

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

MONDAY, 12 OCTOBER 2020 – 4:30 P.M. – COUNCIL CHAMBER

1. Committee Updates
2. Department Head Updates
3. Review of City Council Agenda

Next Regular Meeting – October 26, 2020 - Same Time and Place

**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 12 OCTOBER 2020 – 6:00 P.M. - CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve minutes of 28 September 2020 Regular City Council Meeting, minutes of 28 September 2020 Work Session, minutes of 28 September Agenda Meeting, and 7 October 2020 Special-Called Emergency City Council Meeting.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. **Final Adoption** – An Ordinance to repeal and replace Ordinance No. 1541 and Ordinance No. 1435 and to Establish the Bylaws of the Fairhope Environmental Advisory Board. (Introduced at the September 28, 2020 City Council Meeting)
6. **Final Adoption** – An Ordinance to amend Ordinance No. 843 amending Chapter 20, Article I, Section 20-14 (1); removing the words “except that bicycles may be pushed but not ridden on the pathway between Pier Avenue and Fels Avenue.” (Introduced at the September 28, 2020 City Council Meeting)
7. Resolution – That the City of Fairhope hereby strongly supports Amendment 2 and the proposed establishment of a toll authority to financially support and expeditiously construct the expansion of the Baldwin Beach Express II.
8. Resolution – That the Budget for the fiscal year ending September 30, 2020 be extended to allow the invoices and expenditures to continue as needed until the parts of Budget FY2021 are adopted.
9. Resolution – To Award RFQ for Engineering Services Contract for the Alabama Department of Conservation and Natural Resources (ADCNR) Grant #S1P25-FSU1 (Restore Act Project #396 – Sewer Upgrade Project Phase 1) to Dewberry Engineer, Inc. with a total not to exceed fees of \$1,210,000.00 (Award for \$610,000.00 for Engineering Design Fees, \$100,000.00 for Other Engineering Fees, and \$500,000.00 for Construction Engineering Inspection Services, subject to review and approval by ADCNR and City Attorney prior to execution (RFQ PS017-20).
10. Resolution – To Award Bid for a Root Pruner and Aerator Verti-Quake 2516 for the Quail Creek Golf Course for the Recreation Department to Redexim North American, Inc. with a total bid proposal of \$16,200.00.
11. Resolution – To Reject all Submittals for Proposals for the Professional Planning Services for Fairhope Area Community-Based Comprehensive Land Use Plan and Re-advertise the RFP at the recommendation of Alabama Department of Conservation and Natural Resources (the Grantee); ADCNR Grant #S1P17-FACP.

12. Resolution – That the City Council approves the selection of TerraXplorations, Inc. to perform Archaeology Monitoring for the Arts Alley Transit Hub Project (RFP No. 005-20); and hereby authorizes Mayor Karin Wilson to execute the associated contract with a not-to-exceed limit of \$10,000.00.
13. Resolution – That Mayor Karin Wilson is hereby authorized to execute a contract for Extension No. 1 of Bid No. 038-19, Perennial Ryegrass Seed for the Recreation Department, with SiteOne Landscape Supply, for an additional one year, as per the terms and conditions of the original contract. The cost is \$58.07 per 50 lb. bag with an estimated 300 bags for a total bid proposal of \$17,421.00.
14. Resolution – That the City of Fairhope approves the negotiated pricing for HVAC Parts and Supplies from Wittichen Supply Co. The cost is unknown until actual parts or replacement is needed. The amount spent in FY2020 was in excess of \$47,000.00.
15. Resolution – That the City of Fairhope approves the procurement of a Grit Classifier Auger and Guides for the Sewer Department from Jim House and Associates as Sole Source Provider for Schreiber, LLC in the State of Alabama, and the State of Florida (Panhandle). The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-75. The cost will be \$9,519.00 and included in the FY2021 Draft Budget.
16. Resolution – That the City of Fairhope has voted to purchase Two 6”x18” and One 8”x18” Plidco Repair Split and Sleeves for the Gas Department from Port City Pipe, Inc.; and authorizes procurement without formal bid based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The cost will be \$21,974.70.
17. Resolution – That the City of Fairhope has voted to procure Three Greenhouses that were destroyed by Hurricane Sally for the Horticulture Department of Public Works; and the items are available for direct procurement through the Sourcwell Purchasing Coop which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$40,405.50 which is unbudgeted but should be reimbursed through FEMA.
18. Resolution – That the City of Fairhope has voted to procure of Repairs to accident damaged Engine #914, a fire suppression vehicle at Fire Station #1 for the Fairhope Volunteer Fire Department from Sunbelt Fire, Inc., as Sole Source Distributor and Service Provider for E-One products for our region. This is an unbudgeted cost of \$11,930.91 but will be paid by insurance less deductible.
19. Resolution – That the City of Fairhope has voted to approve this unbudgeted procurement for CitizenServe Software to be used by the Planning and Building Departments from Online Solutions, LLC; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(a)(11). The amount for this procurement training, setup, and migration and integration fees for the first year is \$111,500.00. This will be funded thru the CARES Act.

20. Public Participation – (3 minutes maximum)
21. Adjourn

**City Council Work Session - 4:30 p.m.
on Monday, October 12, 2020 – Council Chambers**

**City Council Agenda Meeting - 5:30 p.m.
on Monday, October 12, 2020 – Council Chambers**

Next Regular Meeting – Monday, October 26, 2020 - Same Time and Place

STATE OF ALABAMA)(
 :
COUNTY OF BALDWIN)(

The City Council, City of Fairhope, met in regular session at 6:00 p.m., Fairhope Municipal Complex Council Chamber, 161 North Section Street, Fairhope, Alabama 36532, on Monday, 28 September 2020.

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 at 6:04 p.m. Council President Burrell thanked Dr. McClellan and Fairhope United Methodist Church for all of their work associated with Hurricane Sally. The invocation was given by Dr. Darren McClellan, Pastor of Fairhope United Methodist Church, and the Pledge of Allegiance was recited. Councilmember Conyers moved to approve minutes of the 14 September 2020, regular meeting; minutes of the 14 September 2020, work session; and minutes of the 14 September 2020, agenda meeting. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Council President Burrell announced that Agenda Item Number 10 has been removed due to not needing Council approval.

Mayor Wilson addressed the City Council with the following Power Point Presentation found at the end of the minutes.

Councilmember Robinson commented it has been a wild two weeks. He thanked City Staff, Police Department, Utilities, Directors, out of Town Utilities, and Newly Elected Officials who were helping out during and after Hurricane Sally. He thanked the Council for offering showers to his family; and for Councilmember Conyers helping to remove two trees at his house.

Councilmember Conyers said 2020 has been some kind of year. Hurricane Sally response has made him proud to be a citizen of Fairhope with everyone helping each other. Councilmember Conyers commented he was proud of the Community; and thanked City Staff for their efforts with Hurricane Sally. He told Councilmember Robinson that he predicted Councilmember Robinson's wife was going to have a baby girl Wednesday morning.

Councilmember Brown commented that Directors, City Staff, restaurants, sandwich shops, and the Rotary fed the Community. He echoed what Mayor Wilson said about fraud with the unlicensed taking advantage of citizens. He told the citizens to be patient regarding debris removal.

28 September 2020

Councilmember Brown said he was proud of citizens; and thanked the Volunteers and Staff for helping during Hurricane Sally and the aftermath. He said, “thank you from the bottom of my heart.”

Council President Burrell said he was proud of Staff and thanked everyone who pitched in. He thanked the Mutual-Aid Teams, Volunteers, Civic Groups, etc. who also helped out. Council President Burrell commented the Power Parade was good for all. He thanked the citizens and employees who did their part.

Councilmember Conyers introduced in writing an ordinance to to repeal and replace Ordinance No. 1541 and Ordinance No. 1435 and to Establish the Bylaws of the Fairhope Environmental Advisory Board. The ordinance was introduced with “a member with unwarranted absence from three (3) regular meetings per calendar year shall have resigned their appointment.” Due to lack of a motion for immediate consideration, this ordinance will layover until the October 12, 2020 City Council meeting.

Councilmember Robinson introduced in writing an ordinance to to amend Ordinance No. 843 amending Chapter 20, Article I, Section 20-14 (1); removing the words “except that bicycles may be pushed but not ridden on the pathway between Pier Avenue and Fels Avenue.” Due to lack of a motion for immediate consideration, this ordinance will layover until the October 12, 2020 City Council meeting.

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council hereby approves and authorizes Mayor Karin Wilson to execute a Memorandum of Understanding (“MOU”) between the Baldwin County Commission, Baldwin County Sheriff’s Office, Baldwin County Public Schools (Baldwin County Board of Education) and the City of Fairhope regarding the School Resource Officer (“SRO”) Program at Baldwin Public Schools. The MOU shall be in effective as of August 12, 2020 and shall remain in effect for a period of two (2) years from the effective date. The Baldwin County Public Schools will pay up to Fifty Thousand Dollars (\$50,000.00) per year for each SRO to the City of Fairhope for SRO salaries, FICA, employer’s contribution to retirement, health insurance, health benefits options or payments made in lieu thereof, unemployment, training related to SRO programs only, benefits, and insurance. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

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28 September 2020

RESOLUTION NO. 3829-20

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 (“MOU”) between the Baldwin County Commission, Baldwin County Sheriff’s Office, Baldwin County Public Schools (Baldwin County Board of Education) and the City of Fairhope regarding the School Resource Officer (“SRO”) Program at Baldwin Public Schools. The MOU shall be in effective as of August 12, 2020 and shall remain in effect for a period of two (2) years from the effective date. The Baldwin County Public Schools will pay up to Fifty Thousand Dollars (\$50,000.00) per year for SROs in the public schools within the Municipality for SRO salaries, FICA, employer’s contribution to retirement, health insurance, health benefits options or payments made in lieu thereof, unemployment, training related to SRO programs only, benefits, and insurance.

Adopted on this 28th day of September, 2020

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 to award the Repair Work of Channel Beams to the Bridge at County Road 13 over Cowpen Creek to Allstop Waterproofing, LLC with a total cost of \$14,481.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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28 September 2020

RESOLUTION NO. 3830-20

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

[1] That the City of Fairhope did request and solicit Quotes for Repair Work of Channel Beams to the Bridge at County Road 13 over Cowpen Creek.

[2] After evaluating the Quotes with the required specifications, Allstop Waterproofing, LLC is now awarded the Repair Work of Channel Beams to the Bridge at County Road 13 over Cowpen Creek with a total cost of \$14,481.00.

DULY ADPOTED ON THIS 28TH DAY OF SEPTEMBER, 2020

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City Treasurer Kim Creech addressed the City Council regarding the need to add Hurricane Sally to the contract to help staff with paperwork for FEMA reimbursement. She mentioned we did not use any of the allocated funds for COVID-19, but the services with Sally will probably be higher. Council President Burrell commented it would be better to increase tonight instead of having to come back to the City Council. He asked would \$50,000.00 be a good limit; and Ms. Creech replied yes.

Councilmember Robinson introduced in writing, moved to amend the resolution that the City Council approves Amendment No. 1 to the Contract and amends Resolution No. 3677-20 for RFQ No. PS001-20, to perform Professional Consulting Services for COVID-19 Management Services by adding Hurricane Sally to these services with True North Emergency Management; and hereby authorizes Mayor Karin Wilson to execute Amendment No. 1 with the not-to-exceed limit of remain as is at \$10,000.00 by changing the wording to “the not-to-exceed of \$50,000.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.”

28 September 2020

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

RESOLUTION NO. 3831-20

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves Amendment No. 1 to the Contract and amends Resolution No. 3677-20 for RFQ No. PS001-20, to perform Professional Consulting Services for COVID-19 Management Services by adding Hurricane Sally to these services with True North Emergency Management; and hereby authorizes Mayor Karin Wilson to execute Amendment No. 1 with the not-to-exceed limit of \$50,000.00.

DULY ADOPTED THIS 28TH DAY OF SEPTEMBER, 2020

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 22 Single-Phase Mount Transformers for the Electric Department from Anixter Power Solutions with a total cost of \$41,404.22; and authorizes for procurement using the option allowed by Code of Alabama 1975, Section 41-16-51(b)(7): these are materials needed, used and consumed in the operation of our electric system. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

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28 September 2020

RESOLUTION NO. 3832-20

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City of Fairhope has voted to purchase 22 Single-Phase Mount Transformers for the Electric Department from Anixter Power Solutions with a total cost of \$41,404.22; and authorizes for procurement using the option allowed by Code of Alabama 1975, Section 41-16-51(b)(7): these are materials needed, used and consumed in the operation of our electric system.

DULY ADOPTED THIS 28TH DAY OF SEPTEMBER, 2020

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 the City of Fairhope approves the procurement of a 16' Prefabricated Aluminum Bridge for the Sidewalk on Nichols Avenue for the Public Works Department from Liberty Bridges with a cost of \$10,158.00. This project is in conjunction with the Fairhope Single Tax Corporation who will be performing the installation of the sidewalk. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

RESOLUTION NO. 3833-20

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

[1] That the City of Fairhope approves the procurement of a 16' Prefabricated Aluminum Bridge for the Sidewalk on Nichols Avenue for the Public Works Department from Liberty Bridges with a cost of \$10,158.00. This project is in conjunction with the Fairhope Single Tax Corporation who will be performing the installation of the sidewalk.

Adopted on this 28th day of September, 2020

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

28 September 2020

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 an Extension with the Government & Economic Development Institute (GEDI) with Auburn University for First Phase of the Auburn Personnel System Project which includes updating all job descriptions, grades, making them compliant with Federal Law and more. There is need for development of additional organizational information and modifications. The new completion date will be December 18, 2020. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 3834-20

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to execute an Extension with the Government & Economic Development Institute (GEDI) with Auburn University for First Phase of the Auburn Personnel System Project which includes updating all job descriptions, grades, making them compliant with Federal Law and more. The completion was scheduled for September 30, 2020, but there is need for development of additional organizational information and modifications. The new completion date will be December 18, 2020.

