a permanent sanctuary on a regular Sunday or weekday basis.
7. Rental rates shall be per day as follows:
 - a.

Main Auditorium	\$585.00 - (8:00 a.m. – 5:00 p.m.)
	\$50.00 per hour after 5:00 p.m.
Lobby	\$150.00
Storeroom:	\$150.00
Council Chambers	\$125.00
Delchamps Room 1	\$125.00
Delchamps Room 2	\$75.00
 - b. An hourly rate of \$50.00 per hour will be charged for each consecutive hour of use after 5:00 p.m. on weekdays and all day on weekends from the time the first person arrives until the last person leaves. This hourly charge will be \$100.00 per hour on recognized City holidays.

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8. The rental fee includes tables, chairs, and a one-time set-up. The Main Auditorium rental fee also includes stage and two dressing rooms. An extra setup fee of \$150.00 will be applied for any changes to the event set up, before or during an event. Only Civic Center employees are allowed to move or reset Civic Center property.
9. Other Rental Rates and Fees:
 - a.

Commercial Kitchen	\$125.00
Stage Runway with lights and stairs	\$125.00
Projector and Screen (stage broadcast)	\$50.00
32" TV/VCR/DVD Combo	\$25.00
Scissor Lift	\$50.00 per hour
Portable Bar	\$50.00
Mandatory Cleaning Fee	\$50.00 per hour
Stanchions, Easels, Coat Racks	\$10.00 each
Piano	\$100.00
A/V Tech Fee	\$35.00 per hour
Tent Permit for CC Parking Lot	\$100.00 per tent
A/V Package – Set-up/Breakdown of podium/microphone, sound mixer, clear-com headsets, CD player, stage lights and light board, stage monitors, up to five microphones.	\$200.00
10. From 8:00 a.m. until 5:00 p.m. on regular working days of the City of Fairhope, when it is not being used by a paying group, the Fairhope Civic Center may be used by:
 - a. the Fairhope Public Schools, when the principal requests, in writing, such use and rental fee waiver and the Banquet Manager approves such use as one that will not interfere with the regular operations of the Fairhope Civic Center.
 - b. Thomas Hospital, as long as it remains a not for profit community hospital, and the Administrator of the Hospital requests, in writing, such use and rental fee waiver, and the Banquet Manager approves such use as one that will not interfere with the regular operations of the Fairhope Civic Center.
 - c. any Fairhope community organization, whether civic or otherwise, which is not a commercial venture for private gain, and pays a membership fee of \$100.00 a year which will allow said member organization use of the facility for free (except for the auditorium) as

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long as their use will, at the Fairhope Civic Center Banquet Manager's opinion, not interfere with the regular operations of the Fairhope Civic Center. This includes civic groups, churches, or clubs such as coffee clubs, investment groups, interest clubs, etc.

- d. After 5:00 p.m., the Fairhope Public Schools, Thomas Hospital, or the Baldwin Pops (one weekday evening each week) may use the Fairhope Civic Center with a waiver of rental fees provided it has not been booked by a paying customer.
11. The City of Fairhope, its departments and agencies, and city sponsored functions shall be exempt from rental fees provided the functions will improve the skills, finances, or betterment of the sponsoring department or portray the City of Fairhope in the best light for the good and benefit of the citizens of Fairhope. This does not relieve the said departments from clean-up, and security responsibilities.

III. RULES AND REGULATIONS

1. The number of Auditorium seating is to be given at the time of booking. Maximum seating and/or crowd capacity will be as per the Fire Code. Fire and exit lanes will be open at all times. Chairs will not be disconnected and moved into aisles.
2. Access to the building must be arranged with the Banquet Manager.
3. Persons or groups renting the Main Auditorium, Council Chamber, and/or Delchamps Suites shall have exclusive use of the Civic Center parking lot with exception of the spaces required by City Hall and the University of South Alabama College of Nursing.
4. Law Enforcement Personnel and/or chaperons must be approved by the Fairhope Chief of Police and will be present during entire event. Events requiring Law Enforcement Personnel and/or chaperons include any event open to the public where alcohol is being served, any school function, or any function at which security is deemed necessary by the Banquet Manager.
5. The Banquet Manager will be the final authority regarding decorations:
 - a. Decorations must be placed on the day of the event. No equipment or materials will be allowed to be placed prior to the day and time of use unless approved by the Banquet Manager.
 - b. No painting of any type will be permitted inside the facility.
 - c. All decorations are to be free-standing or approved by the Banquet Manager. No nails, tacks, brackets or self-adhesive tape will be allowed on or in the walls, ceilings, floors, windows or any material that will deface, mar, or damage a finished surface.

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- d. No shaving cream, toilet paper, silly string, rice, birdseed, sparklers, glitter, confetti (including decorative jewels), or the like will be thrown or used for decoration inside or outside the facility. All candles must be self-contained. If any of these is found on the floor there will be additional clean-up/damage fees.
 - e. Only rose petals, lavender, or bells are permitted at the Fairhope Civic Center when the bride and groom are leaving after a reception.
 - f. All decorations must be removed following an event before the renter leaves the premises. Decorations that are to be shared with other groups may be left in place if prior arrangements are made with and approved by the Banquet Manager.
6. In order to maintain health standards as required by state and county regulations, all users of the kitchen must comply with the following:
- a. All pots, pans, trays, plates, saucers, cups, serving dishes, glasses, and silverware will be washed before use.
 - b. After food serving has been completed, and before leaving the complex, all items listed in 5.a. will be washed and separated (all spoons together, etc.) and stored in proper locations as found prior to use.
 - c. The kitchen, along with its appliances and equipment, will be used only in conjunction with the rental of the Auditorium or by City Personnel.
 - d. Alcohol must be served by a licensed bartender or caterer. If a cash bar is used or alcohol is sold, renter/caterer must show proof of proper ABC licensure.
 - e. The renter and/or caterer serving food/drink will furnish own pots, pans, trays, plates, saucers, cups, serving dishes, glasses, and silverware all of which will be washed before use.
 - f. All equipment, including utility carts, coffee and tea urns, will be cleaned after use.
 - g. All appliances including stoves, ovens, microwaves, refrigerators, sinks, work areas, utility carts, and slicing equipment will be cleaned after use.
 - h. Grease shall be disposed of properly by renter or caterer.

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- i. It is the responsibility of the renter to inform the caterer and other vendors of the rules and regulations. The caterer and/or renter are responsible for ensuring that the kitchen is clean and returned back to us as delivered. The Banquet Manager can provide a detailed list of responsibilities.
7. No food or drink will be allowed in the Council Chambers.
8. Garbage and Debris:
 - a. All loose debris, including cups, plates, and napkins must be removed from tables and the floor swept of debris.
 - b. All garbage and debris will be removed from the building by the renter as needed during and at the close of the function.
 - c. All garbage bags must be tied and placed in the garbage containers provided outside the facility.
 - d. The City will not clean up debris left by a decorating group. All debris is to be hauled off by the renter.
9. Permission from the Banquet Manager will be required for any person or group to bring into the building and use an appliance with special power requirements.
10. Stage light settings will be accomplished by auditorium users, and, when function is over, light must be reset for general use. Step ladders will be returned to storage place after use.
11. The only persons allowed in the sound equipment room upstairs will be the persons in charge of the activity and persons required to operate sound and light systems. A \$30.00 per hour charge will be required for the use of stage lights and operator.
12. A fee will be charged for use of the piano. The piano will remain on stage at all times. Nothing will be placed or stored in or on this instrument.
13. If children are present during your function, they must be supervised at all times. Any damaged or broken items caused from lack of supervision will be the renter's responsibility.
14. All personal equipment, supplies, decorations, and other materials will be removed at the close of the activity.
15. No inventory items, such as chairs, tables, podiums, movie projectors, screens, kitchen utensils, pots, pans, silverware, dishes, etc. will be loaned or permitted to be removed from the premises under any condition.

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16. All groups and organizations are responsible for their own clean-up of the kitchen, decorations, garbage, and debris. Anything brought in by the renter and/or caterer must be removed by the renter and/or caterer. It is the responsibility of the renter to ensure that the Rules and Regulations are adhered to. The Banquet Manager will review the clean-up schedule prior to the function and will conduct an inspection after the function to assess whether or not additional clean-up fees will be charged. An additional clean-up fee at the rate of \$50.00 per hour will be charged for any time and/or required personnel necessary to complete the responsibilities of the renter.
17. Additional fees will be charged for any damaged or missing items which include, but are not limited to, any broken or missing items from the facility, and carpet and/or tile restoration (coolers and other heavy equipment may not be dragged across the floors at the Fairhope Civic Center.
18. The Fairhope Municipal Civic Center Complex is a smoke-free facility. In compliance with City Ordinance No. 1311, "smoking is prohibited within a reasonable distance often (10) feet outside an enclosed area where smoking is prohibited, so as to ensure that tobacco smoke does not enter the area through entrances, windows, ventilation systems or other means." It is the renter's responsibility to ensure that all personnel at their function are made aware of this Ordinance.

The City Council reserves the right to amend, delete, adjust, or waive any and all stipulations set out herein.

ADOPTED this 9th day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution to authorize the Submission of an FY 2019 Transportation Alternatives Set-Aside Program Grant to the Alabama Department of Transportation to Construct New Sidewalk Facilities at Manley Soccer Complex. Total project cost is estimated at \$800,000.00; the City will be responsible for providing 20 percent or \$160,000.00. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

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RESOLUTION NO. 3040-18

**AUTHORIZING THE SUBMISSION OF AN FY 2019
TRANSPORTATION ALTERNATIVES SET-ASIDE
PROGRAM GRANT TO THE ALABAMA DEPARTMENT
OF TRANSPORTATION TO CONSTRUCT NEW SIDEWALK
FACILITIES AT MANLEY SOCCER COMPLEX**

WHEREAS, the Alabama Department of Transportation (ALDOT) is accepting applications from municipal governments for FY 2019 Transportation Alternatives Set-Aside Program (TAP) Grants; and

WHEREAS, the City of Fairhope has identified the need to provide new sidewalk facilities designated for use by pedestrians at the Manley Soccer Complex in Fairhope; and

WHEREAS, the total project cost is estimated at \$800,000.00, and if funded, the grant will pay 80% or \$640,000.00 and the City of Fairhope will be responsible for providing 20% or \$160,000.00; and

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

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

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

DULY ADOPTED THIS 9TH DAY OF APRIL, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

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Councilmember Conyers moved to amend the resolution that the City Council hereby approves and establishes the Rules and Regulations for the Fairhope Outdoor Farmer's Market along with the Vendor Application by adding the words "that Seafood at the market must be local seafood harvested from the Gulf of Mexico." Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution as amended. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 3041-18

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council hereby approves and establishes the Rules and Regulations for the Fairhope Outdoor Farmers Market along with the Vendor Application with the amendment that Seafood at the Market must be local seafood harvested from the Gulf of Mexico.

ADOPTED ON THIS 9TH DAY OF APRIL, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that Resolution No. 3033-18 is hereby amended due to a revision in specifications, which includes an internal rope halyard and the ability to withstand windspeeds of 140 mph flagged; and the City Council now approves the procurement of a Sixty Foot Flagpole at the Waterfront Rose Garden for the City of Fairhope from Alabama Flag and Banner with a total cost of \$7,150.00. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

9 April 2018

RESOLUTION NO. 3042-18

WHEREAS, on the 24th day of March, 2018, the City of Fairhope adopted Resolution No. 3033-18; a resolution to approve the procurement of a Sixty (60) Foot Flagpole at the Waterfront Rose Garden (Replacement) for the City of Fairhope from Admiral Flag Poles, Inc. with a total cost of \$6,540.00; and

WHEREAS, due to a revision in specifications, which includes an internal rope halyard and the ability to withstand windspeeds of 140 mph flagged, the total cost and vendor has changed.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Resolution No. 3033-18 is hereby amended and now approves the procurement of a Sixty (60) Foot Flagpole at the Waterfront Rose Garden (Replacement) for the City of Fairhope from Alabama Flag and Banner with a total cost of \$7,150.00.

Adopted on this 9h day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Council President Burrell questioned the wording “termination for convenience” and if we even needed that clause in the following resolution, a resolution that the City of Fairhope hereby authorizes to allow the contract between the City of Fairhope and Mowrey Elevator Company of Florida, Inc. to terminate without extensions and approves the Mayor to see these services through a buying group contract. The applicable clause is 7.2 Termination for Convenience: Any contract/agreement/purchase order may be terminated for convenience by the City of Fairhope, in whole or in part, by written notification to the awarded vendor. City Attorney McDowell said he could not answer without seeing the whole contract.

9 April 2018

Councilmember Robinson moved to amend the resolution by adding the words “as written conditioned being in compliance with existing contract.” Seconded by Councilmember Conyers. motion passed unanimously by voice vote.

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution as amended. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 3043-18

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

[1] That on March 5, 2017 the City of Fairhope did award Mowrey Elevator Company of Florida, Inc. (Bid No. 012-17), a one-year contract titled Citywide Elevator Maintenance 2017. The original contract was dated May 1, 2017 and will expire on May 1, 2018.

[2] That the City of Fairhope hereby authorizes to allow the contract between the City of Fairhope and Mowrey Elevator Company of Florida, Inc. to terminate without extensions and approves the Mayor to seek these services through a buying group contract. The applicable Clause is 7.2 Termination for Convenience as written conditioned being in compliance with existing contract:

Any contract/agreement/purchase order may be terminated for convenience by the City of Fairhope, in whole or in part, by written notification to the awarded vendor.

Adopted on this 9th day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

9 April 2018

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the Governing Body of the City of Fairhope hereby rescinds RFQ No. 002-18 for a Metal Building Maintenance Barn for Soccer Complex and authorizes to reissue RFQs. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

RESOLUTION NO. 3044-18

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

[1] That the City of Fairhope did request RFQs (Request for Quotations) for a Metal Building Maintenance Barn for Soccer Complex (RFQ No. 002-18) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] On March 17, 2018 when RFQs were to be received and opened, no RFQs were received.

[3] That the Governing Body of the City of Fairhope, Alabama, hereby rescinds RFQ No. 002-18 for a Metal Building Maintenance Barn for Soccer Complex and authorizes to reissue RFQs.

Adopted on this 9th day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Karin Wilson is hereby authorized to execute a contract with Volkert, Inc. to perform Professional Engineering Services for Rehabilitation of Wastewater Collection System for the Sewer Department (RFQ No. PS013-18) with a not-to-exceed amount of \$35,000.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

9 April 2018

RESOLUTION NO. 3045-18

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to execute a contract with Volkert, Inc. to perform Professional Engineering Services for Rehabilitation of Wastewater Collection System for the Sewer Department (RFQ No. PS013-18) with a not-to-exceed amount of \$35,000.00.

DULY ADOPTED THIS 9TH DAY OF APRIL, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase two 2018 Ford F150 SuperCab 4x2 Pickups for the Electric 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, with a cost of \$50,322.00. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 3046-18

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 2018 Ford F150 SuperCab 4x2 Pickups for the Electric 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

9 April 2018

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

Bid Number: T191A

2018 Ford F150 SuperCab

Cost is \$25,161.00 each

Total Cost of \$50,322.00

Adopted on this 9th day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase a Kubota Diesel Zero Turn Mower with Canopy for the Recreation Department and the type of equipment needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid, with a total cost of \$13,495.57. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 3047-18

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 Kubota Diesel Zero Turn Mower with Canopy (Model ZD1211L-72) for the Recreation Department and the type of equipment needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid; and

9 April 2018

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

Bid Number: T255

Kubota Diesel Zero Turn Mower with Canopy Cost is **\$13,495.57**

Adopted on this 9th day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase Ten Laptop Computers for the Police Department and the equipment is available for direct procurement through the Interlocal Purchasing System (“TIPS”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the TIPS’ bid process. The total cost is \$10,109.50. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 3048-18

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 Ten (10) Laptop Computers for the Police Department and the equipment is available for direct procurement through The Interlocal Purchasing System (“TIPS”) Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the TIPS’ bid process. The total cost is \$10,109.50.

Adopted on this 9th day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

9 April 2018

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Job Position of Supervisor of Streets Maintenance and Construction Division and to Delete the Job Position of Streets & Construction Crew Leader; and the Job Descriptions and Grades of Pay for same; and amend the budget for position to be salaried at \$60,000.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

RESOLUTION NO. 3049-18

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add and Delete the following Job Positions; and the Job Descriptions and Grades of Pay for same:

Addition:	Job Positions	Grade of Pay
	Supervisor of Streets Maintenance and Construction Division	26
Deletion:	Streets & Construction Crew Leader	22

ADOPTED THIS 9TH DAY OF APRIL, 2018

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council authorizes the sharing of costs of certain limited electrical services on private property located at 57 S. Bayview. The private property work is to be conducted by a third-party contractor. Placement of underground utility service is cheaper than and saves expenses associated with the replacement of multiple utility poles currently extending over potentially conflicting rights of way on third party property. The City Council finds that current cost savings and a reduction of future maintenance expenses serve a valuable public purpose.

9 April 2018

Therefore, the City Council authorizes the Mayor to execute an agreement with the homeowner to pay or reimburse expenses associated with work performed on private property past the utility department's demarcation line, not to exceed one half of the amount of the lowest quote received for the work in question. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

RESOLUTION NO. 3050-18

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council authorizes the sharing of costs of certain limited electrical services on private property located at 57 S. Bayview. The private property work is to be conducted by a third-party contractor. Placement of underground utility service is cheaper than and saves expenses associated with the replacement of multiple utility poles currently extending over potentially conflicting rights of way on third party property. The City Council finds that current cost savings and a reduction of future maintenance expenses serve a valuable public purpose. Therefore, the City Council authorizes the Mayor to execute an agreement with the homeowner to pay or reimburse expenses associated with work performed on private property past the utility department's demarcation line, not to exceed one half of the amount of the lowest quote received for the work in question.

BE IT FURTHER RESOLVED, that upon the completion of the execution of the agreement by all parties, that a copy of such agreement be kept on file by the City Clerk.

Adopted and Approved this 9th day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

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9 April 2018

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution That the City Council authorizes the limited use and placement of one Fairhope Pier/font logo owned by Lucy Goose LLC on up to four bike racks to be used only in the City's central business district. The City Council finds that the advertising value to the license holder is de minimis and constitutes good and valuable consideration for the use of said logo. The City Council hereby authorizes Councilmember Robert Brown of the Pedestrian and Bicycle Committee to negotiate and execute a limited licensing or use agreement with Lucy Goose LLC d/b/a The Fairhope Store for the use of said trademarked logo on the four bike racks. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 3051-18

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council authorizes the limited use and placement of one Fairhope Pier/font logo owned by Lucy Goose LLC on up to four bike racks to be used only in the City's central business district. The City Council finds that the advertising value to the license holder is de minimis and constitutes good and valuable consideration for the use of said logo. The City Council hereby authorizes Councilmember Robert Brown of the Pedestrian and Bicycle Committee to negotiate and execute a limited licensing or use agreement with Lucy Goose LLC d/b/a The Fairhope Store for the use of said trademarked logo on the four bike racks.

DULY ADOPTED THIS 9TH DAY OF APRIL, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

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9 April 2018

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution That the City Council pursuant to its authority granted by Alabama Code 11-43-56, regarding the management and control of the finances of the City of Fairhope, hereby amends the 2017-2018 budget to include a \$30,000.00 contract retainer to be paid to the City Attorney and City Prosecutor for professional services. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 3052-18

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council pursuant to its authority granted by Alabama Code 11-43-56, regarding the management and control of the finances of the City of Fairhope, hereby amends the 2017-2018 budget to include a \$30,000.00 contract retainer to be paid to the City Attorney and City Prosecutor for professional services.

DULY ADPOTED ON THIS 9TH DAY OF APRIL, 2018

Jack Burrell, City Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson moved to grant the request of Casi Callaway of Mobile Baykeeper requesting permission to block streets and use Park on South end of Pier, North Beach Road, Bayfront Park (pier), and Fountain area for the 2018 Publix Grandman Triathlon on June 2, 2018 (On June 1st close rose garden, no later than 5:00 p.m. and on June 2nd close road entering North Bayfront Park from 5:00 a.m. until the last racer finishes); use of barricades; and permission to serve beer on South Beach Park with all appropriate security after the race. The motion was seconded by Councilmember Conyers. There was a discussion of the language “with all appropriate security after the race.” City Clerk Lisa Hanks explained they need security if approved to serve beer after the race. Chief Petties explained that the off-duty officers will be paid directly by Mobile Baykeeper. After further discussion, motion passed unanimously by voice vote.

9 April 2018

Councilmember Robinson moved to grant the request of Casi Callaway on behalf of Lower Alabama Multisport, Inc. and Mobile Baykeeper requesting permission to block streets (N. Mobile Street and N. Beach Road); use the Park on the South end of the Pier; and use of barricades for the Jubilee Kids' Triathlon on June 3, 2018 from 6:30 a.m. to 10:00 a.m. (On June 2nd close rose garden, no later than 7:00 p.m. and on June 3rd close road entering North Bayfront Park from 5:00 a.m. until the last racer finishes). Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

City Council reviewed an application for a Non-Profit Tax-Exempt License (Alcoholic Beverage License) by Andrew Tubertini for The Fairhope Rotary Club Foundation, for the Annual Steak Cook-Off located on Bancroft Street at Fairhope Avenue to Morphy Street, Fairhope, Alabama on May 11, 2018 from 3:00 p.m. to 11:30 p.m.; and rain out location 161 N. Section Street. Councilmember Robinson moved to approve the issuance of the license. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

City Council reviewed an application for a Non-Profit Tax-Exempt License (Alcoholic Beverage License) by Stephen Savage for the Eastern Shore Art Association, Inc., for "White Linen Night," located at 401 Oak Street, Fairhope, Alabama on May 17, 2018. Councilmember Conyers moved to approve the issuance of the license. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

City Council reviewed an application for a Non-Profit Tax-Exempt License (Alcoholic Beverage License) by Niki Whitaker for Care House, Inc., for "Under the Stars," located at 14210 Greeno Road, Fairhope, Alabama on April 27, 2018. Councilmember Robinson moved to approve the issuance of the license. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

City Council reviewed an application for a Non-Profit Tax-Exempt License (Alcoholic Beverage License) by Jennifer Kopf for St. Michael Catholic High School, "An Evening with Andy Andrews," located at 11732 Higbee Road, Fairhope, Alabama on May 3, 2018. Councilmember Robinson moved to approve the issuance of the license. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase Two (2) Police K-9 Service Dogs for the Police Department and is a specialty type of purchase through Police Service Dogs, Inc. The total cost not to exceed \$18,000.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

9 April 2018

RESOLUTION NO. 3053-18

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) Police K-9 Service Dogs for the Police Department and is a specialty type of purchase through Police Service Dogs, Inc. The total cost not to exceed \$18,000.00.

Adopted on this 9th day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

The following individuals spoke during Public Participation for non-agenda items:

- 1) Dan McCrory, retiring Water and Sewer Superintendent, addressed the City Council and thanked the City for over 23-1/2 years. He mentioned some of the major accomplishments throughout his career for the Water and Sewer Department. Mr. McCrory said he raised his family here; and all of his children graduated from Fairhope High School. He said the employees and volunteers make this Fairhope. It was also mentioned that he has been a Fairhope Volunteer Fireman for 23 years. The Mayor and Council thanked Mr. McCrory for his service with the City.

At the request of the City Attorney, Marcus E. McDowell, the City Council will rise from the meeting to go into Executive Session into executive session based on Section 36-25A-7(a)(3) to discuss pending litigation. The approximate time to be in Executive Session is 30 minutes. Councilmember Boone moved to go into Executive Session. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

9 April 2018

Exited the dais at 7:42 p.m. Returned at 8:12 p.m.

Councilmember Boone 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 8:13 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

ORDINANCE NO. ____

AN ORDINANCE AMENDING ORDINANCE NO. 1253
KNOWN AS THE ZONING ORDINANCE

The ordinance known as the Zoning Ordinance (No. 1253), adopted 27 June 2005, is changed and altered as described below;

WHEREAS, the City of Fairhope Planning Commission directed the Planning Department to prepare amendments to our Zoning Ordinance; and,

WHEREAS, the proposed amendments relate to accessory dwelling units; and,

WHEREAS, after the appropriate public notice and hearing of ZC 17.14, the Planning Commission of the City of Fairhope, Alabama has forwarded a favorable recommendation;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA;

1. **THAT**, Article III, Section D.9. Accessory Dwelling Units be hereby amended to read as follows:

- a. *Intent: The intent of the special conditions for accessory dwelling units is to allow flexibility in living arrangements and home occupations while maintaining the residential character of existing neighborhoods. These standards apply to all districts except for the Village Districts in Article VI.*
- b. *Location Restrictions: Accessory dwelling units shall be located on the same lot as the principal structure and are subject to the dimension standards in Section C.2. of this Article.*
- c. *Site Requirements:*
 - (1) *Any accessory structure proposed for office or extra living areas shall not be larger than 50% of the gross square footage of the principal structure.*
 - (2) *Any utilities for an accessory structure shall run through the principal structure.*
 - (3) *The principal dwelling unit located on a parcel or land containing an accessory dwelling shall be occupied by the owner.*
 - (4) *Occupants of the accessory dwelling must be a single family as defined by the term "family" in Article IX. of the Zoning Ordinance and are only permitted in allowable zoning districts.*
 - (5) *An accessory dwelling shall meet the same parking requirements of a principal dwelling.*
 - (6) *Any residential accessory dwelling must comply with Article III. Section C. Dimension Standards.*
 - (7) *Only one accessory dwelling unit per parcel is permitted.*
 - (8) *The accessory dwelling unit height shall not exceed the height of the principal structure.*

Severability Clause - if any part, section or subdivision of this ordinance shall be held unconstitutional or invalid for any reason, such holding shall not be construed to invalidate or impair the remainder of this ordinance, which shall continue in full force and effect notwithstanding such holding.

Effective Date – This ordinance shall take effect immediately upon its due adoption and publication as required by law.

ADOPTED THIS 23RD DAY OF APRIL, 2018

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

MEMO

Date: April 9, 2018

To: Fairhope City Council

From: Wayne Dyess, AICP
Planning Director

Re: ZC 17.14 Accessory Dwelling Units

The City of Fairhope Zoning Ordinance defines an accessory dwelling unit as:

Article IX. Section B(k). Accessory Dwelling Unit – a dwelling unit that is associated with and incidental to a principal use, and is on the same lot as the principle use.

However, the Zoning Ordinance prohibits accessory dwelling units by not allowing kitchens¹ and are only permitted under special conditions. By not allowing a kitchen, per the Zoning Ordinance, there is no dwelling as a dwelling requires “separate cooking and housekeeping facilities”²

The purpose of this amendment is to allow accessory dwelling units (with kitchens to make a bona fide dwelling unit), subject to locational requirements contained in the Zoning Ordinance.

The benefits of accessory dwelling units are many including having the ability age in place, affordable housing, and the ability to have family stay close such as young adult relatives starting careers or elderly parents. These serve not only economic benefits to a family but also social benefits.

Planning Commission Recommendation:

The Planning Commission voted unanimously to approve the proposed amendments and forward a **favorable** recommendation to the City Council.

¹ Fairhope Zoning Ordinance, Article III. Section D.9(c)(2)

² “ “Article IX. Section A. Definitions and Interpretation 1. Dwelling Use Category

1 City of Fairhope Zoning Ordinance

2

3 Article III. D.9. Accessory Dwelling Units

4

5 a. Intent: The intent of the special conditions for accessory dwelling units is to allow flexibility in
6 living arrangements and home occupations while maintaining the residential character of
7 existing neighborhoods. These standards apply to all districts except for the Village Districts in
8 Article VI.

9

10 b. Location Restrictions: Accessory dwelling units shall be located on the same lot as the principal
11 structure and are subject to the dimension standards in Section C.2. of this Article.

12

13 c. Site Requirements:

14 ~~(1) Any accessory structures shall only have a half bath.~~

15 ~~(2) Kitchens and electrical wiring or gas supporting kitchens are prohibited.~~

16 (1) Any accessory structure proposed for office or extra living areas shall not be larger than 50%
17 of the gross square footage of the principal structure.

18 (2) Any utilities for an accessory structure shall run through the principal structure.

19 (3) The principal dwelling unit located on a parcel or land containing an accessory dwelling shall
20 be occupied by the owner.

21 (4) Occupants of the accessory dwelling must be a single family as defined by the term "family"
22 in Article IX. of the Zoning Ordinance and are only permitted in allowable zoning districts.

23 (5) An accessory dwelling shall meet the same parking requirements of a principal dwelling.

24 (6) Any residential accessory dwelling must comply with Article III. Section C. Dimension
25 Standards.

26 (7) Only one accessory dwelling unit per parcel is permitted.

27 (8) The accessory dwelling unit height shall not exceed the height of the principal structure.

28

29 d. ~~Exception: Notwithstanding anything contained in this subsection 9 to the contrary any "bona-~~
30 ~~fide" mother-in-law suite with a kitchen, attached to the principle structure, under common~~
31 ~~roof, shall not be deemed to be an accessory dwelling unit for purpose of this zoning ordinance~~
32 ~~but, instead, shall be deemed to be a part of the principle dwelling unit.~~

ORDINANCE NO. ____

AN ORDINANCE AMENDING ORDINANCE NO. 1253 KNOWN AS THE ZONING ORDINANCE TO AMEND ORDINANCE NO. 1142: A PLANNED UNIT DEVELOPMENT KNOWN AS GREENO PROFESSIONAL VILLAGE; TO APPROVE A SITE PLAN; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA as follows:

The City of Fairhope has approved a request to zone property to a PUD (Planned Unit Development) to be know as Greeno Professional Village on the 8th day of April 2002.

Community Bank, National Association made the application to amend said ordinance, specifically Lot 1, and

After the appropriate public notice and hearing of the Planning Commission of the City of Fairhope, Alabama has forwarded a **favorable** recommendation,

The property of Community Bank, National Association generally located at 200 N. Greeno Road, Fairhope, Alabama.

LOT 1, GREENO PROFESSIONAL VILLAGE PUD

PPIN: 77195

Legal Description: (Case number ZC 17.17)

LOT 1 OF GREENO PROFESSIONAL VILLAGE, ACCORDING TO THE PLAT THEREOF RECORDED AT SLIDE 2086-E OF THE RECORDS IN THE OFFICE OF THE JUDGE OF PROBATE OF BALDWIN COUNTY, ALABAMA.

1. **That**, in Case Number ZC 17.17 the property described above shall develop in substantial conformity with the attached site plat as attached as “Exhibit A” and shall remain in compliance with the previously approved PUD site plan. Any substantial deviation from the attached site plan or the previously approved PUD site plan, as determined by the Planning Director will required re-approval by the Planning Commission and the City Council of the City of Fairhope, Alabama as a PUD amendment;
2. **That**, the following amendments have been made to Lot 1 of the PUD:

Building Orientation: As shown on the approved site plan attached as Exhibit A.

Parking Area Orientation: As shown on the approved site plan attached as Exhibit A.

Ordinance No. _____

Page -2-

The Planned Unit Development (PUD), for Greeno Professional Village, is hereby amended (Ordinance No. 1142). This property shall hereafter be lawful to construct on such property any structures permitted by Ordinance No. 1253 and to use said premises for any use permitted or building sought to be erected on said property shall be in compliance with the building laws of the City of Fairhope and that any structure shall be approved by the Building Official of the City of Fairhope and that any structure be erected only in compliance with such laws, including the requirements of Ordinance No. 1253.

Severability Clause - if any part, section or subdivision of this ordinance shall be held unconstitutional or invalid for any reason, such holding shall not be construed to invalidate or impair the remainder of this ordinance, which shall continue in full force and effect notwithstanding such holding.

Effective Date – This ordinance shall take effect immediately upon its due adoption and publication as required by law.

ADOPTED THIS 23RD DAY OF APRIL, 2018

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

General Site Notes

1. See Civil Drawing for finish grades at exterior curbs. All paving and grades at perimeter of building to have positive drainage to exterior curbs.
2. All exterior areas shall be graded to drain to the exterior curbs.
3. All showrooms and booths to be connected to subsurface drainage. See Civil drawings.