DULY ADOPTED THIS 28TH DAY OF SEPTEMBER, 2020

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone moved to grant the recommendations of the Street and Traffic Control Committee: to reduce the speed limit to 25 mph on the City portion of Sea Cliff Drive with recommendation to the County for the same on the County's portion; and to place one speed calming device with the correct miles per hour for on South Ingleside Street between Fairhope Avenue and Morphy Avenue to help with traffic. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

28 September 2020

Councilmember Brown moved to grant the recommendations of the Pedestrian and Bicycle Committee: to support of the expansion of the concrete pathway width between Pier Avenue and Fels Avenue to encompass the current asphalt section on the roadway designated by the white line. In addition, this “road choking” modification to the concrete sidewalk would also serve to encourage drivers to adhere to slower speed limits along this South Mobile Street area; and to pursue funding opportunities; i.e. ESMPO, TAP Grant, ADECA Recreational Trails Grant, etc. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

The following individual spoke during Public Participation for Non-Agenda Items:


- 1) Jonathan Lucia, 304 Fly Creek Avenue, addressed the City Council and stated he was impressed with the recovery efforts. He said there in negligent management at the Retreat at Fairhope; and the maintenance staff resigned. Mr. Lucia said Hurricane Sally flooded some units; and for 15 hours the fire alarm sounded off until power was restored. He said this was a good temporary place for him after returning to Fairhope. Mr. Lucia commented elderly people do live in the complex. The City Council asked staff to look into these issues if you can.

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

There being no further business to come before the City Council, the meeting was duly adjourned at 6:45 p.m.

Jack Burrell, Council President

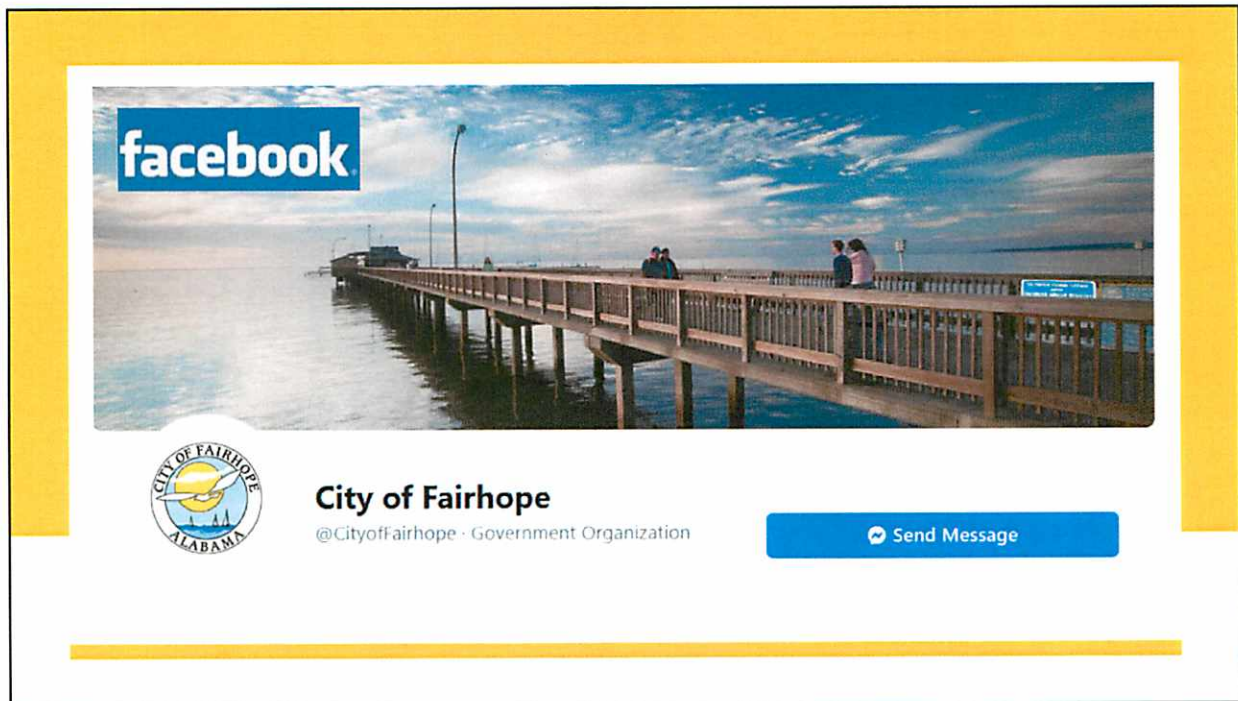
Lisa A. Hanks, MMC
City Clerk



The information and forms provided in this portal are not for emergency use.
In the event of an emergency, please dial 911.

The most efficient way to obtain service from the City is through Fairhope 311
Under the contact tab from the fairhopeal.org
Download app to cell

It's super easy and the ticket goes directly to the person who can help.



Please like and follow the City of Fairhope FB page for up-to-the min post hurricane sally updates and valuable information & resources.

Because of the excellent communication, our FB has over 30k followers. Thank you to our econ & comm dev department

Here are some of the highlighted posts if you missed it.



Debris Removal

- Debris needs to be placed in front of your residence in the right away for pick up.
- The Right away is from the street to the sidewalk, ditch, utility pole or easement.
- Please do not block fire hydrants, meter boxes and sewer manhole covers
- Keep vegetative debris (woody burnable debris such as limbs and shrubbery) separated from construction and demolition debris
- If all debris is not picked up during the initial pass, please continue to push remaining debris to the right-of-way for collection on subsequent passes.
- Household garbage collection has resumed. However, recycling for now, needs to be in with your garbage until further notice.
- If it gets to the Right-Of-Way it will be hauled off
- The City's contractor will be making multiple passes through the City over the next 6 weeks so keep moving debris to the roadside
- We will announce the dates of the Final Pass well in advance

City's debris hotline at 251-928-8003.

FEMA Disaster Fraud
Hotline 866-720-5721



The City wants to warn citizens of imposters that take advantage during times of crisis.

- No one from FEMA will ask for your full Social Security number over phone or email.
- Official FEMA correspondence will only come from a .gov email address, and never gmail, yahoo, etc.
- FEMA representatives will not ask for or accept money from you.
- All Federal employees, including those from FEMA, carry official identification.

This also goes for anyone with SBA

Please report fraud or price gouging concerns to your local law enforcement agency.

You can also report issues to the Alabama Department of Insurance Fraud Bureau at 334-241-4166.

Legitimate contractors must have a business license for each city and county in which they are operating.

Ask to see proof of this license as well as bonding and insurance.

- o DO NOT pay cash for work nor for advanced deposits. Always pay by check or credit card so you have a record of the transaction.
- o Never pay a contractor in full up front.

Please report disaster fraud immediately to the FEMA Disaster Fraud Hotline at 866-720-5721.



CITY OF FAIRHOPE

NO CURFEW

Curfew lifted as of Fri

We do ask that you call when you see anything suspicious at the time it is happening so officers can address it ASAP.



Baldwin County is still under a burn ban until October 31. Residents clearing yard debris should not burn because outdoor burning can get out of control very quickly, and water pressure issues caused by Hurricane Sally can impact water flow at fire hydrants.



Internet – we are getting many requests about internet service being down. The City is not responsible for this service. Citizens need to request these needs through their service provider.

I will say that I've heard from ATT's Engineering Design manager and he advised that their tower mounted to our water tower was damaged in the storm. They're moving it to a nearby pole to avoid this recurring with the water tower, but it will be down for an extended period possibly up to a month. They're working to get their small cell towers back, but there are still two down right now. The two that are down are at 580 S Mobile St and 352 Kumquat St

Mediacom has placed a WiFi hotspot at the Fels Toddler Park to assist those without internet service – it's available to Mediacom customers and non- customers



Crisis Cleanup

If you need assistance with damage from Hurricane Sally, call the Crisis Cleanup Hotline at 1-800-451-1954 OR sign up online at www.crisiscleanup.org.

Cut fallen trees
Drywall, flooring & appliance removal
Tarping roofs
Mold mitigation

All services are free, but service is not guaranteed due to the overwhelming need. This hotline will remain open through Oct 9th



I want to send praise for our emergency employees in Utilities, Public Works, for our Mutual Aid crews and so many others who are putting in long hours for our recovery from Hurricane Sally.

Thank you to citizens for your patience and coming out for the appreciation parade for these people

I wanted to read this quote from our Operation Director, Mike Allison, "I would also like to note, in my 34 plus years in this industry, and multiple wind storms, ice storms and forest fires I have never witnessed the support that was shown by the citizens of Fairhope. I know that the crews enjoyed the parade and it left them with a good impression of our city."

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

The City Council met in an Agenda Meeting at 5:30 p.m.,
Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 28 September 2020.

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.

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

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

STATE OF ALABAMA)(
 :
COUNTY OF BALDWIN)(

The City Council met in a Work Session
at 4:30 p.m., Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 28 September 2020.

Present were Council President Jack Burrell, Councilmembers: Jay Robinson, Jimmy Conyers (arrived at 5:50 p.m.), 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 4:35 p.m.

The following topics were discussed:

- The first item on the Agenda was the Discussion of Revenue and Capital Purchases. City Treasurer Kim Creech addressed the City Council and went over Sales Tax, SSUT (Simplified Seller Use Tax - online sales), Lodging Tax, and Ad Valorem Tax. (See attached handout) The consensus of the City Council was to use the end of the year projected budget amount of \$30,512,592.00. Ms. Creech stated we need to look at operations costs.
- Councilmember Brown mentioned the Pedestrian and Bicycle Committee regarding Agenda Items Number 2 and Number 15: the ordinance to delete “bicycle being pushed between Pier Avenue and Fels Avenue;” and resolution to support the expansion of the concrete path width between Pier Avenue and Fels Avenue to encompass the current asphalt section on the roadway designated by the white line.
- Public Works Director Richard Johnson addressed the City Council. Council President Burrell thanked all of the Staff for their recovery efforts after Hurricane Sally: including Public Works, Utilities, Police Department; and Administrative Staff. Mr. Johnson explained State, County, and City maintained roads; and said some will get picked by each entity and could be on the same roads. He presented a Power Point Presentation named “Hurricane Sally September 16, 2020 FEMA 4563-DR” (See attached Power Point Presentation)

Mr. Johnson introduced the Project Team working on Disaster Debris Removal, Disposal and Monitoring: City Staff, True North, and CrowderGulf. Jim Garner and Tim Aiken with True North addressed the City Council and commented the estimates and/or assumptions are pretty close. Mr. Garner said that monitors being used are citizens of Fairhope who took a training course and on-the-job training. Howard Turner with CrowderGulf addressed the City Council and commented we have the mapping down now and smooth, so we will have more trucks and have an efficient flow. He said we are diligent with our work.

Council President Burrell questioned the cubic yards per day. Mr. Turner replied 9,000 cubic yards. He said we began much faster than usual with other Cities because of the response from the City workers. He commented it usually takes two weeks before we can get started.

Monday, September 28, 2020

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Mr. Johnson said that a FEMA person was on-site today assessing damage to City facilities. He mentioned that ECUA was heavily damaged and that citizens need to put all recycling and garbage together until we have a facility to take recycling to. Mr. Johnson said that fencing materials and other C&D debris need to be separate; and trees and vegetative debris in another pile. He said curbside garbage is on its regular schedule; and mentioned that bus routes have been cleared.

Council President Burrell suggested to just recycle cardboard and aluminums/scrapped metals. Councilmember Brown asked about Fly Creek and trees blocking the waterway. Mr. Johnson replied the trees will be trimmed like the ones in the City's right-of-ways; cut off and cleared with anything on private property left for the owner to clear.

- Operations Director Mike Allison addressed the City Council and said the Utilities did an amazing job getting everyone back on in seven days. He mentioned a telephone call from Governor Ivey he received. Mr. Allison said that the salary employees were put on an hourly rate and they received overtime after 40 hours. Councilmember Robinson asked about the ones on administrative leave and the ones working getting the same pay. Council President Burrell said this is their chosen profession and they always work during a storm.

Council President Burrell commented that this was a tremendous job by the Utilities and City employees. He said that Agenda Item Number 10 was being pulled due to the reduction in number of transformers needed; and now it does not need City Council approval.

- Recreation Director Pat White addressed the City Council and commented that the Parks and Recreation Department assisted Public Works and now are at Quail Creek helping remove 200 trees. He said we are working diligently to get kids back in our parks.
- Special Projects Manager Lynn Maser addressed the City Council and said the Quail Creek Clubhouse is okay; and we hope to have 9 holes open by the end of the week. She said we are losing \$3,000.00 per day. Ms. Maser said there was damage to the bulkhead and covered slips dock at the marina; there is land erosion behind the shrimpers; and stormwater deposit needs dredging. She commented everything newly renovated held firm; citizens helped to enact the Fairhope Docks Emergency Plan, and no boats were lost during the storm.

Ms. Maser stated she was the POD Manager on September 18, 2020 through September 21, 2020 from 8:00 a.m. to 6:00 p.m. She said that Leslie Green was her Assistant POD Manager; and had help from the Army National Guard and the Parks and Recreation employees. She thanked Todd Maulding who spoke to everyone in each car and comforted the citizens. Ms. Maser thanked Pat White for his help too.

- Building Official Erik Cortinas addressed the City Council and said he has four Assessment Teams working throughout the City to help citizens. He commented that sealed decking helped all roofs which means all fortified roofs did real well.

Monday, September 28, 2020

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Mr. Cortinas brought up Energov, an online permitting process, that the City Council approved to move forward with on July 27, 2020. He said the City cancelled with the vendor since they could not go live until October 2021. Mr. Cortinas mentioned a second vendor called Citizens Serve; and said that it is being used by Orange Beach, Gulf Shores, and Spanish Fort. He commented that Baldwin County is looking to go live with Citizens Serve soon; and said the cost is \$111,000.00 with an annual maintenance of \$37,500.00. He said that Planning & Zoning will use this program too; and it can meet our CARES Act deadline. Mr. Cortinas said this will not have to go on an annual budget until 2021-2022; and said the biggest issue is document management. The consensus of the City Council was to move forward and put on the next agenda.