Sheet Notes

1. Parking court
2. [Blank]
3. [Blank]
4. [Blank]
5. [Blank]
6. [Blank]
7. [Blank]

- Pedestrian Path
- Required Additional Paving Space
- Permissible Paving. See Civil Landscape

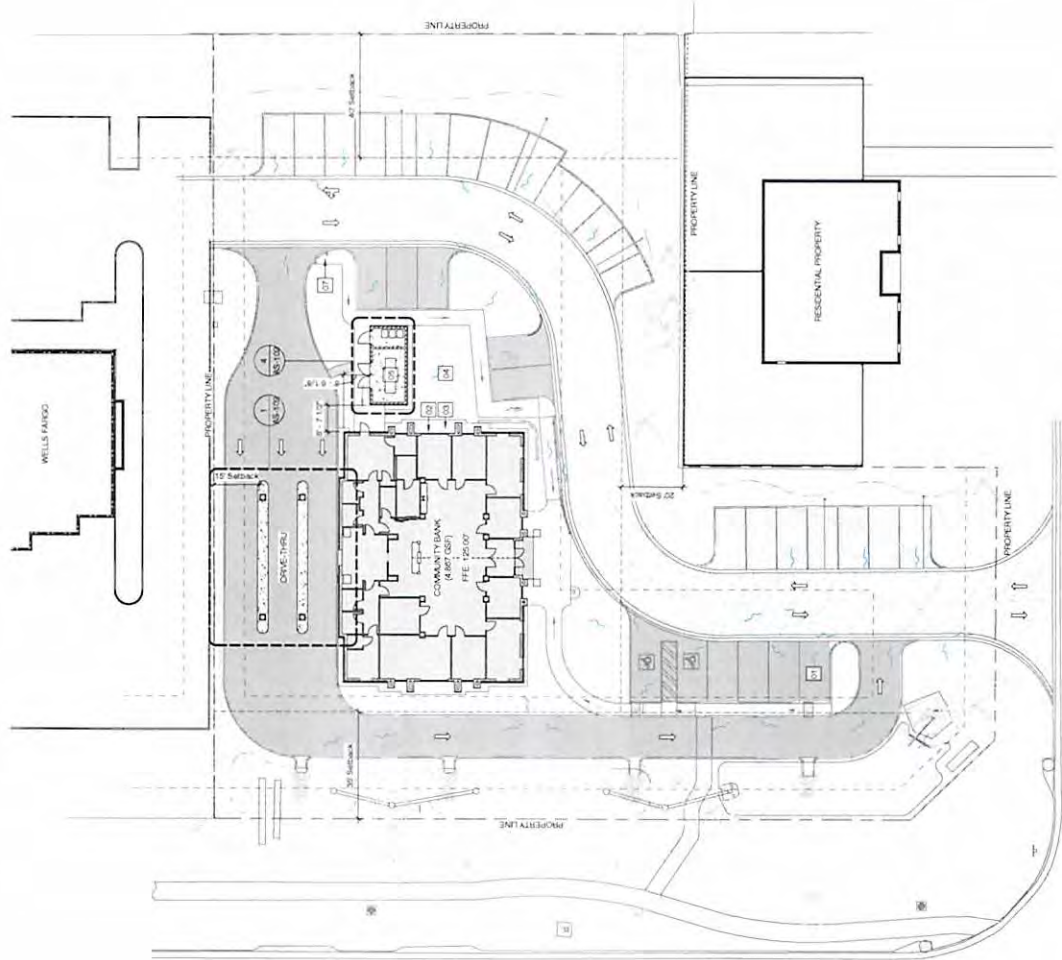


EXHIBIT A

1 Site Plan
 (1/8" = 1'-0")



City Council

Case: ZC 17.17 Lot 1, Greeno Professional Village

PUD Amendment

Prepared By:

J. Buford King, LEED AP, QCI
City Planner

Project Name:

Lot 1, Greeno Professional Village

Project Type:

Zoning Change
Planned Unit Development (PUD) Amendment

Zoning District:

PUD – Planned Unit Development

Owner:

Community Bank National Association

Site Data

Number of lots: 1
Total Acreage: 1.16 +/-

PPIN Number

77195

General Location:

Edwards Ave and Greeno Rd

School District:

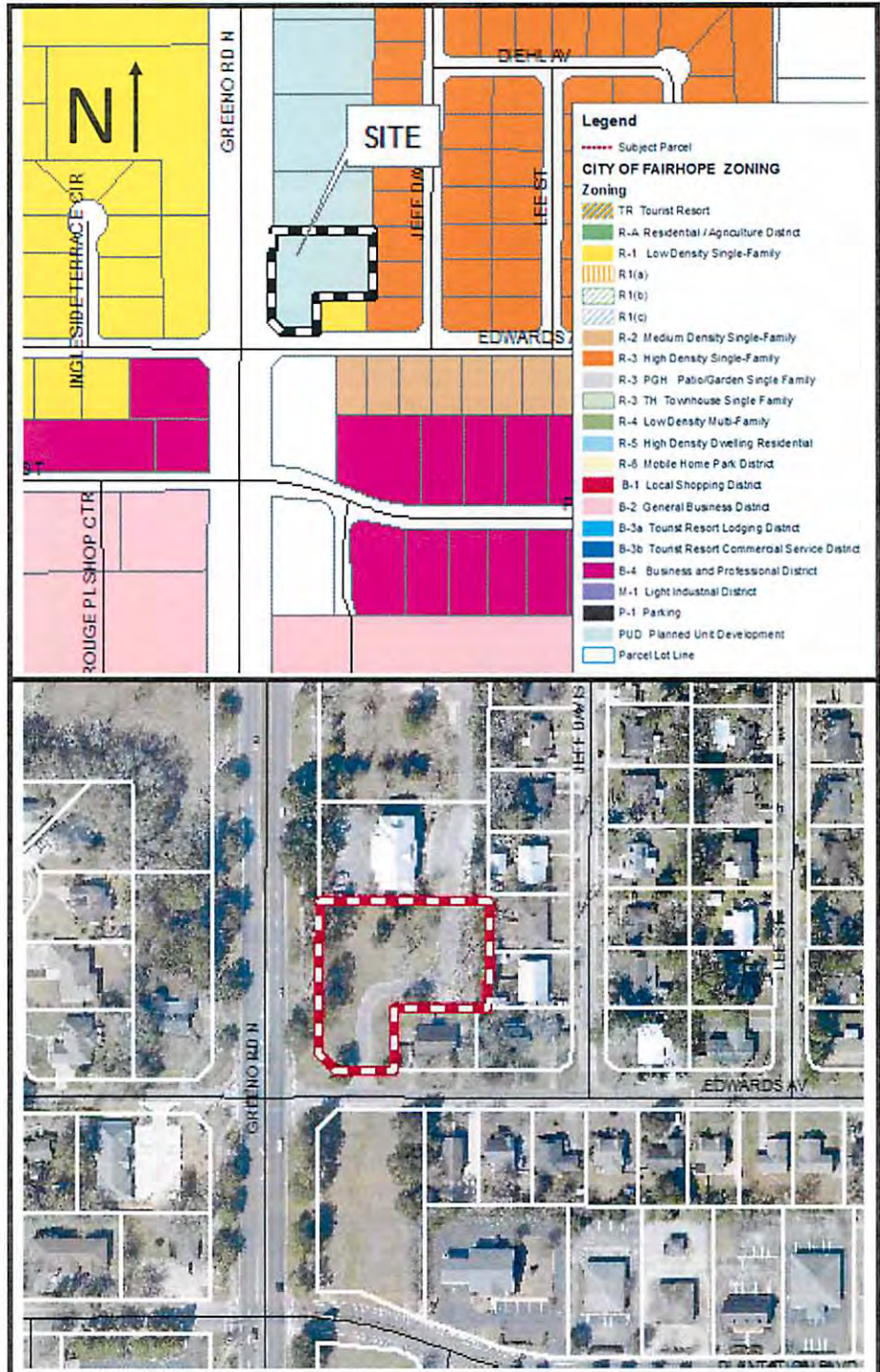
Fairhope Elementary, Middle, and Fairhope High Schools

Staff Recommendation:

Conditional Approval

Planning Commission Recommendation:

Conditional Approval



Summary of Request:

The applicant is seeking amendment of the Greeno Professional Village Planned Unit Development (PUD). The purpose of the amendment is to allow the building orientation and parking area orientation reflected in Site Plan Approval request SR 17.03 to be included in lot 1 of the Greeno Professional Village as well as to allow 25'-0" tall light poles also reflected in SR 17.03 to be allowed in Lot 1 of the Greeno Professional Village.

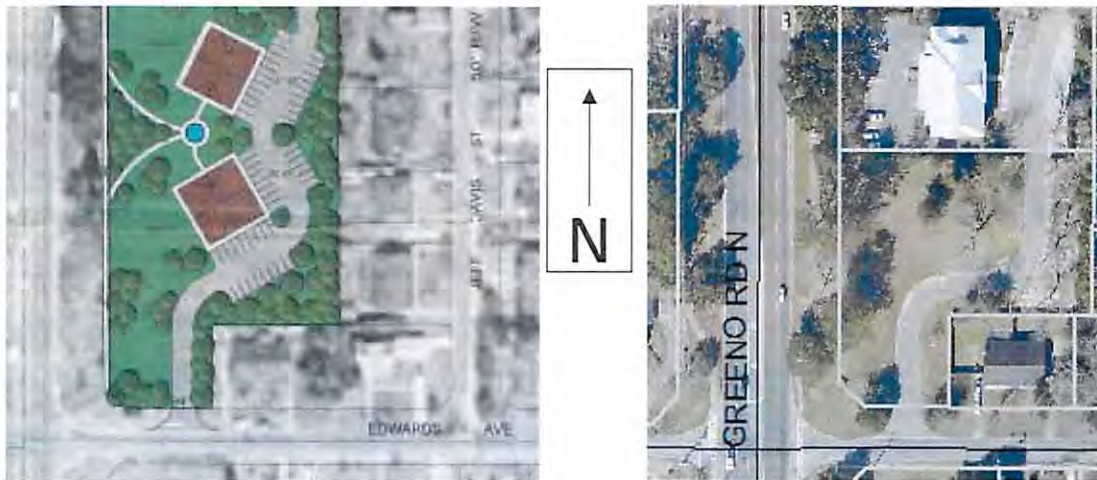
Additional Background Information:

The Greeno Professional Village PUD was approved April 8, 2002 via ordinance number 1142. The development requirements of ordinance number 1142 require a site plan review and approval by the Fairhope Planning Commission and the Fairhope City Council before building permits may be issued within the various lots comprising the PUD.

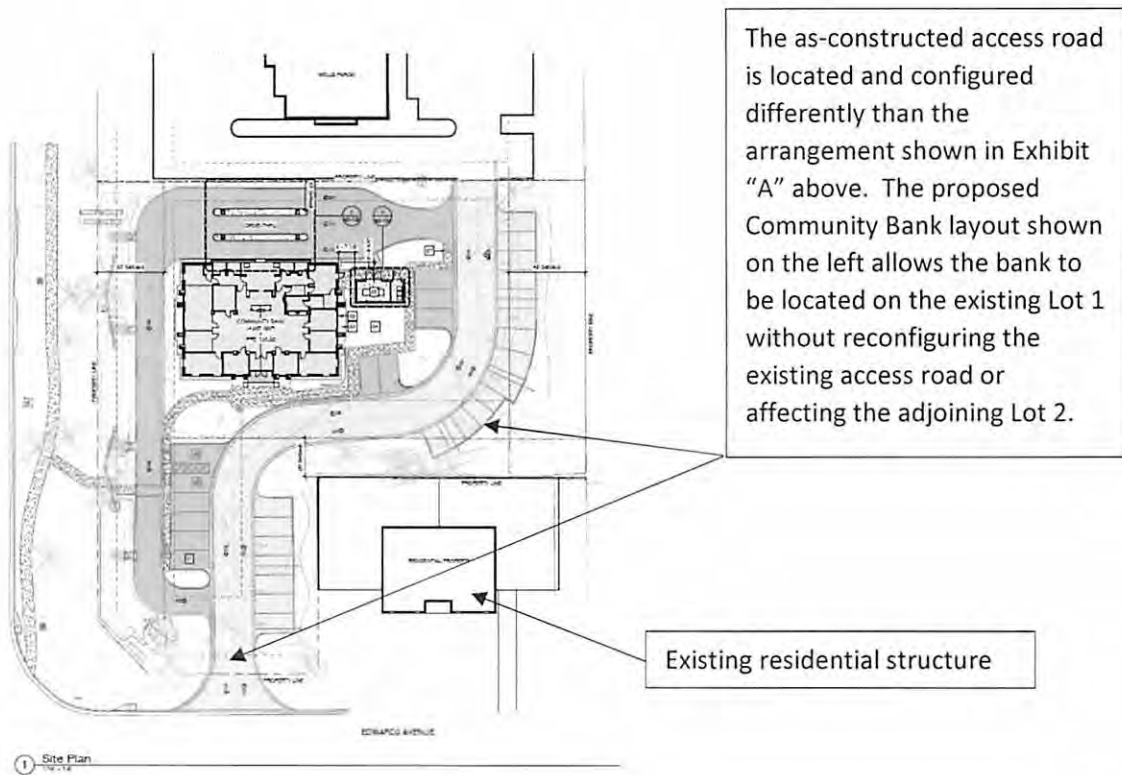
Ordinance number 1142 states the following regarding the Site Plan:

Site Plan: Attached as 'Exhibit A' is a site plan. The site plan and the development regulations above govern the development of the property. The property must be constructed in substantial conformance with the requirements of this Ordinance. Any substantial deviation as determined by the Planning and Building Department shall constitute a change to the zoning and must be approved by the Planning Commission and Council and shall be processed as a zoning amendment.

The applicant has submitted a site plan for review as required by ordinance 1142, case number SR 17.03. An excerpt of Exhibit "A" from ordinance 1142 depicting lots 1 and 2 is depicted below left, and the existing configuration of Lots 1 and 2 is shown below right:



The as-built configuration of the access road in the existing PUD as well as the building layout of the structure located in Lot 2 of the existing PUD do not match Exhibit "A" of ordinance 1142. As a result, the orientation of the Community Bank facility to be constructed on Lot 1 as well as the layout of the parking areas of Lot 1 differ from Exhibit "A" and are adjustments required to fit onto Lot 1. The proposed building and parking layout of the Community Bank facility included in case SR 17.03 is depicted below:

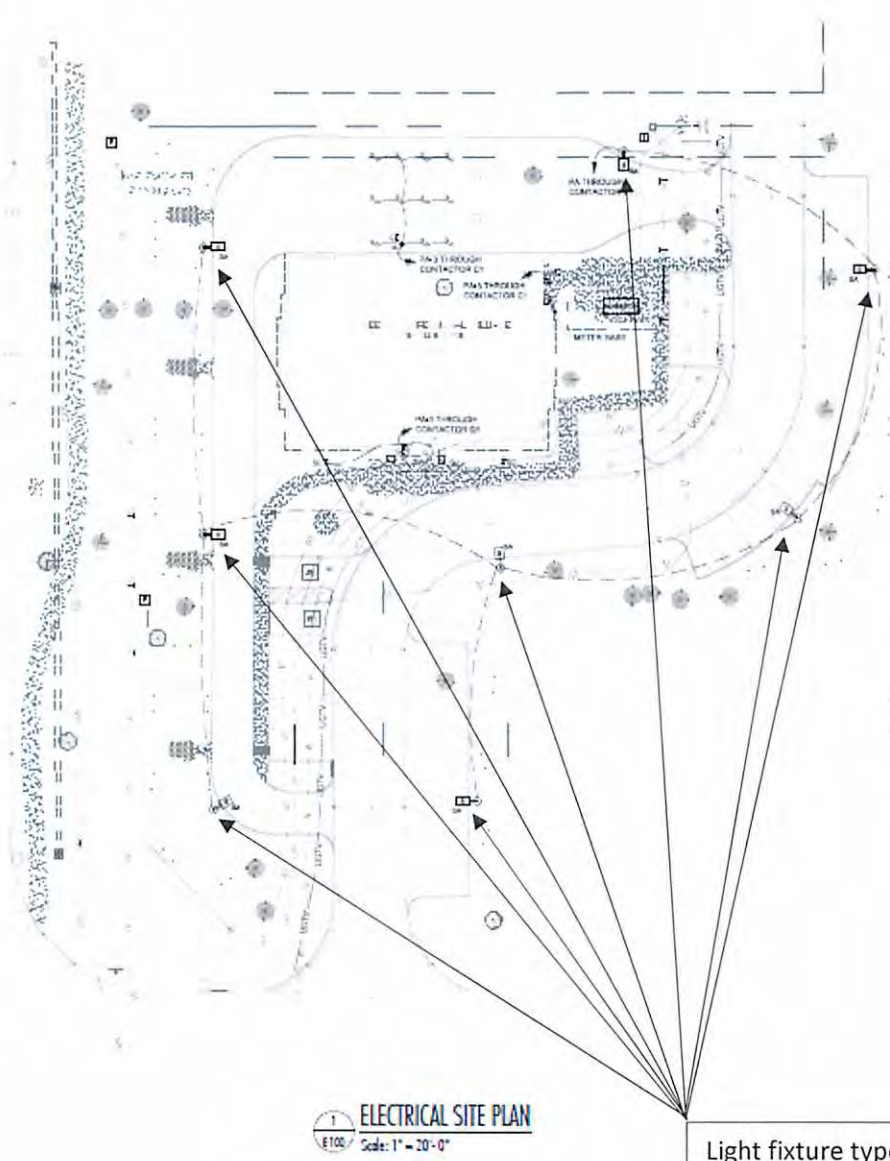


Ordinance number 1142 further states the following regarding landscaping and lighting:

Landscaping: Shall at a minimum meet City standards there shall also be an 8' tall shadowbox fence at the rear property line of the entire parcel of property.

Lighting: The light standards shall be no taller than the fence to be constructed at the rear property line.

As stated previously, case number SR 17.03 has been submitted for site plan review of Lot 1 of the Greeno Professional Village. Included in that site plan review submittal is the electrical site plan for the Community Bank. An excerpt of the electrical site plan is shown below:



ELECTRICAL SITE PLAN
 Scale: 1" = 20'-0"

Light fixture type "SA" indicated with arrows. Fixture "SA" is attached to light poles 25'-0" in height.

The light fixtures marked as "SA" in the electrical site plan above include light poles 25'-0" tall. An excerpt of the lighting schedule indicating fixture type "SA" and its pole height is indicated below:

LIGHTING FIXTURE SCHEDULE

TYPE	MANUFACTURER	PART NUMBER	LAMPS	MOUNTING	REMARKS
A	BY OWNER		LED	PENDANT	
B	LITHONIA	ZVTL4-48L-ADP-EZ1-LP835	LED, 39 1W 5,090 LUMENS	RECESSED	
BE	LITHONIA	ZVTL4-48L-ADP-EZ1-LP835-EL14L	LED, 39 1W 5,090 LUMENS	RECESSED	WITH EMERGENCY BATTERY PACK.
C	LITHONIA	ZVTL4-30L-ADP-EZ1-LP835	LED, 26 4W 3,470 LUMENS	RECESSED	
CE	LITHONIA	ZVTL4-30L-ADP-EZ1-LP835-EL14L	LED, 26 4W 3,470 LUMENS	RECESSED	WITH EMERGENCY BATTERY PACK.
D	LITHONIA	ZVTL2-33L-ADP-EZ1-LP835	LED, 29 5W 3,300 LUMENS	RECESSED	
DE	LITHONIA	ZVTL2-33L-ADP-EZ1-LP835-EL14L	LED, 29 5W 3,300 LUMENS	RECESSED	WITH EMERGENCY BATTERY PACK.
F	LITHONIA	ZVTL2-20L-ADP-EZ1-LP835	LED, 17 4W 2,000 LUMENS	RECESSED	
FE	LITHONIA	ZVTL2-20L-ADP-EZ1-LP835-EL14L	LED, 17 4W 2,000 LUMENS	RECESSED	WITH EMERGENCY BATTERY PACK.
G	LITHONIA	LDN6-40K-15-LOGAR-LSS-MVOLT-EZ10	LED, 20 5W 1,606 LUMENS	RECESSED	
GE	LITHONIA	LDN6-40K-15-LOGAR-LSS-MVOLT-EZ10-EL	LED, 20 5W 1,606 LUMENS	RECESSED	WITH EMERGENCY BATTERY PACK.
H	SIGNAL-TECH	PRODUCT ID: 5863 MODEL: TCL718G-125	LED	SURFACE	"ATM" SIGNAGE
J	SIGNAL-TECH	PRODUCT ID: 5887 MODEL: TCL718G-100	LED	SURFACE	"OPEN/CLOSED" SIGNAGE
K	LITHONIA	ZL1N-L46-3000LM-FST-MVOLT-35K-BOCRI-WH	LED, 25W 3,443 LUMENS	IN COVE	
K2	LITHONIA	ZL1N-L24-2500LM-FST-MVOLT-35K-BOCRI-WH	LED, 19W 2,315 LUMENS	IN COVE	
SA	LITHONIA	DSX0 LED-P3-40K-BLC-MVOLT-SPA-HS-DBLXD	LED, 71W 6,926 LUMENS	POLE	POLE#: RSS-25-4B 25' POLE SET BACK 36" FROM CURB
SBE	LITHONIA	WST LED-P2-40K-VW-MVOLT-DBLXD-EZ0WC	LED, 25W 3,512 LUMENS	WALL	WITH EMERGENCY BATTERY PACK.
SC	LITHONIA	DSXF1 LED-P1-40K-HMF-MVOLT-THK-DBLXD	LED, 21W 2,575 LUMENS	STANCHION	
X	LITHONIA	LRP-1-RC-120/277-EL N	LED	UNIVERSAL	

Case ZC 17.17 seeks to modify the PUD created by ordinance 1142 to allow the 25'-0" tall light poles for fixture "SA" as indicated in the Lighting Fixture Schedule shown above.

Comments:

The subject property is an "L" shaped lot with its narrowest dimension fronting upon Edwards Avenue. The existing access road crosses the western leg of the "L" shape, sharply curves to the east and then sharply curves to the north and continues north to Gayfer Avenue. No existing structures are in place on the subject property. Lot 2 of the Greeno Professional Village PUD is located immediately north of subject property and includes the Jade Professional Office Building. The existing access road within the Greeno Professional Village does not include a public right-of-way and the access road is not maintained by the City of Fairhope. The site photos below were taken from the approximate mid-point of the access road in the direction indicate in each photo caption.

It is unknown to staff how the Greeno Professional Village's as-built configuration has deviated both in building layout and in the configuration of the access road since the approval of Ordinance 1142 in 2002. Staff researched Case number SR 06-06 (Lot 7, Trustmark Bank), Case number SR 17-01 (Lot 6, Eastern Shore Healthcare Advocacy), Case number SR 03-02 (Lot 4, Centennial Bank), and Case number SR 07-09 (Lot 2, Jade Professional Office Building) and found no corresponding request for zoning change to modify the building, parking, and access road layout created by Ordinance 1142. Nevertheless, changes of configuration of building layout, parking layout, and access road path have occurred throughout the PUD and affect the layout of Lot 1 as the access road was not constructed in a fashion to allow the angled building layout included in Exhibit "A" of Ordinance 1142. The submitted building and parking layout included in SR 17.03 as well as subject application allow Lot 1 to be utilized without re-configuring the existing access road.

The subject request for PUD amendment further requests the use of area lighting utilizing 25'-0" light poles, as shown on the electrical site plan above. It is likely the original intent of Ordinance 1142 was to prevent light pollution onto adjoining residential properties to the greatest extent practicable by creating a requirement more stringent than that of the *City Fairhope Zoning Ordinance*. As a result, Ordinance 1142 requires light poles be no

taller than the 8' shadowbox fence described above. In addition, The *City of Fairhope Zoning Ordinance*, Article IV, Section B.3. states:

Parking lots with 50 or fewer spaces and open area requiring lighting for general purposes shall have light poles that do not exceed 10 feet overall height. Parking lots having more than 50 spaces shall have light poles that do not exceed 20 feet overall height. Luminaries of a sharp cut off design to shield light source above 72 degrees from vertical and providing 1.0 average maintained foot-candles with the following uniformity ratios: 3:1 average/minimum * (.33 FC minimum), 12:1 maximum/minimum * (4.0 FC maximum) are required in all cases. Public facilities such as lighted ball fields are excluded. A photometric grid shall be furnished by developer at time of building permit application.

* maximum or minimum foot-candle level at any point lighted area

The parking layout in SR17.03 as well as subject application includes thirty-two (32) parking spaces. The requested 25' tall light poles included in subject application are not only in excess of Ordinance 1142 but also in excess of the City of Fairhope Zoning Ordinance because the parking area of subject application is less than fifty (50) spaces. Further, if the subject property contained 50 spaces or more, the 25' tall light poles would continue to be in excess of the City of Fairhope Zoning Ordinance by five feet. During the December 4, 2017 Planning Commission meeting the Architect of Record for the project reiterated they applicant would like to have the 25' tall light poles for safety reasons but will agree to the 8' requirement.

Site Photos:



Subject property looking north to existing lot 2



Subject property looking southwest to Greeno Rd.

Site Photos (continued):



Subject property looking south to Edwards Ave.

Subject property looking east to existing fence line

School Student Analysis:

Site Plan review SR 17.03 does not include any residential facilities on the subject property nor are any residential facilities in place in the existing occupied lots of the Greeno Professional Village PUD. Therefore, School Student Analysis is not applicable to the subject PUD Amendment request.

Ordinance 1142 Allowable Uses

Uses Permitted: Uses permitted shall be business and professional offices such as lawyers, doctors, banks, insurance, architects, and similar uses. No retail is permitted.

Zoning History of Nearby Properties:

Case no ZC 06.18 was a request of BES, Inc. on behalf of Bones & Babies, LLC to rezone Tax parcels 05-46-04-17-1-000-001.000, 05-46-04-17-1-000-001.001, 05-46-04-17-1-000-001.002, 05-46-04-17-1-000-001.003, 05-46-04-17-1-000-001.004, 05-46-04-17-1-000-001.005, and 05-46-04-17-1-000-001.006, generally located on the southwest corner of the intersection of Greeno Road and Gayfer Avenue from R-1 Low Density Single Family Residential District to Planned Unit Development (PUD). The Fairhope City Council adopted the zoning change

Case no ZC 17.07 was a request of Robert and Debra Green to rezone parcels 05-46-03-39-0-002-152.000, 05-46-03-39-0-002-152.010, 05-46-03-39-0-002-152.017, and 05-46-03-39-0-002-152.018, commonly known as Green Nursery from R-1 Low Density Single-Family Residential District to B-2 General Business District. The Green Nursery properties are located at 415 North Greeno Road consisting of approximately 2.6 acres. The City of Fairhope Planning Commission approved the request for zoning change on August 7, 2017.

Case no ZC 17.05 was a request of S.E. Civil Engineering, LLC to rezone parcel number 05-46-04-17-1-000-042.000, located at the northwest corner of the intersection of Edwards Avenue and Greeno Road, from R-1 Low Density Single Family Residential District to B-1 Local Shopping District. The property consists of approximately 0.9 acres and is located at 861 Edwards Avenue. The City of Fairhope Planning Commission denied the request for zoning change on July 3, 2017.

Fairhope Comprehensive Plan Guidance

The subject property is located approximately 1.2 miles southwest of the HWY 181/Fairhope Avenue Village Node, and 1.3 miles southeast of the Greeno Road/Fairhope Avenue Village Node.

The subject property does not abut the Village Nodes described above and given the distance from the Village Nodes to the subject property, there is no Comprehensive Plan-related conflict of compatibility between the uses.

Staff Recommendation:

Staff recommends that the rezoning be **APPROVED** subject to the following conditions:

- 1) The light standards shall be no taller than the fence to be constructed at the rear property line, i.e. the original lighting requirements of ordinance 1142 shall remain in effect.

Planning Commission Recommendation:

The City of Fairhope Planning Commission, at its December 4, 2017 regular meeting, unanimously recommended the rezoning be **APPROVED** subject to the following conditions:

- 1) The light standards shall be no taller than the fence to be constructed at the rear property line, i.e. the original lighting requirements of ordinance 1142 shall remain in effect.

ORDINANCE NO. _____

**AN ORDINANCE REPEALING AND REPLACING ORDINANCE NO. 590
TO PROTECT THE PUBLIC HEALTH, SAFETY AND WELFARE BY
PROVIDING POLICY AND PROCEDURE FOR PARK BEACH ENTRANCE FEE
AT FAIRHOPE'S BAY FRONT WITHIN THE CITY OF FAIRHOPE**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE,
ALABAMA, as follows:**

It is expressly declared that the purpose of these regulations, policies and procedures is to provide a guideline for those people wishing to use the Park Beach at Fairhope's bay front and establish an entrance fee for such use to partially defray the cost of administering these services and the additional costs and expenses to maintain the Park Beach.

This policy is applicable to City of Fairhope Park Beach.

SECTION I. PARK BEACH POLICY

It shall be unlawful for any person to drive any type of motor vehicle, walk or ride a bicycle into the City of Fairhope Park Beach, Fairhope, Alabama without paying the Park Beach entrance fee.

SECTION II. PARK BEACH ENTRANCE FEES

The following are the City of Fairhope Park Beach entrance fees:

Motor Vehicles	\$20.00 per vehicle
Pedestrians and Bicycles	\$5.00 for each

A City of Fairhope resident is allowed free access; however, must present the Park Beach Access Decal on vehicle; and must show proof of residency if walking or riding a bicycle.

SECTION III. PENALTY FOR VIOLATION.

Any person who violates any provision herein shall be subject to a penalty not to exceed that provided in Section 1-8 of the Fairhope Code of Ordinances.

SECTION IV. SEVERABILITY

The sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by a court of competent jurisdiction, then such ruling shall not affect any other paragraphs and sections, since the same would have been enacted by the municipality council without the incorporation of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION V. EFFECTIVE DATE

This ordinance shall take effect immediately upon its due adoption and publication as required by law.

ADOPTED THIS THE 23RD DAY OF APRIL, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

ORDINANCE NO. 570

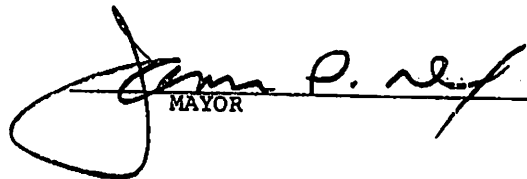
AN ORDINANCE TO PROHIBIT ANY MOTOR VEHICLE FROM ENTERING INTO THE BEACH PARK OF THE CITY OF FAIRHOPE, FAIRHOPE, ALABAMA WITHOUT PAYING THE ENTRANCE FEE THEREFOR AND ESTABLISHING A MINIMUM AND MAXIMUM FINE FOR VIOLATION OF THE SAME.

SECTION I - It shall be unlawful for any person to drive any type of motor vehicle into the beach park of the City of Fairhope, Fairhope, Alabama without paying the entrance fee therefor.

SECTION II - Any person found to be in violation of this Ordinance shall be punished by a fine of not less than \$5.00 nor more than \$25.00 at the discretion of the Court.

SECTION III - This Ordinance shall become effective upon its due adoption and publication as required by law.

ADOPTED THIS THE _____ DAY OF _____, 1977.


MAYOR

ATTEST: _____
CITY CLERK

Sec. 1-8. - General penalty; violations of code, ordinance, or state law.

- (a) Any person committing an offense within the corporate limits of the city, or within the police jurisdiction thereof, which is in violation of this Code or any ordinance of the city, now existing or hereafter enacted, shall, upon conviction, be punished by a fine of not less than one dollar (\$1.00) nor more than five hundred dollars (\$500.00). In addition thereto, any person so convicted, may be imprisoned or sentenced to hard labor for the city for a period not exceeding six (6) months, at the discretion of the court trying the case. Provided, however, no penalty shall consist of a fine or sentence of imprisonment exceeding the maximum fine or sentence of imprisonment established under state law for the commission of substantially similar offenses.
- (b) Any person committing an offense within the corporate limits of the city, or within the police jurisdiction thereof, which is declared by a law or laws of the state, now existing or hereafter enacted, to be a misdemeanor, shall, upon conviction, be punished by a fine of not less than one dollar (\$1.00) nor more than five hundred dollars (\$500.00). In addition thereto, any person so convicted, may be imprisoned or sentenced to hard labor for the city for a period of not exceeding six (6) months, at the discretion of the court trying the case. Provided, however, no penalty shall consist of a fine or sentence of imprisonment exceeding the maximum fine and sentence established under state law for the commission of substantially similar offenses.
- (c) In all cases where the same offense is made punishable or is created by different clauses or sections of this Code or of an ordinance, the prosecuting officer may elect under which to proceed; but not more than one recovery shall be had against the same person for the same offense; provided, the revocation of a license or permit, or the abatement of a nuisance and the assessment of the cost thereof, shall not be considered a recovery or penalty so as to bar the enforcement of any other penalty.
- (d) Whenever a minimum but not maximum fine or penalty is imposed, the court may in its discretion fine the offender any sum exceeding the minimum fine or penalty so imposed but not exceeding five hundred dollars (\$500.00).
- (e)

No provision of this Code or any ordinance designating the duties of any officer or employee shall be so construed as to make such officer or employee liable for any fine or penalty for a failure to perform such duty, unless the intention of the council to impose such fine or penalty on such officer or employee is specifically and clearly expressed in the section creating the duty.

(Ord. No. 644, § 4, 12-19-79)

Cross reference— Power of municipal court, § 10-7; certain traffic costs, § 10-14; court costs, §§ 10-7(d), 10-14; adoption of state misdemeanor, etc., § 14-1.

State Law reference— Authority of city to enforce obedience to ordinances by fine not exceeding \$500.00 and by imprisonment or hard labor not exceeding 6 months, or both, Code of Ala. 1975, §§ 11-45-1, 11-45-9; authority to abate nuisances, §§ 11-47-117, 11-47-118; as to municipal courts, see § 12-14-1 et seq.

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to execute a contract with Mott MacDonald, LLC for RFQ No. PS017-17, Professional Engineering Services for Storm Water Outfall Study, with a not to exceed \$22,500.00.

DULY ADOPTED THIS 23RD DAY OF APRIL, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

COF Project No. 1336
APR 13 '18 PM 3:26

JAW

Issuing Date: 4/13/2018

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Contract for RFQ PS017-17 Professional Engineering Services to Study Storm Water Outfall (Phase 2)

Project Location: Tatumville Gully Watershed

Presented to City Council: 4/23/2018 Approved - Resolution # _____

Funding Request Sponsor: Richard Johnson, Public Works Director

Project Cash Requirement Requested: _____
Cost: \$22,500.00 (not to exceed) Changed Rejected _____

Vendor: Mott MacDonald Alabama LLC

Project Engineer: John Peterson PE, Principal Engineer

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

Department Funding This Project							
General XXX	Gas	Electric	Water	Sewer	Gas Tax	Cap Proj	Impact
Department of General Fund Providing the Funding							
Admin-10	Police-15 Golf-50	Fire-20 Golf Grounds-55	Rec-25	Adult Rec-30 Debt Service-85	Marina-34	Street-35 XXX	Sanitation-40

Project will be:

Expensed <u>XXX</u>	Funding Source:
Capitalized _____	Operating Expenses <u>XXX</u>
Inventoried _____	Budgeted Capital _____
	Unfunded _____

Expense Code: 001350-50290 Grant: _____ Federal - not to exceed amount
G/L Acct Name: Professional Services State _____
City _____

Project Budgeted: \$22,500.00

(Over) Under budget amount: \$0.00

Comments: _____

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

City Council Prior Approval/Date? Res 2763-17 Authorize Mayor to negotiate fee (6/12/2017)

City Treasurer	Finance Director	Mayor
Purchasing Memo Date: <u>4/13/18</u>	Delivered To Date: <u>4/13/18</u>	Delivered To Date: <u>4/13/18</u>
Request Approved Date: <u>4/13/18</u>	Approved Date: <u>4/13/18</u>	Approved Date: <u>4/13/18</u>
Signatures: <u>Michael V. Hinson CPA</u>	<u>Jill Cabiniss, MBA</u>	<u>Mayor Karin Wilson</u>



MEMO

To: Mike Hinson, Treasurer

From: 
Jillian Saffle, Purchasing Manager

Date: April 13, 2018

Re: Council to authorize Mayor to sign contract for **RFQ PS017-17 Professional Engineering Services to Study Storm Water Outfall in 8 Consecutive Phases**

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Michael V. Hinson, CPA
City Treasurer

The City needs to hire a professional engineering firm for **RFQ PS017-17 Professional Engineering Services to Study Storm Water Outfall in 8 Consecutive Phases**. Per our Procedure for Procuring Professional Services Under \$100K, the Mayor was provided a list of providers and chose Mott MacDonald.