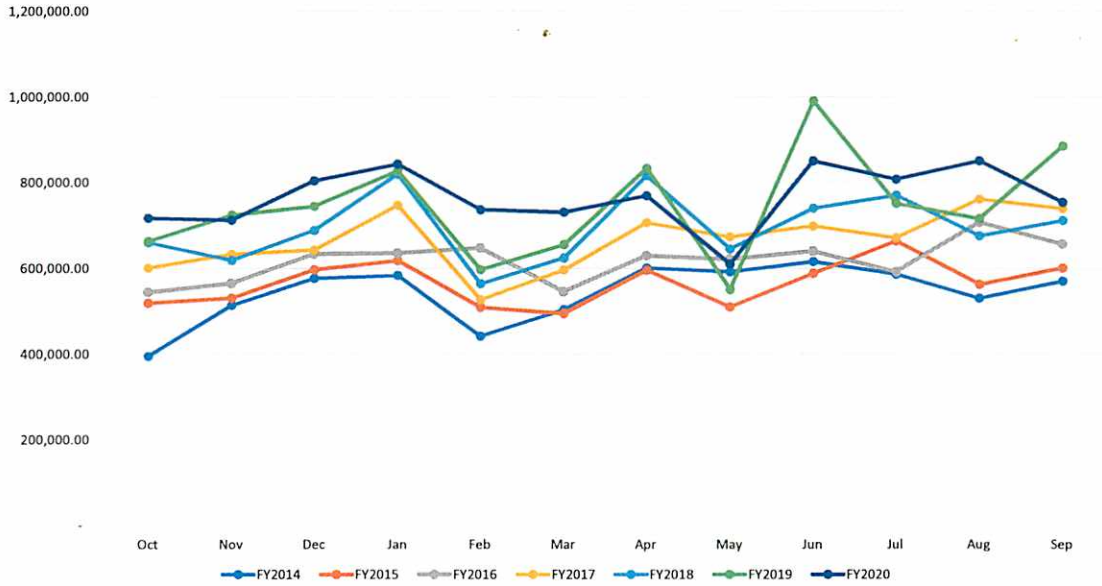
- Planning and Zoning Manager Hunter Simmons addressed the City Council and said the Planning Commission postponed the October meeting to November 5, 2020. He mentioned some deadlines could not be kept due to Hurricane Sally.
- Operations Director Mike Allison addressed the City Council and said he had to use Gulf Coast Underground, due to Hurricane Sally, to pump raw sewage to prevent overflows and took it to the Sewer Plant which kept a half million of raw sewage out of Mobile Bay. He commented this was an emergency that had to be done.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:56 p.m.

Jack Burrell, Council President

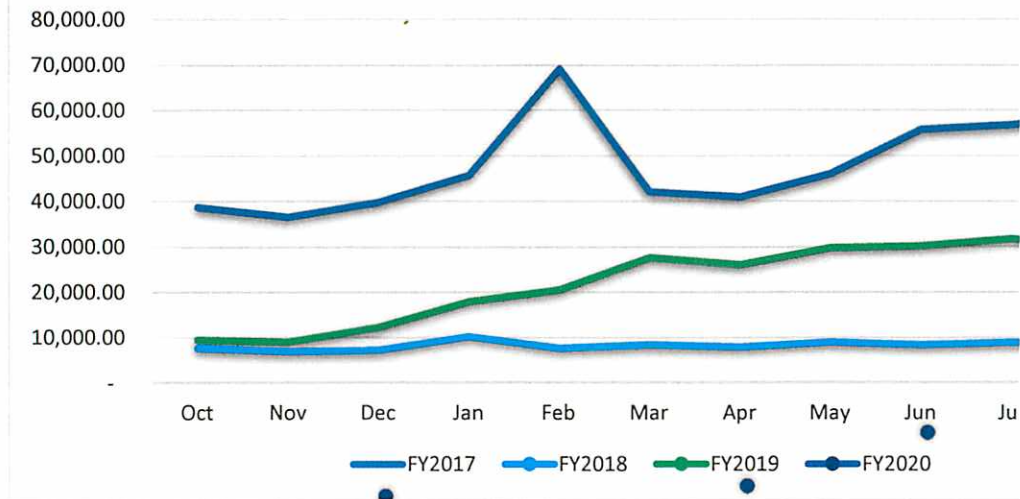
Lisa A. Hanks, MMC
City Clerk

Sales Tax Revenue



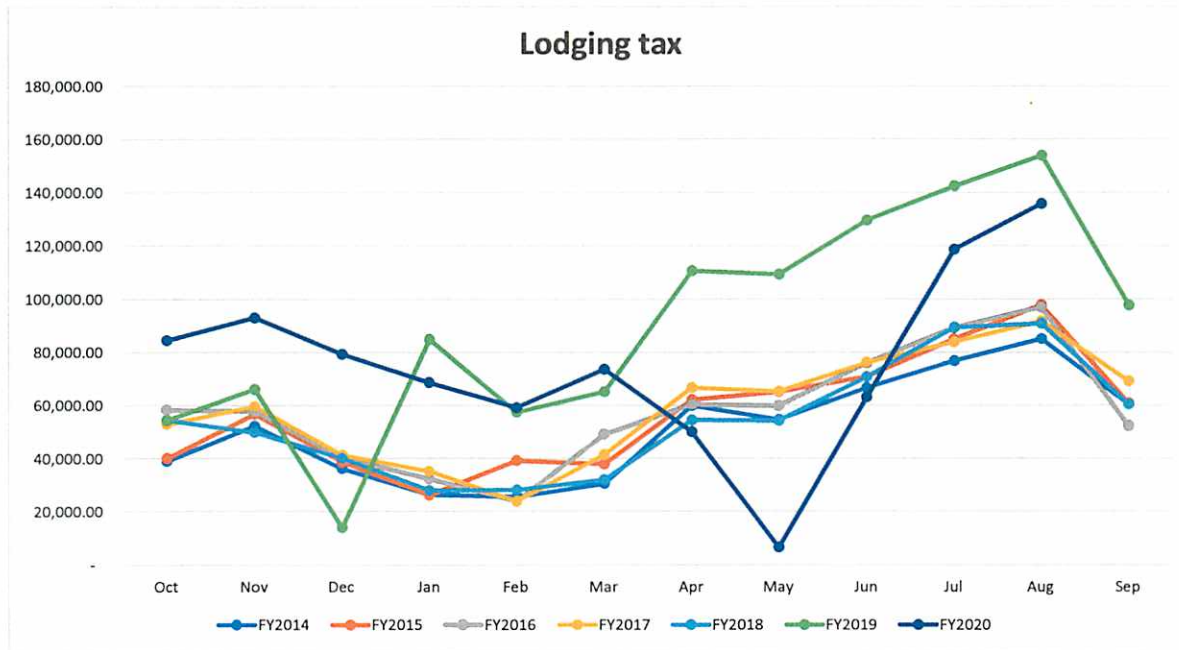
	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
Oct	395,166.32	519,381.70	544,699.36	601,099.53	660,623.63	663,910.55	718,025.60
Nov	514,276.25	531,457.65	565,186.08	633,673.59	619,175.71	725,143.77	713,199.17
Dec	577,559.42	597,550.28	634,083.40	643,396.21	689,837.53	745,726.94	805,055.69
Jan	584,552.02	618,751.14	636,103.66	747,800.84	820,438.26	828,208.87	843,990.19
Feb	442,726.56	510,209.18	648,301.52	527,826.33	565,018.71	597,905.28	737,837.45
Mar	504,681.96	495,406.21	545,682.24	597,077.02	625,015.17	656,037.86	732,123.72
Apr	601,879.55	596,269.59	630,147.54	707,317.49	816,930.86	833,948.91	769,876.90
May	592,449.79	510,722.90	621,332.43	674,434.81	645,674.35	551,599.55	610,768.77
Jun	616,349.43	588,679.56	640,262.23	699,613.11	740,805.81	991,153.25	851,308.23
Jul	586,706.80	664,506.25	592,148.82	672,406.01	771,129.15	752,012.87	808,288.39
Aug	531,289.60	563,415.73	707,710.90	761,898.81	676,969.63	716,948.00	850,985.72
Sep	570,610.87	601,406.51	657,068.13	740,199.93	712,617.75	885,680.88	754,861.84
Actual YTD	6,518,248.57	6,797,756.70	7,422,726.31	8,006,743.68	8,344,236.56	8,948,276.73	9,196,321.67
% of increase		4%	9%	8%	4%	7%	2.77%
						FY2020 Budget	\$ 9,165,000.00
SSUT Tax	-	-	-	62,606.60	100,004.13	282,741.87	530,233.79
							As of 9/28/2020

Simplified Seller Use Tax



	FY2017	FY2018	FY2019	FY2020
Oct	2,697.98	7,588.88	9,486.25	38,683.41
Nov		6,935.99	8,998.70	36,572.80
Dec		7,242.45	12,234.92	39,774.92
Jan	9,598.45	10,220.19	17,954.30	45,725.10
Feb		7,649.41	20,470.83	69,087.24
Mar		8,378.25	27,548.83	42,076.12
Apr	22,312.71	7,923.56	26,012.04	40,969.49
May		8,878.51	29,699.11	46,021.22
Jun		8,340.33	30,161.51	55,740.96
Jul	19,953.69	8,830.98	31,727.05	56,771.24
Aug		8,491.32	30,156.41	58,811.29
Sep	8,043.77	9,524.26	38,291.92	58,761.05
Actual YTD	62,606.60	100,004.13	282,741.87	588,994.84
% of increase		60%	183%	108%

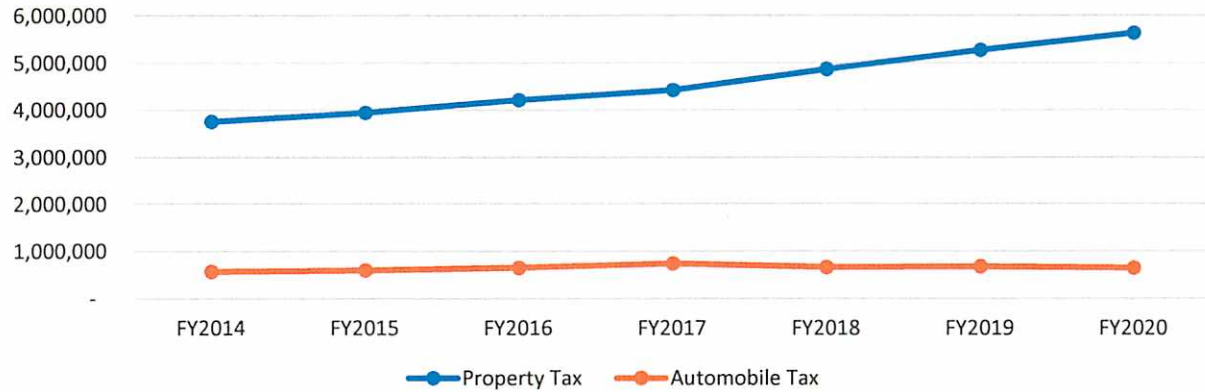
Lodging Tax



	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
Oct	39,041.30	40,116.30	58,256.60	52,985.65	54,617.14	54,459.05	84,520.06
Nov	52,302.73	56,800.40	57,821.21	59,655.89	49,915.80	66,219.24	92,987.68
Dec	36,294.06	38,865.30	40,269.13	41,476.88	40,252.51	13,974.62	79,326.08
Jan	26,428.83	26,205.95	32,441.20	35,256.04	28,024.02	84,956.77	68,721.48
Feb	25,586.89	39,328.38	23,834.60	23,835.25	28,232.97	57,430.00	59,180.17
Mar	30,639.16	37,982.90	49,121.93	41,543.23	32,029.65	65,292.41	73,691.81
Apr	60,051.18	62,284.74	60,439.76	66,802.44	54,606.25	110,741.68	50,124.88
May	54,664.79	65,251.19	59,756.41	65,333.22	54,329.58	109,392.18	6,631.68
Jun	66,751.64	70,901.46	75,922.30	76,204.26	70,882.92	129,682.41	63,146.28
Jul	76,835.59	84,948.04	89,151.86	83,935.23	89,430.81	142,440.80	118,658.98
Aug	85,140.66	97,900.46	97,060.14	91,724.54	90,869.45	153,968.85	135,859.00
Sep	60,540.95	60,833.89	52,303.70	69,192.60	60,505.73	97,780.74	85,032.64
Actual YTD	614,277.78	681,419.01	696,378.84	707,945.23	653,696.83	1,086,338.75	917,880.74
% of increase		11%	2%	2%	-8%	66%	1,050,000.00 (132,119.26) -15.51%

Tax rate changed 12/01/2018

Ad Valorem Taxes



	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	As of 9/28/2020 FY2020	FY2020 Budget
Property Tax	3,759,584	3,950,750	4,218,538	4,433,020	4,874,857	5,277,333	5,635,852	5,600,000
Automobile Tax	570,954	600,015	651,339	740,614	660,894	676,790	642,257	600,000

**CITY OF FAIRHOPE
BUDGET FY 2020-2021**

REVENUE	2018 ACTUALS	2019 ACTUALS	2020 EOY PROJECTED	2020 BUDGET	2021 DEPARTMENTAL LEVEL BUDGET
TOTAL PROPERTY TAXES	\$5,535,751	\$5,947,563	\$6,221,752	\$6,200,000	\$6,628,414
TOTAL LOCAL TAXES	9,723,494	11,055,002	10,104,750	10,874,505	10,969,250
TOTAL LICENSES AND PERMITS	4,446,494	4,624,675	4,353,295	4,634,850	4,739,500
TOTAL FINES AND FORFEITURES	273,887	237,812	175,000	275,000	200,000
TOTAL COURT REVENUE	0	41,022	34,060	37,000	36,000
TOTAL ADULT RECREATION DEPT.	40,650	36,489	18,869	38,000	36,500
TOTAL RECREATION DEPT	442,324	456,362	245,645	452,000	431,000
TOTAL GOLF DEPARTMENT	1,061,936	1,060,651	1,025,725	1,102,000	1,116,000
TOTAL STATE OF ALABAMA	384,057	448,177	457,851	70,000	70,000
TOTAL INTEREST AND RENTS	225,031	273,450	318,602	362,501	323,501
TOTAL MARINA REVENUE	232,531	438,072	647,400	455,200	624,500
TOTAL CHARGES FOR SERVICE	4,156,633	4,570,474	5,175,145	5,109,000	5,062,500
TOTAL OTHER REVENUE	262,371	357,317	1,734,498	616,000	675,500
PROJECTED TOTAL REVENUE	\$26,785,158	\$29,547,065	\$30,512,592	\$30,226,056	\$30,912,665
<i>Utility Transfers for City Operating</i>	3,181,000	510,000			
<i>Utility Transfers for City Capital Purchases</i>			142,879		
<i>Proposed Utility PILOT fee of 8% to the City (community dev)</i>		1,128,000	629,000	629,000	1,133,000
<i>Transfers from Debt Service</i>	31,915				
<i>Transfers from Impact Fees</i>	269,257	116,393	1,351,716	534,838	350,104
<i>Capital Lease Proceeds</i>					
<i>Transfers from Municipal Capital Improvement Fund</i>			249,195		
TOTAL REVENUE	30,267,330	31,301,458	32,885,382	31,389,894	32,395,769

**2021 PROPOSED BUDGET
REVENUE DETAIL**


Account Description	2018 Actuals	2019 Actuals	2020 EOY Projected	2020 Revised Budget	2021 Department Budget
Real Estate Taxes	\$4,874,857	\$5,270,773	\$5,635,852	\$5,600,000	\$6,013,414
Automobile Taxes	660,894	676,790	585,900	600,000	615,000
City Sales Tax	8,444,241	9,231,019	8,200,000	9,165,000	8,950,000
SSUT INCOME	-	38,683	500,000	0	500,000
Beer Tax	310,905	291,050	290,000	290,000	290,000
Beer Tax-Police Jurisdiction	-	27,722	28,665	24,000	27,000
Wine Tax	50,647	57,145	55,000	60,045	55,000
Wine Tax-Police Jurisdiction	-	443	425	400	400
Liquor Tax	136,492	135,266	120,000	135,000	120,000
Liquor Tax-Police Jurisdiction	-	35,372	23,100	30,000	25,000
Dog Tax	86	54	60	60	50
Cigarette Tax	127,426	82,064	70,000	85,000	70,000
Cigarette Tax-Police Jurisdiction	-	39,942	41,000	35,000	39,000
Lodging Tax	653,697	459,010	301,500	500,000	367,000
Lodging Tax-Police Jurisdiction	-	657,232	475,000	550,000	525,800
Business Lic-Inside City	2,272,517	2,345,235	2,468,000	2,415,350	2,500,000
Business Lic-Police Jurisdiction	-	91,818	120,000	95,000	117,000
Registration Fees-Solicit	1,300	-	3,400	0	-
Parade/Misc Permit Fees	13,512	23,359	16,645	20,000	20,000
Building Permits	1,030,607	1,031,961	850,000	1,000,000	1,000,000
Inspection Fees	464,660	464,707	290,000	450,000	450,000
Misc Bldg Dept Fees/Fines	32,872	33,273	26,250	32,000	32,000
Rezoning Applications	19,730	19,128	9,000	20,000	18,000
State of AL Commercial Fee	75,090	48,107	20,000	50,000	50,000
Insurance Co. Franchises	265,285	279,989	280,000	280,000	280,000
Cable TV Franchise	264,420	281,446	270,000	270,000	270,000
Franchise Fees-City Prop	6,502	5,652	0	2,500	2,500
Fines Forfeitures & Fees	273,887	237,812	175,000	275,000	200,000
Court-Corrections Fund Revenue	-	35,339	30,000	25,000	30,000
Annual AL Liq Tax Allocation	10,003	302	3,675	0	-
Liquor Tax-Monthly Revenue	55,083	59,518	74,410	60,000	60,000
Fin Inst Excise Tax	176,905	238,196	222,910	0	-
Motor Veh Lic & Reg Fees	5,157	5,430	5,200	5,200	5,200
Oil Prod Privilege Tax	4,592	5,041	1,800	4,800	4,800
Alabama Trust Fund Receipts	132,316	139,690	149,856	0	-
Grant - Police Dept	-	2,500	289,265	300,000	300,000
Mosquito Control Revenue	-	24,960	24,960	25,000	25,000
Federal Grants	6,431	47,899	-	0	-
Interest-Bank Deposits	50,129	95,876	219,615	215,000	215,000
Lease-Municipal Pier	45,661	23,857	27,000	36,000	10,000
Rent - Farm	1,920	-	9,975	0	-
Rent - Faulkner	36,909	45,409	1	1	1
Pumpout Service	85	175	500	200	500
Fairhope Docks Slip Rentals	167,148	167,064	215,000	165,000	200,000
Rent - University of South AL	-	3,857	1,900	1,500	1,500
Marina Fuel Income	65,299	269,522	430,000	286,000	420,000
Docks - Ship Store Sales	-	1,311	1,900	4,000	4,000
Rent - Civic Center	57,393	58,397	49,000	60,000	60,000
Rent - Nix Center	27,385	28,867	12,750	30,000	30,000
Rent - Park/Sidewalk Areas	5,633	17,186	(1,639)	15,000	2,000
Rent-City Equipment	-	-	-	5,000	5,000
Sanitation Collection	1,731,183	1,897,473	2,063,145	2,126,500	2,030,000
Dog Pound Fees	2,925	1,676	1,000	1,500	1,500
Subdivision Fees	182,525	166,325	300,000	170,000	165,000
Utility Collections Fees	240,000	221,000	256,000	256,000	251,000

**2021 PROPOSED BUDGET
REVENUE DETAIL**

Account Description	2018 Actuals	2019 Actuals	2020 EOY Projected	2020 Revised Budget	2021 Department Budget
Admin Services - Utilities	2,000,000	2,284,000	2,555,000	2,555,000	2,615,000
Memberships	26,125	27,125	13,000	27,000	27,000
Donations	796	-	300	0	-
Dance Revenue	7,434	7,105	3,000	7,500	7,500
Instruction	689	451	1,019	500	500
Misc Rev - Special Services	5,606	1,808	1,550	3,000	1,500
Beach Revenue	15,000	15,430	14,450	16,000	16,000
Sale - Recycle Paper	30,493	18,242	-	10,000	-
Sale - Trash Cans	650	390	1,650	32,500	2,000
Sale - Rcycl Plastic & Misc	6,648	683	9,500	2,500	2,500
Severance Tax - Gas & Oil	12,045	11,277	10,562	12,000	12,000
Sale of Fixed Assets	145,986	51,676	251,461	200,000	100,000
Rec Dept Memb/Pass	304,301	307,816	165,000	305,000	305,000
Brick memorials	1,504	2,587	1,600	2,000	2,000
Donations	24,274	550	22,400	0	-
Donations-clock property	-	-	262,500	0	-
Donation-Midtown Medical Board	-	114,746	-	0	-
Donations-Pocket Park 2018	-	4,500	-	0	-
Qualifying Fees	-	-	650	0	-
Tree fund donations	-	400	600	0	-
Rec Dept Pool Memberships	64,712	66,493	26,900	70,000	60,000
Rec Dept Summer Program	12,055	17,010	7,445	17,000	12,000
Rec Dept Miscellaneous	13,058	18,723	11,000	15,000	13,000
Recreation Field Rental	-	-	600	0	-
Tennis Revenue	5,393	550	-	0	-
Tennis Memberships	24,218	23,495	19,500	24,000	20,000
Miscellaneous Tennis Revenue	16,720	16,157	11,000	16,000	16,000
Tennis Shop Sales	1,868	6,118	4,200	5,000	5,000
Memberships	194,999	192,922	196,000	196,000	196,000
Green Fees	183,546	189,173	184,450	195,000	185,000
Cart Rentals	370,589	375,194	380,075	390,000	370,000
Pro Shop Sales	92,811	97,297	83,500	100,000	116,000
Pro Shop Sales - Custom Order	30,632	18,003	10,000	24,000	42,000
Driving Range	48,237	51,308	46,500	52,000	50,000
Beverage Sales	73,616	67,681	69,000	70,000	85,000
Food Sales	59,546	62,340	51,000	63,000	60,000
Patio Rentals and Events	-	-	-	5,000	5,000
Airport Grant Revenue	-	-	599,449	0	-
Museum Donations	-	-	30,050	0	-
Insurance Dividend	-	-	20,014	0	-
Handicap Fees	7,961	6,733	5,200	7,000	7,000
Insurance Claim	-	14,436	30,000	0	-
Rebate Income	3,753	12,755	12,500	6,000	6,000
Miscellaneous Income	13,142	16,155	100,071	10,000	10,000
Grants-misc-non-government	-	4,400	24,816	0	-
Community Dev Revenue	2,445	13,730	7,755	0	-
Inmate Phone Revenue	-	5,683	4,060	12,000	6,000
Community Grants	-	-	20,000	0	200,000
Natural gas fund	702,000	96,000	-	0	-
Electric fund	979,000	168,000	-	0	-
Water & sewer fund	1,500,000	246,000	-	0	-
Transf In - Cap Purch Gas	-	-	47,626	0	-
Trans In-Cap Purch Elec	-	-	47,626	0	-
Transfers In-Cap Purc Wtr/Swr	-	-	47,626	0	-
Transfer from Debt Service	31,915	-	-	0	-

**2021 PROPOSED BUDGET
REVENUE DETAIL**

Account Description	2018 Actuals	2019 Actuals	2020 EOY Projected	2020 Revised Budget	2021 Department Budget
Transfers from Impact Fee Fund	269,257	116,393	1,351,716	534,838	350,104
Transfers from Muni Cap Impr Fund			249,195	0	
Utility Transfers for ECD	-	1,128,000	629,000	629,000	1,133,000
	\$30,267,331	\$31,301,457	\$32,885,136	\$31,389,894	\$32,395,769




Hurricane Sally Sept. 16, 2020 FEMA 4563-DR

Disaster Debris Removal, Disposal and Monitoring - Status Report - September 28, 2020

1


General Information

- ▶ Sally made landfall in Baldwin County, Alabama as a Category Two Hurricane - damage was significant within the City Limits and Utility Service Territories.
- ▶ Landfall was in the early morning hours of September 16, 2020
- ▶ Majority of damage was wind related. Surge and flooding was minor compared to damage caused by tree failures.
- ▶ The day of landfall the City enacted preplaced contracts with our Debris Removal and Disposal Contractor - Crowder Gulf and or Debris Monitoring Contractor - True North
- ▶ Notice to Proceeds were executed Thursday, September 17, 2020
- ▶ Kick-off meeting was held the morning of Friday, September 18, 2020 - same day Crowder Gulf signed lease on DMS site on CR34 east of CR13
- ▶ Disaster debris collection begin on Monday, September 21, 2020 - 1st in Baldwin County (tied with Daphne)




2

Debris Collection Begins



Contractor initially certified 5 tandem trucks (10 Units) with an average 120 cubic yard capacity



3

**Weekly Stats -
September 21-27, 2020**




- ▶ Monday 21st - 1,068.40 Cubic Yards @ \$12,677.38
- ▶ Tuesday 22nd - 3,409.85 Cubic Yards @ \$40,747.71
- ▶ Wednesday 23rd - 4,167.65 Cubic Yards @ \$49,803.42
- ▶ Thursday 24th - 3,978.35 Cubic Yards @ \$47,541.28
- ▶ Friday 25th - 4,779.50 Cubic Yards @ \$57,116.22
- ▶ Saturday 26th - 5,732.15 Cubic Yards @ \$68,499.19
- ▶ Sunday 27th - 7,230.10 Cubic Yards @ \$86,399.70

WEEKLY TOTALS


- ▶ 30,402.90 Cubic Yards Collected @ \$363,314.66
- ▶ Contractor to mobilize 10 Trucks (20 Units) on 09/28/20, be at 12 Trucks by 09/30/2020 and 15 Trucks by 10/05/2020

4

**Fairhope's
Debris
Origination
Map
Week One**



Current Debris Pick Up Locations
9/27/2020




5

Debris Removal & Disposal Current Objectives:

1. 1st Pass of City Streets 0-28 Days
2. 2nd Pass of City Streets 29-50 Days - Goal 80% Picked Up
3. Final Pass of City Streets 51 + Days
4. November 19, 2020 - Lighting of the Trees - Day 60
5. Strategic "Mop Up" Post Thanksgiving
6. Starting 9/28/2020 - 10,000 Cubic Yard/Day Average

Debris Removal & Disposal Opportunities:

1. Awaiting FEMA Approval to collect from public streets that are privately maintained and/or gated
2. Awaiting FEMA Approval to collected withing City Mobile Home Parks
3. Interagency Task Force Coordination - ALDOT, Baldwin County Highway, City of Fairhope and Daphne
4. Setting and Managing Expectations
5. PA Compliance to insure reimbursement




6

WHAT ARE THE POTENTIAL COSTS OF THE CLEAN UP?:

Assumptions:

- 400,000 CY vegetative debris removal, reduction, and site management
- 100,000 CY haul out of reduced material
- Tipping Fee/Disposal Costs = \$4.50 per CY
- 5,000 Trees w/ Hazardous hanging limbs
- 500 Hazardous leaning trees
- 500 Hazardous Stump removal
- Marine Debris (Unknown at this time)
- Monitoring costs approx. 15-20% of removal & disposal on large projects (use 20%)



7

COST ESTIMATE:

- ROW Removal, DMS & Reduction: $400,000 \times \$11.95 = \$4,780,000.00$
- Haul Out: $100,000 \times \$3.95 = \$395,000.00$ plus disposal costs
- Disposal Costs: $100,000 \times \$4.50 = \$450,000.00$
- Hazardous Hanging Limbs: $5,000 \times \$90.00 = \$450,000.00$
- Hazardous Leaning Trees: $500 \times \$190.00 = \$95,000.00$
- Hazardous Stumps: $500 \times \$400.00 = \$200,000.00$
- Plus Marine debris ?????
- Sub Total Disaster Debris Removal & Disposal = \$6,370,000.00
- Monitor = \$1,274,000.00
- Estimated Grand Total Disaster Debris Management = \$7,754,000.00



8


FEMA
Public Assistance (PA):

- Federal PA (guaranteed) = 75% of Costs
- One Time Increase for having an Approved DMP = 2% of Cost
- State Contribution (AEMA) = Typically 12.5% (Could be 0-15%)
- Assumption - 89.5% Reimbursement

Potential CITY COST of Debris Collection, Disposal & Monitoring

\$814,170.00

Meet the Project Managers & Questions



9

7 October 2020

NOTICE AND CALL OF SPECIAL MEETING


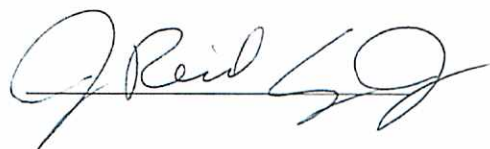

Notice is hereby given of a special emergency meeting of the City Council of the City of Fairhope, Alabama, to be held at the Fairhope Municipal Complex on Wednesday, 7 October 2020, at 10:00 a.m., for the purpose of:

- ❖ Resolution to declare a State of Emergency for the City of Fairhope due to Hurricane Delta;
- ❖ Resolution to establish "Trigger Points" for shutting down the City in case of a storm;
- ❖ Resolution concerning eligibility for Disaster Debris Removal on Publicly Serviced Roadways/Right-of-Ways that are Privately Owned, Privately Maintained and/or Gated; and
- ❖ Establish and Discuss Curfew related to Hurricane.