Per Resolution No. 2763-17, City Council selected Mott MacDonald, of Mobile, AL, to perform the referenced services, and authorized the Mayor to negotiate a fee schedule and not-to-exceed amount. The Not-to-Exceed amount for this RFQ is **TWENTY-TWO THOUSAND FIVE HUNDRED DOLLARS (\$22,500)**.

Please move this procurement of professional services forward to the City Council for approval of the Mayor to execute the contract for the professional services.

Please place on the next available City Council Agenda this request for City Council to accept the not to exceed amount of \$22,500 and authorize the Mayor to execute the associated contract for RFQ PS017-17 Professional Engineering Services to Study Storm Water Outfall in 8 Consecutive Phases

Cc: file; S. Bloodworth Botop; R. Johnson

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



Honorable Mayor Karin Wilson
City of Fairhope
PO Drawer 400
Fairhope, AL 36532

**Revised Proposal for Professional Engineering Services for Phase 2 of 8
Stormwater Master Plan; Tatumville Gully Watershed Hydrologic Model
Development**

February 26, 2018

Mayor Wilson,

107 St. Francis Street
Suite 2900
Mobile AL 36602
United States of America

T +1 (251) 343 4366
F +1 (251) 343 6902
mottmac.com/americas

Mott MacDonald's (MM) is pleased to submit the Scope of Services and Fees for the City of Fairhope Stormwater Master Plan, Phase 2 of 8, Tatumville Gully Watershed Hydrologic and Hydraulic Model Development. Attached is our understanding of the required scope of services for this project. This has previously been provided to the city and reviewed by your staff. We are offering a "Not to Exceed" estimated fee proposal based on a time and materials agreement plus normal and customary reimbursable expenses. This work will be performed under a General Services Agreement with the City of Fairhope. Mott MacDonald will provide the services in the scope of work and work with the city staff to coordinate those items requiring their input.

Project Description

The City of Fairhope (City) desires to procure Engineering services for The City of Fairhope Stormwater Master Plan Phase 2-Stormwater Hydrologic and Hydraulic Model Development of the Tatumville Gully watershed area. Engineer proposes to provide the tasks identified below to 1) survey, locate and place certain stormwater infrastructure for the watershed into the city's GIS system with location, elevation and size data and 2) generate hydrologic/hydraulic model(s) necessary to evaluate and predict stormwater flows/levels, under current conditions and 3) evaluate existing conditions and proposed improvements to improve the flooding condition in the Middle Street area. Water Quality data will not be included now, but will be addressed in future updates to the model and Stormwater Master Plan.

PROFESSIONAL CONSULTING SCOPE OF SERVICES AND FEES:

General Description of services:

Task 1 - Existing Data Gathering

Pertinent data related to the basins may be collected from the following potential agencies and/or organizations: City of Fairhope Public Works Department, Baldwin County, Alabama Department of Environmental Management(ADEM), U.S. Army Corps of Engineers (ACOE), FEMA, Natural Resource Conservation Service (NRCS), National Oceanic and Atmospheric Administration (NOAA), Alabama Department of Transportation (FDOT), South Alabama Regional Planning Council, U.S. Weather Bureau, United States Geologic Survey (USGS), U.S. Fish and Wildlife Service (USFWS) and the Alabama Department of Conservation and Natural Resources (ADCNR). Data will be collected as available and as required until Engineer has obtained sufficient information to build the City's model. In most cases, sources that provide redundant information will not be used. Examples of the data types required shall generally include but not necessarily be limited to:

- City GIS and existing stormwater management plans, including as-built drawings where available
- Existing hydrologic and hydraulic stormwater models if in existence.
- Stormwater system maps
- Comprehensive Plan Documents
- Local, State or Federal rules, regulations, ordinances and laws
- Engineering reports, basin studies or other pertinent documents
- Existing and future land use and zoning information (including PUD's and major subdivision plans)
- Construction plans (e.g., design or As-built) for development
- Control structure information including lake level management schedules (if exist)
- ALDOT, City of Fairhope and applicable Baldwin County/municipality roadway construction plans and survey information
- Most recent NRCS soil survey data
- Stream flow/elevation of any devices available
- Historic rainfall, evaporation and evapotranspiration data and analysis
- Historic, measured flood levels or flows
- Aerial photographs
- Available topographic data
- City of Pensacola plat, right-of-way and easement information
- Tidal information
- FIRM mapping and Flood Insurance Study reports
- Citizen questionnaires

Data Collection

From the data and primary drainage system information compiled above, existing drainage structures and conveyances shall be preliminarily mapped and overlaid on aerial maps. A meeting shall be held with the City Engineering and Public Works

departments to review the preliminary stormwater system map for conformance with known/believed stormwater system configurations and extents as well as known stormwater inputs from areas outside of the City limits. The preliminary map shall then be updated based upon input/recommendations from City personnel. The updated map shall then be compared with the existing stormwater system models to identify gaps in data and recommend additional critical areas for field verification. A preliminary meeting will be held with City and Engineer staff to review the identified data gaps and recommended critical areas for further data collection. The following information shall then be collected for inclusion into the model:

1. Preliminary inventory/cataloguing: Field visits to specific structures shall be conducted and information pertaining to location, dimension and condition shall be provided for inclusion in the cataloguing/inventory of the primary drainage system. The inventory shall include those pipes or drainage ways with conveyance equal to or greater than an 18-inch diameter pipe in the locations of known drainage problems, as well as primary conveyance discharge size, as well as all creeks, ponds and lakes which drain areas in excess of 25 acres. Digital photographs of all structures and water bodies shall be taken at the time of the field visit.
2. Topographic survey of Drainage Structures and Subsurface Systems: Based upon the primary drainage system inventory and mapping, Engineer shall identify necessary field surveys. Field surveys shall include measurements of cross sections, structure dimensions, material type, inverts, Structure type (i.e. junction box, inlet, etc) Structure rim elevations and Structure throat elevations of those structures in the Middle Street Area. All collected data shall be provided for inclusion in the primary drainage system inventory.
3. Topographic survey(s) of Specific Basin Areas: Areas along channels, streams and creek cross sections which lack adequate definition from contoured aerial maps, compiled data or survey information shall be identified. Upon completion, the survey data shall be incorporated into the existing GIS contour information.
4. Additional data: City shall provide additional data, if available, to supplement information Engineer has obtained from agencies and/or organizations listed above to include:
 - Water surface elevations
 - Base flow rates in primary drainage system reaches
 - Comprehensive GIS throughout City limits including contours, soil types, existing land use, future land use, flood zones, etc.
 - Roadway elevations at crossing of arterial and collector roadways.
 - Crest lengths for roadway crossings.
 - Critical flooding elevations (i.e., finished floor elevations for residences, evacuation routes, etc.)
 - Reach cross sections at 1000' intervals maximum and all significant changes in cross-section properties

Data Collection Summary Meeting

The data collection phase of the project shall be concluded with a meeting with City staff to identify potential significant remaining data gaps, discuss potential additional survey needs and obtain City approval to proceed to Model Development This

meeting shall include a review of the project map set, identified problem areas and other pertinent data. Any information deemed insufficient or absent shall be discussed along with an approach to remedy those data gaps. Finally, issues regarding key modeling assumptions necessary for model development shall be discussed including initial conditions, curve numbers, directly connected impervious areas (DCIA) and other pertinent parameter calculations.

Task 2- Stormwater Hydrologic and Hydraulic Model(s) Development

This task will include development and input of hydraulic and hydrologic data points to simulate real world systems. In the completion of this task Engineer will provide the following efforts:

Hydraulic Model Development

A model node map shall be generated by placing nodes at strategic locations along the primary drainage system(s) within the GIS base files. Nodes shall be placed in areas where stage and flow data are required, such as road crossings, ponds, lakes and structures. Nodes shall be located so that channel lengths are generally kept to a maximum of 1000 feet and that segments are approximately uniform in length to the greatest extent possible. Warning elevations shall be identified and entered into node data to identify critical flooding areas such as roadways or homes and used to evaluate the drainage system level of service. Links shall subsequently be created to connect successive nodes in series. Link data shall be entered for drainage structures as well as cross sections based upon the collected or surveyed data.

Hydrologic Model Development

Based upon the final node map layout and other pertinent hydrographic features (including topographic ridge lines, hydraulic control points or constructions and storage areas), contributing watershed basins shall be delineated. Identified contributing watershed basins shall subsequently be sub-divided to separate significantly different land uses to the greatest extent practicable. Drainage areas, CN numbers, directly connected impervious areas (DCIA) and time of concentration shall be calculated and entered into the model

Preliminary Model Setup Meeting

The preliminary model setup phase of the project shall be concluded by a meeting with City staff to discuss model inputs and identify final model revisions that are required prior to proceeding to the next phase of the project.

Engineer shall create a separate model for each independent stormwater basin within the study limits. While not being utilized in the current scope of service, the models should be established such that they are readily adapted to accept pollutant loading parameters and perform pollutant loading analysis for use with future water quality based effluent limitations (TMDLs) or numeric nutrient criteria as needed.

Task 3 - Model Simulations

This task will involve the simulation of the 2, 5, 10, 25 and 100 year design storm events, each with 1, 2, 4, 8, and 24-hr storm durations in accordance with the NOAA area rainfall distribution. The goal of these scenarios is to determine the critical rainfall event(s) Depths shall be based upon iso-pulvial line exhibits for the various design storm events as provided in Appendix B of NRCS Technical Release 55 (TR55). Based upon these scenarios, Engineer will provide critical storm data, directly from the model (if compatible) or in tabular format to the City's GIS department. The objective is for the City GIS department to create a map of the various flood areas for the critical storm event(s). Engineer services in this task shall include the following efforts:

Model Calibration Adjustment

Historic storm events shall be reviewed relative to storm rainfall volumes, measured stream flow rates and documented flooding extents and timing. Hydrologic and hydraulic parameters, including unit hydrograph/peak rate factors, runoff CN numbers, channel roughness coefficients (Manning's N), initial water surface elevations and base flow rates, shall be modified based upon collected gauge data, historic or measured data and questionnaire responses as furnished by area residents. Parameter adjustments shall be made to calibrate the model results to match documented timing of water flows, surface elevations and extents of flooding. A meeting shall be held with City staff to discuss calibration efforts and results and identify final model revisions that are required prior to proceeding to the Design Storm Simulation phase.

City Staff Provides Flow and Rain Data

The city staff will install, maintain and monitor flow level loggers with SCADA capability at specific structure locations. These will monitor stream depths in known sections to accurately determine runoff flow rates. The city will also install rain gauging stations at various locations in the watershed. The data from these devices will be used for model calibration and adjustment to insure accurately predicting runoff rates and stream flow depths.

Model Basin Adjustments

The Engineer shall place and plan potential locations of stormwater storage facilities. These facilities will be modelled for hydraulic impacts and flow reduction in the Tatumville Gully. Each location and timing of release will be simulated for maximum benefit to the downstream channel. The purpose of these storage facilities is to maintain stream flows such the erosion is reduced and long-term stability of the stream can be achieved. The locations will be established through planning meetings with city staff and the Engineer.

Design Storm Simulations

Model simulations shall be generated for the 25 and 100 year design storm events. For each of these design storms, several storm duration simulations shall be modeled to determine the controlling critical storm event for each node. Maximum stages for each return frequency and duration shall be compared to warning stages identified for each node. All nodes which experience flooding conditions shall be identified showing the maximum height reached above the warning stage and the duration and extents of flooding for each of the critical design storms.

Model results shall be checked for continuity and stability concerns. Nodes or links within the model that exhibit anomalous behavior in stage or flow (i.e. oscillations, divergence, etc.) shall be identified and addressed as necessary.

Model Results Meeting

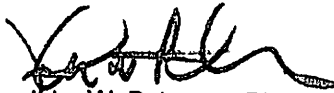
A meeting shall be held with City staff to review results, model simulations and identify required revisions to the final model prior to analysis for design alternative development.




The above services will be provided on a Time and Materials basis and in accordance with MM's Standard Agreement and Hourly Rate Schedule attached. Services delivered through Mott MacDonald will be charged at 110% of cost of the consultant charges. The charges associated with the scope of work attached will be provided the City of Fairhope for a Not to Exceed Amount of **Twenty-Two Thousand Five Hundred Dollars (\$22,500.00)**

We look forward to providing professional consulting services to you on this project and will strive to provide timely and quality service.

Sincerely,


John W. Peterson, PE
Principal Engineer


Kendall L. Kilpatrick
Senior Vice President

ACCEPTED:

MOTT MACDONALD ALABAMA, LLC

CITY OF FAIRHOPE

By _____
Kendall Kilpatrick, P.E.,
Senior Vice President
Mott MacDonald

By _____
Karin Wilson, Mayor

Dated: _____

Dated: _____

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of the following Professional Engineering Services for RFQ No. PS014-18, Multiple Wastewater Collection and Transmission System Improvements; and hereby authorizes Mayor Karin Wilson to negotiate the fee schedule:

[Project 1] - Church Street Outfall Transmission System with Sawgrass Consulting, LLC

[Project 2] – Bayou Drive, Fairwood Boulevard, and Fairhope Avenue Transmission System with Dewberry Preble-Rish, LLC

[Project 3] – GIS Mapping for Asset Management & Modeling Capability – Volkert, Inc.

[Project 4] – Fels Avenue Lift Station Rehabilitation – Goodwyn Mills Cawood, Inc.

[Project 5] – Grand Hotel Lift Station Assessment and Collection System Evaluation – Hutchinson, Moore & Rauch, LLC

DULY ADOPTED THIS 23RD DAY OF APRIL, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

APR 13 '18 AM 8:57

To: Mike Hinson, Treasurer
From:
Julian Saffle, Purchasing Manager

Karin Wilson
Mayor

Date: April 11, 2018

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Michael V. Hinson, CPA
City Treasurer

Re: Council to authorize Mayor to negotiate a Not-to-Exceed amount for **RFQ PS014-18 Professional Engineering Services for Multiple Wastewater Collection and Transmission System Improvements**

The City needs to hire a professional consulting firm for RFQ No. PS014-18 Professional Engineering Services for Multiple Wastewater Collection and Transmission System Improvements. The RFQ (Request for Qualifications) has been issued and responses have been received and evaluated. The Mayor has chosen to break out Phase 1 of this project into Five (5) projects to be awarded to Five (5) separate firms as follows:

- Project 1: Church Street Outfall Transmission System – Sawgrass Consulting**
- Project 2: Bayou Drive, Fairwood Blvd., and Fairhope Ave. Transmission System - Dewberry**
- Project 3: GIS Mapping for Asset Management and Modeling Capability - Volkert**
- Project 4: Fels Ave. Lift Station Rehabilitation – Goodwyn, Mills, Cawood, Inc.**
- Project 5: Grand Hotel Lift Station Assessment and Collection System Evaluation - HMR**

Please place on the next available City Council Agenda this request for City Council to authorize the Mayor to proceed with negotiating a Not-To-Exceed amount for RFQ PS014-18 Professional Engineering Services for Multiple Wastewater Collection and Transmission System Improvements.

Cc: file, R. Peterson

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



MEMO

To: Mike Hinson, Treasurer
From: Julian Saffle
Julian Saffle, Purchasing Manager

Date: April 11, 2018

Re: **RFQ PS014-18 Professional Engineering Services for Multiple Wastewater Collection and Transmission System Improvements**

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Michael V. Hinson, CPA
City Treasurer

The Sewer Department needs to hire a professional consulting firm for RFQ No. PS014-18 Professional Engineering Services for Multiple Wastewater Collection and Transmission System Improvements. Phase I of this RFQ will be broken out into Five (5) projects. Based on the attached evaluation, Richard Peterson, Director of Operations, is recommending that each project be awarded to a separate firm to include Sawgrass Consulting, Volkert, Dewberry, Goodwyn, Mills, Cawood, Inc., and HMR, LLC. Per our Procedure for Procuring Professional Services for Projects over \$100K, City Staff is required to move the evaluation, with a recommendation, through the City Treasurer to the Mayor.

Please move this forward to the Mayor for approval, and if approved, to place this item on the next available City Council agenda – to approve the firms below to accomplish Projects 1-5 of Phase 1 of RFQ PS014-18, Professional Engineering Services for Multiple Wastewater Collection and Transmission System Improvements

[Mayor, please initial and date your selection]

Project 1: Church Street Outfall Transmission System – Sawgrass Consulting

APPROVE

KW 4/12/18

DISAPPROVE

_____ / / _____

Project 2: Bayou Drive, Fairwood Blvd., and Fairhope Ave. Transmission System - Dewberry

APPROVE

KW 4/12/18

DISAPPROVE

_____ / / _____



Project 3: GIS Mapping for Asset Management and Modeling Capability - Volkert

APPROVE

KW 4,12,18

DISAPPROVE

_____ / /

Karin Wilson
Mayor

Project 4: Fels Ave. Lift Station Rehabilitation – Goodwyn, Mills, Cawood, Inc.

APPROVE

KW 4,12,18

DISAPPROVE

_____ / /

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACMO

Jimmy Conyers

Jay Robinson

Project 5: Grand Hotel Lift Station Assessment and Collection System Evaluation - HMR

APPROVE

KW 4,12,18

DISAPPROVE

_____ / /

None

_____ / /

Lisa A. Hanks, MMC
City Clerk

Michael V. Hinson, CPA
City Treasurer

Cc: file, R. Peterson

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Results of Review of Responses

RFQ PS014-18 Professional Engineering Services for Multiple Wastewater Collection and Transmission System Improvements

CONSULTANT	RJ SCORE	PERCENT	JW SCORE	PERCENT	RP SCORE	PERCENT	AGGREGATE SCORE	PERCENT
Volkert	267/320	83.4%	274/320	85.63%	262/320	81.9%	803/960	83.65%
Dewberry	268/320	83.75%	276/320	86.25%	259/320	80.9%	803/960	83.65%
HMR	268/320	83.75%	249/320	77.81%	256/320	80.0%	773/960	80.52%
Sawgrass	264/320	82.5%	241/320	75.31%	257/320	80.3%	762/960	79.38%
GMC	211/320	65.9%	301/320	94.06%	259/320	80.9%	771/960	80.31%
Mott Macdonald	222/320	69.4%	285/320	89.06%	257/320	80.3%	764/960	79.58%
SE Civil	216/320	67.5%	240/320	77.81%	243/320	75.8%	699/960	72.81%
Neel – Shaffer	202/320	63.1%	288/320	90%240	253/320	79.0%	743/960	77.40%

Based on these results, R. Peterson, Director of Operations recommends the following for each of the Phase I projects defined in the RFQ

Project 1, Church Street Outfall Transmission System – Sawgrass

Project 2, Bayou Drive, Fairwood Blvd. and Fairhope Avenue Transmission System – Dewberry

Project 3, GIS Mapping for Asset Management and Modeling Capability – Volkert

Project 4, Fels Avenue Lift Station Rehabilitation - GMC

Project 5, Grand Hotel Lift Station Assessment and Collection System Evaluation – HMR

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council hereby approves and authorizes Mayor Karin Wilson to execute a Memorandum of Understanding between the City of Fairhope and Portico Fairhope, LLC for the Fairhope Avenue Drainage Improvements Project: Public-Private Partnership subject to final approval by the City Attorney.

BE IT FURTHER RESOLVED, that the City Council appropriates \$97,321.80 from the already budgeted Capital Projects Fund which has \$300,000.00 budgeted for “Drainage Improvements – Church, Fels & Bancroft.”

Adopted on this 23rd day of April, 2018


Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



Memorandum

From: Richard D. Johnson, P.E., Public Works Director 

To: Honorable Karin Wilson, Mayor

Thru: Lynn Donnelly Maser, Special Projects

CC: File

Date: April 11, 2018

Subject: Fairhope Avenue Drainage Improvements: Public-Private Partnership

Mayor Wilson:

The City has been presented with an opportunity to undertake a public drainage improvement project through a Public-Private Partnership (3P). There exists a significant drain that runs south to north under Fairhope Avenue and through the site of the future Portico Project on the northside of Fairhope Avenue just east of the U.S. Post Office. The current system was installed 40 years ago, is undersized and failing. Flooding of Fairhope Avenue and the property to be redeveloped is a common occurrence during heavy rainfalls.

The Development entity, Chris Haley - Haley Development, LLC, has shown a willingness to participate in solving this drainage problem. If drainage improvements are left unaddressed, heavy rainfalls would negatively impact his project and Fairhope Avenue. I would like to discuss a 3P option with the City Council that in general terms would define the scope of work as follows:

Private Developer (Haley) Roles and Responsibilities:

1. Survey, Engineering, Design and Construction Oversight
2. Pipe and Structures Installation – Equipment, Labor, Borrow, Backfill, Bedding and all other incidentals required
3. All necessary BMP's required for erosion and sediment control

City of Fairhope Roles and Responsibilities:

1. Review and approval of the design and drainage calculations
2. Issuance (at no cost) all necessary ROW and other City permits exclusive to the mainline drainage work
3. Provide the following project materials: Reinforced Concrete Pipe, Pre-Cast Junction Boxes and Pipe End Treatments

5. Final Acceptance and service life maintenance (mainline only).

Material Cost Estimates (To be provided by the City):

Item #	Description	Unit	Unit Cost	Qty	Total Cost
1.	48" Diameter RCP – Class III Pipe	L.F.	\$ 55.20	1024	\$56,524.80
2.	17X6 Interior Dimension Junction Box	Each	\$19,827.00	1	\$19,827.00
3.	11X5 Interior Dimension Junction Box	Each	\$10,545.00	1	\$10,545.00
	11X5 Interior Dimension Junction Box	Each	\$ 7,925.00	1	\$ 7,925.00
4.	Pipe End Treatment – Double Conduit	L.S.	\$ 2,500.00	1	\$ 2,500.00
Total Material Estimated Cost:					\$97,321.80

The pipe and boxes have been competitively bid and those actual bid cost are reflected above. The End Treatment would be built in place and the cost reflects a not-to-exceed price.

If this was a standalone turnkey drainage project, the estimated cost would be around \$225,000.00. Through this 3P arrangement the City would be receiving a much-needed drainage infrastructure improvement for 42 cents on the dollar.

I am requesting a Resolution from Council that accomplishes the following:

1. Accepts the qualifying low bid for the Junction Boxes
2. Authorizes the Mayor to execute the attached Memorandum of Understanding (MOU) – subject to final approval by City Attorney (It is under review)
3. Appropriate \$97,321.80 from the already budgeted Capital Projects Fund has \$300,000 budgeted for "Drainage Improvements – Church, Fels & Bancroft"

I am requesting that this be on the Council Agenda April 23, 2018 Work Session. If you have any questions or concerns, please do not hesitate to contact me.

Yours,

RDJ

MEMORANDUM OF UNDERSTANDING (MOU)

between

The City of Fairhope, a Municipal Corporation

and

Portico Fairhope, a Private Limited Liability Corporation

This is an agreement between “*The City of Fairhope*”, hereinafter called ***The City*** and “*Portico Fairhope, LLC*”, hereinafter called ***The Developer***.

I. PURPOSE & SCOPE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to the design, replacement, improvement, project costs and long-term maintenance of a closed conduit drainage way, hereinafter called the ***Drainage Project***, bisecting the soon to be developed Portico Project, a commercial mixed-use project, hereinafter called the ***Development***. In particular, this MOU is intended to:

- *Identify the party responsible for survey and design of the Drainage Project*
- *Identify the party responsible for the review and approval of the design for the Drainage Project*
- *Identify the party who will supply the principal material, at their cost, for the Drainage Project*
- *Identify the party responsible for incidental materials, at their cost, required for the Drainage Project*
- *Identify the party responsible for the construction of all improvements of the Drainage Project*
- *Identify the party responsible for the inspection and acceptance of the work associated with the Drainage Project*
- *Identify the party responsible for the creation and dedication of required easements associated with the Drainage Project*
- *Identify the party responsible for the future operation and maintenance of the completed Drainage Project*

II. BACKGROUND

The City holds jurisdiction of all public Rights-Of-Way (ROW) and certain properly dedicated and accepted Drainage Easements within the corporate limits of the City of Fairhope.

The City has been presented with an opportunity to undertake a public drainage improvement project through a Public-Private Partnership (3P). There exists a significant drain that runs south to north under Fairhope Avenue and through the site of the future Portico Project on the northside of Fairhope Avenue just east of the U.S. Post Office. The

current system was installed more than 40 years ago, is undersized and failing. Flooding of Fairhope Avenue and the property to be redeveloped is a common occurrence during heavy rainfalls.

The Developer, has shown a willingness to participate in solving this drainage problem. If drainage improvements are left unaddressed, heavy rainfalls would negatively impact his project and Fairhope Avenue. This area is shown in attachment “Exhibit A”.

III. THE CITY RESPONSIBILITIES UNDER THIS MOU

The City shall undertake the following activities:

- *Be responsible for the review and approval of the design and drainage calculations prepared by the The Developer’s engineer.*
- *Be responsible for the compensation of the The Developer’s engineer for the sizing and design of the Drainage Project working as an agent of The City.*
- *Be responsible for the Issuance (at no cost) all necessary ROW and other City permits exclusive to the mainline drainage work to The Developer or his assigns.*
- *Be responsible to provide, at The City’s expense, the following project materials: Reinforced Concrete Pipe, Pre-Cast Junction Boxes and Pipe End Treatments*
- *Be responsible for the reconfiguring and/or rebuilding (as required) inlets along Fairhope Avenue – with Public Works Street Department Forces.*
- *Be responsible for Final Acceptance and service life operation and maintenance (mainline only) of the Drainage Project.*
- *Be responsible, by resolution of the City Council for the authorization of the Mayor to enter into this MOU.*

IV. THE DEVELOPER RESPONSIBILITIES UNDER THIS MOU

The Developer shall undertake the following activities:

- *Be responsible for the Survey, Engineering, Design and Construction Oversight of the Drainage Project.*
- *Be responsible for the Pipe and Structures Installation (Drainage Project). Including, but not limited to: Equipment, Labor, Borrow, Backfill, Bedding and all other required incidentals.*
- *Be responsible for all necessary BMP’s required for erosion and sediment control.*
- *Be responsible for requesting acceptance of the Drainage Project and production and dedication of the necessary Easement Instrument.*
- *Be responsible for the approval of the Developer’s Board of Directors, or their designees, to enter into this MOU.*

V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. *This MOU may be modified by mutual agreement of the parties.*
2. *This MOU may be terminated by mutual agreement of the parties.*

VI. FUNDING

This MOU *does not include* the reimbursement of funds between the two parties as outlined in Paragraphs II and IV.

VII. EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective upon the signature of *The City* and *The Developer*, including all required authorized officials. It shall be in force from the date signed and until modification or termination by mutual agreement.

The City and *The Developer* indicate agreement with this MOU by their signatures.

Signatures and dates:

The City of Fairhope
P.O. Drawer 429
Fairhope, Alabama 36533

Portico Fairhope, LLC
22811 Highway 98 - Suite 1
Fairhope, AL 36532
(251)-648-9052

Karin Wilson Date
Mayor

Chris Haley Date
President / CEO

Attest:

Lisa A. Hanks, MMC Date
City Clerk

RESOLUTION NO. _____

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

[1] That the City of Fairhope did request, receive, and open bids for Fairhope Avenue Drainage Improvement Pre-Cast Junction Boxes for the Public Works Department (Bid Number 013-18) 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 Fairhope Avenue
Drainage Improvement Pre-Cast Junction Boxes

[3] After evaluating the bid proposals with the required bid specifications, Foley Products Company with a total bid proposal of \$38,297.00, is now awarded the bid for Fairhope Avenue Drainage Improvement Pre-Cast Junction Boxes for the Public Works Department.

Adopted on this 23rd day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

COF Project No. APR 13 18 PM 1:28

1334



Issuing Date: 4/12/2018

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Award Bid 013-18 Fairhope Ave Drainage Improvement Pre-Cast Junction Boxes

Project Location: Fairhope Ave

Presented to City Council: 4/23/2018 **Approved - Resolution #** _____

Funding Request Sponsor: Richard Johnson, Public Works Director

Project Cash Requirement Requested: _____
Cost: \$38,297.00 **Changed** _____
Vendor: Foley Products Company **Rejected** _____

Project Engineer: n/a

Order Date: n/a **Lead Time:** n/a

<u>Department Funding This Project</u>							
General	Gas	Electric	Water: XXx	Sewer	Gas Tax	Cap Proj	Impact
<u>Department of General Fund Providing the Funding</u>							
Admin-10	Police-15 Golf-50	Fire-20 Golf Grounds-55	Rec-25	Adult Rec-30 Debt Service-85	Marina-34	Street-35	Sanitation-40

Project will be:

Expensed _____ Capitalized <u>XXX</u> Inventoried _____	Funding Source: Operating Expenses _____ Budgeted Capital <u>XXX</u> Unfunded _____
---	---

Expense Code: 103-55853 **Grant:** _____

G/L Acct Name: Drainage Improvements **Federal - not to exceed amount** _____
 State _____

Project Budgeted: \$38,297.00 **City** _____

(Over) Under budget amount: \$0.00 **Bond:** _____
Loan: _____ **Title** _____ **Year** _____
 _____ **Title** _____ **Year** _____
 _____ _____

Comments: Drainage Improvements G/L acct had initial budget balance of \$300,000. After this expenditure, remaining budget balance will be \$246,632.

Capital Lease: _____ **Payment** _____ **Term** _____

City Council Prior Approval/Date? No

City Treasurer	Finance Director	Mayor
Purchasing Memo Date: <u>4/11/18</u>	Delivered To Date: <u>4/13/18</u>	Delivered To Date: <u>4/13/18</u>
Request Approved Date: <u>4/12/18</u>	Approved Date: <u>4/13/18</u>	Approved Date: <u>4/13/18</u>
Signatures: <u>Michael V. Hinson CPA</u>	<u>Jill Cabiniss, MBA</u>	<u>Mayor Karin Wilson</u>



MEMO

To: Michael Hinson, Treasurer

From: *Delores A Brandt*
Delores A Brandt, Purchasing Clerk

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACOMO

Jimmy Conyers

Jay Robinson

Date: April 11, 2018

Re: **Placing on City Council agenda to award Bid No. 013-18
Fairhope Av Drainage Improvement Pre-Cast Junction Boxes**

Lisa A. Hanks, MMC
City Clerk

Michael V. Hinson, CPA
City Treasurer

An Invitation to Bid (ITB) for **Bid No. 013-18 Fairhope Av Drainage Improvement Pre-Cast Junction Boxes** for the Water Department, was issued on April 4, 2018, to multiple vendors from the bidder's list, and advertised to the general public. The City has been presented with an opportunity to undertake a public drainage improvement project through a Public-Private Partnership (3P). If this was a standalone turnkey drainage project, the estimated cost would be around \$225,000.00. Through this 3P arrangement the City would be receiving a much-needed drainage infrastructure improvement for 42 cents on the dollar. Responses were received until 9:00 a.m. on April 11, 2018. A Bid Tabulation and Recommendation was composed (see attached). The lowest responsive and responsible bidder was **Foley Products Company**.

The Water Department recommends the award be made to **Foley Products Company** in the bid amount of THIRTY-EIGHT THOUSAND TWO HUNDRED NINETY-SEVEN THOUSAND DOLLARS (\$38,297.00), see attached quotation.

Please place on the next available City Council Agenda this request to award Bid No 013-18 Fairhope Av Drainage Improvement Pre-Cast Junction Boxes to Foley Products Company, in the amount of \$ 38,297.00.

Cc, file, R Johnson

161 North Section Street

P O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

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CITY OF FAIRHOPE

BID TAB

BID NO: 013-18

BID NAME: Fairhope Avenue Drainage Improvement Precast Junction Boxes

BID OPENED: April 11, 2018 at 9:00 A.M.

Note: Bid Bond 5% (not required on less than \$10,000) waived

VENDOR	Bid Proposal Executed / Signed / Notarized	Anticipated Delivery (days)	No. of Items	Price per Junction Box	Weight of each segment that makes up junction box	Total Weight per junction box
ALABAMA PIPE AND SUPPLY COMPANY INC	YES	20 DAYS			TONS	Weight in TONS
STR #FH-1			4	\$39,876.32	19.59/17.88	
					14.02/16.13	67.611
STR #FH-2			3	\$20,367.72	12.46/15.12	33.683
					6.11	
STR #FH-3			3	\$16,042.57	12.46/7.58	26.161
					6.11	
Total (all 3)				76,286.61		
FOLEY PRODUCTS COMPANY	YES	60 DAYS			TONS	Weight in Tons
STR #FH-1			1	\$19,827.00	27/8.5	35.5
STR #FH-2			1	\$10,545.00	18/5	23
STR #FH-3			1	\$7,925.00	12/5	17
Total (all 3)				\$38,297.00		

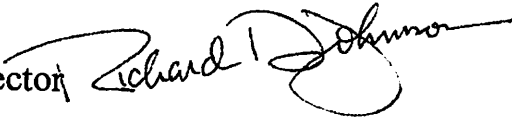
Recommendation: Award Bid to Foley Products Company in the amount of \$38,297.00

Richard D. Johnson 4 " 2018
 Richard Johnson, Director of Public Works

To the best of my knowledge this is an accurate Bid Tabulation
Julian Saffle 4.11.18
 Julian Saffle, Purchasing Manager



Memorandum

From: Richard D. Johnson, P.E., Public Works Director 

To: Honorable Karin Wilson, Mayor

Thru: Lynn Donnelly Maser, Special Projects

CC: File

Date: April 11, 2018

Subject: Fairhope Avenue Drainage Improvements: Public-Private Partnership

Mayor Wilson:

The City has been presented with an opportunity to undertake a public drainage improvement project through a Public-Private Partnership (3P). There exists a significant drain that runs south to north under Fairhope Avenue and through the site of the future Portico Project on the northside of Fairhope Avenue just east of the U.S. Post Office. The current system was installed 40 years ago, is undersized and failing. Flooding of Fairhope Avenue and the property to be redeveloped is a common occurrence during heavy rainfalls.