Jack Burrell, Council President

CONSENT TO HOLDING OF MEETING

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

_____ 
 

Attest:


Lisa A. Hanks, MMC
City Clerk

7 October 2020

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

The City Council, City of Fairhope, met in Special-Called Emergency Session at 10:00 a.m., Fairhope Municipal Complex Council Chamber, 161 North Section Street, Fairhope, Alabama 36532, on Wednesday, 7 October 2020.

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

There being a quorum present, Council President Burrell called the meeting to order at 10:00 a.m. and explained the reason for the special-called meeting was Hurricane Delta. The invocation was given by Councilmember Kevin Boone and the Pledge of Allegiance was recited. Prior to voting on the following resolutions, Council President Burrell either read or explained each one.

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution to declare a State of Emergency for the City of Fairhope due to Hurricane Delta. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 3835-20

WHEREAS, Governor Kay Ivey declared a “State of Emergency in the State of Alabama effective on Tuesday, October 6, 2020” which was associated with Hurricane Delta with the potential to make landfall in or near Mobile and Baldwin counties; and

WHEREAS, the City Council of the City of Fairhope hereby declares a State of Emergency within the City of Fairhope effective at 5:00 p.m. on October 7, 2020 due to Hurricane Delta within the meaning of Alabama Code Section 39-2-2(e); and

WHEREAS, that the Mayor/Mayor Pro Tempore and City Clerk are hereby authorized and directed to execute and attest, respectively, all contracts determined to be necessary to meet the emergency without public advertisement pursuant to the Code of Alabama; and

7 October 2020

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, WHILE IN SPECIAL EMERGENCY SESSION ON OCTOBER 7, 2020 as follows: The City Council of the City of Fairhope hereby declares an emergency effective at 5:00 p.m. on Wednesday, October 7, 2020 associated with Hurricane Delta with the potential to make landfall in or near Mobile and Baldwin counties; and hereby authorizes and directs the Mayor/Mayor Pro Tempore and City Clerk to execute and attest, respectively, all contracts determined to be necessary to meet this emergency.

ADOPTED THIS 7TH DAY OF OCTOBER, 2020

Jack Burrell, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone introduced in writing and moved for the adoption of a resolution to establish “Trigger Points” for shutting down the City as it relates to Hurricane Delta. The motion was seconded by Councilmember Conyers. Councilmember Brown said he was concerned it did not specify residents. The City Council discussed this more in-depth and decided to add the words “for the City of Fairhope” in trigger point number one after “is in effect.”

Councilmember Boone rescinded his motion.

Councilmember Conyers moved for the adoption of the following resolution as amended above. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

*

*

*

7 October 2020

RESOLUTION NO. 3836-20

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council hereby authorizes the following “Trigger Points” for shutting down the City as it relates to Hurricane Delta:

- 1) At any such time a state ordered mandatory evacuation order is in effect for the City of Fairhope, City buildings will be closed, and non-essential personnel will not be required to report to work;
- 2) At any such time a hurricane warning is in effect, City buildings will be closed, and non-essential personnel will not be required to report to work; and
- 3) If as of 3:00 p.m. on Thursday, October 8, 2020, or any time thereafter, a tropical storm warning is in effect for the City of Fairhope, City buildings will be closed on Friday October 9, 2020, and non-essential personnel will be asked to stay home. City officials will make the determination as to whether or not to reopen on Monday, October 12, 2020, no later than Sunday October 11, 2020 at noon. All staff will report to work on Monday, October 12, 2020, unless notified by their supervisor that the City is still closed.

Adopted on this 7th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution concerning eligibility for Disaster Debris Removal on Publicly Serviced Roadways/Right-of-Ways that are Privately Owned, Privately Maintained and/or Gated. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

7 October 2020

RESOLUTION NO. 3837-20

**RESOLUTION CONCERNING ELIGIBILITY FOR DISASTER DEBRIS
REMOVAL ON PUBLICLY SERVICED ROADWAYS/RIGHT-OF-WAYS
THAT ARE PRIVATELY OWNED, PRIVATELY MAINTAINED
AND/OR GATED**

WHEREAS, the City of Fairhope (City) has Ordinance No. 541, § 1, 7-10-74; Ordinance No. 842, § 1, 9-11-89; Ordinance No. 1296, 3-9-06 authorizing debris removal from all roads within the City; and

WHEREAS, the nuisance or condition has caused difficulties in providing emergency medical, fire, police, utility, and municipal sanitation services because of debris on streets in all communities; and

WHEREAS, the debris resulting from natural or man-made disasters can block streets and can hinder the City's ability to provide emergency medical services and to fight fires, provide basic services and save lives; and

WHEREAS, this condition can exist on Publicly Serviced Roadways/Right-Of-Ways that are Privately Owned, Privately Maintained and/or have Gated streets (private communities) as well as publicly maintained streets; and

WHEREAS, the situation can jeopardize the residents in private communities and the City at large as the City's ability to fight and limit fires is compromised; and

WHEREAS, in an emergency condition, constituting an immediate threat to the life, health and safety of the citizens of the City, it is necessary to eliminate an immediate threat of significant damage to improved property; and

WHEREAS, the City has jurisdiction over all private roads in the City for the purposes set forth herein; and

WHEREAS, the City has the obligation, authority, and responsibility to enforce its laws on private streets and to provide government services; this obligation, authority, and responsibility exists independent of this Resolution, but is affirmed hereby as a matter of record.

NOW, THEREFORE, BE IT RESOLVED, that the CITY:

The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon adoption hereof.

7 October 2020

- a. The City has the authority and responsibility to protect the public health and safety, to enter upon and clear debris from public and private streets, to clear and remove debris to permit access by public emergency vehicles and other municipal service providers.
- b. In a natural or man-made disaster that has been declared a public emergency by the City Council (County, State and Federal), the City may exercise its authority to implement the measures set forth herein.
- c. In order to respond to emergency conditions, the City must expeditiously clear debris from all roads, including roads in private communities. This is necessary to eliminate an imminent threat to the public health, safety, and welfare.
- d. The City is hereby authorized to remove debris from private roads, rights-of-ways, and ingress/egress easements in private communities. The actions authorized hereby do not permit debris removal except from streets (and rights-of-ways and ingress/egress easements), to clear streets for emergency vehicle travel and delivery of services essential to the public health and safety. No other property will be cleared in a private community. This shall apply only to streets where the City regularly provided access for emergency vehicles and the enforcement of City regulations as well as access for municipal and other public service vehicles. Debris will be removed only where there is unrestricted access during removal times.
- e. The City shall conduct similar operations on public streets.

DULY ADOPTED THIS 7TH DAY OF OCTOBER, 2020

Jack Burrell, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Council President Burrell said that Agenda Item 4 was put on the agenda to mention a possible curfew at the recommendation of Chief Hollinghead. He stated this will not go into effect unless absolutely necessary.

7 October 2020

Councilmember Boone moved to adjourn the meeting. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

There being no further business to come before the City Council, the meeting was duly adjourned at 10:11 a.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

ORDINANCE NO. _____

**AN ORDINANCE TO REPEAL AND REPLACE ORDINANCE NO. 1541
AND ORDINANCE NO. 1435 AND TO ESTABLISH THE BYLAWS OF
THE FAIRHOPE ENVIRONMENTAL ADVISORY BOARD**

ARTICLE I. MISSION

The mission of this Board shall be to provide policy advice to the Mayor and City Council regarding *environmental* matters that concern the City of Fairhope.

ARTICLE II. MEMBERSHIP

Section 1. Members will be residents of Fairhope. They will be interested in the *environmental* issues. Employees of *environmental* agencies or companies having economic interests in *environmental* matters will be welcome to attend board meetings and comment on issues under study.

Section 2. The board will consist of nine (9) members. Members may be nominated by the Mayor, City Council or by other members. Members will be appointed by the city council. A member with unwarranted absence from three (3) regular meetings per calendar year shall have resigned their appointment.

Section 3. The City will assign a qualified employee to attend meetings and be responsible for taking meeting minutes to be distributed to members and other interested parties and maintain an up-to-date listing of members and their addresses. Other City employees with *environmental* responsibilities are urged to attend meetings.

Section 4. The Board may have sub-committees, such as Tree or Recycling Committees, which will each have its own chairman and appropriate objectives. Such sub-committees may meet separately as needed but will report their activities in regular monthly Board meetings.

Section 5. The City Council will appoint one Councilmember to attend Board meetings and/or keep informed of Board activities. At a minimum, the Councilmember will meet with the Board Chairman every three months to keep apprised of *environmental* issues under consideration.

ARTICLE III. OFFICERS AND MEETINGS

Section 1. The Chairman of the Board will be selected by majority vote of the members attending the first meeting of the year and may serve as long as the Board decides.

Section 2. The Chairman will organize and preside over meetings and appoint members to special sub-committees as needed to accomplish issues being addressed.

Section 3. A majority vote of attending members will be required before an issue is brought before the Mayor and City Council.

Section 4. The monthly meeting will be held at 3:00 p.m. on the second Friday of each month at a location determined by the Chairman. Other special meetings may be called as needed.

Ordinance No. _____

Page -2-

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.

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

ADOPTED AND APPROVED THIS 12TH DAY OF OCTOBER 2020

Jack Burrell, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

ADOPTED AND APPROVED THIS 12TH DAY OF OCTOBER 2020

Karin Wilson, Mayor

ORDINANCE NO. 1541

AN ORDINANCE TO AMEND ORDINANCE NO. 1435
THE BYLAWS OF THE
ENVIRONMENTAL ADVISORY BOARD

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

Section 1. The Code of Ordinances, City of Fairhope, Alabama, Ordinance No. 1435, Chapter 2, Article III, Boards and Committees: Division 2. Environmental Advisory Board; Section 2-83 (d): Officers and meetings is hereby amended to reflect the following changes and additions:

Amend the following:

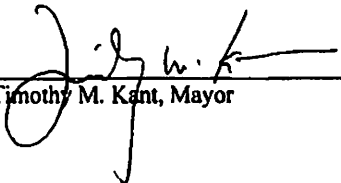
Section 2-83. Officers and Meetings.

- (a) The chairman of the board will be selected by majority vote of the members attending the first meeting of the year and may serve as long as the board decides.
- (b) The chairman will organize and preside over meetings and appoint members to special sub-committees as needed to accomplish issues being addressed.
- (c) A majority vote of attending members will be required before an issue is brought before the mayor and city council.
- (d) The monthly meeting will be held at 3:00 p.m. on the second Friday of each month at a location determined by the chairman. Other special meetings may be called as needed.

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.

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

ADOPTED AND APPROVED THIS 13TH DAY OF JULY 2015



Timothy M. Kant, Mayor

ATTEST:



Lisa A. Hanks, MMC
City Clerk

ORDINANCE NO. 1435

**AN ORDINANCE TO REPEAL ORDINANCE NO. 1128
AND ORDINANCE NO. 1155 AND
TO ESTABLISH THE BYLAWS OF
THE FAIRHOPE ENVIRONMENTAL ADVISORY BOARD**

ARTICLE I. MISSION

The mission of this Board shall be to provide policy advice to the Mayor and City Council regarding environmental matters that concern the City of Fairhope.

ARTICLE II. MEMBERSHIP

Section 1. Members will usually be residents of Fairhope. They will be interested in the environmental issues. Employees of environmental agencies or companies having economic interests in environmental matters will be welcome to attend Board meetings and comment on issues under study.

Section 2. The Board will consist of 6 to 10 active members. Members may be nominated by the Mayor, City Council or by other members. Members will be appointed by the City Council.

Section 3. The City will assign a qualified employee to attend meetings and be responsible for taking meeting minutes to be distributed to members and other interested parties and maintain an up-to-date listing of members and their addresses. Other City employees with environmental responsibilities are urged to attend meetings.

Section 4. The Board may have sub-committees, such as Tree or Recycling Committees, which will each have its own chairman and appropriate objectives. Such sub-committees may meet separately as needed, but will report their activities in regular monthly Board meetings.

Section 5. The City Council will appoint one councilman to attend Board meetings and/or keep informed of Board activities. At a minimum, the councilman will meet with the Board Chairman every three months to keep apprised of environmental issues under consideration.

ARTICLE III. OFFICERS AND MEETINGS

Section 1. The Chairman of the Board will be selected by majority vote of the members attending the first meeting of the year and may serve as long as the Board decides.

Section 2. The Chairman will organize and preside over meetings and appoint members to special sub-committees as needed to accomplish issues being addressed.

Section 3. A majority vote of attending members will be required before an issue is brought before the Mayor and City Council.

Section 4. The monthly meeting will be held at 9 am on the second Wednesday of each month at a location determined by the Chairman. Other special meetings may be called as needed.

Ordinance No. 1435

Page -2-

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.

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

ADOPTED AND APPROVED this 13th day of September 2010

Timothy M. Kant, Mayor

ATTEST:

Lisa A. Hanks, City Clerk

ORDINANCE NO. _____

**AN ORDINANCE AMENDING ORDINANCE NO. 843
AN ORDINANCE TO AMEND CHAPTER 20, ARTICLE I,
IN GENERAL; SECTION 20-14 (1)
FAIRHOPE CODE OF ORDINANCES.**

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

Section 1. The Code of Ordinances, City of Fairhope, Alabama, Ordinance No. 843, Chapter 20, Article I, In General, Section 20-14, is hereby amended to reflect the following changes and additions:

Section 20-14. Designated sidewalks as biking/walking/jogging pathways; areas of use, vehicles prohibited.

The "central business district," for the purposes of this section, is hereby defined to include all of the rights-of-way of the following streets and avenues, and to include all rights-of-way in blocks bounded thereby:

Morphy Avenue and Oak Avenue - East boundary of Bancroft Street to West boundary of Church Street.

Bancroft Street and Church Street - South boundary of Morphy Avenue to North boundary of Oak Avenue.

(1) The following sidewalks are hereby designated as pathways for use by bicycle riders and walkers or joggers:

South side of Fairhope Avenue from Bishop Road to west side of Greeno Road; north side of Fairhope Avenue to east side of Bancroft Street; east side of Bancroft Street to north side of Morphy Avenue; north side of Morphy Avenue to west side of Church Street; west side of Church Street to north side of Fairhope Avenue; north side of Fairhope Avenue to west side of South Mobile Street; west side of South Mobile Street to southern city limits and to Marriott Grand Hotel.

The Balance of Section 20-14 remains as written and codified.

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.

EFFECTIVE DATE

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

ADOPTED THIS 12TH DAY OF OCTOBER, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

ADOPTED THIS 12TH DAY OF OCTOBER, 2020

Karin Wilson, Mayor

ORDINANCE NO. 843

AN ORDINANCE TO DELETE SECTION 20-14, FAIRHOPE CODE
OF ORDINANCES, AND REPLACE AS REWRITTEN

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALA,
AS FOLLOWS:

SECTION ONE: Section 20-14 is hereby deleted in full and
replaced to read as follows:

"Sec. 20-14. DESIGNATED SIDEWALKS FOR USE AS BIKING/WALKING/
JOGGING PATHWAYS; AREAS WHERE SUCH USE, VEHICLES,
PROHIBITED.

The CENTRAL BUSINESS DISTRICT, for the purposes of this section,
is hereby defined to include all of the rights-of-way of the
following streets and avenues, and to include all rights-of-way
in blocks bounded thereby:

MORPHY AVENUE AND OAK AVENUE - East boundary of Bancroft
Street to West boundary of
Church Street.

BANCROFT ST. AND CHURCH ST. - South boundary of Morphy
Avenue to North boundary of
Oak Avenue.

- (a) The following sidewalks are hereby designated as pathways for
use by bicycle riders and walkers or joggers:

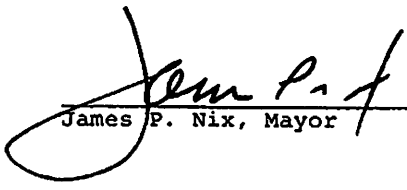
South side of Fairhope Avenue from Bishop Road to west side
of Greeno Road; North side of Fairhope Avenue to east side
of Bancroft Street; East side of Bancroft Street to north
side of Morphy Avenue; North side of Morphy Avenue to west
side of Church Street; West side of Church Street to north
side of Fairhope Avenue; North side of Fairhope Avenue to
west side of South Mobile Street; west side of South Mobile
Street to southern city limits and to Mariott Grand Hotel,
except that bicycles may be pushed but not ridden on the
pathway between Pier Avenue and Fels Avenue.

- (b) Except for designated pathways, it shall be unlawful for any
person to ride a bicycle upon any public sidewalk within the
Central Business District as hereinbefore defined.
- (c) Except for the designated Central Business District, it
shall not be an offense for any person to ride a properly
equipped bicycle in a lawful manner upon any other sidewalk
within the corporate limits of Fairhope.
- (d) All bicycles operated upon the public streets or ways of the
City shall be equipped and operated so as to comply with all
other provisions of the Fairhope Code of Ordinances and with
all requirements of State Law. Bicycle riders shall yield
the right-of-way to pedestrians on all pathways or traffic-
ways in the City. Violations by bicycle riders shall be
subject to the same penalties generally as violations by
other vehicle operators.

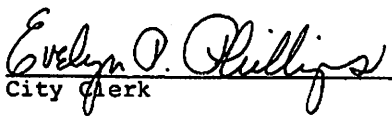
- (e) This section shall not be construed to permit the operation of any motor driven cycle or vehicle upon any street except in the designated traffic lanes for such vehicles.
- (f) It shall be unlawful for any person to skate or coast with roller skates, skate boards, wagons, scooters, or coasters upon any sidewalk within the Central Business District or upon any pathway designated for the use of walkers, joggers, or bicycle riders.
- (g) Nothing in this section shall be construed to prohibit the designation by the City Council of other pathways in the City, either within or without the Central Business District."

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


ADOPTED THIS 11th DAY OF September, 1989.

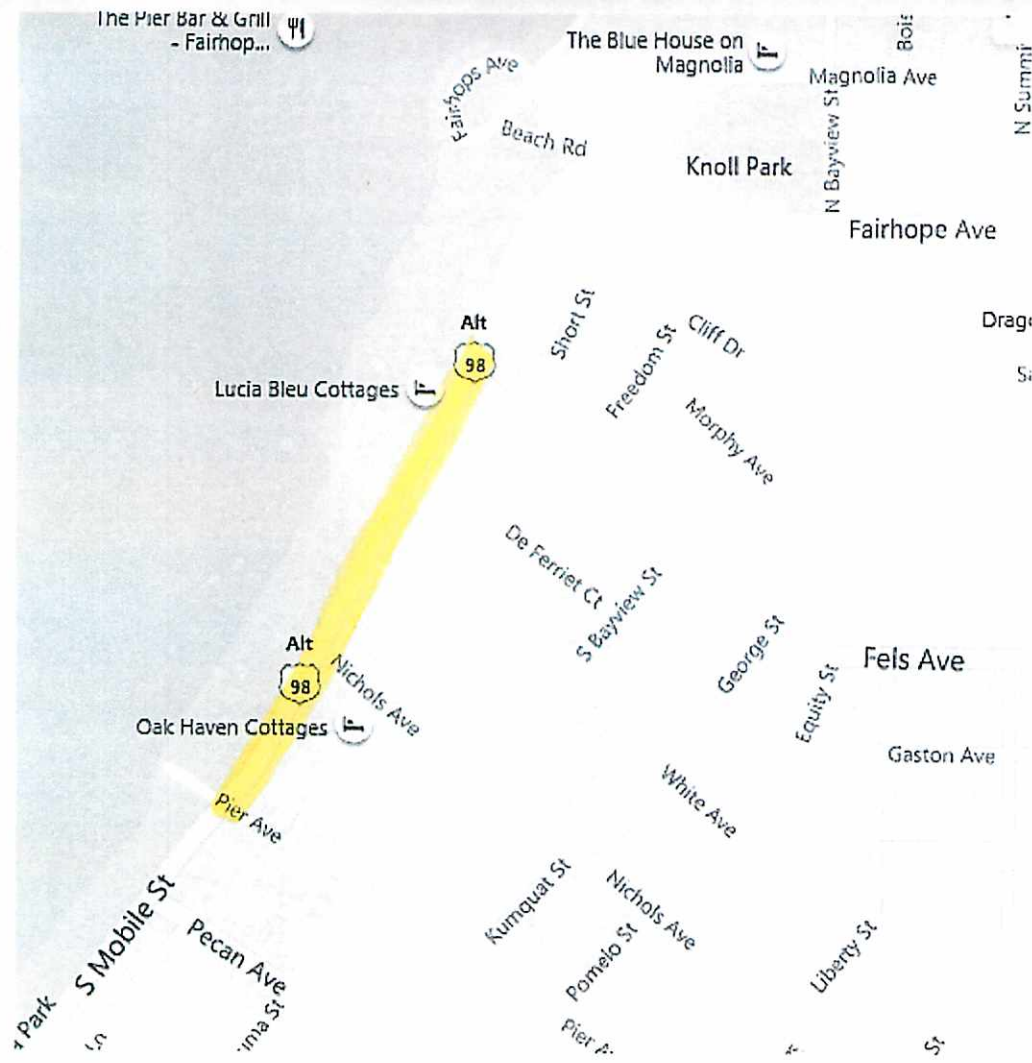


 James P. Nix, Mayor

Attest


 Evelyn P. Phillips
 City Clerk

Ord. No. 843 Published In
 EASTERN SHORE COURIER
 9th 12-89

 Evelyn P. Phillips City Clerk



The Pier Bar & Grill
- Fairhop...

The Blue House on
Magnolia

Magnolia Ave

Fairhope Ave
Beach Rd

Knoll Park

N Bayview St

Fairhope Ave

N Summi

Alt
98

Lucia Bleu Cottages

Short St

Freedom St

Cliff Dr

Morphy Ave

Drago
St

Alt
98

Oak Haven Cottages

Nichols Ave

De Ferriet Ct
S Bayview St

George St

Fels Ave

Gaston Ave

Pier Ave

White Ave

Equity St

1 Park
S Mobile St

Pecan Ave
Lima St

Kumquat St

Nichols Ave

Pomelo St
Pier A

Liberty St

St

RESOLUTION NO. _____

**CITY OF FAIRHOPE RESOLUTION ON BALDWIN BEACH EXPRESS EXPANSION
IN SUPPORT OF AMENDMENT 2 ON THE BALDWIN COUNTY
GENERAL ELECTION BALLOT ON NOVEMBER 3, 2020**

WHEREAS, the City of Fairhope in the State of Alabama does hereby find as follows:

WHEREAS, a local, constitutional amendment proposing the expansion of the Baldwin Beach Express with a new roadway, the Baldwin Beach Express II, connecting Interstate 10 to Interstate 65 is on the Baldwin County General Election ballot on November 3, 2020; and

WHEREAS, Amendment 2 on the General Election ballot proposes the establishment of a toll authority to oversee this roadway extension, projected to cost \$200 million, to be fully paid for by users of the new roadway; and

WHEREAS, Development of the proposed new roadway will NOT require the closure of or limiting access to any current transportation routes or roadways, ensuring that only those visitors and citizens who wish to use the new road will pay for it; and

WHEREAS, Baldwin County has experienced rapid growth and development in five years' time, making the Baldwin Beach Express II critical infrastructure in order to establish a strong and ready foundation for the future economic security and prosperity of our citizens; and

WHEREAS, an additional roadway will secure a safe and efficient alternative evacuation route for Baldwin County residents and visitors during hurricane season and provide an additional route for public safety and health officers to assist the community in the advent of a natural disaster; and

WHEREAS, Baldwin County has long been a world class destination for visitors and beachgoers from throughout the country and promoting enhanced accessibility for visitors is vital for Baldwin County residents whose businesses thrive off tourist and visitor traffic; and

WHEREAS, the proposed additional roadway will provide additional economic opportunity for the citizens of Baldwin County by providing a new transportation artery adjacent to the Baldwin County Economic Development Megasite; and

WHEREAS, the proposed Baldwin Beach Express II will enhance the overall quality of life for the citizens of Baldwin County for generations to come;

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City of Fairhope hereby strongly supports Amendment 2 and the proposed establishment of a toll authority to financially support and expeditiously construct the expansion of the Baldwin Beach Express II.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

WHEREAS, the Budget for the fiscal year ending September 30, 2021 has not been adopted by the City Council; and

WHEREAS, the City invoices need to continue being paid on a weekly basis, in order to take advantage of any available discounts, and to more nearly match the outflow of cash to the receipt of revenue from the three utility billing cycles.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, that the Budget for the fiscal year ending September 30, 2020 be extended to allow the invoices and expenditures to continue as needed until the parts of Budget FY2021 are adopted.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NUMBER _____

**AWARDING THE RFQ PS017-20 ENGINEERING SERVICES CONTRACT
FOR THE ALABAMA DEPARTMENT OF CONSERVATION
AND NATURAL RESOURCES GRANT #S1P25-FSU1
(RESTORE ACT PROJECT #396 - SEWER UPGRADE PROJECT PHASE 1)**

WHEREAS, the City of Fairhope was awarded a RESTORE Act Direct Component Subrecipient Grant from the Alabama Department of Conservation and Natural Resources (ADCNR) on April 16, 2020; and

WHEREAS, the project requires Professional Engineering Services and the City did solicit Requests for Qualifications (RFQ PS017-20) in accordance with applicable federal, state and local laws, codes, regulations, ordinances, etc., including, but not limited to all executive orders (EO), Office of Management and Budget (OMB) requirements, and U.S. Treasury Regulations; and

WHEREAS, the City did receive nine (9) proposals from Engineering Firms for said services which were opened and reviewed, and the City's Evaluation Committee selected the three (3) most qualified firms to make presentations on September 3, 2020, and subsequently rated them according to the rating criteria; and

WHEREAS, the City's Evaluation Committee determined Dewberry Engineer, Inc. to be the most qualified firm and recommends that this firm be selected for said services; and

WHEREAS, the amount obligated for Engineering Services for Phase I of the Subrecipient Grant by the U.S. Department of Treasury is Six-hundred and ten thousand dollars (\$610,000.00) for Engineering Design Fees, One hundred thousand dollars (\$100,000.00) for Other Engineering Fees, and Five-hundred thousand dollars (\$500,000.00) will be obligated for Construction Engineering Inspection Services; and

WHEREAS, One-hundred percent (100%) of the Professional Engineering Services fees will be paid for with grant funds made available through the Subrecipient Grant Agreement #S1P25-FSU1 with ADCNR, and the total Engineering Services fees will not exceed 12.5% of the total project grant funds of \$10,000,000.00 (or \$1,210,000.00);

Resolution No. _____

Page – 2-

THEREFORE, BE IT RESOLVED BY THE City of Fairhope, IN REGULAR SESSION ASSEMBLED, that by this Resolution the City of Fairhope awards the contract for Professional Engineering Services (RFQ PS017-20) for ADCNR Grant #S1P25-FSU1 to Dewberry Engineer, Inc., subject to review and approval by ADCNR and City Attorney prior to execution; and

BE IT FURTHER RESOLVED BY THE City of Fairhope, that the City will award the contract for Engineering Services for Phase I of the Subrecipient Grant by the U.S. Department of Treasury is Six-hundred and ten thousand dollars (\$610,000.00) for Engineering Design Fees, One hundred thousand dollars (\$100,000.00) for Other Engineering Fees, and Five-hundred thousand dollars (\$500,000.00) will be obligated for Construction Engineering Inspection Services.

DULY ADOPTED THIS 12TH DAY OF OCTOBER, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Received 10/5/2020
ZML

City of Fairhope
Project Funding Request

Issuing Date: 10/1/2020

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Award RFQ PS017-20 Engineering Services for Sewer Upgrade Project Phase I ADCNR Grant #S1P25-FSU1 to Dewberry Engineer Inc.

Project Location: Sewer Dept

Presented to City Council: 10/12/2020

Resolution # :
Approved _____

Funding Request Sponsor: Jessica Walker, Economic & Community Development Director
Mike Allison, Director of Operations

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 1,210,000.00 Estimated Engineering Cost per Grant

\$ -

Vendor: Dewberry Engineer Inc.