The Development entity, Chris Haley - Haley Development, LLC, has shown a willingness to participate in solving this drainage problem. If drainage improvements are left unaddressed, heavy rainfalls would negatively impact his project and Fairhope Avenue. I would like to discuss a 3P option with the City Council that in general terms would define the scope of work as follows:

Private Developer (Haley) Roles and Responsibilities:

1. Survey, Engineering, Design and Construction Oversight
2. Pipe and Structures Installation – Equipment, Labor, Borrow, Backfill, Bedding and all other incidentals required
3. All necessary BMP's required for erosion and sediment control

City of Fairhope Roles and Responsibilities:

1. Review and approval of the design and drainage calculations
2. Issuance (at no cost) all necessary ROW and other City permits exclusive to the mainline drainage work
3. Provide the following project materials: Reinforced Concrete Pipe, Pre-Cast Junction Boxes and Pipe End Treatments

4. Reconfigure/rebuild (as required) inlets along Fairhope Avenue – Public Works Streets
5. Final Acceptance and service life maintenance (mainline only).

Material Cost Estimates (To be provided by the City):

Item #	Description	Unit	Unit Cost	Qty	Total Cost
1.	48" Diameter RCP – Class III Pipe	L.F.	\$ 55.20	1024	\$56,524.00
2.	17x6 Interior Dimension Junction Box	Each	\$19,827.00	1	\$19,827.00
3.	11x5 Interior Dimension Junction Box	Each	\$10,545.00	1	\$15,545.00
4	11x5 Interior Dimension Junction Box	Each	\$ 7,925.00	1	\$ 7,925.00
5.	Pipe End Treatment – Double Conduit	L.S.	\$ 2,500.00	1	\$ 2,500.00
Total Material Estimated Cost:					\$97,321.00

If this was a standalone turnkey drainage project, the estimated cost would be around \$225,000.00. Through this 3P arrangement the City would be receiving a much-needed drainage infrastructure improvement for 42 cents on the dollar. All the details, roles and responsibilities would be covered in a Memorandum of Understanding (MOU) that would be reviewed and authorized by the City Council along with the appropriation for the materials.

I am requesting that I present this to Council during the April 23, 2018 Council agenda.

If you have any questions or concerns, please do not hesitate to contact me.

Yours,

RDJ

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 Rescue Fire Tools for the Fire Department and the tools are available for direct procurement through the Houston-Galveston Area Council (H-GAC) Purchasing Cooperative Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the H-GAC's bid process. The total cost is \$41,149.00.

Adopted on this 23rd day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

APR 13 '18 AM 8:57 *JMW*

Issuing Date: 4/12/2018

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Rescue Tools for Fire Department

Project Location: Fire Dept

Presented to City Council: 4/23/2018 Approved - Resolution # _____

Funding Request Sponsor: John Saraceno, Fire Dept Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$41,149.00

Vendor: NAFECO (thru H-GAC Buying Group)

Project Engineer: n/a

Order Date: n/a Lead Time: 4-5 weeks ARO

Department Funding This Project							
General XXX	Gas	Electric	Water	Sewer	Gas Tax	Cap Proj	Impact
<u>Department of General Fund Providing the Funding</u>							
Admin-10	Police-15 Golf-50	Fire-20 XXX Golf Grounds-55	Rec-25	Adult Rec-30 Debt Service-85	Marina-34	Street-35	Sanitation-40

Project will be:

Expensed _____ Capitalized <u>XXX</u> Inventoried _____	Funding Source: Operating Expenses _____ Budgeted Capital <u>XXX</u> Unfunded _____
---	--

Expense Code: 001-200-50470 Grant: _____ Federal - not to exceed amount
 G/L Acct Name: Purchases Vehicles & Equipment State _____
 City _____

Project Budgeted: \$45,000.00

(Over) Under budget amount: \$3,851.00

Comments: _____

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

City Council Prior Approval/Date? Detailed in FY2018 Adopted Budget

City Treasurer	Finance Director	Mayor
Purchasing Memo Date: <u>4/12/18</u>	Delivered To Date: <u>4/12/18</u>	Delivered To Date: <u>4/12/18</u>
Request Approved Date: <u>4/12/18</u>	Approved Date: <u>4/12/18</u>	Approved Date: <u>4/12/18</u>
Signatures: <u>Michael V. Hinson</u> Michael V. Hinson CPA	<u>Jill Cabiniss</u> Jill Cabiniss, MBA	<u>Mayor Karin Wilson</u> Mayor Karin Wilson



MEMO

To: Mike Hinson, Treasurer
From: Delores Brandt
Delores Brandt, Purchasing Clerk

Date: April 6, 2018

Re: Request Green Sheet and City Council approvals for FY2018 budgeted procurement over \$10,000 for Rescue Tools for use by the Fire Department

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Michael V. Hinson, CPA
City Treasurer

Fire Department, through John Saraceno, has requested the procurement of Rescue Tools (see attachment for descriptions) for use by the Fairhope Volunteer Fire Department. Utilizing our access to national buying groups competitive bids, a quotation was received through the H-GACBuy buying group.

The recommendation is to procure these rescue tools, from NAFECO, of Decatur, AL. The total cost of this procurement is **FORTY-ONE THOUSAND ONE HUNDRED FORTY-NINE DOLLARS (\$41,149.00)** from the Houston-Galveston Area Council (H-GAC) buying group nationally bid contract (see attached quotation).

Lead time is: Approximately 4-5 weeks, ARO.

Please compose a greensheet and move forward for Council approval, this budgeted procurement request for rescue tools for the Fairhope Volunteer Fire Department in the amount of \$41,149.00, through the H-GAC buying group, from NAFECO of Decatur, 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



This Worksheet is prepared by Contractor and given to End User. If a PO is issued, b documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print leg

Buying Agency:	Fairhope Fire Dept.	Contractor:	NAFECO
Contact Person:		Prepared By:	Lynn Clemons
Phone:		Phone:	256-353-7100
Fax:		Fax:	256-355-0852
Email:		Email:	lynn.clemons@nafeco.com

Catalog / Price Sheet Name:	Holmatro Rescue Tools / Unpublished Option
General Description of Product/ Product Code	Holmatro Tools & Equipment / Zephyr-Unpublished

A. Catalog / Price Sheet Items being purchased - Itemize Below - Attach Additional Sheet If Necessary

Quan	Description	Unit Pr
1	150.062.188: QR2 Quick Release Locking BKT	\$245.41
1	150.062.190: QFA 20 Adapter SR 20	\$155.20
1	158.012.107: CU 4007 Cutter Core	\$3,834.41
1	158.012.163: CU 5050I / Cutter Core 5KC	\$6,527.13
1	158.012.166: SP 5250 Spreader Core 5KC	\$7,678.52
1	158.032.030: TR 5340 LP Telescopic RAM with Laser	\$4,527.96
1	158.032.031: TR 5350 LP Telescopic RAM w/ laser	\$5,538.70
1	158.072.036: DHR100C Core Panted Reel LH Blue	\$4,555.12
1	158.072.043: DHR100C Core Panted Reel LH Orange	\$4,555.12
1	158.152.178: SR 20 PC 2 Core Duo Pump Gas	\$8,452.58
1	158.572.125: Hose Core 32" Orange	\$929.26
1	158.572.128: Hose Core 32" Blue	\$929.26
1	158.572.146: Hose Core 6' Blue	\$595.58
1	158.572.145: Hose Core 6' Orange	\$595.58

Total From Other Sheets, If Any:

Subtotal A:

B. Unpublished Options, Accessory or Service items - Itemize Below - Attach Additional Sheet If Necessary (Note: Unpublished Items are any not submitted and priced in contractor's bid.)

Quan	Description	Unit Pr
1	Zephyr1434: 5250 I Mount	\$276.00
1	Zephyr1204: 5050 I Mount	\$242.00
1	Zephyr1818: 5340 I Mount	\$245.00
1	Zephyr1819: 5350 I Mount	\$245.00
6	Zephyr: Labor to Install Mounts	\$100.00

Total From Other Sheets, If Any:

Subtotal B:

Check: Total cost of Unpublished Options (B) cannot exceed 25% of the total of the Base Unit Price plus Published Options.

For this transaction the percentage is:

C. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Holmatro: Labor to Hose Reel Installation

Legacy Customer / Repeat customer



NAFECO
 1515 West Moulton Street
 Decatur, AL 35601
 (800) 628-6233
 info@nafeco.com

Quotation
 Q1218219981

Date: 2/19/2018
Expires: 3/21/2018
FOB: Destination

Customer Number: FAI090
 Customer Information: CITY OF FAIRHOPE, FIRE DEPT.
 Address: P.O. DRAWER 429
 FAIRHOPE, AL 365320429

Attention:
 Email:

Prepared By: Phil Bryars

Qty.	Product	Description	Each	Total
1	158.012.163	CU 5050I Cutter Core 5KC	\$5,225.00	\$5,225.00
1	158.012.166	SP 5250 Spreader Core 5KC	\$6,140.00	\$6,140.00
1	158.032.030	TR 5340 LP TELESCOPIC RAM WITH LASER	\$3,530.00	\$3,530.00
1	158.032.031	TR 5350 LP TELESCOPIC RAM WITH LASER	\$4,310.00	\$4,310.00
1	158.152.178	SR 20 PC2 CORE DUO PUMP GAS	\$6,565.00	\$6,565.00
1	158.072.043	DHR100C CORE PANTED REEL LH ORANGE	\$3,550.00	\$3,550.00
1	158.072.036	DHR100C CORE PANTED REEL RH BLUE	\$3,550.00	\$3,550.00
1	158.572.146	HOSE CORE 6' BLUE <i>PIGTAIL FROM POWER UNIT TO REEL</i>	\$486.00	\$486.00
1	158.572.145	HOSE CORE 6' ORANGE <i>PIGTAIL FROM POWER UNIT TO REEL</i>	\$486.00	\$486.00
10	LABOR	HOSE REEL INSTALLATION	\$100.00	\$1,000.00
1	158.572.128	HOSE CORE 32' BLUE	\$730.00	\$730.00
1	158.572.125	HOSE CORE 32' ORANGE	\$730.00	\$730.00
1	158.012.107	CU 4007 CUTTER CORE	\$2,885.00	\$2,885.00
1	150.062.190	QFA 20 ADAPTER SR 20	\$143.00	\$143.00
1	150.062.188	QR2 QUICK RELEASE LOCKING BKT	\$211.00	\$211.00
1	ZEPHYR 1204	5050 i MOUNT	\$242.00	\$242.00
6	LABOR	LABOR TO INSTALL MOUNTS	\$100.00	\$600.00
1	ZEPHYR 1818	5340 MOUNT	\$245.00	\$245.00
1	ZEPHYR 1819	5350 MOUNT	\$245.00	\$245.00
1	ZEPHYR 1434	5250 MOUNT	\$276.00	\$276.00
			Total:	\$41,149.00
			<i>tax & freight to be determined</i>	

Notes: DELIVERY AND TRAINING INCLUDED

****A copy of your tax-exempt certificate is needed at the time of your order. Unless we have a copy of your tax-exempt certificate, sales tax will be charged.****

****The above line item pricing does not include shipping charges or applicable taxes, unless specified.****

**If you have any questions concerning this document, please call our toll free number listed above.
 Thank you for your business.**

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 an HVAC Retrofit at the James P. Nix Center and the equipment is available for direct procurement through the U. S. Communities Buying Group Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the U. S. Communities' bid process. The total cost is \$166,002.00; and the budget to be amended for this unbudgeted Capital Purchase.

Adopted on this 23rd day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

APR 13 '18 PM 1:28

Issuing Date: 4/9/2018

Please return this Routing Sheet to Treasurer by: ASAP

ASAP

Project Name: HVAC Retrofit at Nix Center

Project Location: Nix Center

Presented to City Council: 4/23/2018 **Approved - Resolution #** _____

Funding Request Sponsor: Lance Cabaniss, Fac Constr & Prop Maint Mgr

Project Cash Requirement Requested:
Cost: \$166,002.00 (procured thru US Communities Buying Group)
Vendor: Trane Building Services

Project Engineer: n/a

Order Date: n/a **Lead Time:** 8 weeks ARO

Changed _____
Rejected _____

Department Funding This Project							
General XXX	Gas	Electric	Water	Sewer	Gas Tax	Cap Proj	Impact
Department of General Fund Providing the Funding							
Admin-10	Police-15 Golf-50	Fire-20 Golf Grounds-55	Rec-25	Adult Rec-30 Debt Service-85	Marina-34	Street-35	Sanitation-40

Project will be:

Expensed _____ Capitalized <u>XXX</u> Inventoried _____	Funding Source: Operating Expenses _____ Budgeted Capital _____ Unfunded <u>XXX</u>
---	---

Expense Code: 001300-50470 **Grant:** _____ **Federal - not to exceed amount**
G/L Acct Name: Purchases Vehicles & Equipment **State** _____

Project Budgeted: ~~22,000~~ 166,000 **City** _____

(Over) Under budget amount: ~~(\$166,002.00)~~ <106,002>

Comments: Request Budget Amendment for this Emergency funding request

Bond: _____ **Title** _____ **Year** _____
Loan: _____ **Title** _____ **Year** _____

Capital Lease: _____ **Payment** _____ **Term** _____

City Council Prior Approval/Date? No

City Treasurer	Finance Director	Mayor
Purchasing Memo Date: <u>4/5/18</u>	Delivered To Date: <u>4/6/18</u>	Delivered To Date: <u>4/13/18</u>
Request Approved Date: <u>4/9/18</u>	Approved Date: <u>4/10/18</u>	Approved Date: <u>4/13/18</u>
Signatures: <u>Michael V. Hinson</u> Michael V. Hinson CPA	<u>Jill Cabaniss</u> Jill Cabaniss, MBA	<u>Karin Wilson</u> Mayor Karin Wilson



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

Michael V. Hinson, CPA
City Treasurer

To: Michael Hinson, Treasurer

From: 
Jillian Saffle, Purchasing Manager

Date: April 5, 2018

Re: Approval request for non-budgeted procurement of over \$15,000 for HVAC Retrofit at the Nix Center

The Nix Center needs to purchase an HVAC retrofit system as a means to supply fresh air to the secondary systems to achieve the fresh air exchanged required. This can be purchased through U.S. Communities through Trane Building Services.

The total cost to install, program, and commission Trane's HVAC equipment and controls is One Hundred Sixty-Six Thousand Two Dollars (\$166,002.00). The lead time for the units is approximately Eight (8) weeks ARO. Installation, programming, and commissioning of the units should take approximately One (1) week from receipt of units.

See attached Vendor quote for further details.

Please compose a greensheet and place on the next available City Council Agenda this request to approve this procurement for the installation, programming, and commissioning of Trane's HVAC equipment and controls for the Nix Center.



Nix Center HVAC Retrofit



Turnkey Proposal For:

City of Fairhope
NIX Center
1 Bayou Drive
FAIRHOPE, AL 36532 USA

Local Trane Office:

Trane U.S. Inc. dba Trane

Local Trane Representative:

Evan Helinski
Account Manager
Cell: (251) 285-9844

Proposal ID: 2427499

Date: March 28, 2018

Quote Number: 18-362255-18-001

Co-op Contract Number: USC 15-JLP-023



TRANE TURNKEY PROPOSAL

Executive Summary

Trane is pleased to present a solution to help Fairhope City of reach its performance goals and objectives. This proposed project will enhance your operation by helping you to optimize your resources, improve the comfort in your facility, and reduce energy costs.

We appreciate the effort from Fairhope City of to assist in the HVAC system analysis and business discussions. Because of your efforts, we were able to develop a proposal that offers Turnkey retrofit service solutions to your specific concerns, based on Trane system knowledge and application expertise.

As your partner, Trane is committed to providing Turnkey retrofit services to help achieve a comfortable building environment for the people who occupy the building. For the people who own, manage and maintain the building, Trane is committed to providing reliable HVAC systems and products that improve performance.

WE VALUE THE CONFIDENCE YOU HAVE PLACED IN TRANE AND LOOK FORWARD TO PARTNERING WITH YOU.

Evan Helinski
Account Manager, Trane U.S. Inc. dba Trane



Date:
March 28, 2018

Job Name:
Fairhope Nix Center

Proposal Number:

Delivery Terms:
Freight Allowed and Prepaid – F.O.B Factory

Payment Terms:
Net 30

State Contractor License Number:

Proposal Expiration Date:
30 Days

Scope of Work

"Scope of Work" and notations within are based on site surveys performed. The following scope includes installing, programming and commissioning Trane's HVAC equipment and controls.

HVAC Equipment and Controls

Qty	Description
2	Trane RAUJ Condensing Unit
2	Lots refrigerant specialties (TXV's, solenoids, driers, valves, site glasses, etc.) Per Trane IOM
2	DX Evap Coils
1	Tracer SC+ Web-Based Controls System (Hardware and Software)
2	UC600 AHU Unit Controller

Turnkey Installation of HVAC Equipment

- Demo (1) Existing 50 Ton Fresh Air Condensing Unit
- Demo (1) Existing 30 Ton Ball Room Condensing Unit
- Install (1) New Trane 50 Ton RAUJ Condensing Unit
- Install (1) New Trane 30 Ton RAUJ Condensing Unit
- Demo (1) Existing Fresh Air Unit Coil
- Demo (1) Existing Ball Room Unit Coil
- Install (2) New DX Evap Coil
- Reconnect New Unit to EXISTING Refrigerant Pipe
- Leak Check Piping
- Charge with R410 Refrigerant
- Demo (2) Existing Supply and Return Air Dampers in Fresh Air Unit Duct
- Install (2) New Ruskin Air Control Dampers
- Install (2) New Belimo Damper Actuators and Integrate to Tracer SC Controls System

Electrical Installation

- Install (1) Tracer SC+ Web-Based Control System
- Install (2) Tracer UC600 Air Handler Unit Controllers
- Connect Existing End Devices and Sensors (All sensors are assumed to be in working condition, if any sensors are found to be defective a separate quote shall be provided)
- Configure and program 3-D Graphical Front-End User Interface
- Operator Training Included after System is installed

Proposal Notes/ Clarifications

- All work to be performed during normal business hours (8am to 5pm, M-F, non-holidays)
- Proposal does not include "Premium Time" or Price Contingency therefor
- Equipment Order Release and Services rendered are dependent on receipt of PO/Subcontract and credit approval
- Trane will not perform any work if working conditions could endanger or put at risk the safety of our employees or subcontractors
- Asbestos or hazardous material abatement removal shall be performed by customer



Pricing and Acceptance

Fairhope City of
 555 South Section Street
 FAIRHOPE, AL 36532 USA

Site Address:
 Fairhope Public Library
 501 Fairhope Avenue
 FAIRHOPE, AL 36532
 United States

Price

Total Net Price.....\$166,002.00

Respectfully submitted,

Evan Helinski
 Account Manager
 Trane U.S. Inc. dba Trane
 (251) 285-9844

Bradley McCullough
 Account Manager
 Trane U.S. Inc. dba Trane
 (251) 259-1912

ACCEPTANCE

This proposal is subject to Customer's acceptance of the attached Trane Terms and Conditions (Installation).

We value the confidence you have placed in Trane and look forward to working with you.

Submitted By: Evan T Helinski	Cell: Office: (251) 285-9844 Proposal Date: March 28, 2018
CUSTOMER ACCEPTANCE Fairhope City of	TRANE ACCEPTANCE Trane U.S. Inc. dba Trane
Authorized Representative	Authorized Representative
Printed Name	Printed Name
Title	Title
Purchase Order	Signature Date
Acceptance Date:	License Number:



Per U.S. Communities contract USC 15-JLP-023 terms and conditions

TERMS AND CONDITIONS – COMMERCIAL INSTALLATION

"Company" shall mean Trane U.S. Inc. dba Trane.

1. **Acceptance; Agreement.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the commercial goods and/or services described (the "Work"). COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.
2. **Pricing and Taxes.** Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Following acceptance without addition of any other terms and condition of sale or any other modification by Customer, the prices stated are firm provided that notification of release for immediate production and shipment is received at the factory not later than 3 months from order receipt. If such release is received later than 3 months from order receipt date, prices will be increased a straight 1% (not compounded) for each one-month period (or part thereof) beyond the 3 month firm price period up to the date of receipt of such release. If such release is not received within 6 months after date of order receipt, the prices are subject to renegotiation, or at Company's option, the order will be cancelled. Any delay in shipment caused by Customer's actions will subject prices to increase equal to the percentage increase in list prices during that period of delay and Company may charge Customer with incurred storage fees.
3. **Exclusions from Work.** Company's obligation is limited to the Work as defined and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company.
4. **Performance.** Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.
5. **Payment.** Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.
6. **Time for Completion.** Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so.
7. **Access.** Company and its subcontractors shall be provided access to the Work site during regular business hours, or such other hours as may be requested by Company and acceptable to the Work site' owner or tenant for the performance of the Work, including sufficient areas for staging, mobilization, and storage. Company's access to correct any emergency condition shall not be restricted. Customer grants to Company the right to remotely connect (via phone modem, internet or other agreed upon means) to Customer's building automation system (BAS) and or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.
8. **Completion.** Notwithstanding any other term or condition herein, when Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.
9. **Permits and Governmental Fees.** Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.
10. **Utilities During Construction.** Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.
11. **Concealed or Unknown Conditions.** In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Contract Price, contract time, or both.



12. Pre-Existing Conditions. Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

13. Asbestos and Hazardous Materials. Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.

14. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

15. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead).

16. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

17. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

18. Patent Indemnity. Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

19. Limited Warranty. Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up. Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Trane; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY EXPRESS OR IMPLIED REGARDING PREVENTION BY THE WORK, OR ANY COMPONENT THEREOF, OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. COMPANY SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE WORK OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS.



20. Insurance. Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

21. Commencement of Statutory Limitation Period. Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

22. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

23. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

24. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

25. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.251-10(0315)
Supersedes 1-26.251-10(0614)

Jillian Saffle

From: Lance Cabaniss
Sent: Thursday, April 05, 2018 11:44 AM
To: Jillian Saffle
Subject: Fwd: Nix center Hvac project

Jillian, I was wrong on lead time. As of today the build time is 8 weeks and could possibly be longer the more we get into summer. The project should be completed in 4 days but I would say 7. I forwarded you the conversation between the trane rep and myself. Please see below. Thanks!

Lance C

Begin forwarded message:

From: "McCullough, Bradley" <Bradley.McCullough@trane.com>
Date: April 5, 2018 at 11:20:52 AM CDT
To: Lance Cabaniss <lance.cabaniss@cofairhope.com>
Subject: RE: Nix center Hvac project

Lance, build time as of today for the units are 8 weeks. It will take Trane 2 days to process the paperwork and as far as total project we should have it completed no longer than four days but you should only be without air for one day.

Does that help?

Bradley McCullough
Account Manager
Services
Trane
124 E I65 Service Road North
Mobile, AL 36607

+1.251.665.2999 Office
+1.251.259.1912 Mobile
+1.251.665.2920 Fax
bradley.mccullough@trane.com

-----Original Message-----

From: Lance Cabaniss [<mailto:lance.cabaniss@cofairhope.com>]
Sent: Thursday, April 05, 2018 9:41 AM
To: McCullough, Bradley <Bradley.McCullough@trane.com>
Subject: Nix center Hvac project

Brad, we are starting the process of replacing the fresh air unit and ball room unit at the nix center. I've been asked a few questions that I need clarification on. 1) what would the lead time be on the equipment from date that you receive our purchase order?
2) how long do you think it would take to complete the project? Fresh air is down any way so they wouldn't miss that. When we take the ballroom down, it will be greatly missed until we are back operating. So start to finish what would be your best guess at a time frame?
3) when could you start?

Thanks for your assistance brad.

Lance C

The information contained in this message is privileged and intended only for the recipients named. If the reader is not a representative of the intended recipient, any review, dissemination or copying of this message or the information it contains is prohibited. If you have received this message in error, please immediately notify the sender, and delete the original message and attachments.

Jillian Saffle

From: Lance Cabaniss
Sent: Wednesday, April 04, 2018 2:37 PM
To: Jim Bates
Cc: Richard Johnson; Clint Steadham; Randy Weaver; Sherry-Lea Bloodworth Boto; Lynn Donnelly Maser; Mayor Karin Wilson; Cody Sigrest; Richard Peterson; Jillian Saffle; Dee Dee Brandt; Michael Hinson; Lisa A. Hanks, MMC
Subject: Fairhope NIX Center HVAC Retrofit.pdf
Attachments: Fairhope NIX Center HVAC Retrofit.pdf; ATT00001.txt

Jim, below you will find the quote to replace the failed equipment at the nix center. Please present to Lisa Hanks to get this on the council agenda as soon as possible. For those of you that don't know, the fresh air unit (make up air) at the nix center is non operational and is in a state of disrepair. This unit is the lungs of the Hvac system and is required by code to supply fresh air to the secondary systems to achieve the fresh air exchanges required. The fresh air unit provides approx 65-75 percent of the supply air to the secondary Hvac systems through out the building. This system was designed around the fresh air unit and without it the other units are essentially starved of air flow and results in compressor loss in the secondary units due to liquid refrigerant returning to compressors. Another issue is the building becomes negative pressure because there is no fresh air being incorporated into the system. Simply put the the air inside the building is just being recirculated which is a health concern as well as a certain failure of the secondary unit compressors. This unit has absolutely got to be operational to effectively and efficiently operate as it's designed. At some point in time the controls on this buildings Hvac system was cut out and rewired as a residential unit would operate with residential thermostats controlling each individual unit with the fresh air being eliminated from the system. As a result from being powered down the fire dampeners in the fresh air intake duct have corroded shut and in a state of disrepair as well as destroying the primary compressor circuit on the big ball room unit. At this time we are running on a single circuit in the ballroom. The building is currently operating at minimum capacity and will not be able to condition and cool as we go into the summer months. We have replaced several compressors in the secondary Hvac units due to liquid refrigerant slugging of the compressors. The quote was done through US communities therefore no bid should be required. Please feel free to contact me with any questions. Thank you all.

Lance Cabaniss
City of fairhope
Facilities/maint/construction mngr
251-327-0131

4/9/18
LMM

City of Fairhope Project Funding Request

Issuing Date: 4/9/2018

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: HVAC Retrofit at Nix Center

Project Location: Nix Center

Presented to City Council: 4/23/2018 Approved - Resolution # _____

Funding Request Sponsor: Lance Cabaniss, Fac Constr & Prop Maint Mgr Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$166,002.00 (procured thru US Communities Buying Group)
Vendor: Trane Building Services

Project Engineer: n/a

Order Date: n/a Lead Time: 8 weeks ARO

Department Funding This Project							
General XXX	Gas	Electric	Water	Sewer	Gas Tax	Cap Proj	Impact
<u>Department of General Fund Providing the Funding</u>							
Admin-10	Police-15 Golf-50	Fire-20 Golf Grounds-55	Rec-25	Adult Rec-30 XXX Debt Service-85	Marina-34	Street-35	Sanitation-40

Project will be:

Expensed _____	Funding Source:
Capitalized <u>XXX</u>	Operating Expenses _____
Inventoried _____	Budgeted Capital _____
	Unfunded <u>XXX</u>

Expense Code: 001300-50470 Grant: _____ Federal - not to exceed amount
G/L Acct Name: Purchases Vehicles & Equipment State _____
City _____

Project Budgeted: \$0.00 Bond: _____ Title _____ Year _____
(Over) Under budget amount: (\$166,002.00) Loan: _____ Title _____ Year _____

Comments: Request Budget Amendment for this Emergency funding request

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? No

<u>City Treasurer</u>	<u>Finance Director</u>	<u>Mayor</u>
Purchasing Memo Date: <u>4/15/18</u>	Delivered To Date: _____	Delivered To Date: _____
Request Approved Date: <u>4/16/18</u>	Approved Date: _____	Approved Date: _____
Signatures: <u>Michael V. Hinson</u> Michael V. Hinson CPA	<u>Jill Cabaniss</u> Jill Cabaniss, MBA	<u>Mayor Karim Wilson</u> Mayor Karim Wilson

Obtaining signatures today - 4/9

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Karin Wilson is hereby authorized to execute Change Order No. 1 to Bid No. 007-18, Multiple Pier Repairs Project in the amount of \$56,603.00; and award of the Change Order to Asphalt Services, Inc.

Adopted on this 23rd day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

Issuing Date: 4/12/2018

Please return this Routing Sheet to Treasurer by: ASAP

APR 13 '18 AM 6:59

JMN

Project Name: **Multiple Piers Repairs Project; Change Order 1 to Bid 007-18**

Project Location: Multiple Piers

Presented to City Council: 4/23/2018 Approved - Resolution # _____

Funding Request Sponsor: Richard Johnson, Public Works Director

Project Cash Requirement Requested: _____
 Cost: \$56,603.00 (FEMA Grant; City portion is 12.5% = \$7,075)
 Vendor: Asphalt Services, Inc.

Project Engineer: n/a

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

Changed _____
Rejected _____

Department Funding This Project							
General	Gas	Electric	Water	Sewer	Gas Tax	Cap Proj XXX	Impact
Department of General Fund Providing the Funding							
Admin-10	Police-15 Golf-50	Fire-20 Golf Grounds-55	Rec-25	Adult Rec-30 Debt Service-85	Marina-34	Street-35	Sanitation-40

Project will be:

Expensed _____ Capitalized <u>XXX</u> Inventoried _____ Expense Code: <u>103-56005</u> G/L Acct Name: <u>Hurricane Nate</u>	Funding Source: Operating Expenses _____ Budgeted Capital _____ Unfunded _____ Grant: <u>\$42,452.25</u> <u>\$7,075.37</u> <u>\$7,075.38</u> <u>FEMA</u>
---	---

Federal - not to exceed amount
 State _____
 City _____

Project Budgeted: n/a

(Over) Under budget amount: _____

Comments: _____

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

City Council Prior Approval/Date? See Resolution 2932-17 for original bid award

City Treasurer Purchasing Memo Date: <u>4/6/18</u> Request Approved Date: <u>4/12/18</u> Signatures: <u><i>Michael V. Hinson</i></u> Michael V. Hinson CPA	Finance Director Delivered To Date: <u>4/12/18</u> Approved Date: <u>4/12/18</u> Signatures: <u><i>Jill Crainiss</i></u> Jill Crainiss -MBA	Mayor Delivered To Date: <u>4/12/18</u> Approved Date: <u>4/12/18</u> Signatures: <u><i>Karin Wilson</i></u> Mayor Karin Wilson
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MEMO

To: Michael Hinson, Treasurer
From: Jillian Saffle
Jillian Saffle, Purchasing Manager

Karin Wilson
Mayor

Date: April 6, 2018

Re: **Placing Change Order No. 1 Bid No. 007-18 Multiple Piers Repairs Project on City Council Agenda**

Council Members
Kevin G. Boone
Robert A. Brown
Jack Burrell, ACOMO
Jimmy Conyers
Jay Robinson

All work for the subject Bid and Project No. PW002-18 Multiple Pier Repairs Project after Hurricane Nate 2017 has been completed and verified.

Lisa A. Hanks, MMC
City Clerk
Michael V. Hinson, CPA
City Treasurer

The quantities included in the Bid and Contract for this work were best estimates based on damages observed as The City of Fairhope did not have the accessibility to measure all damage to an exacting quantity. Once the contractor (Asphalt Services, Inc.) began work, further damage was found than that initially estimated.

The City of Fairhope verified and sought approval for repair work in excess of the quantities reflected in the Bid and Contract for this work. This increase in quantities resulted in additional costs incurred in the amount of **FIFTY-SIX THOUSAND SIX HUNDRED AND THREE DOLLARS (\$56,603.00)**.

A copy of the change order form can be found as an attachment to this memo.

Please place on the next City Council Agenda this request for approval and authorization of the Mayor to execute Change Order No. 1, Bid No. 007-18 Multiple Piers Repairs Project, in the amount of \$56,603.00 to Asphalt Services, Inc.

Cc: file, R Johnson

CITY OF FAIRHOPE

**CHANGE
ORDER
REQUEST**

OWNER: CITY OF FAIRHOPE

ARCHITECT/ENGINEER: Richard D. Johnson, PE

CONTRACTOR: Asphalt Services Inc

PROJECT: PW002-18 Multiple Piers Repairs Project After Hurricane Nate 2017

CHANGE ORDER REQUEST NO. N/A DATE: March 2018

1. DESCRIPTION OF CHANGE: Increase in quantities - no change in scope - change in magnitude of work quantities - see attached Memo and Spreadsheet.

2. CHANGE ORDER COSTS: \$56,603.00

Proposal Attached See Attached Cost Estimated/Proposal Required

Item	Quantity	Material Unit Price	Labor (Hours)	Labor Unit Price	Sub-Total Cost
a. See Attached					
b.					
c.					
d.					
e.					
f.*					
TOTAL:					

*If more than 6 items, provide attachments.