Project Engineer: n/a

Order Date: n/a

Lead Time: n/a

Department Funding This Project

General Gas Electric Water Sewer Gas Tax Cap Prod Impact Health Fed Grant

Department of General Fund Providing the Funding

Admin-10 Bldg-13 Police-15 Fire-20 ECD-24 Rec-25 Civic-26 Street-35 Sanitation-40
Fac Maint-45 Golf-50 Golf Grounds-55 Museum-70 Debt Service-85 Marina-34 Plan/Zone

Project will be:

Expensed _____
Capitalized XXX
Inventoried _____

Funding Source:

Operating Expenses _____
Budgeted Capital XXX
Unfunded _____

Expense Code: 110-57000
G/L Acct Name: Sewer Upgrade Phase I

Grant: \$1,210,000.00 Federal - not to exceed amount
State _____
City _____
\$0.00 Local

Project Budgeted: \$ 1,210,000.00 RESTORE Grant
Balance Sheet Item-
Included in projected
cash flow \$0.00

Over (Under) budget amount: \$ -

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

Comments:

RESTORE Act Project #396

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

City Treasurer

Finance Director

Mayor

Purchasing Memo Date: 9/24/2020

Purchasing Memo Date: 9/24/2020

Delivered To Date: 10/2/2020

Request Approved Date: 10/2/2020

Request Approved Date: 10/2/2020

Approved Date: _____

Signatures: *Kim Creech*
Kim Creech

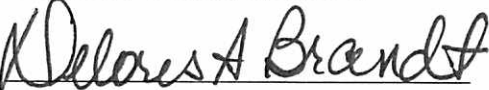
Jill Cabanis
Jill Cabanis, MBA

Karin Wilson
Mayor Karin Wilson



MEMO

To: Kimberly Creech, Treasurer

From: 
Delores A. Brandt, Purchasing Manager

Date: September 24, 2020

Re: Greensheet /Council Approval to award **RFQ PS017-20 Engineering Services for Sewer Upgrade Project Phase I ADCNR Grant # S1P25-FSU1 Project #396**

The Scope of Services will include, but may not be limited to, civil engineering, surveying, geotechnical, structural engineering, electrical engineering, environmental permitting, bidding, costing, budgeting, and construction inspection services to deliver a complete: Sewer Upgrade Phase I Project. This Project Scope of Work includes the following:

- Lift Station Rehabilitation- The complete replacement of the following lift stations: Grant Hotel, South Section Street, Carmel Square. The rehabilitation/repair of the following lift stations: Thompson Hall, East of the Sun, White Grove, Gayfer Av, Lakewood, North Mobile and North Section.
- Side Stream Storage- The addition of side stream storage facilities in the following communities: Twin Beech, Woodlands, and Quail Creek.
- Collection System Rehabilitation- Rehabilitation of existing sewer collection lines, manholes (approximately 280) and service laterals (approximately 10,000 linear feet) throughout the system utilizing Cured-In-Place-Pipe (CIPP) liner methods (approximately 42,250 linear feet), and point repairs where necessary.

The RFQ was properly advertised and sent to qualified firms and individuals interested in performing in accordance with applicable federal, state and local laws, codes, regulations, ordinances, etc., including, but not limited to all executive orders (EO), Office of Management and Budget (OMB) requirements, and U.S. Treasury Regulations and posted to the website.

Nine Responses were received compiled of one No Bid and eight responsive and responsible submissions. Once evaluated, three of the responding engineering firms were chosen to make Presentations to the Committee on September 3, 2020. See attached results.

Karin Wilson
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
City Treasurer

161 North Section St.
PO Drawer 429
Fairhope, AL 36533

251-928-2136 (p)
251-928-6776 (f)
www.fairhopeal.gov

The Operations Director, Mike Allison, and the Evaluation Committee requests RFQ PS017-20 RFQ PS017-20 Engineering Services for Sewer Upgrade Project Phase I ADCNR Grant # S1P25-FSU1 (RESTORE Act) be awarded to Dewberry in the not to exceed amount of TEN MILLION DOLLARS (\$10,000,000.00) in Project grant funds from ACDNR for all eligible project costs and other grant related documents for Phase I. A breakdown of allowable costs is attached.

Please prepare a greensheet and move this request to the City Council to approve the AWARD of RFQ PS017-20 RFQ PS017-20 Engineering Services for Sewer Upgrade Project Phase I ADCNR Grant # S1P25-FSU1 (RESTORE Act Project #396) to Dewberry with a not-to-exceed of the ACDNR grant amount of \$10,000,000.00, and approve the Mayor to execute a contract.

Cc: File, RESTORE Selection Committee, S. McKean, J. Walker

CITY OF FAIRHOPE EVALUATION
RFQ PS017-20 Engineering Services for Sewer Upgrade Phase I RESTORE
OPENED: August 12, 2020, 11:00 a.m.
PRESENTATIONS: September 3, 2020

CRITERIA	Dewberry			Mott MacDonald			GMC		
	Weight	Average Rating (0-100)	Average Weighted Score	Weight	Average Rating (0-100)	Average Weighted Score	Weight	Average Rating (0-100)	Average Weighted Score
Criteria 1 - <i>Qualifications, knowledge and expertise regarding the proposed Scope of Work</i>	20%	92.50	18.50	20%	89.17	17.83	20%	89.17	17.83
Criteria 2 - <i>Resources and availability</i>	20%	94.58	18.92	20%	87.92	17.58	20%	92.08	18.42
Criteria 3 - <i>Experience of proposed key personnel</i>	20%	91.25	18.25	20%	90.83	18.17	20%	94.58	18.92
Criteria 4 - <i>Understanding and familiarity with the needs and environment of the community</i>	20%	94.58	18.92	20%	82.50	16.50	20%	89.17	17.83
Criteria 5 - <i>Previous experience in working with locality</i>	20%	94.17	18.83	20%	81.25	16.25	20%	84.83	16.97
TOTAL WEIGHTED SCORE			93.42	86.33			89.97		

CRITERIA	Dewberry			Mott MacDonald			GMC		
	Individual Evaluator Scoring	Total Weighted Score	Average	Individual Evaluator Scoring	Total Weighted Score	Average	Individual Evaluator Scoring	Total Weighted Score	Average
Criteria 1 - <i>Qualifications, knowledge and expertise regarding the proposed Scope of Work</i>	Evaluator 1	86	86	Evaluator 1	74	74	Evaluator 1	84	84
	Evaluator 2	94.5	94.5	Evaluator 2	94	94	Evaluator 2	94	94
	Evaluator 3	100	100	Evaluator 3	90	90	Evaluator 3	94	94
	Evaluator 4	90	90	Evaluator 4	87	87	Evaluator 4	89.8	89.8
	Evaluator 5	98	98	Evaluator 5	91	91	Evaluator 5	98	98
	Evaluator 6	92	92	Evaluator 6	82	82	Evaluator 6	80	80
AVERAGE			93.42	86.33			89.97		

Application Checklist – Real Property & Construction Activities

This is a listing of preliminary documentation needed to support grant application development. Based on specific project needs, more detail may be requested.

Budget Summary

Complete the Budget Summary table for the scope of work described above.

Cost Classification	Other Funding	RESTORE	Total Costs
1. Administrative and Legal Expenses	\$	\$400,000	\$400,000
2. Land, Structure, Rights-of-Way, Appraisals, Etc.			
3. Relocation Expenses and Payments			
4. Architectural and Engineering Fees (<i>Basic architectural/engineering contract related to the project.</i>)		\$610,000	\$610,000
5. Other Architectural and Engineering Fees (<i>Survey, permitting, testing, soil borings, etc.</i>)		\$100,000	\$100,000
6. Construction Inspection Fees		\$500,000	\$500,000
7. Site Work (<i>Only include site preparation and restoration costs not included in the construction contract.</i>)			
8. Demolition and Removal (<i>Only include demo/removal costs not included in the construction contract.</i>)			
9. Construction		\$8,390,000	\$8,390,000
10. Equipment			
11. Miscellaneous			
12. SUBTOTAL (Sum of Lines 1-11)		\$10,000,000	\$10,000,000
13. Contingencies			
14. SUBTOTAL (Sum of Lines 13-14)		\$0	\$0
15. Project (Program) Income			
16. TOTAL PROJECT COSTS (Line 14 less Line 15)		\$10,000,000	\$10,000,000

Indirect Costs

If Indirect Costs will be included in the project budget, you must attach a current federally approved Indirect Cost Rate Agreement.

Preliminary Opinion of Probable Cost

Attach a Preliminary Opinion of Probable Cost to support the Budget Summary. The Preliminary Opinion of Probable Cost must include all costs necessary to complete the Detailed Scope of Work, including construction costs, related professional services fees, land acquisition costs, and any other costs necessary to implement the scope of work.

Documentation of Other Funding Sources

If other funding sources will be used for this project, please specify the funding source(s) and attach related documentation (e.g., resolutions from local governing authorities). If no other funding sources will be used for this project, state such.

SANITARY SEWER REHABILITATION AND WATER QUALITY IMPROVEMENT PLAN

Lift Station Rehabilitation					
Item	Lift Station	Wet Well Rehab and Odor	Pump and Elec Repair	Replacement	Total
1	Thompson Hall Lift Station	\$10,000.00			\$110,000.00
2	East of the Sun Lift Station	\$100,000.00	\$120,000.00		\$220,000.00
3	Grand Hotel Lift Station			\$875,000.00	\$875,000.00
4	South Section Street Lift Station			\$600,000.00	\$600,000.00
5	Carmel Square Lift Station			\$500,000.00	\$500,000.00
6	White Grove Lift Station		\$100,000.00		\$100,000.00
7	Gayfer Lift Station		\$50,000.00		<u>\$50,000.00</u>
8	Lakewood Station	\$75,000.00			<u>\$75,000.00</u>
9	North Mobile		\$80,000.00		<u>\$80,000.00</u>
10	North Section Lift Station			\$750,000.00	<u>\$750,000.00</u>
			Subtotal Lift Station Rehab		\$3,360,000.00

Side Stream Storage And Water Quality Improvement Project		
Item	Side Stream Storage	Total
1	Twin Beach	\$750,000.00
2	Woodlands	\$750,000.00
3	Quail Creek	\$750,000.00
	Subtotal Side Stream Storage	\$2,250,000.00

Collection System Rehabilitation					
Item	Collection System	Units	Quantity	Unit Price	Total
1	Manhole Rehabilitation	Each	280	\$2,250	\$630,000.00
2	Lateral Reinstallment	L.F.	10,000	\$65	\$650,000.00
3	Gravity Sewer CIPP Lining	L.F.	42,250	\$35.50	<u>\$1,500,000.00</u>
			Subtotal Collection System		\$2,780,000.00

Engineering, Inspection, Administration and Legal

	Total
	<u>\$1,610,000.00</u>
Subtotal Engineering, Inspection, Administration, Legal	\$1,610,000.00

Subtotal Lift Station Rehab	\$3,360,000.00
Subtotal Side Stream Storage	\$2,250,000.00
Subtotal Collection System	\$2,780,000.00
Subtotal Engineering, Inspection, Administration, Legal	<u>\$1,610,000.00</u>
Grand Total	\$10,000,000.00

RESOLUTION NO. _____

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

[1] That the City of Fairhope did request, receive, and open bids for a Root Pruner and Aerator Verti-Quake 2516 for Quail Creek Golf Course for the Recreation Department (Bid Number 005-20).

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

Please see attached Bid Tabulation for
Root Pruner and Aerator Verti-Quake 2516
for the Recreation Department

[3] After evaluating the bid proposals with the required bid specifications, Redexim North American, with a total bid proposal of \$16,200.00, is now awarded the bid for a Root Pruner and Aerator Verti-Quake 2516 for the Recreation Department.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 10/2/2020

Please return this Routing Sheet to Treasurer by: ASAP

LMA

Project Name: Procurement of a Root Pruner and Aerator Verti-Quake 2516 for Quail Creek

Project Location: Quail Creek

Presented to City Council: 10/12/2020

Funding Request Sponsor: Pat White, Recreation Director
Brian Williamson, Quail Creek Golf Pro

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 16,200.00

Vendor: Redexim North American

Project Engineer: n/a

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

Department Funding This Project

General Gas Electric Water Sewer Gas Tax Cap Prodi Impact Health Fed Grant

Department of General Fund Providing the Funding

Admin-10 Bldg-13 Police-15 Fire-20 ECD-24 Rec-25 Civic-26 Street-35 Sanitation-40
 Fac Maint-45 Golf-50 **Golf Grounds-55** Museum-70 Debt Service-85 Manna-34 Plan/Zone

Project will be:

Expensed _____
 Capitalized XXX
 Inventoried _____

Funding Source:

Operating Expenses _____
 Budgeted Capital XXX
 Unfunded _____

Expense Code: 001550-50470
 G/L Acct Name: Purchases Vehicles & Equipment

Grant: _____ Federal - not to exceed amount
 _____ State
 _____ City
\$0.00 Local

Project Budgeted: \$ 16,200.00 FY2021 Draft Budget
 Balance Sheet Item-
 Included in projected
 cash flow \$0.00

Over (Under) budget amount: \$ -

Comments: This equipment is a rollover from FY2020 Budget

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

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

<u>City Treasurer</u>	<u>Finance Director</u>	<u>Mayor</u>
Purchasing Memo Date: <u>9/22/2020</u>	Purchasing Memo Date: <u>9/22/2020</u>	Delivered To Date: <u>10/2/2020</u>
Request Approved Date: <u>10/2/2020</u>	Request Approved Date: <u>10/2/2020</u>	Approved Date: <u>10/2/2020</u>
Signatures: <u><i>Kim Creech</i></u> Kim Creech	<u><i>Jim Cabaniss</i></u> Jim Cabaniss, MBA	<u><i>Mayor Kevin Wrisch</i></u> Mayor Kevin Wrisch



MEMO

To: Kimberly Creech, Treasurer

From: Delores A. Brandt
Delores A. Brandt, Purchasing Manager

Date: September 22, 2020

Re: **Greensheet and Council approval for budgeted OVER \$10,000 procurement of root pruner and aerator for use at Quail Creek**

Karin Wilson
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
City Treasurer

Pat White, Parks and Recreation Director, requests approval to procure one (1) **VERTI-QUAKE 2516** an attachment to a tractor to be used for root pruning and aerification at Quail Creek. The item was put out for bid and two bids were submitted. The lowest bid was received from **REDEXIM AMERICA** in Missouri. This equipment was budgeted for \$17,000.00 and the bid amount submitted is for **SIXTEEN THOUSAND TWO HUNDRED DOLLARS AND ZERO CENTS (\$16,200.00)**

Please compose a Greensheet and place on the next available City Council Agenda this request to approve the budgeted procurement of one (1) VERTI-QUAKE 2516 for Quail Creek Golf Course in the estimated amount of \$16,200.00 from REDEXIM America.