3. INSTITUTED BY: Richard D. Johnson, PE

4. JUSTIFICATION OF NEED: See attached memo

5. JUSTIFICATION OF CHANGE ORDER VERSUS COMPETITIVE BIDDING: See attached memo

6. COSTS REVIEW:

7. THIS CHANGE ORDER IS SUBMITTED FOR REVIEW AND APPROVAL AND IS CLASSIFIED AS THE FOLLOWING TYPE:

- Minor change of a total monetary value less than required for competitive bidding.
 - Changes for matters relatively minor and incidental to the original contract necessitated by unforeseeable circumstances arising during the course of work.
 - Emergencies arising during the course of work. See Attached Memo
 - Change or alternates provided for in the original bidding where there is no difference in price of the Change Order from the original best bid on the Alternate.
 - Change of relatively minor terms not contemplated when the plans and specifications were prepared and the Project was bid and which are in the public interest and do not exceed 10% of the Contract Price.
-

8. EXTENSION OF TIME REQUESTED: Calendar Days: 0

RECOMMENDED:

Richard D. Johnson, PE
BY: Richard D. Johnson, PE
Fairhope's Consulting Engineer

Digitally signed by Richard D. Johnson, PE
Date: 2018.04.06 08:12:33 -05'00'

APPROVED:

N/A
BY: _____
Contractor

Richard D. Johnson, PE
BY: PE
City Representative

Digitally signed by Richard D. Johnson, PE
Date: 2018.04.06 08:12:53 -05'00'

BY: _____
OWNER's Legal Advisor

BY: _____
OWNER's Authorized Representative

CONTRACT CHANGE ORDER NO. _____

City of Fairhope, Alabama

DATE: 04 / 06 / 2018

PROJECT: PW002-18 Multiple Piers Repairs Project After Hurricane Nate 2017

TO: Asphalt Services Inc

(Contractor)

TERMS: You are hereby authorized, subject to the provisions of your Contract for this Project, to make the following changes thereto in accordance with the attached Change Order Request and supporting documents and to:

FURNISH the necessary labor, materials and equipment to:

Increase in quantities - see attached

TOTAL ADDITION OR REDUCTION TO CONTRACT PRICE:

(Note: Numbers in parentheses are deductions).

ORIGINAL CONTRACT PRICE	\$	\$193,211.00
LESS CONTINGENCY/ALLOWANCE	\$	_____
NET ORIGINAL CONTRACT PRICE	\$	_____
Net total of previous Change Orders	\$	_____
Previous revised Contract Price	\$	_____
This Change Order No. <u>1</u> <input checked="" type="checkbox"/> Add <input type="checkbox"/> Deduct	\$	\$56,603.00
Revised Contract Price this date	\$	\$249,814.00

Extension of time resulting from this Change Order 0 (Indicate number of calendar days).

The amount of this Change Order will be the responsibility of City of Fairhope

This Contract Modification constitutes full and mutual accord and satisfaction for all time and all cost related to this change. By acceptance of this Contract Modification, the Contractor hereby agrees that the modification represents an equitable adjustment to the Contract, and further, agrees to waive all right to file any further claims or changes arising out of or as a result of this change, or the accumulation of executed Contract Modifications on this Contract.

The Contractor and OWNER(s) hereby agree to the terms of this Change Order as contained herein.

CONSENT OF SURETY

N/A

(Company)

By: _____

CONTRACTING PARTIES

N/A

(Contractor)

By: _____
(Authorized Representative)

RECOMMENDED

Richard D. Johnson, PE
(Design Engineer)

Digitally signed by Richard D. Johnson, PE
Date: 2018.04.06 08:13:20 -05'00'


CITY OF FAIRHOPE

By: _____
(Mayor)

(City Clerk)



Memorandum

From: Richard D. Johnson, P.E., Public Works Director 

To: Michael Hinson, City Treasurer

CC: Honorable Karin Wilson, Mayor; Finance; File

Date: March 1, 2018

Subject: BID NO. 007-18 – Project No. PW002-18 Multiple Piers Repairs Project

The original Damage Assessment on the piers was used for the plans for the repair work. These quantities were best estimates of damaged observed. We did not have accessibility out to the piers to measure all damage to an exacting quantity. In addition, once the contractor started work, some damage was greater than estimated, some less.

All work is complete on North Beach, White Ave., Pier Ave. and Pecan Ave., the quantities requested to be paid have been field verified and signed off by George Ladd and Lance Cabaniss. Additionally, they verified and sought approval for any repair work in excess of any quantity beyond the original bid amount.

I am requesting an increase in appropriation of \$56,603.00 to cover the increase in quantities related to the pier damage from Hurricane Nate.

If you have any questions or concerns, do not hesitate to contact me.

Yours,

RDJ

Attachments: Updated Quantities Estimate



City of Fairhope
REVISED BID QUANTITIES ESTIMATE

Bid No 007-18

Multiple Piers - Repair Project After Hurricane Nate 2017

Project No. PW002-18

I hereby certify the estimate of this bid as true and correct based on the quantities and costs submitted by the qualifying General Contractor & Verified in the field by City Staff.

Richard D. Johnson, PE

Digitally signed by Richard D. Johnson, PE

Date: 2018.03.01 10:30:11 -06'00'

Richard D. Johnson, PE, Director of Public Works - AL Lic# 30405

Date:

March 1, 2018

ORANGE AVENUE PIER		ASI - Bid Cost				ASI - Actual/Updated Estimate						
Item #	Description	Unit	Unit Quantity	Unit Bid	Total Bid	Unit	Rev Quantity	Qty Diff	Unit Bid	New Cost	Difference	
1.)	Pier Decking - 2"X6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted)	SF	192	\$28.00	\$5,376.00	SF	250	58	\$28.00	\$7,000.00	\$1,624.00	
2.)	Covered Pier - Approx. 22'X22' - 2"X6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Pavilion Benches, Correction/Repair of the "Racked" Hip Roof/Structure and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted)	SF	484	\$42.00	\$20,328.00	SF	484	0	\$42.00	\$20,328.00	\$0.00	
3.)	Fish Dock - Approx. 18'X18' - 2"X6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Transition Steps, Stairs to Bay Bottom and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted)	SF	324	\$28.00	\$9,072.00	SF	350	26	\$28.00	\$9,800.00	\$728.00	
4.)	Beach Landing & Steps - Approx. 6'X12' - 2" Dimensional, No. 1, Pressure Treated, Southern Yellow Pine (Stringers, Footings, Handrails and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted)	EACH	1	\$700.00	\$700.00	EACH	1	0	\$700.00	\$700.00	\$0.00	
5.)	Replacement Piles - 12" (Min.) Diameter - 2.5 CCA Treatment - Piling Penetration Shall be the Greater of: 10' Penetration into ground or 1/3 total length of pile Contractor is to Determine the Length of Piling Needed To Meet This Requirement	EACH	1	\$356.00	\$356.00	EACH	8	7	\$356.00	\$2,848.00	\$2,492.00	
Sub Project Total					\$35,832.00	Sub Project Total					\$40,676.00	\$4,844.00
PECAN AVENUE PIER		ASI - Bid Cost				ASI - Actual/Updated Estimate						
Item #	Description	Unit	Unit Quantity	Unit Price	Total Price	Unit	Rev Quantity	Qty Diff	Unit Bid	New Cost	Difference	
1.)	Pier Decking - 2"X6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted)	SF	1200	\$28.00	\$33,600.00	SF	2160	960	\$28.00	\$60,480.00	\$26,880.00	
2.)	Fish Dock - Approx. 12'X12' - 2"X6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Transition Steps and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted)	SF	144	\$26.00	\$3,744.00	SF	156	12	\$26.00	\$4,056.00	\$312.00	
3.)	Replacement Piles - 12" (Min.) Diameter - 2.5 CCA Treatment - Piling Penetration Shall be the Greater of: 10' Penetration into ground or 1/3 total length of pile Contractor is to Determine the Length of Piling Needed To Meet This Requirement	EACH	1	\$356.00	\$356.00	EACH	10	9	\$356.00	\$3,560.00	\$3,204.00	
Sub Project Total					\$37,700.00	Sub Project Total					\$68,096.00	\$30,396.00
PIERS - GENERAL		ASI - Bid Cost				ASI - Actual/Updated Estimate						
Item #	Description	Unit	Unit Quantity	Unit Price	Total Price	Unit	Rev Quantity	Qty Diff	Unit Bid	New Cost	Difference	
1.)	Labor to install 1" diameter electrical conduit with hangers at 5'-0" spacing - City to provide all material	LF	600	\$2.00	\$1,200.00	LF	600	0	\$2.00	\$1,200.00	\$0.00	
PIER AVENUE BOAT RAMP PIERS		ASI - Bid Cost				ASI - Actual/Updated Estimate						
Item #	Description	Unit	Unit Quantity	Unit Price	Total Price	Unit	Rev Quantity	Qty Diff	Unit Bid	New Cost	Difference	
1.)	Pier Decking - 2"X6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Rub Rails and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) - Estimated 75% Damaged	SF	900	\$26.00	\$23,400.00	SF	900	0	\$26.00	\$23,400.00	\$0.00	
2.)	Replacement Piles - 12" (Min.) Diameter - 2.5 CCA Treatment - Piling Penetration Shall be the Greater of: 10' Penetration into ground or 1/3 total length of pile Contractor is to Determine the Length of Piling Needed To Meet This Requirement	EACH	1	\$375.00	\$375.00	EACH	0	-1	\$375.00	\$0.00	-\$375.00	
Sub Project Total					\$23,775.00	Sub Project Total					\$23,400.00	-\$375.00

Michael Hinson

From: Richard Johnson
Sent: Tuesday, March 06, 2018 1:47 PM
To: Mayor Karin Wilson
Cc: Lynn Donnelly Maser; Michael Hinson; Lisa A. Hanks, MMC
Subject: Pier Project Update

Mayor Wilson:

As we complete the repairs to our five wooden piers due to damage as a result of Hurricane Nate I wanted to make you aware of cost overruns associated with the work. I have submitted to our Treasure the request for additional funding and I wanted to brief you, as I did in person yesterday, and ask that you update the Council by sharing this email. I ask this to alleviate the surprise factor for all our Elected Officials. Nobody likes to be surprised in this fashion.

To better understand the how we got to this point in the project it is important to understand how we scoped and advertised the work. The original Damage Assessment on the piers was used for the plans for the repair work. These quantities were best estimates of damaged observed. We did not have accessibility out to the piers to measure all damage to an exacting quantity. We had no way of knowing how many piles were critically damaged, so for each pier we requested a base quantity for "Each" pile, knowing that number could be zero or significantly more. In addition, once the contractor started work, some damage was greater than estimated, some less.

Also, we did all design, project letting, oversight and inspection "in house". I assigned oversight and inspection to two key Public Works Employees. They happily accepted the challenge and worked closely with the Contractor to deliver a first-rate product. The project as let, was to replace those portions of the piers that were significantly damage by the storm. These individuals, asked me the parameters of their ability to determine damage. My response was – "if it is bad, then let's replace it". In their zeal to deliver a good product for the City they authorized the Contractor, based on my broad guidance, to replace a larger portion of the pier's bents, stringers and decking than I would probably would have. By the time of my first site visit, the demo had been completed and there was no opportunity to revisit my definition of "bad".

All work is complete on North Beach, White Ave., Pier Ave. and Pecan Ave., the quantities requested to be paid have been field verified and signed off by those assigned to do such. For Orange Avenue, I was able to limit work to the extents of the plans. You and the Council may not be happy that the first 100 feet of the Orange Avenue pier is left in originally condition which is poor at best. We may want to seek a separate project to bring that untouched portion up to the new rebuilt standard of the other four piers and the bay side of Orange Avenue Pier. That is a conversation for another day.

I am requesting an increase in appropriation of \$56,603.00 to cover the increase in quantities related to the pier damage from Hurricane Nate. If there is blame to be assessed for this failure of oversight, it is mine and mine alone. I will insure to you and the Council that in the future I will do a better job of defining the allowances and parameters for project oversite assigned to subordinates. When establishing project documents with variable quantities, a more conservative approach will be used to determine those quantities and an allocation of some form of contingency will be included to provide a better financial buffer.

Please share this with our City Council members as you see fit. I would like to invite them individually to tour the completed work, I would be glad to join them, so they can see for themselves the value we have derived from this project. If you have any questions or concerns, do not hesitate to contact me.

Yours,

RDJ

Richard D. Johnson, P.E.
Public Works Director
richard.johnson@fairhopeal.gov
Office : 251-929-0360
Cell: 251-423-7418

Michael Hinson

From: Richard Johnson
Sent: Thursday, March 01, 2018 10:49 AM
To: Michael Hinson
Cc: Belinda Job; 'Greg Smith'
Subject: RE: ASI Pay Request
Attachments: Funding Memo - City Piers 03-01-2018.pdf; Quantities Update - Nate - Fairhope Public Works.pdf

Mike:

I have spoken with the GC – he is good with the partial payment – see attached for the 3/15/18 CC Meeting.

Thanks,

RDJ

Richard D. Johnson, P.E.
Public Works Director
richard.johnson@fairhopeal.gov
Office : 251-929-0360
Cell: 251-423-7418

~~**From:** Michael Hinson
Sent: Thursday, March 01, 2018 9:44 AM
To: Richard Johnson <richard.johnson@fairhopeal.gov>
Cc: Belinda Job <belinda.job@cofairhope.com>
Subject: FW: ASI Pay Request~~

Richard – per our phone conversation this morning, the City will pay the contract amount of \$193,211.00 to the vendor, Asphalt Services.

If you would talk with them about the overage on their invoice (total work performed of \$202,868.00; overage of \$9,657) and let me know if we need to go back to council for additional funding on the project.

Sound like a plan to you?

Michael V. Hinson CPA
City Treasurer
City of Fairhope

~~**From:** Belinda Job
Sent: Thursday, March 01, 2018 8:58 AM
To: Richard Johnson <richard.johnson@fairhopeal.gov>
Cc: Michael Hinson <michael.hinson@fairhopeal.gov>
Subject: FW: ASI Pay Request~~

Good morning Mr. Johnson. Thank you for providing the additional information for this pay request. Mike Hinson has the bill and will be contacting you with a few questions he has.

Michael Hinson

From: Richard Johnson
Sent: Thursday, March 01, 2018 9:49 AM
To: Michael Hinson
Cc: Belinda Job
Subject: RE: ASI Pay Request

Yes – I will notify the contractor of the reduced payment and will submit updated amounts for appropriation.

Thanks,

RDJ

Richard D. Johnson, P.E.
Public Works Director
richard.johnson@fairhopeal.gov
Office : 251-929-0360
Cell: 251-423-7418

From: Michael Hinson
Sent: Thursday, March 01, 2018 9:44 AM
To: Richard Johnson <richard.johnson@fairhopeal.gov>
Cc: Belinda Job <belinda.job@cofairhope.com>
Subject: FW: ASI Pay Request

Richard – per our phone conversation this morning, the City will pay the contract amount of \$193,211.00 to the vendor, Asphalt Services.

If you would talk with them about the overage on their invoice (total work performed of \$202,868.00; overage of \$9,657) and let me know if we need to go back to council for additional funding on the project.

Sound like a plan to you?

Michael V. Hinson CPA
City Treasurer
City of Fairhope

From: Belinda Job
Sent: Thursday, March 01, 2018 8:58 AM
To: Richard Johnson <richard.johnson@fairhopeal.gov>
Cc: Michael Hinson <michael.hinson@fairhopeal.gov>
Subject: FW: ASI Pay Request

Good morning Mr. Johnson. Thank you for providing the additional information for this pay request. Mike Hinson has the bill and will be contacting you with a few questions he has.

Thank you,

Belinda Job

Treasury Assistant
City of Fairhope
P.O. Drawer 429
Fairhope, AL 36533
(251) 990-0115
(251) 929-0375 Fax

From: Richard Johnson

Sent: Tuesday, February 27, 2018 4:35 PM

To: Belinda Job <belinda.job@cofairhope.com>

Cc: Dee Dee Brandt <deedee.brandt@cofairhope.com>; George ladd <GeorgeL@cofairhope.com>; Lance Cabaniss <lance.cabaniss@cofairhope.com>

Subject: ASI Pay Request

Belinda:

Please see attached (pages 3 & 4). The Pink was estimated, and the green is actual. The Damage Assessment on the piers was used for the plans for the repair work. These quantities were best estimates of damaged observed. We did not have accessibility out to the piers to measure all damage to an exacting quantity. In addition, once the contractor started work, some damage was greater than estimated, some less. The quantities requested to be paid have been field verified and signed off by George Ladd and Lance Cabaniss.

We need to get the GC Paid for work performed. In these types of projects, I have always reconciled the final close out with the Council after FEMA/AEMA has awarded funding and confirmation of payment is in hand.

Let me know how you want to proceed.

Thanks,

RDJ

Richard D. Johnson, P.E.
Public Works Director
richard.johnson@fairhopeal.gov
Office : 251-929-0360
Cell: 251-423-7418

Belinda Job

From: Belinda Job
Sent: Tuesday, February 27, 2018 3:22 PM
To: Dee Dee Brandt
Subject: Asphalt Services - Multiple Piers Repair Project
Attachments: Untitled.PDF - Adobe Acrobat Pro

Importance: High

Please see attached documentation on the Hurricane Nate piers repair project. The work performed exceeds the contract amount by \$9,657.00 and as you can see, Richard Johnson signed off on the work.

Do you have anything to support the "over contract" amount?

Thanks,
Belinda

CITY OF FAIRHOPE

Asphalt Services, Inc.
11045 Old Highway 31, Spanish Fort, AL 36527

FEB 22 2018

Job #: PW002-18
Job Name: Multiple Piers - Repair Project After Hurricane Nate 2017
Engineer:

Estimate Number: 1
Date: Through 2/9/2018

ACCTS PAYABLE

Item #	Description	SCHEDULE				Prev. Applications		This Month		To Date	
		Unit	Quantity	Unit Price	Bid Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
Orange Ave Pier											
1	Pier Decking - 2"x6" No. 1 Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails & Specified Hardware Shall be a Subsidiary Obligation of the Unit Price Quoted)	SF	192	\$28.00	\$5,376.00	0.00	\$0.00		\$0.00	0.00	\$0.00
2	Covered Pier - Approx 22'x22' - 2"x6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Pavilion Benches, Correction/Repair of the "racked" Hip Roof/Structure & Specified Hardware Shall be a Subsidiary Obligation of the Unit Price Quoted)	SF	484	\$42.00	\$20,328.00	0.00	\$0.00		\$0.00	0.00	\$0.00
3	Fish Dock - Approx 18'x18 - 2"x6" No. 1 Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Transition Steps, Stairs to Bay Bottom & Specified Hardware Shall be a Subsidiary Obligation of the Unit Price Quoted)	SF	324	\$28.00	\$9,072.00	0.00	\$0.00		\$0.00	0.00	\$0.00
4	Beach Landing & Steps - Approx 6'x12' - 2" Dimensional, No. 1, Pressure Treated, Southern Yellow Pine) Stringers, Footings, Handrails & Specified Hardware Shall be a Subsidiary Obligation of the Unit Price Quoted)	EA	1	\$700.00	\$700.00	0.00	\$0.00		\$0.00	0.00	\$0.00
5	Replacement Piles - 12" (Min) Diameter - 2.5 CCA Treatment - Piling Penetration Shall be the Greater of: 10' Penetration into ground or 1/3 total length of pile. Contractor is to determine the length of piling needed to meet this requirement	EA	1	\$356.00	\$356.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Pecan Ave Pier											
1	Pier Decking - 2"x6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement & Specified Hardware shall be a Subsidiary Obligation of the unit price quoted)	SF	1,200	\$28.00	\$33,600.00	0.00	\$0.00	2,160.00	\$60,480.00	2,160.00	\$60,480.00
2	Fish Dock - Approx 12'x12' - 2"x6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Transition Steps & Specified Hardware shall be a Subsidiary Obligation of the unit price quoted)	SF	144	\$26.00	\$3,744.00	0.00	\$0.00	156.00	\$4,056.00	156.00	\$4,056.00
3	Replacement Piles - 12" (Min) Diameter - 2.5 CCA Treatment - Piling Penetration Shall be the Greater of: 10' Penetration into ground or 1/3 total length of pile. Contractor is to determine the length of piling needed to meet this requirement	EA	1	\$356.00	\$356.00	0.00	\$0.00	10.00	\$3,560.00	10.00	\$3,560.00
Piers - General											
1	Labor to Install 1" diameter electrical conduit with hangers at 5'-0" spacing - City to provide all material	LF	600	\$2.00	\$1,200.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Pier Avenue Boat Ramp Piers											
1	Pier Decking 2"x6" No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Rub Rails & Specified Hardware Shall be a Subsidiary Obligation of the unit price quoted) - Estimated 75% damage	SF	900	\$26.00	\$23,400.00	0.00	\$0.00	705.00	\$18,330.00	705.00	\$18,330.00
2	Replacement Piles - 12" (Min) Diameter - 2.5 CCA Treatment - Piling Penetration shall be the greater of: 10' penetration into ground or 1/3 total length of pile. Contractor is to determine the length of the piling needed to meet this requirement.	EA	1	\$375.00	\$375.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00

CITY OF FAIRHOPE

Asphalt Services, Inc.
11045 Old Highway 31, Spanish Fort, AL 36527

FEB 22 2018


Job #: PW002-18
Job Name: Multiple Piers - Repair Project After Hurricane Nate 2017
Engineer:

ACCTS PAYABLE Estimate Number: 1
Date: Through 2/9/2018

Item #	Description	SCHEDULE				Prev. Applications		This Month		To Date	
		Unit	Quantity	Unit Price	Bid Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
White Avenue Pier											
1	Pier Decking - 2"x6" No. 1 Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails & Specified Hardware Shall be a Subsidiary Obligation of the Unit Price Quoted)	SF	1,320	\$28.00	\$36,960.00	0.00	\$0.00	1,978.00	\$55,384.00	1,978.00	\$55,384.00
2	Fish Dock - Approx 14'x14' - 2"x6" No. 1 Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Transition Steps, & Specified Hardware Shall be a Subsidiary Obligation of the Unit Price Quoted)	SF	196	\$26.00	\$5,096.00	0.00	\$0.00	225.00	\$5,850.00	225.00	\$5,850.00
3	Pier Landing, Handrails & Steps - Approx 6'x12' - 2" Dimensional, No 1. Pressure Treated, Southern Yellow Pine (Stringers, Footings, Handrails & Specified Hardware shall be a subsidiary obligation of the unit price quoted)	LS	1	\$1,200.00	\$1,200.00	0.00	\$0.00	1.00	\$1,200.00	1.00	\$1,200.00
4	Replacement Piles - 12" (Min) Diameter - 2.5 CCA Treatment - Piling Penetration shall be the greater of: 10' penetration into ground or 1/3 total length of pile. Contractor is to determine the length of the piling needed to meet this requirement.	EA	1	\$356.00	\$356.00	0.00	\$0.00	4.00	\$1,424.00	4.00	\$1,424.00
North Beach Park - South Pier											
1	Pier Decking 2"x6" No. 1. Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Stairs to Bay & Specified Hardware Shall be a Subsidiary Obligation of the unit price quoted)	SF	1,812	\$28.00	\$50,736.00	0.00	\$0.00	1,878.00	\$52,584.00	1,878.00	\$52,584.00
2	Replacement Piles - 12" (Min) Diameter - 2.5 CCA Treatment - Piling Penetration shall be the greater of: 10' penetration into ground or 1/3 total length of pile. Contractor is to determine the length of the piling needed to meet this requirement.	EA	1	\$356.00	\$356.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
						TOTAL		\$202,868.00		\$202,868.00	
						Retainage		\$0.00		\$10,143.40	
						Less Payments to Date		\$0.00		\$0.00	
						Amount Payable				192,724.60	

I hereby certify that the work covered by the above estimate was performed in accordance with the contract, and the prevailing scale of wages in this area for this project have been complied with, and that the above estimate is true and correct, and that payment therefore has not been received.

RECOMMENDED FOR PAYMENT

BY: 
Construction Manager

APPROVED FOR PAYMENT

BY:  2/22/18

(Title)
Greg Smith, Project Manager

(Notary Public)

Sworn and subscribed to before me this
20 day of FEB., 2018

My Commission Expires:
January 29, 2020

FEB 22 2018

CONTRACTOR'S REQUEST FOR PAYMENT

Payment Request Number 1

ACCTS PAYABLE

TO City of Fairhope --Multiple Piers-Repair Project After Hurricane Nate 2017 (OWNER)
 CONTRACT FOR Asphalt Services, Inc. DATED 2/15/2018
 OWNER'S PROJECT NUMBER PW002-18 ENGINEER'S PROJECT NUMBER _____
 FOR WORK PERFORMED THROUGH THE DATE OF 9-Feb-18

CONTRACT SUMMARY

ORIGINAL CONTRACT	\$	193,211.00	45	DAYS
NET CHANGE ORDERS TO DATE	\$	-	0	DAYS
CURRENT CONTRACT	\$	193,211.00	45	DAYS
		AMOUNT THIS PERIOD	AMOUNT TO DATE	
TOTAL WORK PERFORMED	\$	202,868.00	\$	202,868.00
LESS 5% RETAINAGE	\$	8,273.16	\$	8,273.16
AMOUNT EARNED	\$	194,594.84	\$	194,594.84
PLUS STORED MATERIALS	\$	-	\$	-
SUB-TOTAL	\$	194,594.84	\$	194,594.84
LESS PREVIOUS AMOUNTS APPROVED	\$	-	\$	-
AMOUNT DUE THIS APPLICATION	\$	194,594.84	\$	194,594.84

CONTRACTOR'S CERTIFICATION

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with work covered by prior Applications for Payment numbered 1 through 0 inclusive; and (2) title to all materials and equipment incorporated in said work or otherwise listed in or covered by the Application for Payment will pass to OWNER at time of payment free and clear of all liens, claims, security interest and encumbrances (except such as covered by Bond acceptable to OWNER).

PAID \$193,211.00
 CR# 126405
 ON 3/2/18.
 (Int)

DATE: 15-Feb-18

COPY

CONTRACTOR: Asphalt Services, Inc

BY Greg Smith, Project Manager
TITLE

Sworn to as true and correct before the undersigned authority on the 20th day of February, 2018.

Laurie D. Willcutt
 NOTARY PUBLIC

My Commission Expires January 29, 2020

OWNER'S RECOMMENDATION

This application (with accompanying documentation) meets the requirements of the Contract Documents and payment of the above AMOUNT DUE THIS APPLICATION is recommended.

DATE: 2/22/2018

BY Richard J. [Signature]
TITLE OWNER

City of Fairhope Project Funding Request

DEC 6 '17 PM 2:29

Issuing Date: 11/29/2017

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Award Bid 007-18 Multiple Piers Repair Project After Hurricane Nate 2017

Project Location: Multiple City Piers

Presented to City Council: 12/5/2017

Approved X Changed _____ Rejected _____
Res 2932-17

Project Cash Requirement Submitted for Approval:

Cost: \$193,211.00 (FEMA Grant; City portion is 12.5%)

Providers: Asphalt Services, Inc.

Project Engineer: n/a

Order Date: Date / n/a

Lead Time: Date / n/a

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

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

Expense Code: 103-56005 Acct Name: Hurricane Nate Revenue Code: _____

Project will be: Expensed _____
 Inventoried _____
 Capitalized XX
 Project Budgeted: n/a

Project Financed By:
 Grant: \$144,808.25 Federal - not to exceed amount
\$24,151.37 State
\$24,151.38 City

(Over) Under budget amount: _____

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

Funding: Capital Projects Fund

City Council Prior Approval? Date? No

<u>City Treasurer</u>	<u>Finance Director</u>	<u>Mayor</u>
Request Received Date: <u>11/28/17</u>	Date: <u>11/29/17</u>	Date: <u>12/5/17</u>
Request Approved Date: <u>11/28/17</u>	Date: <u>11/30/17</u>	Date: <u>12/5/17</u>
Signatures: <u>Michael V. Hinson CPA</u>	<u>Jill Cabiniss</u>	<u>Mayor Karin Wilson</u>

Contact Person: Richard Johnson, Public Works

RESOLUTION NO. 2932-17

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 Multiple Piers Repair Project after Hurricane Nate 2017 (DR-4349) for the Public Works Department (Bid Number 007-18) 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
Multiple Piers Repair Project after Hurricane Nate 2017

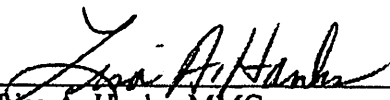
[3] After evaluating the bid proposals with the required bid specifications, Asphalt Services, Inc. with the total bid proposal of \$193,211.00, is now awarded the bid for Multiple Piers Repair Project after Hurricane Nate 2017 for the Public Works Department (DR-4349). The City's portion is 12.5 percent (\$24,151.38).

Adopted on this 11th day of December, 2017



Karin Wilson, Mayor

Attest:



Lisa A. Hanks, MMC
City Clerk



MEMO

To: Michael Hinson, Treasurer
From: Delores A Brandt
Delores A Brandt, Purchasing Clerk
for Purchasing Manager

Karin Wilson
Mayor

Date: November 28, 2017

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

Re: Request Green Sheet and City Council Award of **Bid No. 007-18, Multiple Piers Repair Project After Hurricane Nate 2017**, for the Public Works Department

The Public Works Department has requested the procurement of services for rebuild, reinforcement, and repairs to five (5) City-owned piers that were damaged during Hurricane Nate in 2017. Work includes, but is not limited to: replacement of wooden piles, repair and/or replacement of pile caps (beams), stringers, decking, railings, steps, fishing docks, covered piers and all other pier related infrastructure(s) at the following City of Fairhope Piers:

- a. Orange Avenue Pier
- b. Pecan Avenue Pier
- c. Pier Avenue Boat Ramp Piers
- d. White Avenue Pier
- e. North Beach Park – South Pier

Bid No. 007-18 Multiple Piers Repair Project After Hurricane Nate 2017, was issued on November 11, 2017, a mandatory Pre-Bid Meeting was attended by three (3) potential bidders, an addendum was issued, and the Bid was opened publicly on November 27, 2017, at 9:00 a.m. See attached bid tabulation.

The Richard Johnson, Director of Public Works and EOR, recommends awarding this bid to the lowest responsive and responsible bidder, **Asphalt Services, Inc** for their bid of ONE HUNDRED NINETY-THREE THOUSAND, TWO HUNDRED ELEVEN DOLLARS (\$193,211.00) to make the needed repairs to City-owned piers damaged as the result of Hurricane Nate (October 7, 2017). Baldwin County has received a **Presidential Disaster Declaration, Hurricane Nate (DR-4349)**. This project will qualify for FEMA's Public Assistance Program to pay 75 percent of the approved costs incurred under Category G: Parks, Recreational Facilities and Other Items.

Furthermore, it is anticipated that **Alabama Emergency Management Agency (AEMA)** will match an additional 12.5 percent in Public Assistance. All engineering and construction oversight is being managed "in-house" and the **expected cost to the City's General Fund is \$24,151.38 (12.5%)**.

Please compose a greensheet and move forward for City Council to award Bid No. 007-18, Multiple Piers Repair Project After Hurricane Nate 2017 to Asphalt Services, Inc. for their bid of ONE HUNDRED NINETY-THREE THOUSAND, TWO HUNDRED ELEVEN DOLLARS (\$193,211.00) and authorize the Mayor to execute the associated contract.

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax


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Cc, file



Memorandum

From: Richard D. Johnson, P.E., Public Works Director 
To: Jack Burrell, ACOMO, Council President
Thru: Lisa A. Hanks, MMC, City Clerk
CC: Honorable Karin Wilson, Mayor; Finance/Treasurer; File
Date: November 27, 2017
Subject: BID NO. 007-18 – Project No. PW002-18 Multiple Piers Repairs Project

Council President Burrell:

Based upon the certified bid tabulations (attached), the qualifying, performing low bid for the above referenced project was submitted by Asphalt Services, Incorporated (ASI) at \$193,211.00.

It is my recommendation that the qualifying low bid be accepted, and the contract awarded to Asphalt Services, Incorporated (ASI) for the sum of \$193,211.00.

Furthermore, there will need to be a corresponding appropriation of \$193,211.00 for this project. This project entails the repair to five (5) City-owned piers damage as the result of Hurricane Nate (October 7, 2017). Baldwin County has received a Presidential Disaster Declaration. This project will qualify for FEMA's Public Assistance Program to pay 75 percent of the approved costs incurred under Category G: Parks, Recreational Facilities and Other Items.

Furthermore, it is anticipated that Alabama Emergency Management Agency (AEMA) will match an addition 12.5 percent in Public Assistance. All engineering and construction oversight is being managed "in-house" and the expected cost to the City's General Fund is \$24,151.38 (12.5%).

If you have any questions or concerns, do not hesitate to contact me.

Yours,

RDJ

Attachments: Bid Tabulations



Richard Johnson, PE, Director of Public Works and EOR

To my knowledge this is an accurate bid tabulation
 11/27/2017
 Client Signature, Buyer

Item #	Quantity	Unit	Asphalt Services, Inc	Smith Martin Contractors	Other Contractors	Cost/Unit	Total Price	Cost/Unit	Total Price	Checked	Total Price
Non-Compliance Statement & Bid Proposal Executed / Signed Photocopied Signed Address: 1 State of AL Contractor's License Bid Bond YES YES YES											
REPAIRS - GENERAL [Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Parison Banding, Covered Pier - Approx 22'x22' - 27'x20' No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Parison Banding, Concrete/Rebar of the Tracked Hog Foot/Structure and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) First Dock - Approx 15'x15' - 27'x20' No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Translation Steps, Stairs to Bay Bottom and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) Beach Landing & Steps - Approx 6'x12' - 2' Dimensional, No. 1, Pressure Treated, Southern Yellow Pine (Stringer, Footings, Handrails and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) Replacement Piles - 12" (Min.) Diameter - 2.5 CCA Treatment - Piling Penetration Shall be the Greater of: 10' Penetration into ground or 1/3 total length of pile Contractor is to Determine the Length of Piling Needed to Meet This Requirement SUB-PROJECT TOTAL \$36,312.00											
PIER AVE PIER [Pile Caps (Beams), Stringer Repair/Replacement and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) Pier Decking - 27'x20' No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) First Dock - Approx 14'x14' - 27'x20' No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Handrails, Translation Steps and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) Pier Landing, Handrails & Steps - Approx 6'x12' - 2' Dimensional, No. 1, Pressure Treated, Southern Yellow Pine (Stringer, Footings, Handrails and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) Replacement Piles - 12" (Min.) Diameter - 2.5 CCA Treatment - Piling Penetration Shall be the Greater of: 10' Penetration into ground or 1/3 total length of pile Contractor is to Determine the Length of Piling Needed to Meet This Requirement SUB-PROJECT TOTAL \$41,812.00											
NORTH BEACH PARK - SOUTH PIER [Pile Caps (Beams), Stringer Repair/Replacement, Stairs to Bay Bottom and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) Pier Decking - 27'x20' No. 1, Pressure Treated, Southern Yellow Pine (Pile Caps (Beams), Stringer Repair/Replacement, Stairs to Bay Bottom and Specified Hardware Shall Be A Subsidiary Obligation of the Unit Price Quoted) Replacement Piles - 12" (Min.) Diameter - 2.5 CCA Treatment - Piling Penetration Shall be the Greater of: 10' Penetration into ground or 1/3 total length of pile Contractor is to Determine the Length of Piling Needed to Meet This Requirement SUB-PROJECT TOTAL \$51,092.00											
TOTAL OF ALL SUB-PROJECTS \$183,211.00											

RECOMMENDATION: AWARD BID TO ASHMIT SERVICES INC. IN THE AMOUNT OF \$183,211.00
 No. 30405
 PROFESSIONAL ENGINEER
 LICENSED
 RICHARD D. JOHNSON

REAL-TIME NEWS FROM MOBILE

Trump declares major disaster for 5 south Alabama counties due to Hurricane Nate

Updated Nov 16;
Posted Nov 16



Mobile County shared this image of Coden Belt Road after Hurricane Nate made

landfall on the Gulf Coast. Water driven by the storm covered the road in large rocks used to stabilize the shoreline. (Courtesy Mobile County)

2

77
shares

By **Jonece Starr Dunigan**, jdunigan@al.com

Five Alabama counties will receive federal assistance after President Donald Trump declared a major disaster exist in the state as a result on Hurricane Nate on Thursday.

Gov. Kay Ivey made the major disaster request on Oct. 30, a little more than three weeks after the hurricane brought storm surges of 5 1/2 to 6 feet above normal tide in Mobile County. Structures, piers, roads and bridges were also damaged. The major disaster declaration includes Baldwin, Choctaw, Clarke, Mobile and Washington counties.

"I appreciate President Trump following through on his promise to help Alabama recover from the effects of Hurricane Nate," Ivey said. "The assistance given to our state through the major disaster declaration is welcomed news. (Alabama) EMA Director Brian Hastings is to be commended for his efforts in guiding this process."

Being part of the declaration means that local governments, state agencies, eligible private non-profit organizations and electric co-operatives can apply for

FEMA's Public Assistance Program to pay 75 percent of the approved costs incurred due to the hurricane under the following categories:

Category A: Debris Removal

Category B: Emergency Protective Measures

Category C: Roads and Bridges

Category D: Water Control Facilities

Category E: Buildings and Equipment

Category F: Utilities

Category G: Parks, Recreational Facilities and Other Items

In addition to the five counties receiving all categories of public assistance, this major disaster declaration also grants category B assistance to the following counties: Autauga, Dallas and Macon.

Federal disaster aid is not available for individual residents.

Hastings said the Alabama Emergency Management Agency requested and received the permission to run this disaster as a state-managed disasters due to the workload

FEMA is managing in several other states and territories.

"This new level of involvement for the state will provide the state EMA staff with valuable experience and allow rapid response to the counties as the Public Assistance Program is administered," Hastings said.

Ivey said Representatives from the AEMA Recovery Division will explain procedures for requesting assistance at a series of applicant briefings at locations to be announced shortly in the affected areas.

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RESOLUTION NO. _____

MUNICIPAL WATER POLLUTION PREVENTION (MWPP) PROGRAM

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to inform the Department of Environmental Management that the following actions were taken by the City Council of the City of Fairhope, Alabama.

1. Reviewed the MWPP Annual Report which is attached to the resolution.
2. Set forth the following actions and schedule necessary to maintain effluent requirement contained in the NPDES Permit, and to prevent the bypass and overflow of raw sewage within the collection system or at the treatment plant:
 - (a) Complete the current water and wastewater system assessment and develop an implementation plan for completing needed improvements necessary for regulatory compliance and to accommodate future growth.
 - (b) Continue to perform O & M requirements to the treatment and collection system and complete repairs when discovered.
 - (c) Continue to provide training opportunities for the operations staff to assist them with maintaining certification and knowledge of current methods and technologies.

Adopted this 23rd day of April, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

I, Lisa A. Hanks, City Clerk of the City of Fairhope, Alabama, do hereby certify that this is a true and correct copy of Resolution No. _____ passed and approved by the City Council of the City of Fairhope, Alabama, on the 23rd day of April, 2018.

Lisa A. Hanks, City Clerk

Date



April 9, 2018

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Michael V. Hinson, CPA
City Treasurer

We are asking the Mayor Karin Wilson and the Fairhope City Council to review the Water Department's Municipal Water Pollution Prevention (MWPP) Annual Report, make any recommendations on the Wastewater Treatment Plant and Collection system, and authorize the Water Department to send the MWPP Annual Report to the Alabama Department of Environmental Management (ADEM) in the next City of Fairhope Council Meeting.

Thank you,

Tim Manuel, WWTP Manager
Water & Wastewater Department

161 North Section Street

P O. Drawer 429

Fairhope, Alabama 36553

251-928-2136

251-928-6776 Fax

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MUNICIPAL WATER POLLUTION PREVENTION (MWPP)

ANNUAL REPORT

SUBMITTED BY:

TREATMENT FACILITY: Fairhope Wastewater Plant NPDES #: AL 0020842

MUNICIPALITY: City of Fairhope COUNTY: Baldwin

CONTACT PERSON: Dan McCrory
Responsible Official
Superintendent Water and Wastewater
Title

Telephone #: 251-928-8003 Fax #: 251-990-0156

Email Address: dan.mccrory@fairhopeal.gov

CHIEF OPERATOR: Timothy Manuel
Name

Telephone #: 251-990-0139 Fax #: 251-990-0193

Email Address: tim.manuel@fairhopeal.gov

Date: 04/20/2017

REVIEWED BY: IN HOUSE [Signature] RICHARD PETERSON DIRECTOR OF OPERATIONS
Consulting Engineer

Telephone #: 251-990-2884 Fax #:

Date: 4/6/2018



**MWPP Annual Report
Information Source List**

The following information will be needed to complete the compliance maintenance report that covers the calendar year of 2017 (due **May 31, 2018**).

- Part 1
 - A. The average plant influent flow for each month (million gallons per day/MGD) during the year.
 - B. The average plant influent BOD (CBOD) for each month (mg/l and lb/day) in the year.
 - C. The plant's average design flow (MGD) and design BOD (CBOD) loading (lbs/day).
- Part 2
 - A. The monthly average permit and DMR effluent concentration for BOD (CBOD), TSS, NH3-N, and/or TKN in mg/l for the year
 - B. The monthly average effluent limits and DMR loading for BOD (CBOD), TSS, NH3-N, and/or TKN in lbs/day for the year
- Part 3 The age of the treatment plant defined as the number of years since the last major reconstruction to increase the organic or hydraulic capacity of the plant. The last calendar year minus the year the new construction was brought on-line.
- Part 4 Bypass and overflow information. This is the number of bypass or overflow events of untreated wastewater due to heavy rain or equipment failure whether intentional or inadvertent from all collection systems tributary to the treatment facility.
- Part 5
 - A. Describe the characteristics and quantity of sludge generated.
 - B. If sludge is landspread, how many months of sludge storage does the plant have? This should include on-site and off-site storage from the treatment plant. The digester capacity may be used in the calculation.
- Part 6
 - A. Sludge Disposal Method
 - B. The number of approved land disposal sites for sludge available, and how many months or years these disposal sites will these be available for use.
- Part 7 The number of sewer extensions installed in the community last year, the design population, design flow, and design BOD (CBOD) for each sewer extension.
- Part 8 Operator Certification
- Part 9 Financial Status
- Part 10 Subjective Evaluation
- Part 11 Summary Sheet

Instructions to the Operator-in-Charge

1. Complete all sections of the MWPP Report to the best of your ability.
2. Parts 1 through 8 contain questions for which points will be generated. These points are intended to communicate to the Department and the governing body or owner the actions necessary to prevent effluent violations. Enter the point totals from Parts 1 through 8 on Part 11: Summary Sheet.
3. Add the point totals on Part 11: Summary Sheet.
4. Submit the MWPP Report to the governing body and the consulting engineer and owner for review and approval.
5. The governing body should pass a resolution which contains the following points:
 - a. The resolution should acknowledge the governing body or owner has reviewed the MWPP Report.
 - b. The resolution should indicate what actions will be taken to prevent effluent violations.
 - c. The resolution should provide any other information the governing body or owner deems appropriate.
6. **The MWPP Report and the resolution must be submitted by May 31st to Municipal Section, Water Division, ADEM, P.O. Box 301463, Montgomery, AL 36130-1463.**

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 1: Influent Loading/Flows

A. List the average monthly volumetric flows and BOD₅ (CBOD₅) loadings received at your facility during the last calendar year.

<u>Month</u>	<u>Column 1 Average Monthly Flowrate (MGD)</u>	<u>Column 2 Average Monthly BOD₅ (CBOD₅) Concentration (mg/l)</u>	<u>Column 3 Average Loading BOD₅ (CBOD₅) (lbs/day**)</u>
January	3.0313	174.91	3988.08
February	2.1975	249.98	4560.53
March	1.9884	246.68	4061.01
April	1.9650	240.26	3977.59
May	2.2371	224.31	4109.97
June	2.9725	186.13	4449.99
July	2.2183	186.02	3414.61
August	2.6606	180.76	4262.99
September	2.2273	186.37	3358.83
October	2.8177	166.67	3726.34
November	1.9706	251.24	3810.71
December	1.9781	251.24	4612.50
Annual Avg.	2.3574	214.74	4027.76

** As reported on NPDES Discharge Monitoring Reports (DMRs) and as required by EPA's NPDES Self-Monitoring System, User Guide, March 1985.

B. List the average design flow and average design BOD₅ (CBOD₅) loading for the facility below. If you are not aware of these design quantities, contact your consulting engineer.

	<u>Average Design Flow</u>	<u>Average Design BOD₅ (CBOD₅) Loading (lbs/day)</u>
Design Criteria	4.20 MGD	12259.80
90% of the Design Criteria	3.78 MGD	11033.82

- C. How many times did the monthly flow (Column 1) to the WWTP exceed 90% of design flow?
 _____(Check the appropriate point total)
 0 - 4 = 0 points 5 or more = 5 points
- D. How many times did the monthly flow (Column 1) to the WWTP exceed the design flow?
 _____(Check the appropriate point total)
 0 = 0 points 1 – 2 = 5 points 3 – 4 =10 points 5 or more =15 points
- E. How many times did the monthly BOD₅ (CBOD₅)* loading (lbs/day) (Column 3) to the WWTP exceed 90% of the design loading?
 _____(Check the appropriate point total)
 0 -1 = 0 points 2 – 4 =5 points 5 or more =10 points
- F. How many times did the monthly BOD₅ (CBOD₅)* loading (lbs/day) (Column 3) to the WWTP exceed the design loading?
 _____ (Check the appropriate point total)
 0 = 0 points 1 = 10 points 2 =20 points 3 =30 points 4 =40 points 5 or more =50 points
- G. Enter each point value marked for C through F and enter the sum in the appropriate blank below.
- C points = 0
 D points = 0
 E points = 0
 F points = 0

TOTAL POINTS VALUE FOR PART 1 0
 Enter this value on Part 11: Summary Sheet.

*To obtain equivalent BOD₅ loading for comparison with design loading for those permittees using influent CBOD₅, divide annual average CBOD₅, loading in lbs/day from Part 1, A by 0.7.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 2: Effluent Quality/Plant Performance

A. List the monthly average permit limits for the facility in the blanks below and the average monthly effluent DMR BOD₅, (CBOD₅) TSS, NH₃-N and/or TKN concentration produced by the facility during the last calendar year.

(1) NPDES Permit Concentration

Permit Limit	Months	BOD ₅ (CBOD ₅) (mg/l)	TSS (mg/l)	NH ₃ -N (mg/l)	TKN (mg/l)
	12	15	30	10	Report

(2) DMR Concentration

Qtr	Month	BOD ₅ (CBOD ₅) (mg/l)	TSS (mg/l)	NH ₃ -N (mg/l)	TKN (mg/l)
1	January	4.49	1.44	0.87	0.70
	February	7.87	3.92	9.14	10.35
	March	3.64	1.46	0.25	.90
2	April	6.43	1.42	0.28	.95
	May	7.11	1.80	0.30	1.20
	June	3.96	1.35	0.24	0.90
3	July	3.53	1.23	0.85	0.80
	August	4.27	2.00	2.89	9.70
	September	3.87	1.54	2.23	1.10
4	October	3.40	1.16	0.63	1.45
	November	3.31	1.20	1.89	0.88
	December	3.48	1.20	0.66	1.10
Annual Avg.		4.61	1.64	1.52	2.50

B. List the monthly average permit limit and DMR loadings below.

(1) NPDES Permit Loading

Permit Limit	Months	BOD ₅ (CBOD ₅) (lbs/day)	TSS (lbs/day)	NH ₃ -N (lbs/day)	TKN (lbs/day)
	12	500	1000	333	Report

(2) DMR Loading

Qtr	Month	BOD ₅ (CBOD ₅) (lbs/day)	TSS (lbs/day)	NH ₃ -N (lbs/day)	TKN (lbs/day)
1	January	105.84	41.86	24.70	1.576
	February	142.70	84.74	165.43	185.234
	March	59.99	24.14	4.15	15.126
2	April	111.14	23.21	5.04	17.003
	May	135.29	35.26	5.91	27.221
	June	102.73	35.48	6.91	39.2939
3	July	59.47	22.91	14.14	14.07
	August	100.25	54.73	75.83	157.75
	September	73.15	28.02	5.07	11.194
4	October	79.76	26.36	16.73	24.765
	November	53.72	19.80	30.26	13.6215
	December	56.19	19.30	10.29	17.7975
Annual Avg.		90.02	34.65	30.37	43.72

C. During the past year did the BOD₅ (CBOD₅) concentration (mg/l) and/or loading (lbs/day) exceed the product of 1.4 times the monthly average permit limit during two months of any consecutive quarters? (Check the appropriate point total.)

No = 0 points

Yes = 121 points

D. During the past year did the BOD₅ (CBOD₅) concentration (mg/l) and/or loading (lbs/day), exceed the monthly average permit limit during four months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

E. During the past year did the effluent TSS concentration (mg/l) or loading (lbs/day) exceed the product of 1.4 times the monthly average permit limit during two months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

F. During the past year did the TSS concentration (mg/l) and/or loading (lbs/day) exceed the monthly average permit limit during four months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

G. During the past year did the NH₃-N or TKN concentration (mg/l) and/or loading (lbs/day) exceed the product of 1.4 times the monthly average permit limit during two months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

H. During the past year did either the NH₃-N or TKN concentration (mg/l) and/or loading (lbs/day), exceed the monthly average permit limit during four months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

I. Enter each point value checked for C through H in the blanks below.

C Points = 0

D Points = 0

E Points = 0

F Points = 0

G Points = 0

H Points = 0

HIGHEST INDIVIDUAL POINT VALUE FOR PART 2 (C-H) 0 (HIGHEST POINT = 121)
Enter this value on Part 11: Summary Sheet.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 3: Age of the Wastewater Treatment Facility

A. What year was the wastewater treatment plant constructed or last reconstructed? 2015

Subtract the above answer from the report year to determine age:

$$\text{Age} = (\text{Last Calendar year}) - (\text{Answer to A})$$

$$\text{Age } \underline{2} = (\underline{2015}) - (\underline{2017})$$

Enter Age in Part C below.

B. Check the type of treatment facility employed.

	Factor
<u> X </u> Mechanical Treatment Plant	2.0
<u> </u> Aerated Lagoon	1.5
<u> </u> Stabilization Pond	1.0
<u> </u> Other (Specify: _____)	1.0

C. Multiply the factor listed next to the type of the facility your community employs by the age of your facility to determine the total point value for Part 3:

$$\frac{2.0}{\text{(Factor)}} \times \frac{2.00}{\text{(Age)}} = \underline{4.00} \quad \text{TOTAL POINT VALUE FOR PART 3}$$

Enter the above value on Part 11: Summary Sheet. If the total point value exceeds 40, enter 40 on Part 11: Summary Sheet.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 4: Bypassing and Overflows

A. How many bypass or overflow events of untreated wastewater occurred in the last year at the WWTP due to heavy rain? 0

B. How many bypass or overflow events of untreated wastewater occurred in the last year prior to the headworks of the WWTP due to heavy rain? 13

C. How many of the bypass or overflow events listed in Parts A and B have been corrected such that future bypass or overflow events at the same location due to heavy rain are not anticipated? 10

D. Add together Answers A and B and subtract Answer C from that total.
A + B - C = 3 (Check the appropriate point total.)

- 0 = 0 points 1 = 5 points 2 = 10 points 3 = 15 points
 4 = 20 points 5 = 25 points 6 = 30 points 7 = 35 points
 8 = 40 points 9 = 45 points 10 = 50 points 11 or more = 100 points

E. How many bypass or overflow events of untreated wastewater occurred in the last year at the WWTP due to equipment failure? (This includes clogged/broken lines or manholes.) 0

F. How many bypass or overflow events of untreated wastewater occurred in the last year due to equipment failure prior to the headworks of the WWTP? (This includes clogged/broken lines or manholes.) 17

G. How many of the bypass or overflow events listed in Parts E and F have been corrected such that future bypass or overflow events at the same location due to the same equipment failure are not anticipated? 17

H. Add together Answers E and F and subtract Answer G from that total.
E + F - G = 0 (Check the appropriate point total.)

- 0 = 0 points 1 = 5 points 2 = 10 points 3 = 15 points
 4 = 20 points 5 = 25 points 6 = 30 points 7 = 35 points
 8 = 40 points 9 = 45 points 10 = 50 points 11 or more = 100 points

I. Add point values checked in D and H and enter the total in the blank below.

TOTAL POINT VALUE FOR PART 4 15

Enter this value on Part 11: Summary Sheet.

All bypass or overflow events that have occurred in the last year (for any reason) must be individually reported with this MWPP report.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 5: Sludge Quantity and Storage

- A. Please provide information concerning sludge quantity, characteristics, and storage practices based on available data as requested on the *MWPP Sewage Sludge Survey*, ADEM Form 419.

- B. How many months of sludge storage capacity does the wastewater treatment facility have available, either on-site or off-site? (i.e., How many months can the facility operate without land spreading or disposing of sludge?) Four Months

(Check the appropriate point total.)

- Greater than or equal to 4 months = 0 points
- Less than 4 months, but greater than or equal to 3 months = 10 points
- Less than 3 months, but greater than or equal to 2 months = 20 points
- Less than 2 months, but greater than or equal to 1 month = 30 points
- Less than one month = 50 points

TOTAL POINT VALUE FOR PART 5 0
Enter this value on Part 11: Summary Sheet.

Part 6: Sludge Disposal Practices and Sites

- A. Please provide the sludge disposal practices and site information based on available data as requested on the *MWPP Sewage Sludge Survey*, ADEM Form 419.

- B. How many months or years does the facility have access to and approval for sufficient land disposal sites to provide proper land disposal? (Check the appropriate point total.)

- 36 or more months = 0 points
- 24 - 35 months = 10 points
- 12 - 23 months = 20 points
- 6 - 11 months = 30 points
- Less than 6 months = 50 points

TOTAL POINT VALUE FOR PART 6 0
Enter this value on Part 11: Summary Sheet.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 7: New Development

Are there any major new developments (industrial, commercial, or residential) in the last calendar year or anticipated in the next 2-3 years such that either flow or BOD₅ (CBOD₅) loadings to the sewage system could significantly increase? Estimate additional loadings below.

Design Population: _____ Design Flow: _____ MGD Design BOD₅ (CBOD₅): _____ lbs/day
Equivalent (PE)

List industrial and/or residential developments.

Residential development increased 286 sewer connections in 2017, below the last five year avg of 317.8 connections (47 below 2016). We do not anticipate a significant impact to flows or loading.

Will the additional loading overload the plant?
(Check the appropriate point total.)

No = 0 points Yes = 121 points

Enter the point total in the blank below.

TOTAL POINT VALUE FOR PART 7 0 (highest point total = 121)
Enter this value on Part 11: Summary Sheet.

Part 8: Operator Certification

Complete the *Plant and Collection System Personnel Inventory*, ADEM Form 441.

Do both the plant operator and collection system staffing comply with ADEM Administrative Code; Division 10, Operator Certification Program?
(Check the appropriate point total.)

Yes = 0 points No = 121 points

TOTAL POINT VALUE FOR PART 8 0 (highest point total = 121)
Enter this value on Part 11: Summary Sheet.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 9: Financial Status

A. Are User-Charge Revenues sufficient to cover operation and maintenance expenses? If no, how are O&M costs being financed? ***Include user charge rates.***

Water and Sewer connection fees, and rates are used to cover operation cost and capital improvement for the Water and Wastewater department.

Residential Minimum Please see attached Plus rate _____/1,000 gal.

Industrial Minimum Water and Sewer Rates Plus rate _____/1,000 gal.

Monthly residential rate based on 6,000 gallons usage \$ _____

B. What financial resources are available to pay for the wastewater improvements and/or reconstruction needs?

Connection fees, monthly rates, and Municipal bonds

C. Please attach a rate sheet and the most recent audit, if available.

Attached

Part 10: Subjective Evaluation

A. Describe briefly the physical and structural conditions of the wastewater treatment facility.

Major upgrades were finished the Fall of 2015 to the wastewater plant. The physical and structural conditions have improved with the construction upgrades and the replacement of equipment throughout the wastewater plant.

B. Describe the general condition of the sewer system (sewer lines, manholes, lift stations).

The general condition of the sewer system remain in average condition. We continue to repair infiltration problems throughout our system by smoke and video testing. Capital improvements over \$400,000 for 2017/2018 to continue for collection system & lift station upgrades.

C. What sewage system improvements does the community have planned for construction in the next 5 years?

BP funds for sewer collection system repair and upgrades for the 2017/2018 year.

Pipe lining, sewer main repair and lift station upgrades will continue throughout the system.

Continue maintenance throughout the collection system and wastewater plant.

D. What is the theoretical design life of the plant, and what is the estimated remaining useful life of the wastewater treatment facility?

With 2015 wastewater plant upgrades, engineers expect the theoretical design life of the wastewater treatment plant is 15 to 18 years.

E. What problems, if any, over the last year have threatened treatment or conveyance within the system?

Above average rain in 2017 (82.73 inches), three named storms Cindy, Harvey, and Nate

caused infiltration problems and electrical problems throughout our collection system. January,

April, May, June, August, and October all had above normal rain totals for 2017 (65.54 Inches).

F. Is the community presently involved in formal planning for treatment facility upgrading?

The City of Fairhope are actively improving all areas of the collection system, along with the renovated wastewater treatment plant that was completed in October 2015.

G. How many days in the last year were there residential backups at any point in the collection system for any reason other than clogging of the lateral connection? 22

H. Does the plant have a written plan for preventive maintenance on major equipment items? If yes, describe.

Standard operational procedures are based on equipment maintenance schedules provided by the manufacture.

I. Does this preventive maintenance program depict frequency of intervals, types of lubrication, and other preventive maintenance tasks necessary for each piece of equipment?

(Check the appropriate response.) Yes No

J. Are these preventive maintenance tasks, as well as equipment problems, being recorded and filed so future maintenance problems can be assessed properly?

(Check the appropriate response.) Yes No

K. Describe any major repairs or mechanical equipment replacement made in the last year and include the approximate cost for those repairs. Do not include major treatment plant construction or upgrading programs.

Regular maintenance is done at the lift stations and wastewater plant based on manufactures

recommended time frame. Collection system crews have replace electrical components, pumps,

rebuilt pumps, and piping at lift stations. They also have repaired laterals, force mains, and

gravity lines throughout the system. The collection system crews continue to do smoke test,

video, and jetting sewer lines while investigating for infiltration problems. Wastewater

personnel have performed maintenance on the clarifier scrapper system, filter system, the

aeration tank diffusers, and ultra violet system. 2017 Repair & Maintenance cost \$500,000.00

L. List any additional comments. (Attach additional sheets if necessary.)

On March 09, 2017 the Fairhope City Council voted and approved

the Mayor to execute a contract with Goodwyn Mills Cawood, Inc. to provide Engineer

services for a capacity study for Gas, Water and Sewer Utilities. Budgeted \$400,000.00

for upgrades and repairs to the collection system for the 2017/2018 year.

City of Fairhope was also given BP grant money in early 2018 to be used for the Sewer system

that will spread over the next five years.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 11: Summary Sheet

1. Enter in the values from Parts 1 through 8 in the left column below. Add the numbers in the left column to determine the MWPP Report point total the wastewater system generated for the previous calendar year.

<u>Actual Values</u>	<u>Maximum Possible</u>
Part 1 <u>0</u> points	80 points
Part 2 <u>0</u> points	121 points
Part 3 <u>4</u> points	40 points
Part 4 <u>15</u> points	200 points
Part 5 <u>0</u> points	50 points
Part 6 <u>0</u> points	50 points
Part 7 <u>0</u> points	121 points
Part 8 <u>0</u> points	121 points
Total <u>19</u> points	783 points

2. Check the facility type that best describes the plant's treatment and disposal of wastewater.

- Mechanical plant with surface water discharge
- Aerated Lagoon or stabilization pond with surface water discharge
- Mechanical plant using land disposal of liquid wastes
- Aerated Lagoon or stabilization pond using land disposal of liquid wastes

3. Check the range that describes the action needed to address problems identified in the report.

- 0 - 70 points Actions as Appropriate*
- 71 - 120 points Departmental Recommendation Range*
- 121 – 783 points Municipality Action Range*

***Other actions may be required by NPDES outside the scope of this report.**

4. Complete the *Municipal Water Pollution Prevention Resolution Form*, ADEM Form 418.

5. In Question 1, do any of the actual point values in the left column equal the maximum possible points in the right column?

(Check the appropriate response.) Yes No

If yes, provide a written explanation for this situation in the space below.

Not Applicable

Part 6: Sludge

ADEM-Form 419

MWPP Sludge Survey

MWPP SEWAGE SLUDGE SURVEY

Note: Permittees that submitted the "Annual Report Review Form" for sludge to the EPA may submit a copy with the MWPP in lieu of this Attachment

Facility Background Information:

1. Facility Information

Permit Number: AL0020842

Name: City of Fairhope, Wastewater Treatment Plant

Street Address: 300 North Church Street, Fairhope Alabama 36532

County: Baldwin

2. Facility Contact

Name: Dan McCrory / Tim Manuel

Title: Superintendent / Plant Manager

Telephone: 251-928-8003 / 251-990-0139

Permittee Name: City of Fairhope, Water and Wastewater

Mailing Address: PO Box 429

Fairhope Alabama 36533

Facility Flow Information:

1. Facility Wastewater Treatment Capacity

Average Daily Flow: 2.36 MGD

Facility Design Capacity: 4.00 MGD

2. Estimated Septage Quantity Handled (Residuals Removed from Septic Tank Systems)

Average Domestic Septage: 0.00 gallons per month

Average Commercial Septage: 0.00 gallons per month

3. Method of Septage Processing

Mixed with Influent Wastewater for Treatment

Mixed with Sewage Sludge

We do not except any septage

4. Estimated Percentage Contributing Wastewater Flow

Residential: 97 %

Industrial: %

Other: 03 % Describe: Small business and restaurants

5. List type of wastewater treatment process(es) utilized at this facility:

6. Estimated sewage sludge wasting rate at this facility: _____ lb/day dry weight

or 80,000 gallons per day

7. Estimated untreated sludge received from off site: _____ lb/day dry weight

or 0.00 gallons per day

8. Estimated percent solids of combined sewage sludge prior to treatment: 1.00 %

9. List the sewage sludge treatment processes used in preparing sludge for final use or disposal:

	Sludge Quantity (untreated pounds per day)
<u>Bioset Process, Class "A" EQ Sludge</u>	<u>4598</u>
<u>Alkalinity & Heat Treatment</u>	
<u>Backup Class "B" Drying Beds</u>	

10. Estimate the total volume of sludge generated: 1136.73
(dry U.S. tons per year)

Sludge Disposal Methods

1. Which of the following describes the current method of sewage sludge disposal for this facility?

	Current Practices		Quantity (dry U.S. tons/year)	Proposed Practices	
	Approved by ADEM			Approved by ADEM	
	Yes	No		Yes	No
a. <input checked="" type="checkbox"/> Land Application, Bulk Shipped	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>1136.73</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Agriculture	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Forest	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Public Contact	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Lawn/Home Garden	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
b. <input type="checkbox"/> Land Application, Bagged/Other Container	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Agriculture	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Forest	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Public Contact	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Lawn/Home Garden	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
c. <input type="checkbox"/> Incineration	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
d. <input type="checkbox"/> Subtitle D Landfill (Disposal Only)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
e. <input type="checkbox"/> Lined Treatment Lagoon or Stabilization Pond	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
f. <input type="checkbox"/> Unlined Lagoon or Stabilization Pond	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
g. <input type="checkbox"/> Other (Please Describe)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

2. If "f" was selected above and sludge is stored for two (2) or more years, enter the distance between the surface disposal site and the property line: _____ feet

Pollutant Concentrations:

1. Enter the total concentrations of the following analytes using existing data. **Do not enter TCLP results.**

Analyte	Concentration (mg/kg or ppm)	Sample Type	Sample Date	Detection Level Of Analysis
Arsenic	mg/kg	Grab	01/10/2017	<3.325
Cadmium	mg/kg	Grab		<1.60
Chromium	mg/kg	Grab		8.125
Copper	mg/kg	Grab		72.50
Lead	mg/kg	Grab	06/21/2017	6.40
Mercury	mg/kg	Grab		0.36175
Molybdenum	mg/kg	Grab		4.275
Nickel	mg/kg	Grab		9.15
Selenium	mg/kg	Grab	08/17/2017	6.30
Zinc	mg/kg	Grab		455
Ammonium-Nitrogen	mg/kg	Grab		630
Nitrate-Nitrogen	mg/kg	Grab		61.325
Total Kjeldahl Nitrogen	mg/kg	Grab	11/15/2017	23750

2. Enter the estimated or determined percent solids of the sewage sludge when sampled for the above analysis: 28.9 %

Treatment Provided for Sewage Sludge at the Facility:

1. Which class of pathogen reduction does the sewage sludge meet at the facility? (As defined in 40 CFR Part 503)

Class A

Alternative A1 – Time and Temperature

Alternative A2 – Alkaline Treatment

Alternative A3 – Analysis and Operation

Alternative A4 – Analysis Only

Alternative A5 – Process to Further Reduce Pathogens (PFRP)

Heat Drying

Thermophilic Aerobic Digestion

Heat Treatment

Pasteurization

Gamma Ray Irradiation

Beta Ray Irradiation

Composting

Alternative A6 – PFRP Equivalent _____

Class B

Alternative B1 – Fecal Coliform Count

Alternative B2 – Process to Significantly Reduce Pathogens (PSRP)

Aerobic Digestion

Air Drying

Anaerobic Digestion

Composting

Lime Stabilization

Alternative B3 – PSRP Equivalent _____

Neither or Unknown

Vector Attraction Control:

- Option 1 – Minimum 38% Reduction in Volatile Solids
- Option 2 – Anaerobic Processes with Bench-Scale Demonstration of Volatile Solids Reduction
- Option 3 – Aerobic Processes with Bench-Scale Demonstration of Volatile Solids Reduction
- Option 4 – Specific Oxygen Uptake Rate (SOUR) for Aerobically Digested Sludge
- Option 5 – Aerobic Processes plus Elevated Temperature
- Option 6 – Raised pH to 12 and Retained at 11.5
- Option 7 – 75% Solids with No Unstabilized Solids
- Option 8 – 90% Solids with Unstabilized Solids
- Option 9 – Injection Below Land Surface
- Option 10 – Incorporation into Soil within 6 or 8 Hours
- Option 11 – Covering Active Sewage Sludge Unit Daily
- None of the Above

Groundwater Monitoring:

1. If disposal practice is surface disposal or land application, is groundwater monitoring required or performed at this site? Yes* No

*If yes, please submit a copy of the groundwater monitoring reports along with this survey. Also, please provide the approximate depth to groundwater and the groundwater monitoring procedures used to obtain the data.

Land Application of Sewage Sludge:

Answer the following questions if sewage sludge is applied to land.

1. If sewage sludge is land applied in bulk form, what type of crop or other vegetation is grown on this site?
Sod and Hay

2. If sewage sludge is land applied in bulk form, what is the nitrogen requirement for this crop or vegetation?
Our sludge is Class "A" EQ. The Nitrogen requirement for grass and hay runs 45 to 60 lbs/ac.

3. If sewage sludge is land applied in bulk form, briefly describe the nature of any complaints filed from neighbors?
None Filed

PART 8: OPERATOR CERTIFICATION

ADEM FORM 441

PLANT AND COLLECTION SYSTEM PERSONNEL INVENTORY

FACILITY NAME: Fairhope Wastewater Treatment Plant

PLANT GRADE: 3

PERMIT NUMBER: AL0020842

PLANT SUPERINTENDENT: Tim Manuel, Plant Manager

TEL. # 251-990-0139

SYSTEM MANAGER: Dan McCrory, Water & Wastewater Superintendent

TEL. # 251-928-8003

PLANT OPERATORS:

	NAME	GRADE OR TRAINEE STATUS	OPERATOR NO.	EXP. DATE
1.	Dan McCrory, Superintendent	4	C003265	03/31/2021
2.	Jay Whitman, Asst Superintendent	4	C004827	04/30/2021
3.	Tim Manuel, Plant Manager	4	C003050	08/31/2019
4.	James Davis	4	C001863	03/31/2021
5.	Bruce Watson	4	C008007	02/28/2021
6.	Robert Nall	4	C007982	10/31/2020
7.	Brad Deyton	2	C004441	08/31/2018
8.	Chesley Bing	Trainee		
9.				
10.				

COLLECTION SYSTEM OPERATORS:

1.	Thomas Jones, Collections Manager	1C	C008749	08/31/2021
2.	John Keller	1	C003368	08/31/2020
3.	Chris Safley	Electrician		
4.	Darrell Marshall, David Resto	Trainee	Craig Brown	Trainee

	MAN HRS./WK	NUMBER
MANAGEMENT/SUPERVISOR	80	2
OPERATOR(S):		
GRADE I-C	40	1
GRADE I	40	1
GRADE II	40	1
GRADE III		
GRADE IV	160	4
DESIGNATED TRAINEE(S)	160	4
LABORATORY		
MAINTENANCE		
OTHER PLANT WORKERS		

AVERAGE NUMBER OF EMPLOYEES PER SHIFT:

1ST	12
2ND	1
3RD	1

START TIME	7am
	1pm
	1pm

OPERATOR SHIFTS NORMALLY WORKED EACH DAY:

	SUN	MON	TUES	WED	THURS	FRI	SAT
1ST		X	X	X	X	X	
2ND			X	X	X	X	X
3RD	X	X	X	X	X		

ADEM USE ONLY

- DOES PLANT OPERATOR STAFFING COMPLY WITH DIVISION 10 OF ADEM ADMINISTRATIVE CODE?
- DOES COLLECTION SYSTEM OPERATOR STAFFING COMPLY WITH DIVISION 10 OF ADEM ADMINISTRATIVE CODE?

YES	NO

Part 9: FINANCIAL SECTION A

ATTACHMENT

Water Rates:

- (1) W1: Inside the city limits.

First 2,000 gallons (minimum)\$10.63

Plus all over 2,000 gallons, per each additional 1,000 gallons3.04

Plus tax.

- (2) W2 & W3: Outside the city limits excluding Marlow.

First 2,000 gallons (minimum)13.67

Plus all over 2,000 gallons, per each additional 1,000 gallons4.21

Plus tax.

- (3) W4: Outside the city limits Marlow.

First 2,000 gallons (minimum)13.67

Plus all over 2,000 gallons, per each additional 1,000 gallons4.21

Plus tax.

- (4) Labor Cost Adjustment (LCA). The base rates set forth above may be adjusted periodically to account for permanent changes in labor-related revenue requirements (e.g., salaries and wages, pensions and benefits, etc.) that come about as a result of budget actions taken by the City Council for a fiscal year. Such adjustment, when approved by the City Council, shall be calculated as follows:

$$LCA = 1 + (TLCB - TLCPY) / BRRR$$

Where:

TLCB = The total annual labor cost, in dollars, that is reflected in the electric utility budget for the coming fiscal year, as approved by the Board.

TLCPY = The total actual annual labor cost, in dollars, that was incurred by the electric utility for the prior fiscal year.

BRRR = The total estimated revenue requirement, in dollars, that is being recovered in current base rates.

The LCA factor so calculated shall be applied to each retail rate set forth above such that it will result in new base water rates. Thus, when applied, a new TLCPY and BRRR will be established for future LCA calculations. The following accounts shall be used in the determination of total labor costs as reflected in TLCB and TLCPY:

- Salaries
- Payroll Taxes
- Retirement Expense
- Insurance – Employees Group
- Employee Retirement / Medical Insurance
- Casualty / Workers Compensation Insurance

Note: the listing of accounts used to determine TLCB and TLCPY may be modified from time-to-time as prescribed by the City's accounting and budget procedures.

Sec. 21-32. - Tap fees; connection expenses.

(a) There are hereby established tap fees for connection to city water mains as follows:

- (1) Inside city limits - $\frac{3}{4}$ -Inch connection to main\$1,500.00**
- (2) Outside city limits - $\frac{3}{4}$ -Inch connection to main1,800.00**
- (3) Inside city limits - One-inch connection to main1,800.00**
- (4) Outside city limits - One-Inch connection to main2,100.00**
- (5) Inside city limits - For connections greater than one inch, plus the city's actual cost of meter, materials, and labor2,500.00**
- (6) Outside city limits - For connections greater than one inch, plus the city's actual cost of meter, materials, and labor2,800.00**
- (7) Sprinkler meters for irrigation use only:**
 - $\frac{3}{4}$ -inch connection to existing service550.00**
 - One-inch connection to existing service650.00**

Half ($\frac{1}{2}$) of the tap fee shall be used for operating cost and half ($\frac{1}{2}$) shall be used for capital improvement to the water system only.

- (b) Boring under roadway, where required, shall be at owner's expense and is not included in tap fee.**
- (c) Curb and sidewalk repair or replacement shall be performed by the city and the owner shall reimburse the city for its cost.**
- (d) Pavement cuts, where permitted, shall be performed by the owner, but backfill and repair shall be done by the city at no additional cost.**
- (e) If connection to main has to be done then the full connection fee shall be charged.**

(Ord. No. 675, § 1, 5-25-81; Ord. No. 953, § 1, 1-10-94; Ord. No. 1196, 1-26-2004; Ord. No. 1217, 6-27-2004)

Sewer Rates

(a) Wastewater (sewer) rates schedule:

(1) S1: Inside the city limits.

First 2,000 gallons (minimum)13.74

Plus all over 2,000 gallons, per each additional 1,000 gallons4.07

Fixed sewer = \$18.32

(2) S2 & S3 outside the city limits.

First 2,000 gallons (minimum)15.77

Plus all over 2,000 gallons, per each additional 1,000 gallons5.01

Fixed sewer = \$28.49

- (b) Labor Cost Adjustment (LCA) Factor. The base rates set forth above may be adjusted periodically to account for permanent changes in labor-related revenue requirements (e.g., salaries and wages, pensions and benefits, etc.) that come about as a result of budget actions taken by the City Council for a fiscal year. Such adjustment, when approved by the City Council, shall be calculated as follows:

$$LCA = 1 + ((TLCB - TLCPY) / BRRR)$$

Where:

TLCB = The total annual labor cost, in dollars, that is reflected in the electric utility budget for the coming fiscal year, as approved by the Board.

TLCPY = The total actual annual labor cost, in dollars, that was incurred by the electric utility for the prior fiscal year.

BRRR = The total estimated revenue requirement, in dollars, that is being recovered in current base rates.

The LCA factor so calculated shall be applied to each retail rate set forth above such that it will result in new base wastewater (sewer) rates. Thus, when applied, a new TLCPY and BRRR will be established for future LCA calculations. The following accounts shall be used in the determination of total labor costs as reflected in TLCB and TLCPY:

- Salaries
- Payroll Taxes
- Retirement Expense
- Insurance – Employees Group
- Employee Retirement / Medical Insurance
- Casualty / Workers Compensation Insurance

Note: the listing of accounts used to determine TLCB and TLCPY may be modified from time-to-time as prescribed by the City's accounting and budget procedures.

Sec. 21-52. - Same—Specifications; tap fees, connection expenses.

- (a) The specifications for connecting with the sanitary sewer system of the city are as follows:
- (1) All connections shall be made to existing house lines back of the curb or to a Y in the main line. The main line shall not be cut, except by special permission of the city.
 - (2) All pipe shall be vitrified clay, cast iron, cement asbestos, or plastic sewer pipe which shall cover only semirigid plastic pipe manufactured from a class of material known as copolymer of polystyrene compounded for high impact resistance, lightness and minimum elongation. This material is to be extruded in its true form and not adulterated by the addition or subtraction of any basic component. Such pipe shall have a crushing strength of not less than eight hundred (800) pounds per lineal foot in accordance with ASTM—C—4—55 of not less than four (4) inches inside diameter.
 - (3) All joints shall be filled with cement mortar and packed with jute filler to prevent infiltration.
 - (4) No line or connection shall be covered until inspected by the city and written acceptance thereof given, to be noted on original permit.
 - (5) Where required, sand traps, grease traps, and other protective devices shall be installed by the property owner, subject to the approval of the city.
 - (6) The city shall not be responsible for grades used on house line. It shall be the duty of the property owner to see that all lines are laid with sufficient fall to the main sewer to assure satisfactory operation.
- (b) There are hereby established tap fees for connection to city sewer mains as follows:
- (1) Inside the city limits:
 - a. 4-inch connection, per unit\$ 600.00
 - b. 6-inch connection, per unit800.00
 - c. 8-inch connection, per unit1,000.00
 - (2) Outside the city limits:
 - a. For single residential, per unit\$2,800.00
 - b. For duplexes, motels, hotels, condominiums, townhouses, planned unit developments and other multiple-residential arrangements, per unit2,800.00
Each living unit within such structures must pay the full fee.
 - c. For commercial activities with water meter size up to one (1) inch, per unit2,800.00

- d. For commercial activities with water meter size over one (1) inch up to one and one-half (1½) inch, per unit3,000.00
 - e. Commercial activities with water meters exceeding one and one-half (1½) inch in size are subject to a special quotation by the city council.
 - f. Restaurants or other commercial activities operated in connection with a motel, hotel or other such establishment will pay the applicable fee in "c," "d" or "e" above.
- (3) Interpretations of the fees to apply for any entity shall be made by the city council.
 - (4) In the event of a change from a lower to a higher category, the difference in such fees must be paid.
 - (5) The fees herein outlined shall be effective as of the due adoption and publication of this section [May 2, 1983].
 - (6) All applications for sewer connections which have been approved by the city council previous to the adoption of these fees shall be permitted at the old fee, provided they are paid for and issued within the ninety (90) days specified on the applications. No time extensions for any reason shall be allowed where the old fees apply.
- (c) Boring under roadway, where required, shall be at owner's expense and is not included in tap fee.
 - (d) Curb and sidewalk repair or replacement shall be performed by the city and the owner shall reimburse the city for its cost.
 - (e) Pavement cuts, where permitted, shall be performed by the owner, but backfill and repair shall be done by the city at no additional cost.
 - (f) There shall be no sewer connections without water service.
 - (g) There is hereby established a special banking account, to be entitled "Account for Replacements and Improvements," into which one-half (50%) of the above sewer connection fees outside the city limits will be deposited. This account, plus any earned interest, will be used for replacements and improvements of the City of Fairhope sewer system.
 - (h) It shall be an offense against the city for any person, firm or corporation to tap into city sewer mains without prior written authorization. Said offense to be punishable by a fine of not more than five hundred dollars (\$500.00) and not more than six (6) months' imprisonment, or both, at the discretion of the court. Each day the unauthorized connection shall remain shall constitute a separate offense punishable as stated herein.

(Code 1962, §§ 16-20, 16-21; Ord. No. 675, § 1, 5-25-81; Ord. No. 715, § 1, 4-28-83; Ord. No. 953, § 3, 1-10-94; Ord. No. 1411, § 1, 3-8-10)

Part 4: Bypassing and Overflows

SANITRY SEWER OVERFLOWS (SSO) 2017 EVENTS

ATTACHEMENT

**ALABAMA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (ADEM)
SANITARY SEWER OVERFLOW (SSO) EVENT REPORTING FORM**

Purpose of Form: All publicly or privately owned wastewater treatment plants holding an NPDES permit are required to provide immediate notification to the Alabama Department of Environmental Management (ADEM), county public health officials, the public, and any other affected entity such as public water systems as soon as possible upon becoming aware of any notifiable sanitary sewer overflow (SSO) events.

A "notifiable SSO", as defined in ADEM Admin. Code r. 335-6-6-.02(hh), is an overflow, spill, release or diversion of wastewater from a sanitary sewer system that either (1) reaches a surface water of the State or (2) may imminently and substantially endanger human health based on potential for public exposure including but not limited to close proximity to public or private water supply wells or in areas where human contact would be likely to occur. Immediate notification shall be provided within 24 hours of becoming aware of the event. This immediate notification may be made either verbally to the Department's SSO's Hotline at (334) 274-4200 or electronically to the Department's eSSO Electronic Reporting System. The follow-up report shall be submitted within five days of becoming aware of the SSO event using either this form or the Department's eSSO Electronic Reporting System.

Facilities are strongly urged to utilize the electronic system. Registration information for the Department's eSSO system can be found at the following link: (<https://e2.adem.alabama.gov/NPDES>).

Permittee Name: Fairhope WWTTP Permit Number: AL0020842
 Facility Name: Fairhope WWTTP County: Baldwin
 Date/Time SSO Began: 1-1-17 9:45pm 9:58pm
 Is the SSO on-going? Yes No If no, Date/Time SSO Stopped: 1-1-17 1:30pm

MANDATORY - REPORT ESTIMATED VOLUME (If specific volume is known, complete value section. Otherwise, provide a range):

VALUE	Estimated Volume Discharged: <u>200 gallon</u> gallons
RANGE	<input checked="" type="checkbox"/> <1,000 gallons <input type="checkbox"/> >1,000 gallons <input type="checkbox"/> >10,000 gallons <input type="checkbox"/> >100,000 gallons <input type="checkbox"/> >1,000,000 gallons

Was the Department verbally notified within 24 hours? Yes No Date/Time of Notification: 1-2-17 9:30am

Person that verbally notified the Department: Jay Whitham Phone Number: 1-251-331-2488

Indicate source of discharge event: Manhole Lift Station Broken Line
 Cleanout Treatment Plant
 Other (describe): _____

Location of discharge (street address, etc.): Intersection of Johnson and Young Streets

Latitude/Longitude of discharge (if known): unknown

Known or suspected cause of the discharge: blockage in main line
High Flows Due to 5 to 6 inches of Rain

Ultimate destination of discharge: Ground Absorbed Storm Drain
 Drainage Ditch Backup into Building/Residence
 Creek or River (provide name): _____
 Other (describe): _____

Did the discharge reach swimming water? Yes No Unknown

Monitoring of the receiving water is: Complete Ongoing Not Necessary

Was the affected area: Cleaned? Disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Ran Sewer Main with Sewer Jet Truck.
Area will be camera inspected to possibly find
any problems

Indicate efforts to notify public (check all that apply):
 Press Release Date: _____
 Placement of Signs Date: _____
 Other (describe): _____ Date: _____
 Notice not required, because: _____

Indicate other officials notified (check all that apply):
 County Health Department Date: _____
 State Health Department Date: _____
 Other (describe): _____ Date: _____
 Notice not required, because: _____

Other states notified: Florida Georgia Mississippi Tennessee

Were any public water supply intake locations affected? No Yes
If yes, who was notified: _____ Date: _____

I certify that I have personally examined and am familiar with the information submitted herein. Based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information to be true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment.

Signature of Facility Representative: [Signature] Date: 1/2/2017
Name of Facility Representative (type or print): Timothy Manuel
Title of Facility Representative: WWTP Manager

If the SSO Event was greater than 10,000 gallons, responsible official signature required:

I certify that I have personally examined and am familiar with the information submitted herein. Based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information to be true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment.

Signature of Responsible Official: _____ Date: _____
Name of Responsible Official (type or print): _____
Title of Responsible Official: _____

ONE COPY OF A USGS QUAD SHEET OR OTHER GEOGRAPHICALLY REFERENCED MAP MUST BE ATTACHED SHOWING THE EXACT LOCATION OF ALL DISCHARGES GREATER THAN 10,000 GALLONS.

ALABAMA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (ADEM) SANITARY SEWER OVERFLOW (SSO) EVENT REPORTING FORM

Owners of public or privately owned wastewater treatment plants holding an NPDES permit are required to provide immediate notification to the Alabama Department of Environmental Management (ADEM), county public health officials, the public, and any other affected entity such as public water systems as soon as possible upon becoming aware of any non-hazardous sanitary sewer overflow (SSO) events.

A "sanitary SSO", as defined in ADEM Admin. Code 1, 335-0-02(16), is an overflow, spill, release or diversion of wastewater from a sanitary sewer system that either (1) reaches surface water of the State or (2) may imminently and substantially endanger human health based on potential for public exposure including but not limited to close proximity to public or private water supply wells or in areas where human contact would be likely to occur. Immediate notification shall be provided within 24 hours of becoming aware of the event. This immediate notification may be made either verbally to the Department's SSO Hotline at (334) 274-6203 or electronically to the Department's eSSO Electronic Reporting System. The follow-up report shall be submitted within five days of becoming aware of the SSO event using either this form or the Department's eSSO Electronic Reporting System.

Facilities are strongly urged to utilize the electronic system. Registration information for the Department's eSSO system can be found at the following link: <https://a2.adem.alabama.gov/NPDES>

Permittee Name: Fairhope WWTWP Public Utilities Permit Number: AL0020842

Facility Name: Fairhope WWTWP County: Baldwin

Date/Time SSO Began: 1-1-17 ~~1-1-17~~ Unknown

Is the SSO on-going? Yes No If no, Date/Time SSO Stopped: 1-1-17 1030pm

MANDATORY - REPORT ESTIMATED VOLUME (If specific volume is known, complete value section. Otherwise, provide a range):

VALUE	Estimated Volume Discharged: <u>3000</u> gallons
RANGE	<input type="checkbox"/> <1,000 gallons <input checked="" type="checkbox"/> >1,000 gallons <input type="checkbox"/> >10,000 gallons <input type="checkbox"/> >100,000 gallons <input type="checkbox"/> >1,000,000 gallons

Was the Department verbally notified within 24 hours? Yes No Date/Time of Notification: 9:00AM 1-2-17

Person that verbally notified the Department: Jay Wirtman Phone Number: 251-331-2488

Indicate source of discharge event: Manhole Lift Station Broken Line
 Cleanout Treatment Plant
 Other (describe): _____

Location of discharge (street address, etc.): 550 Middle St Fairhope Al.
Valley St Lift Station

Latitude/Longitude of discharge (if known): _____

Known or suspected cause of the discharge: Failed Lift Station
High volume of Rain 5 to 6 inches

Ultimate destination of discharge: Ground Absorbed Storm Drain
 Drainage Ditch Backup into Building/Residence
 Creek or River (provide name): _____
 Other (describe): _____

Did the discharge reach swimming water? Yes No Unknown

Monitoring of the receiving water is: Complete Ongoing Not Necessary

Was the affected area: Cleaned? Disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Hired Engineering Firm to Evaluate this area
for repairs/upgrades, etc.

Indicate efforts to notify public (check all that apply):
 Press Release Date: _____
 Placement of Signs Date: _____
 Other (describe): Notified BCHD Date: 1-2-17
 Notice not required, because: _____

Indicate other officials notified (check all that apply):
 County Health Department Date: 1-2-17
 State Health Department Date: _____
 Other (describe): _____ Date: _____
 Notice not required, because: _____

Other states notified: Florida Georgia Mississippi Tennessee

Were any public water supply intake locations affected? No Yes

If yes, who was notified: _____ Date: _____

I certify that I have personally examined and am familiar with the information submitted herein. Based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information to be true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment.

Signature of Facility Representative: Jay C. Whitman Date: 1-2-17

Name of Facility Representative (type or print): Fairhope Water/Sewer Dept.

Title of Facility Representative: Public Utility

If the SSO Event was greater than 10,000 gallons, responsible official signature required:

I certify that I have personally examined and am familiar with the information submitted herein. Based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information to be true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment.

Signature of Responsible Official: _____ Date: _____

Name of Responsible Official (type or print): _____

Title of Responsible Official: _____

ONE COPY OF A USGS QUAD SHEET OR OTHER GEOGRAPHICALLY REFERENCED MAP MUST BE ATTACHED SHOWING THE EXACT LOCATION OF ALL DISCHARGES GREATER THAN 10,000 GALLONS.

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 1/2/2017 10:00:00 PM Date/Time SSO Stopped: 1/3/2017 10:00:00 AM

Estimated Volume Discharged: 144000.00 gallons () SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? (X) Yes () No Date/Time of Notification: 1/3/2017 12:30:00 PM

Person that verbally notified Department: Tim Manuel Phone Number:(251) 928 - 8003 ext.

Indicate source of discharge event: (X) manhole (X) lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Valley St Lift Station (419 Valley St)
 Manhole area (550 Middle street)

Lat/Long of discharge:

Known or suspected cause of the discharge: Heavy Rains in the area (Approximately 8 inches).

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Tatumville Gully
 () storm drain (X) drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? (X) Yes () No

Monitoring of the receiving water is: () complete (X) ongoing () not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

The City of Fairhope and Volkert engineering are working on a infiltration project to limit infiltration into our collection system.

Indicate efforts to notify public (check all that apply):

(X) press release (X) placement of signs () other (describe):

Date: 01/03/2017 Date: 01/02/2017 Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 01/03/2017 Date: Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 1/3/2017 8:15:00 AM Date/Time SSO Stopped: 1/3/2017 9:05:00 AM
 Estimated Volume Discharged: 1250.00 gallons () SSO is on-going
 Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? (X) Yes () No Date/Time of Notification: 1/3/2017 9:10:00 AM
 Person that verbally notified Department: Tim Manuel Phone Number:(251) 928 - 8003 ext.

Indicate source of discharge event: (X) manhole () lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Fairwood Blvd & Fairhope Ave

Lat/Long of discharge:

Known or suspected cause of the discharge: Heavy Rains in the area (Approximately 8 inches) caused a blockage in the sewer main.

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Big Mouth Gully
 (X) storm drain () drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? (X) Yes () No
 Monitoring of the receiving water is: () complete (X) ongoing () not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Sewer main was ran with water jet truck. The City of Fairhope and Volkert engineering are working on a infiltration project.

Indicate efforts to notify public (check all that apply):
 (X) press release () placement of signs () other (describe):

Date: 01/03/2017 Date: Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):

Date: 01/03/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 1/3/2017 5:00:00 PM Date/Time SSO Stopped: 1/3/2017 7:00:00 PM
 Estimated Volume Discharged: 3000.00 gallons () SSO is on-going
 Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? (X) Yes () No Date/Time of Notification: 1/4/2017 11:45:00 AM
 Person that verbally notified Department: Tim Manuel Phone Number:(251) 928 - 8003 ext.

Indicate source of discharge event: (X) manhole () lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Ashley Dr and Fairwood Blvd

Lat/Long of discharge:

Known or suspected cause of the discharge: Sand Blockage in sewer main, due to the heavy rains in the area (8 inches)

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Big Mouth Gully
 (X) storm drain () drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? (X) Yes () No
 Monitoring of the receiving water is: (X) complete () ongoing () not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

The sewer main was jetted and vacuumed to remove sand from the main. City of Fairhope and Volkert engineering are working together on a collection system revitalization program.

Indicate efforts to notify public (check all that apply):
 (X) press release () placement of signs () other (describe):

Date: 01/04/2017 Date: Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):

Date: 01/04/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope Public Utilities Wwtp

County: Baldwin

Date/Time SSO Began: 1/7/2017 5:30:00 AM

Date/Time SSO Stopped: 1/7/2017 9:30:00 AM

Estimated Volume Discharged: 48000.00

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? (X) Yes () No

Date/Time of Notification: 1/7/2017 1:45:00 PM

Person that verbally notified Department: Tim Manuel

Phone Number:(251) 928 - 8003 ext.

Indicate source of discharge event: (X) manhole () lift station () broken line
() cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 419 Valley Street Lift station
550 Middle Street Manhole

Lat/Long of discharge:

Known or suspected cause of the discharge: A tree fell causing two electric poles to break off losing power to the Valley Street Lift Station.

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Tatumville Gully
() storm drain (X) drainage ditch
() backup into building/residence () other (describe):

Did the discharge reach swimming water? (X) Yes () No

Monitoring of the receiving water is: (X) complete () ongoing () not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

The City electric department installed a generator to stop SSO. They repaired two electric poles and ran new line in the area to restore power.

Indicate efforts to notify public (check all that apply):

(X) press release () placement of signs () other (describe):

Date: 01/07/2017

Date:

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 01/07/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 1/24/2017 9:15:00 AM Date/Time SSO Stopped: 1/24/2017 11:36:00 AM
 Estimated Volume Discharged: gallons () SSO is on-going
 Estimated Volume is: () <1,000gal () >1,000gal (X) >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? (X) Yes () No Date/Time of Notification: 1/24/2017 12:45:00 PM
 Person that verbally notified Department: Tim Manuel Phone Number:(251) 928 - 8003 ext.

Indicate source of discharge event: () manhole () lift station (X) broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Scenic Hwy 98 across, 100 yards south of Battles Rd near Battles Wharf Drive, Fairhope Alabama.

Lat/Long of discharge:

Known or suspected cause of the discharge: Arrington Curb & Excavation, Flomaton AL hit our located 8 inch sewer pump line 100 yards south of Battles Wharf Dr on Scenic Hwy 98. The break was on the east side of 98.

Ultimate destination of discharge: () ground absorbed () creek or river (provide name):
 () storm drain () drainage ditch
 () backup into building/residence (X) other (describe): Contained

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete () ongoing (X) not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

City of Fairhope Water & Sewer repaired the sewer pump line. Arrington Curb & Excavation and Anthony's-Baldwin Septic Tank to pump and clean the area.

Indicate efforts to notify public (check all that apply):

() press release (X) placement of signs () other (describe):

Date: Date: 01/24/2017 Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 01/24/2017 Date: Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 2/16/2017 7:00:00 PM Date/Time SSO Stopped: 2/16/2017 10:30:00 PM
 Estimated Volume Discharged: 2100.00 gallons () SSO is on-going
 Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? (X) Yes () No Date/Time of Notification: 2/17/2017 9:00:00 AM
 Person that verbally notified Department: Tim Manuel Phone Number:(251) 928 - 8003 ext.

Indicate source of discharge event: (X) manhole () lift station () broken line
 (X) cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 402 South Mobile St (Pier & S Mobile St Lift Station)
 and 358 South Mobile St

Lat/Long of discharge:

Known or suspected cause of the discharge: Pipe Blockage entering the Pier & S Mobile Lift station.

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Mobile Bay
 () storm drain () drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? (X) Yes () No
 Monitoring of the receiving water is: (X) complete () ongoing () not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Pipe jetted entering the Pier & Mobile Lift station. Area of 358 South Mobile (Home) and 402 South Mobile (Lift Station)

Indicate efforts to notify public (check all that apply):
 (X) press release () placement of signs () other (describe):

Date: 02/17/2017 Date: Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):

Date: 02/17/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 5/12/2017 7:30:00 AM Date/Time SSO Stopped: 5/12/2017 8:30:00 AM
 Estimated Volume Discharged: 9500.00 gallons () SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:
 Person that verbally notified Department: Phone Number:() - ext.

Indicate source of discharge event: (X) manhole () lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Nichols Ave & Valley St
Fairhope Alabama 36532

Lat/Long of discharge: 30.5161, -87.8986

Known or suspected cause of the discharge: A four inch x 2 foot PVC pipe with a "45" was lodged in our 10 inch sewer main.
Nichols Ave runs into Valley Street main

Ultimate destination of discharge: (X) ground absorbed () creek or river (provide name):
 () storm drain (X) drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No
 Monitoring of the receiving water is: () complete () ongoing (X) not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):
 Fairhope collections crew pressure jetted the sewer main to unstop the blockage. Investigating the area to see where piece of pipe came from.

Indicate efforts to notify public (check all that apply):
 (X) press release (X) placement of signs () other (describe):
 Date: 05/12/2017 Date: 05/12/2017 Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):
 Date: 05/12/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?
when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope Public Utilities Wwtp

County: Baldwin

Date/Time SSO Began: 6/6/2017 9:30:00 PM

Date/Time SSO Stopped: 6/7/2017 7:45:00 AM

Estimated Volume Discharged:

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal (X) >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:

Person that verbally notified Department:

Phone Number:() - ext.

Indicate source of discharge event: () manhole (X) lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 101 South Quail Run Drive, Area of the Lake Wood Lift Station.

30 487998 -87 927130

Lat/Long of discharge: 30.4879, -87.9271

Known or suspected cause of the discharge: Riviera Power Outage, and Lift Station breaker problem.

Ultimate destination of discharge: () ground absorbed () creek or river (provide name): () storm drain () drainage ditch () backup into building/residence (X) other (describe): Area of Station

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete () ongoing (X) not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Riviera restored power, and main breaker was replaced.

Indicate efforts to notify public (check all that apply):

() press release (X) placement of signs () other (describe):

Date: Date: 06/07/2017 Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 06/07/2017 Date: Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 6/21/2017 9:15:00 PM Date/Time SSO Stopped: 6/21/2017 9:20:00 PM
 Estimated Volume Discharged: 200.00 gallons () SSO is on-going
 Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:
 Person that verbally notified Department: Phone Number:() - ext.

Indicate source of discharge event: (X) manhole () lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 311 Knollwood Ave, Fairhope AL

Lat/Long of discharge: 30.527100, -87.849500

Known or suspected cause of the discharge:
 Heavy rain, causing lift station to back up.

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Steel Creek
 (X) storm drain () drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No
 Monitoring of the receiving water is: () complete () ongoing (X) not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Vacuumed up area of spill, and hauled two loads of water to help station catch up.

Indicate efforts to notify public (check all that apply):
 (X) press release () placement of signs () other (describe):

Date: 06/22/2017 Date: Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):

Date: 06/22/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?
 when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 6/21/2017 6:15:00 PM Date/Time SSO Stopped: 6/22/2017 4:25:00 AM
 Estimated Volume Discharged: gallons () SSO is on-going
 Estimated Volume is: () <1,000gal () >1,000gal (X) >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:
 Person that verbally notified Department: Phone Number:() - ext.

Indicate source of discharge event: (X) manhole () lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Manhole at the corner Middle street, just south of the Valley Street lift station.

Lat/Long of discharge: 30.514300, -87.898600

Known or suspected cause of the discharge:
 Heavy Rains from Tropical Storm Cindy.

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Tatumville Gully
 () storm drain () drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No
 Monitoring of the receiving water is: () complete () ongoing (X) not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

City of Fairhope has lined sewer mains in the area, and will continue to update collection system to avoid from further spills.

Indicate efforts to notify public (check all that apply):
 (X) press release () placement of signs () other (describe):

Date: 06/22/2017 Date: Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):

Date: 06/22/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope Public Utilities Wwtp

County: Baldwin

Date/Time SSO Began: 6/21/2017 6:15:00 AM

Date/Time SSO Stopped: 6/21/2017 7:30:00 AM

Estimated Volume Discharged:

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal (X) >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:

Person that verbally notified Department:

Phone Number:() - ext.

Indicate source of discharge event: (X) manhole () lift station () broken line () cleanout () treatment plant (X) other (describe): Home

Location of discharge (street address, etc.): Manhole 30.528102, -87.857435 Home, 20605 Lowry Dr, and 20480 Lowry Dr.

Lat/Long of discharge: 30.528100, -87.857400

Known or suspected cause of the discharge:

Sewer main collapsed between 20670 Lowry Dr and 20660 Lowry Drive, Fairhope Alabama. Causi

Ultimate destination of discharge: () ground absorbed () creek or river (provide name): (X) storm drain (X) drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete () ongoing (X) not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Collection system crews repaired sewer main.

Indicate efforts to notify public (check all that apply):

() press release (X) placement of signs () other (describe):

Date:

Date: 06/21/2017

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 06/21/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope Public Utilities Wwtp

County: Baldwin

Date/Time SSO Began: 7/25/2017 9:00:00 AM

Date/Time SSO Stopped: 7/25/2017 9:05:00 AM

Estimated Volume Discharged:

gallons

() SSO is on-going

Estimated Volume is: (X) <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? (X) Yes () No Date/Time of Notification: 7/25/2017 10:00:00 AM

Person that verbally notified Department: Chris Safley

Phone Number:(251) 928 - 8003 ext.

Indicate source of discharge event: (X) manhole (X) lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 552 South Section Street South Section Lift Station

Lat/Long of discharge: 30.509400, -87.903200

Known or suspected cause of the discharge:

Tripped Breaker caused by a shorted out wire.

Ultimate destination of discharge: () ground absorbed () creek or river (provide name): () storm drain (X) drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete () ongoing (X) not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Wire that caused the electric short was replaced.

Indicate efforts to notify public (check all that apply):

() press release (X) placement of signs () other (describe):

Date:

Date: 07/25/2017

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 07/25/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 8/4/2017 7:00:00 AM Date/Time SSO Stopped: 8/4/2017 1:00:00 PM
 Estimated Volume Discharged: 78000.00 gallons () SSO is on-going
 Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:
 Person that verbally notified Department: Phone Number:() - ext.

Indicate source of discharge event: (X) manhole (X) lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 419 Valley St, Valley Street Lift Station Manhole in the area of the station

Lat/Long of discharge: 30.514400, -87.898700

Known or suspected cause of the discharge:
 Large amount of rain in the Fairhope area (over 5.00 Inches)

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Tatumville Gully
 () storm drain (X) drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No
 Monitoring of the receiving water is: () complete () ongoing (X) not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Continue upgrades to the collection system. Smoke testing, Pipe lining , Manhole, and Wet Well rehabilitation.

Indicate efforts to notify public (check all that apply):
 (X) press release (X) placement of signs () other (describe):
 Date: 08/04/2017 Date: 08/04/2017 Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):
 Date: 08/04/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?
 when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 8/4/2017 5:00:00 AM Date/Time SSO Stopped: 8/4/2017 11:30:00 AM
 Estimated Volume Discharged: 3900.00 gallons () SSO is on-going
 Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:
 Person that verbally notified Department: Phone Number:() - ext.

Indicate source of discharge event: (X) manhole (X) lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Area of the lift station. 6335 Twin Beech, Twin Beech Lift Station

Lat/Long of discharge: 30.501400, -87.913900

Known or suspected cause of the discharge:
 Large amounts of rain in the Fairhope area. (over 5.00 Inches)

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Point Clear Creek
 () storm drain () drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No
 Monitoring of the receiving water is: () complete () ongoing (X) not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Upgrades to the Collection system, smoke testing, lining pipe, manholes, and lift station wet wells

Indicate efforts to notify public (check all that apply):
 (X) press release (X) placement of signs () other (describe):
 Date: 08/04/2017 Date: 08/04/2017 Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):
 Date: 08/04/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?
 when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope Public Utilities Wwtp

County: Baldwin

Date/Time SSO Began: 8/4/2017 10:00:00 AM

Date/Time SSO Stopped: 8/4/2017 1:30:00 PM

Estimated Volume Discharged:

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal (X) >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:

Person that verbally notified Department: Phone Number:() - ext.

Indicate source of discharge event: (X) manhole (X) lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 10000 East McGowin Drive, Fairhope Rohr Lift Station

Lat/Long of discharge: 30.461200, -87.879900

Known or suspected cause of the discharge: Large amounts of rain in the Fairhope area. (over 5.00 inches)

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): WATER HOLE BRANCH () storm drain (X) drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete () ongoing (X) not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Continue upgrades to the collection system by smoke testing, Pipe Lining, and Manhole, Wet well rehabilitation.

Indicate efforts to notify public (check all that apply):

(X) press release () placement of signs () other (describe):

Date: 08/04/2017

Date:

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 08/04/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope Public Utilities Wwtp

County: Baldwin

Date/Time SSO Began: 8/5/2017 7:30:00 PM

Date/Time SSO Stopped: 8/5/2017 8:30:00 PM

Estimated Volume Discharged:

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal (X) >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:

Person that verbally notified Department:

Phone Number:() - ext.

Indicate source of discharge event: (X) manhole (X) lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 21788 Meadow Brook Drive Meadow Brook Lift Station

Lat/Long of discharge: 30.533700, -87.876600

Known or suspected cause of the discharge:

Meadow brook lift station had a malfunction in the control system. The transducer failed causing the

Ultimate destination of discharge: () ground absorbed () creek or river (provide name): () storm drain (X) drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete () ongoing (X) not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Replaced the transducer and pump control system

Indicate efforts to notify public (check all that apply):

() press release (X) placement of signs () other (describe):

Date:

Date: 08/05/2017

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 08/05/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 8/4/2017 7:00:00 AM Date/Time SSO Stopped: 8/4/2017 12:00:00 PM
 Estimated Volume Discharged: 6000.00 gallons () SSO is on-going
 Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:
 Person that verbally notified Department: Phone Number:() - ext.

Indicate source of discharge event: (X) manhole () lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 50 Young Street, Fairhope Alabama Location is in the area of Johnson Ave and Young Street.

Lat/Long of discharge: 30.521800, -87.894600

Known or suspected cause of the discharge:
 Large amounts of rain in the Fairhope area. (over 5.00 Inches)

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Big Mouth Gully
 (X) storm drain () drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No
 Monitoring of the receiving water is: () complete () ongoing (X) not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Continue upgrades to the collection system. Smoke testing, Pipe lining, manhole, and lift station wet well rehabilitation.

Indicate efforts to notify public (check all that apply):
 (X) press release (X) placement of signs () other (describe):
 Date: 08/04/2017 Date: 08/04/2017 Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):
 Date: 08/04/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?
 when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope Permit Number: AL0020842
 Facility Name: Fairhope Public Utilities Wwtp County: Baldwin
 Date/Time SSO Began: 8/7/2017 10:00:00 AM Date/Time SSO Stopped: 8/7/2017 10:30:00 AM
 Estimated Volume Discharged: 266250.00 gallons () SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:
 Person that verbally notified Department: Phone Number:() - ext.

Indicate source of discharge event: (X) manhole (X) lift station () broken line
 () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 1 Woodlands Dr, Fairhope Woodlands Lift Station

Lat/Long of discharge: 30.552100, -87.890800

Known or suspected cause of the discharge:
 Blown Fuse caused power failure.

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Fly Creek
 () storm drain () drainage ditch
 () backup into building/residence () other (describe):

Did the discharge reach swimming water? (X) Yes () No
 Monitoring of the receiving water is: (X) complete () ongoing () not necessary
 Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Upgraded fused system with a new breaker system

Indicate efforts to notify public (check all that apply):
 (X) press release (X) placement of signs () other (describe):
 Date: 08/07/2017 Date: 08/07/2017 Date:
 () notice not required, because:

Indicate other officials notified (check all that apply):
 (X) county health department () state health department () other (describe):
 Date: 08/07/2017 Date: Date:
 () notice not required, because:
 Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?
when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope WWTP

County: Baldwin

Date/Time SSO Began: 8/30/2017 5:45:00 AM

Date/Time SSO Stopped: 8/30/2017 11:45:00 AM

Estimated Volume Discharged: 6500.00

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:

Person that verbally notified Department:

Phone Number:() - ext.

Indicate source of discharge event: () manhole (X) lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Twin Beech Road Lift Station 6335 Twin Beech Road 30.501455, -87.913971

Lat/Long of discharge: 30.501500, -87.914000

Known or suspected cause of the discharge:

Large amounts of rain in the area. 5.00 inches at 1:15 pm 8/30/2017

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Point Clear Creek () storm drain () drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete (X) ongoing () not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Collection system assessment to find and repair infiltration problems in the area.

Indicate efforts to notify public (check all that apply):

(X) press release (X) placement of signs () other (describe):

Date: 08/30/2017

Date: 08/30/2017

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 08/30/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope WWTP

County: Baldwin

Date/Time SSO Began: 8/30/2017 6:45:00 AM

Date/Time SSO Stopped: 8/30/2017 1:15:00 PM

Estimated Volume Discharged: 78000.00

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:

Person that verbally notified Department:

Phone Number:() - ext.

Indicate source of discharge event: (X) manhole (X) lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Valley Street Lift Station 419 Valley Street 30.514372, -87.898670

Lat/Long of discharge: 30.514400, -87.898700

Known or suspected cause of the discharge:

Large amounts of rain in the area. 5.00 Inches at 1:15 pm 8/30/2017

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Tatumville Gully () storm drain (X) drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete (X) ongoing () not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Collection system assessment to find and repair infiltration problems in the area of the SSO.

Indicate efforts to notify public (check all that apply):

(X) press release (X) placement of signs () other (describe):

Date: 08/30/2017

Date: 08/30/2017

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 08/30/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope WWTP

County: Baldwin

Date/Time SSO Began: 8/31/2017 6:40:00 AM

Date/Time SSO Stopped: 8/31/2017 12:45:00 PM

Estimated Volume Discharged: 36000.00 gallons () SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:

Person that verbally notified Department: Phone Number:() - ext.

Indicate source of discharge event: (X) manhole (X) lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): Valley Street Lift Station 419 Valley Street 30.514372, -87.898670

Lat/Long of discharge: 30.514400, -87.898700

Known or suspected cause of the discharge:

Additional rain from Tropical Storm Harvey has caused the SSO at the lift station. 6.27 inches of rain

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Tatumville Gully () storm drain () drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? (X) Yes () No

Monitoring of the receiving water is: (X) complete () ongoing () not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Continue Collection system assessment to find and repair infiltration problems throughout the system.

Indicate efforts to notify public (check all that apply):

(X) press release (X) placement of signs () other (describe):

Date: 08/31/2017 Date: 08/31/2017 Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 08/31/2017 Date: Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope WWTP

County: Baldwin

Date/Time SSO Began: 10/7/2017 5:20:00 PM

Date/Time SSO Stopped: 10/7/2017 7:38:00 PM

Estimated Volume Discharged: 3600.00

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:

Person that verbally notified Department:

Phone Number:() - ext.

Indicate source of discharge event: () manhole (X) lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 6335 Twin Beech Road, Fairhope Alabama

Lat/Long of discharge: 30.501400, -87.913900

Known or suspected cause of the discharge:

Hurricane Nate, 4.53 inches of Rain Over Five feet of storm surge flooding upstream collection sys

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Point Clear Creek () storm drain () drainage ditch () backup into building/residence (X) other (describe): Area of Station

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete () ongoing (X) not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Continue assessment of the collection system to find infiltration problem that caused the SSO.

Indicate efforts to notify public (check all that apply):

(X) press release (X) placement of signs () other (describe):

Date: 10/08/2017

Date: 10/08/2017

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 10/08/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida

() Georgia

() Mississippi

() Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope WWTP

County: Baldwin

Date/Time SSO Began: 10/8/2017 1:30:00 AM

Date/Time SSO Stopped: 10/8/2017 8:11:00 AM

Estimated Volume Discharged: 8400.00

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (x) No Date/Time of Notification:

Person that verbally notified Department:

Phone Number:() - ext.

Indicate source of discharge event: () manhole (x) lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 12998 Baldwin County 1, Point Clear Alabama

Lat/Long of discharge: 30.414100, -87.907400

Known or suspected cause of the discharge:

Power Outage caused by Hurricane Nate, 4.53 inches of rain Over five foot of storm surge.

Ultimate destination of discharge: () ground absorbed (x) creek or river (provide name): Mobile Bay () storm drain (x) drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? (x) Yes () No

Monitoring of the receiving water is: () complete () ongoing (x) not necessary

Was the affected area: (x) cleaned? (x) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Baldwin EMC restored power in the area. Possibly adding generator, or Natural gas/diesel pump.

Indicate efforts to notify public (check all that apply):

(x) press release (x) placement of signs () other (describe):

Date: 10/08/2017

Date: 10/08/2017

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(x) county health department () state health department () other (describe):

Date: 10/08/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (x) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope WWTP

County: Baldwin

Date/Time SSO Began: 10/22/2017 6:53:00 PM

Date/Time SSO Stopped: 10/22/2017 9:10:00 PM

Estimated Volume Discharged:

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal (X) >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? (X) Yes () No Date/Time of Notification: 10/22/2017 12:00:00 AM

Person that verbally notified Department: Tom Jones

Phone Number:(251) 422 - 3072 ext.

Indicate source of discharge event: (X) manhole () lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 321 Knollwood Ave

Lat/Long of discharge: 30.526700, -87.849600

Known or suspected cause of the discharge:

We believe it may be to lightning strike. We had severe storm through out the day on Oct 22 2017 the

Ultimate destination of discharge: () ground absorbed (X) creek or river (provide name): Cowpen Creek (X) storm drain () drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete () ongoing (X) not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

Continue monitoring scada system .Also up dating system so it is working at it's full capacity.

Indicate efforts to notify public (check all that apply):

() press release (X) placement of signs () other (describe):

Date: Date: 10/22/2017 Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department (X) state health department () other (describe):

Date: 10/23/2017 Date: 10/23/2017 Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope WWTP

County: Baldwin

Date/Time SSO Began: 10/22/2017 7:30:00 PM

Date/Time SSO Stopped: 10/22/2017 10:45:00 PM

Estimated Volume Discharged: 7200.00

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (x) No Date/Time of Notification:

Person that verbally notified Department:

Phone Number:() - ext.

Indicate source of discharge event: (x) manhole () lift station () broken line () cleanout () treatment plant () other (describe):

Location of discharge (street address, etc.): 419 valley street

Lat/Long of discharge: 30.514200, -87.898900

Known or suspected cause of the discharge:

due to storm event manhole overflowed excessive rain

Ultimate destination of discharge: () ground absorbed (x) creek or river (provide name): Tatumville Gully () storm drain () drainage ditch () backup into building/residence () other (describe):

Did the discharge reach swimming water? () Yes (x) No

Monitoring of the receiving water is: () complete () ongoing (x) not necessary

Was the affected area: (x) cleaned? (x) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

The City of Fairhope will continue smoke testing and making point repairs in all areas where there are problem that are determine by camera work and

Indicate efforts to notify public (check all that apply):

() press release (x) placement of signs () other (describe):

Date:

Date: 10/22/2017

Date:

() notice not required, because:

Indicate other officials notified (check all that apply):

(x) county health department () state health department () other (describe):

Date: 10/23/2017

Date:

Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (x) No () Yes If yes, who was notified?

when was the notification made?

SANITARY SEWER OVERFLOW EVENT REPORTING FORM

Permittee Name: City Of Fairhope

Permit Number: AL0020842

Facility Name: Fairhope WWTP

County: Baldwin

Date/Time SSO Began: 10/23/2017 11:15:00 AM

Date/Time SSO Stopped: 10/23/2017 11:30:00 AM

Estimated Volume Discharged: 100.00

gallons

() SSO is on-going

Estimated Volume is: () <1,000gal () >1,000gal () >10,000gal () >100,000gal () >1,000,000gal

Was Department verbally notified within 24 hours? () Yes (X) No Date/Time of Notification:

Person that verbally notified Department:

Phone Number:() - ext.

Indicate source of discharge event: () manhole () lift station (X) broken line () cleanout () treatment plant (X) other (describe): boring contractor hit MARKED S

Location of discharge (street address, etc.): 20251 Thompson Hall road

Lat/Long of discharge: 30.519799, -87.861156

Known or suspected cause of the discharge:

boring contractor hit Marked sewer force main

Ultimate destination of discharge: (X) ground absorbed () creek or river (provide name): () storm drain () drainage ditch () backup into building/residence (X) other (describe): sewer machine vacuuumed up

Did the discharge reach swimming water? () Yes (X) No

Monitoring of the receiving water is: () complete () ongoing (X) not necessary

Was the affected area: (X) cleaned? (X) disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health (attach additional sheets if necessary):

had conversation with contractor on the importance of properly locating utilities before boring or digging.

Indicate efforts to notify public (check all that apply):

() press release (X) placement of signs () other (describe):

Date: Date: 10/23/2017 Date: () notice not required, because:

Indicate other officials notified (check all that apply):

(X) county health department () state health department () other (describe):

Date: 10/23/2017 Date: Date:

() notice not required, because:

Other States notified: () Florida () Georgia () Mississippi () Tennessee

Were any public water supply intake locations effected? (X) No () Yes If yes, who was notified?

when was the notification made?

ALABAMA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (ADEM)
SANITARY SEWER OVERFLOW (SSO) EVENT REPORT

Permit Number: AL0020842 Facility County: Baldwin
Permittee Name: City Of Fairhope Facility Name: Fairhope WWTP
Date/Time SSO Began: 11/5/2017 8:45:00 AM Is the SSO on-going? () Yes (X) No
Date/Time SSO Stopped: 11/5/2017 12:30:00 PM

Did the SSO occur during wet weather? () Yes (X) No

Was the SSO caused by an extreme weather event (e.g. hurricane)? (X) No () Yes If Yes, describe of the nature of the extreme weather event:

Estimated Volume Discharged Value: 15000.00 gallons

Estimated Volume Discharged Range:

- | | | |
|---|---|---|
| <input type="checkbox"/> <1,000 gallons | <input type="checkbox"/> 1,000 ≥ gallons <10,000 | <input type="checkbox"/> 10,000 ≥ gallons < 25,000 |
| <input type="checkbox"/> 25,000 ≥ gallons <50,000 | <input type="checkbox"/> 50,000 ≥ gallons <75,000 | <input type="checkbox"/> 75,000 ≥ gallons <100,000 |
| <input type="checkbox"/> 100,000 ≥ gallons <250,000 | <input type="checkbox"/> 250,000 ≥ gallons <500,000 | <input type="checkbox"/> 500,000 ≥ gallons <750,000 |
| <input type="checkbox"/> 750,000 ≥ gallons <1,000,000 | | |

Was the Department notified within 24 hours? (X) Yes () No

Date/Time of Notification: 11/5/2017 2:00:00 PM

Method of notification: () Verbal/Telephone (X) Electronic via eSSO () Other: _____

If notification was not submitted via eSSO:

Person that notified the Department: _____ Phone Number: _____

Source of discharge event:

- Manhole Lift Station Broken Line
 Cleanout Treatment Plant Other: _____

Location of Discharge:

Latitude: 30.527643 Longitude: -87.858660

Street address or narrative description of location:

20667 Lowry Dr - White Grove Lift Station
30.527643, -87.85866
20480 Lowry Dr - Manhole
~~30.520556 -87.857167~~

Known or suspected cause of the discharge:

Clogged Pumps and Suction Lines
Large amount of rags.

Ultimate destination of discharge:

- Ground Absorbed Storm Drain Drainage Ditch Backup into Building/Residence
- Creek or River: [redacted] Other: [redacted]

Did the discharge reach swimming water? Yes No Unknown

Monitoring of the receiving water (i.e. visual survey or water quality sampling) is: Complete Ongoing Not Necessary

Was the affected area: Cleaned? Yes No Disinfected? Yes No

Are you aware of any other potential health or environmental impacts? No Yes If Yes, please describe:

[Redacted area for describing other potential health or environmental impacts]

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health:

The pump suction lines were cleaned out, and pump out the wet well.
Public awareness of what should not be flushed down the sewer lines.

Indicate efforts to notify public:

- Press Release Date: [redacted]
- Placement of Signs Date: 11/05/2017
- Other [redacted] Date: [redacted]
- Notice not required, because: [redacted]

Indicate other officials notified:

- County Health Department Date: 11/05/2017
- State Health Department Date: [redacted]
- Other [redacted] Date: [redacted]
- Notice not required, because: [redacted]

Other states notified: Florida Georgia Mississippi Tennessee

Were any public water supply intake locations affected? No Yes

If Yes, who was notified: [redacted] Date: [redacted]

General Report Comment or Explanation:

White Grove Subdivision lift station stopped pumping due to a clogged suction line and pump. The pumps and suction line are now back in operation. Estimated 15,000 gallons spilled in the area of the lift station and the area of 20480 Lowry Drive (Manhole).

Submitted By	I certify that I have personally examined and am familiar with the information submitted herein. Based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information to be true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment.	Signature	Date/Time Submitted
Tim Manuel		Signed by E2	11/5/2017 2:24:00 PM

Ultimate destination of discharge:

Ground Absorbed
 Storm Drain
 Drainage Ditch
 Backup into Building/Residence
 Creek or River: **Steel Creek**
 Other:

Did the discharge reach swimming water?
 Yes
 No
 Unknown

Monitoring of the receiving water (i.e. visual survey or water quality sampling) is:
 Complete
 Ongoing
 Not Necessary

Was the affected area:
 Cleaned? Yes
 No
 Disinfected? Yes
 No

Are you aware of any other potential health or environmental impacts?
 No
 Yes
 If Yes, please describe:

Some untreated sewage enter Steel Creek upstream of the Quail Creek 1 Lift station.

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health:

Possible use of ultra sonic transducer.
 Public education on what should not be flushed or washed down your drain.

Indicate efforts to notify public:

Press Release Date: **11/11/2017**
 Placement of Signs Date: **11/11/2017**
 Other _____ Date: _____
 Notice not required, because: _____

Indicate other officials notified:

County Health Department Date: **11/11/2017**
 State Health Department Date: _____
 Other _____ Date: _____
 Notice not required, because: _____

Other states notified:
 Florida
 Georgia
 Mississippi
 Tennessee

Were any public water supply intake locations affected?
 No
 Yes

If Yes, who was notified: _____ Date: _____

General Report Comment or Explanation:

We estimate between 1,000 to 10,000 gallons spill into Steel Creek and around the the manhole area just east of 19511 Quail Creek Drive. City crews vacuumed, cleaned and disinfected areas around the manhole area of the spill. Information contact the City of Fairhope 251-928-8003

Submitted By	I certify that I have personally examined and am familiar with the information submitted herein. Based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information to be true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment.	Signature	Date/Time Submitted
Tim Manuel		Signed by E2	11/11/2017 11:19:31 AM

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Job Position of Special Projects Manager; and the Job Description and Grade of Pay for same; and amend the budget to fund this position and to defund the position of City Clerk's Assistant.

Addition:	Job Positions	Grade of Pay
	Special Projects Manager	22

ADOPTED THIS 23RD DAY OF APRIL, 2018

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Lisa A. Hanks, MMC

From: Leslie Green
Sent: Friday, April 13, 2018 5:05 PM
To: Lisa A. Hanks, MMC
Subject: For Council Review
Attachments: JD Special Projects Manager.doc

Good Afternoon Lisa -

I request that the City Council of Fairhope considerers the defunding of the City Clerks Assistant position, and funds the Special Project Manager position at the Council's earliest convenience. There is no change in salary grade. Please see the attached Job Description for the Special Projects Manager.

Thank you –

Leslie Green



CITY OF FAIRHOPE

Uniform Job Description

Position Title: Special Projects Manager Pay Range: _____
 Department: _____ Pay Grade: 22
 Reports To: Director of Community Development Effective Date: Upon Approval
 Supervises: N/A Supercedes: N/A

Approvals:	
Supervisor _____	Human Resources Director _____
Date _____	Date _____
FLSA Exempt: <input checked="" type="checkbox"/> Yes <input 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

BASIC PURPOSE OF THE POSITION

The purpose of the Special Projects Manager is to manage multiple facets of ongoing, highly visible projects to benefit the citizens of the City of Fairhope.

DISTINGUISHING CHARACTERISTICS OF THIS POSITION

This position is responsible for identifying and defining special projects whose findings positively affect the production or outcome of efforts in various departments within the City of Fairhope. Under the direction of Director level management, the Special Projects Manager provides support to Mayor, Directors and their Departments as needed to facilitate achievement of administrative goals.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Leads the planning and implementation of special projects
- Facilitates the definition of the special project scope, goals and deliverables
- Defines special project tasks and resource requirements
- Assures scope and direction of each special project is on schedule
- Gathers, evaluates and analyzes data essential to the completion of the project.

Special Projects Manager

- Monitors trends, prepares reports and presents recommendations individually or as part of a team.
- Investigates compliance of terms and conditions, expiration dates and renewals of all City leases and franchise agreements (not to include major contracts such as ATT).
- Provides leadership to the department for with the of the special project
- Plans and schedules special project timelines
- Manages multiple projects daily
- Consistently monitors and reports on progress of the project to all levels of management
- Presents reports defining project progress, problems and solutions
- Implements and manage special project changes and interventions to achieve project outputs
- Researches and analyzes data for each project
- Accomplishes project objectives by planning and evaluating project activities
- Additional responsibilities as assigned by the Mayor

OTHER DUTIES AND RESPONSIBILITIES

Achieve operational objectives by contributing information and recommendations to strategic plans and reviews; preparing and completing action plans; resolving problems; identifying trends; determining system or process improvements; implementing change.

Ability to work special projects which potentially could involve various departments or divisions of government which may have opposing objectives.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Key competencies:

- excellent analytical skills
- flexibility
- time management skills
- critical thinking and problem-solving skills
- planning and organizing
- decision-making
- oral and written communication skills

Special Projects Manager

- influencing and leading skills
- independent worker
- team player
- negotiation
- conflict management
- adaptability/flexibility
- organization and follow-up skills
- strong interpersonal, facilitation and presentation skills

ACCEPTABLE EDUCATION, EXPERIENCE AND TRAINING

College degree or proven equivalent experience. Direct work in special project management capacity. Proven experience in people management. Proven experience in strategic planning. Proven experience in change management. Proficient in WORD, Excel and PowerPoint. General understanding of general business management and work processes.

EXTENT OF PUBLIC CONTACT

Maybe weekly.

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.

Lifting of heavy objects, unusual bending or use of potentially dangerous tools are not required in this position.

WORKING CONDITIONS AND ENVIRONMENT

General office environment conditions prevail.

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.

**BOARD OF ADJUSTMENTS
& APPEALS**

NOMINEE (S)

3-Year Term

APPOINTMENTS_____.

REAPPOINTMENTS_____.

Christina Stankoski – 1st Alternate Member

Harry Kohler – 2nd Alternate Member

The terms shall end April 2021 for Alternate Members

CITY OF FAIRHOPE



APPLICATION FOR APPOINTMENT TO A CITY BOARD OR COMMITTEE

City Council seeks to have diversity in making appointment to boards and committees. It is the policy of the City Council to make appointments based on the needs of the City as well as the interests and qualifications of each applicant. In accordance with the Code of Alabama, all applicants must be qualified electors and taxpayers in the City, excluding the Planning Commission. All applications filed with the City Clerk will be public record.

Please return this application to the Fairhope City Clerk at City Hall, 161 North Section Street, Fairhope, Alabama 36532 or mail to City of Fairhope, Attention Fairhope City Clerk, P. O. Drawer 429, Fairhope, Alabama 36533.

PLEASE PRINT CLEARLY

Last Name: Stankoski First Name: Lydia Christina
Phone Number: 251 591 8728 Cell: _____ Email: Christinastankoski@mac.com
Home Address: 25 Pier Ave
City: Fairhope State: AL Zip: 36532
Business Address: 8335 Gayfer Rd ext
City: Fairhope State: AL Zip: 36532
Name of Board or Committee: Board of Adjustments

EDUCATIONAL BACKGROUND:

Bachelor of Science, Journalism West Virginia University

PROFESSIONAL LICENSES AND/OR ASSOCIATIONS:

PROFESSIONAL EXPERIENCE:

Coastal Classics Home Design LLC

CIVIC INTERESTS AND/OR SERVICE MEMBERSHIPS:

Arts & Crafts Committee
DDMM

HOW WILL YOUR QUALIFICATIONS BEST SERVE THE NEEDS OF THE COMMUNITY?

Signature: G. Stankoski Date: 3/25/18

You may attach a resume with this application.

Lisa A. Hanks, MMC

From: Emily Boyett
Sent: Friday, April 6, 2018 3:12 PM
To: Lisa A. Hanks, MMC; Gayle Fogarty
Cc: Wayne Dyess
Subject: FW: Committee Application
Attachments: Committee Application.pdf

Lisa/Gayle,

Please see the attached application for Christina Stankoski. She would like to be reappointed to the Board of Adjustments and staff supports her request.

Thanks,

Emily Boyett
City of Fairhope
Planning and Zoning Dept.
555 S. Section Street
P. O. Box 429
Fairhope, AL 36533
251.990.0214 Office
251.990.2879 Fax
emily.boyett@fairhopeal.gov

CITY OF FAIRHOPE



APPLICATION FOR APPOINTMENT TO A CITY BOARD OR COMMITTEE

City Council seeks to have diversity in making appointment to boards and committees. It is the policy of the City Council to make appointments based on the needs of the City as well as the interests and qualifications of each applicant. In accordance with the Code of Alabama, all applicants must be qualified electors and taxpayers in the City, excluding the Planning Commission. All applications filed with the City Clerk will be public record.

Please return this application to the Fairhope City Clerk at City Hall, 161 North Section Street, Fairhope, Alabama 36532 or mail to City of Fairhope, Attention Fairhope City Clerk, P. O. Drawer 429, Fairhope, Alabama 36533.

PLEASE PRINT CLEARLY

Last Name: Kohler First Name: Harry

Phone Number: (251) 929-2619 Cell: (251) 408-7116 Email: harry36532@gmail.com

Home Address: 111 High Pines Rdg

City: Fairhope State: AL Zip: 36532

Business Address: N/A

City: _____ State: _____ Zip: _____

Name of Board or Committee: _____

EDUCATIONAL BACKGROUND:

BS & MS degrees in civil engineering from University of Illinois,
MBA from Boston University

PROFESSIONAL LICENSES AND/OR ASSOCIATIONS:

registered Professional Engineer (retired)

PROFESSIONAL EXPERIENCE: former US Army officer, Planning & Scheduling Engineer;
Master Planner, Project Manager, Chief, Engineering & Construction
Division, Galveston District, US Army Corps of Engineers
(please see attached resume for more details)

CIVIC INTERESTS AND/OR SERVICE MEMBERSHIPS:

Serve on Board of Directors and chair Architectural Review Committee
for Rock Creek Property Owners Association

HOW WILL YOUR QUALIFICATIONS BEST SERVE THE NEEDS OF THE COMMUNITY? Engineering background
with heavy emphasis on planning, management, review and interpretation of often
complex laws, regulations, rules, & policies

Signature: Harry Kohler

Date: 11/21/2017

You may attach a resume with this application.

RESUME
HARRY G. KOHLER

BS and MS degrees in civil engineering from the University of Illinois and MBA from Boston University; registered Professional Engineer (retired)

Lead Planning & Scheduling Engineer for Bechtel Corporation on 2-unit nuclear power plant construction project (first 2-unit plant in history to have 1st unit go critical while construction continued on 2nd unit)

First Lieutenant, US Army, Corps of Engineers, during the Viet Nam Conflict

Director of Public Works for two major US Army installations in West Germany

Chief, Master Planning Division, for one of the five US Army Districts in West Germany

Project Engineer, US Army Corps of Engineers, Middle East District: managed design of 4 major military installations for the Kingdom of Saudi Arabia (total cost over \$2 billion)

Chief, Engineering Management Branch, US Army Corps of Engineers, Mobile District: managed design of all major military construction projects in Alabama, Florida, Mississippi, and Tennessee

Chief, Engineering and Construction Division, US Army Corps of Engineers, Galveston District: supervised 200-person organization responsible for all design and construction activities required to keep the Gulf Intercoastal Waterway and 23 ports open for navigation along entire Texas coast (total budget over \$300 million a year) and design and construction of major flood control projects for Houston, Texas

Since retiring, I served on the Rock Creek Property Owners Association Board of Directors and chaired the Associations Architectural Review & Covenants, Conditions & Restrictions Committee. I have also taught college algebra and Microsoft Office at Remington College in Mobile, AL

Lisa A. Hanks, MMC

From: Emily Boyett
Sent: Tuesday, April 10, 2018 4:07 PM
To: Lisa A. Hanks, MMC; Gayle Fogarty
Cc: Wayne Dyess
Subject: RE: Board of Adjustments and Appeals - Application

Lisa/Gayle,

Staff supports Mr. Kohler's request for reappointment.

Thanks you,

Emily Boyett

City of Fairhope
Planning and Zoning Dept.
555 S. Section Street
P. O. Box 429
Fairhope, AL 36533
251.990.0214 Office
251.990.2879 Fax
emily.boyett@fairhopeal.gov

From: Lisa A. Hanks, MMC
Sent: Monday, November 27, 2017 3:35 PM
To: Wayne Dyess <wayne.dyess@fairhopeal.gov>
Cc: Emily Boyett <emily.boyett@cofairhope.com>
Subject: Board of Adjustments and Appeals - Application

I have received an application from Harry Kohler for reappointment as an alternate on the Board of Adjustments and Appeals. He wishes to be reappointed when his term expires in January 2018.

Lisa A. Hanks, MMC

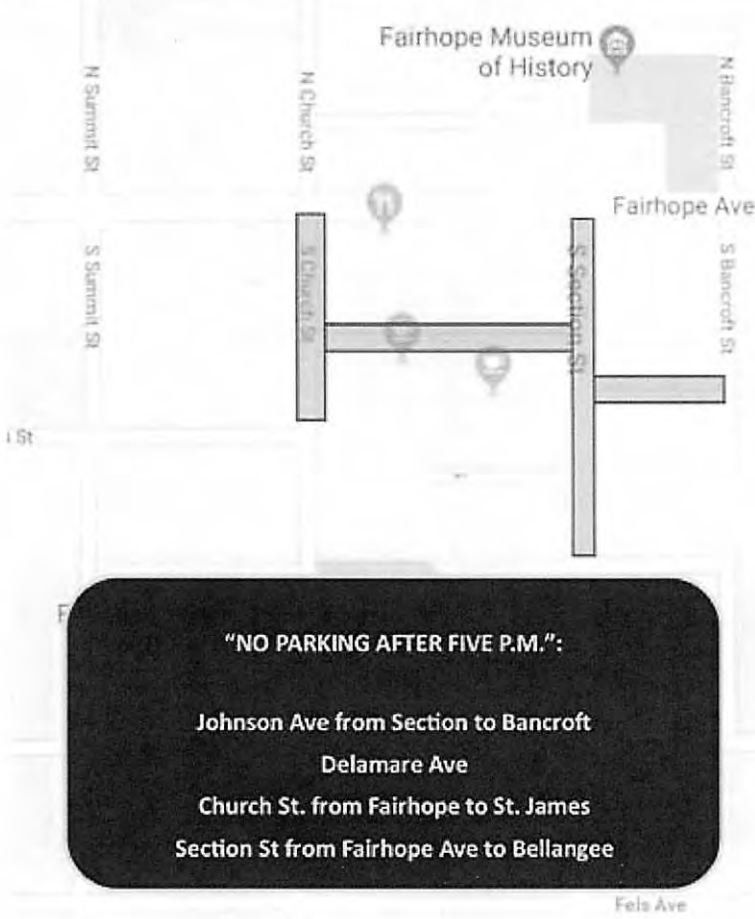
City Clerk

City of Fairhope
P. O. Drawer 429
Fairhope, AL 36533
251-928-2136
251-990-0107 (Fax)

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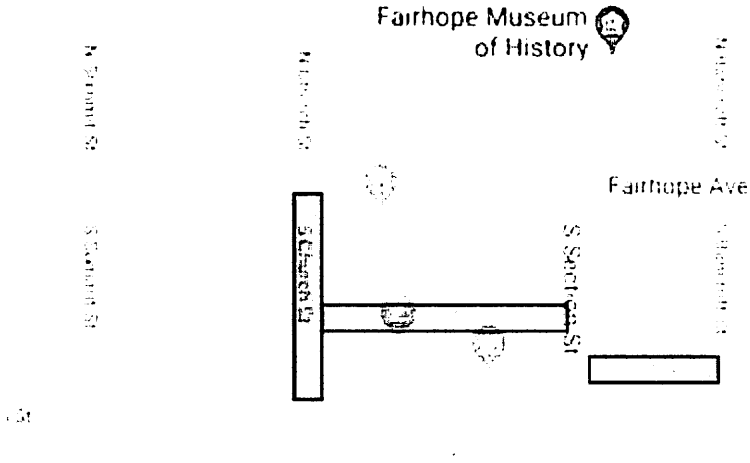
Art Walk & Parking Rodeo

Friday, May 4, 2018 6-8p.m.



Art Walk & Parking Rodeo

Friday, May 4, 2018 6-8p.m.



"NO PARKING AFTER FIVE P.M.":

Johnson Ave from Section to Bancroft
Delamare Ave
Church St. from Fairhope to St. James

Fairhope Ave