Cc: File, P. White, J. Williams

161 North Section St.
PO Drawer 429
Fairhope, AL 36533

251-928-2136 (p)
251-928-6776 (f)
www.fairhopeal.gov

**CITY OF FAIRHOPE
TAB AND RECOMMENDATION**

Bid NO: 036-20

BID NAME: Aerification Equipment for Quail Creek

BID OPENED: Tuesday, September 22, 2020 - 10:00 a.m.

Vendor	Bid Documents Signed/Notarized	Vendor Compliance	Delivery (ARO)	Unit Price
Redexim North America	YES	YES	45 days	\$ 16,200.00
Aqua Aid Solutions	YES	YES	5 days	\$ 18,350.00

Recommendation: Award to Redexim North America

To the best of my knowledge this is an accurate Bid Tabulation

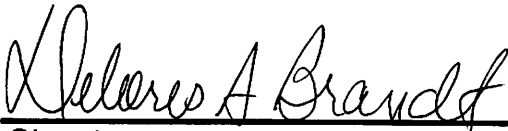


9/23/2020

Signature

Date

Pat White, Director Parks and Recreation



9/23/2020

Signature

Date

Delores A Brandt, Purchasing Manager

ITEM IX

BID RESPONSE FORM

Date: September 11, 2020

Bid No. 030-20 Aerification Equipment for Quail Creek

The specifications for this bid are intended and provided solely as a general and non-exhaustive expression of the intent and purpose of the City of Fairhope regarding this bid; said specifications should be so considered by the bidders. **The use of specific names is not intended to restrict the bidder or any seller or manufacturer but is solely for the purpose of indicating the type, size and quality of materials, product services, or equipment best suited for the City of Fairhope.** Accordingly, the bidder admits and agrees that said specifications are not complete in every detail and that the work and materials not indicated or expressly mentioned in said specifications, but which are reasonably necessary for the full and faithful performance of the item(s) bid in accordance with the full and faithful intent, will be included in the bid and incorporated in the work by the bidder and at the bidder's sole expense, the same as if indicated and specified. All materials shall be new and of current production of national firms that supply FRPPE, and the specified accessories.

Bid will include all labor, materials, equipment, shipping, overhead, profit, bonds, insurance and all other costs necessary to provide the complete services outlined within this contract and scope of work.

The owner agrees to provide the following materials: NONE

The City of Fairhope does not guarantee that the City will procure any set quantities. This Bid will be **awarded by Purchase Order (PO)** and the number associated with the PO should be noted on any invoice submitted to the Accounts Payable for this procurement.

The Bid Form must be filled out completely.

Delivery Lead Time (ARO): 45 Days

We propose to meet or exceed the bid specifications the AERATOR for the sum of:

Price \$ 16,200.00

If there are any deviations to the scope of work, please denote it as such in your bid and indicate where exceptions are being taken.

Delivery will be made to Quail Creek Golf Course, 19841 Quail Creek Drive. Fairhope. AL 36532

VENDOR COMPLIANCE: YES No

Receipt of the following Addenda to these documents is hereby acknowledged by the undersigned (bidder to complete below):

<u>ADDENDUM NO</u>	<u>DATE ISSUED</u>	<u>ADDENDUM NO.</u>	<u>DATE ISSUED</u>
_____	_____	_____	_____
_____	_____	_____	_____

Each proposal must give the full business address of the proposer and must be signed by him / her with his / her usual signature. Proposals by partnerships must furnish the full names of all partners and must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and designation of the person signing. Proposals by Corporations must be signed with the legal name of the corporation followed by the name of the State of Incorporation and by the signature and designation of the President, secretary, or other person authorized to bind it in the matter. The name of each person shall also be typed or printed below the signature. A proposal by a person who affixes to this signature the word "president", "secretary", "agent" or other designation without disclosing his principal, may be held to be the proposer of the individual signing. When requested by the City of Fairhope, Baldwin County, Alabama, satisfactory evidence of the authority of the officer signing in behalf of the corporation shall be furnished.

The undersigned agrees to furnish the goods/services as requested by you for the City of Fairhope, Baldwin County, Alabama in your Request for Proposal, and certifies that they will meet or exceed the specifications called for. The undersigned has read all information pertaining to this bid and has resolved all questions. It is also understood and agreed that all prices quoted are F.O.B. as described in the bid documents and specifications. The undersigned also affirms he/she has not been in any agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid at a fixed price or to refrain from bidding or otherwise.

Section 41-16-5, Code of Alabama 1975, requires that public contracts over \$15,000 include the following language:

By signing this Contract Redexim North America, Inc.
dba: Redexim Turf Products represents and
COMPANY NAME

agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade

WITNESS our hands this 14th day of September, 2020.

IF INDIVIDUAL

SIGNATURE of Individual Bidder DBA, _____
Business Name

Address

Address

City, State, Zip Code

Phone Number

Fax Number

Primary E-mail Address



FCC License No. (Required proof of Certification of Alabama Public Service Commission should be attached to this Bid Response)

AL General Contractor License No. (Attach Copy)

AL General Contractor License Major Categories

AL General Contractor Specialties

AL Foreign Corporation Entity ID (Required of Out of State Vendors)

IF CORPORATION, PARTNERSHIP, OR JOINT VENTURE

Redexim North America, Inc.
Name of Corporation, Partnership, or Joint Venture

Missouri
State of Incorporation

Company Representative

Paul Hollis
Print Name of Representative Authorized to Sign
Contracts for the firm

Executive Vice President
Position or Title

Paul Hollis
Signature of Representative Authorized to Sign
Contracts for the firm

Print Name(s) of Others if a Partnership

427 North Outer Road West
Address

~~Valley Park, MO 63088~~
Address

Valley Park, MO 63088
City, State, Zip Code

636-825-8300
Phone Number

636-825-8302
Fax Number

Paulhrci@aol.com
Primary E-mail Address

n/a
FCC License No. (Required proof of Certification of Alabama Public Service Commission should be attached to this Bid Response)

n/a
AL General Contractor License No. (Attach Copy)

n/a
AL General Contractor License Major Categories



n/a
AL General Contractor Specialties

n/a
AL Foreign Corporation Entity ID (Required of Out of State Vendors)

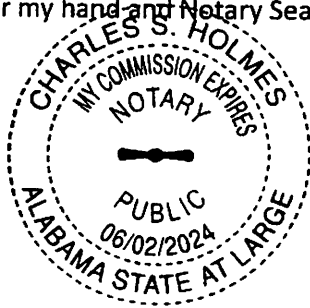
NOTARY FOR INDIVIDUAL, PARTNERSHIP, CORPORATION, OR LLC

STATE OF ALABAMA }
COUNTY OF JHELY }

I, the undersigned authority in and for said State and County, hereby certify that Joseph Brander
Name of Bid Signer
As Sales Representative respectively Redexim Turf Products
Title Company Name

Whose name is signed in the foregoing document and who is known to me, acknowledged before me on this day, being informed of the contents of the document they executed the same voluntarily on the day the same bears date.

Given under my hand and Notary Seal on this 14 day of SEPTEMBER, 2020



NOTARY PUBLIC [Signature]
MY COMMISSION EXPIRES JUNE 2 2024

Business Organization

Name of Bidder (exactly as it appears on W-9): Redexim North America, Inc.

Doing-Business-As Name of bidder: Redexim Turf Products

Principal Office Address: 427 North Outer Road West
Valley Park, MD 63088

Form of Business Entity [check one ("X")]

- Corporation
- Partnership
- Individual
- Joint Venture

Other describe): _____

Corporation Statement

If a corporation, answer the following:

Date of incorporation: December 1997

Location of incorporation: Kingston, PA

The Corporation is held:

Publicly _____

Privately X

Partnership Statement

If a partnership, answer the following:

Date of organization: _____

Location of organization: _____

The Corporation is held:

General _____

Limited _____

Joint Venture Statement

If a Joint Venture, answer the following:

Date of organization: _____

Location of organization: _____

JV Agreement Recorded:

Yes _____

No _____

Primary Contact _____

Title: _____

Telephone Number: _____ Fax Number: _____

Email Address _____

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 Request for Proposals for Professional Planning Services for Fairhope Area Community-Based Comprehensive Land Use Plan ADCNR Grant #S1P17-FACP (Restore Act) (RFP No. 008-20) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] After evaluating the RFP proposal with the required bid specifications, the recommendation by the Grantee, Alabama Department of Conservation and Natural Resources, and the Recreation Department, is to reject all submittals and re-advertise the RFP.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

To: Kimberly Creech, Treasurer

From: *Delores A Brandt*
Delores A. Brandt, Purchasing Manager

OCT 2 '20 AM 11:42

LAW

Date: September 30 2020

Karin Wilson
Mayor

Council Members:

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

Re: Greensheet /Council Approval to reject all submittals for **RFP 008-20 Professional Planning Services for Fairhope Area Community-Based Comprehensive Land Use Plan ADCNR Grant #S1P17-FACP (RESTORE Act)**

The Scope of Services for the RFP included, but was not be limited to, project organization and coordination, community engagement, data collection, development of the land use plan, action plan for goals and prioritizations, community code reviews and updates, and final approval and adoptions, to deliver a complete Fairhope Area Community-Based Comprehensive Land Use Plan.

The RFP was properly advertised and sent to the list of pre-qualified professionals for proposals which were submitted and opened on September 10, 2020. Due to multiple inconsistencies in the submissions and after consulting with the Grantee, Alabama Department of Conservation and Natural Resources, the recommendation is to reject all submissions, and re-advertise the Request for Proposals. (See attached email.)

Please place on the next City Council Agenda this request to reject all bids for RFP 008-20 Professional Planning Services for Fairhope Area Community-Based Comprehensive Land Use Plan ADCNR Grant #S1P17-FACP (RESTORE Act) and re-advertise the RFP

Cc: File, J. Walker, H. Simmons, S. McKean

161 North Section St.
PO Drawer 429
Fairhope, AL 36533

251-928-2136 (p)
251-928-6776 (f)
www.fairhopeal.gov

Dee Dee Brandt

From: Jessica Walker
Sent: Wednesday, September 30, 2020 8:48 AM
To: Jennifer Bush; Hunter Simmons; Buford King
Cc: Dee Dee Brandt
Subject: Re: Comp plan guidance from Marcus

This is correct

JESSICA WALKER
City of Fairhope
Director, Economic & Community Development
251-233-0459

From: Jennifer Bush <jennifer.bush@fairhopeal.gov>
Sent: Wednesday, September 30, 2020 8:46:28 AM
To: Jessica Walker <jessica.walker@fairhopeal.gov>; Hunter Simmons <hunter.simmons@fairhopeal.gov>; Buford King <buford.king@fairhopeal.gov>
Cc: Dee Dee Brandt <deedee.brandt@fairhopeal.gov>
Subject: RE: Comp plan guidance from Marcus

To confirm, we need to move forward with evaluations for the two GIS bids and adjust the memo to reject and rebid for Comp plan?

Jennifer Bush

251-279-6231

From: Jessica Walker <jessica.walker@fairhopeal.gov>
Sent: Tuesday, September 29, 2020 4:15 PM
To: Jennifer Bush <jennifer.bush@fairhopeal.gov>; Hunter Simmons <hunter.simmons@fairhopeal.gov>; Buford King <buford.king@fairhopeal.gov>
Cc: Dee Dee Brandt <deedee.brandt@fairhopeal.gov>
Subject: Comp plan guidance from Marcus

I finally spoke with Marcus this afternoon.

He believes that legally we should recommend that the Comp Plan bids be thrown out and the process reopened since there is only one viable option right now. He also believes that we have to accept the two GIS bids as-is and not reopen that process.

That is what we will need to take to Council on October 12th.

Jessica



Jessica Sawyer Walker

Director, Economic & Community Development

Desk 251-990-0113

Mobile 251-223-0459

Email Jessica.Walker@fairhopeal.gov

Jennifer Bush

From: Hunter, Amy <Amy.Hunter@dcnr.alabama.gov>
Sent: Monday, September 14, 2020 12:53 PM
To: Jessica Walker
Cc: Jennifer Bush; Kraft, Bethany
Subject: RE: Friday call follow-up

Jessica,

I think the smartest, most level playing field plan of action is to re-advertise the RFP. I would give all the original respondents an email letting them know in general terms what the problems were with the original submissions. You can also make that available with the RFP link as a type of "FAQs" document so that all respondents have the same information.

If we need to discuss further, please give me a call.

Thanks
Amy

Amy Hunter, Ph.D.
Deepwater Horizon Restoration Coordinator
Alabama Department of Conservation
and Natural Resources
31115 5 Rivers Blvd.
Spanish Fort, AL 36527
Phone: 251.621.1216
Mobile: 251.422.2055
Email: amy.hunter@dcnr.alabama.gov
<https://www.alabamacoastalrestoration.org/>



From: Jessica Walker <jessica.walker@fairhopeal.gov>
Sent: Monday, September 14, 2020 9:37 AM
To: Hunter, Amy <Amy.Hunter@dcnr.alabama.gov>
Cc: Jennifer Bush <jennifer.bush@fairhopeal.gov>
Subject: Friday call follow-up

Amy,

Thanks so much for calling me back Friday about the Comp Plan questions I have.

As discussed, we are looking for guidance on how to proceed in light of a significant number of incomplete/nonqualified proposals (as spelled out by requirements in the RFP) as well as the late submission from APD Urban Planning Management.

Any guidance or rulings you can provide to us on this matter is appreciated.

All the best,
Jessica



Jessica Sawyer Walker

Director, Economic & Community Development

Desk 251-990-0113

Mobile 251-223-0459

Email Jessica.Walker@fairhopeal.gov

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of TerraXplorations, Inc. to perform Archaeology Monitoring for the Arts Alley Transit Hub Project (RFP No. 005-20); and hereby authorizes Mayor Karin Wilson to execute the associated contract with a not-to-exceed limit of \$10,000.00.

DULY ADOPTED THIS 12TH DAY OF OCTOBER, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

OCT 5 '20 AM 8:27

Issuing Date: 10/2/2020

Please return this Routing Sheet to Treasurer by ASAP

Project Name: Award RFP 005-20 Archaeology Monitoring Arts Alley Transit Hub to TerraXplorations, Inc.

Project Location: Arts Alley Transit Hub

Presented to City Council: 10/12/2020

Funding Request Sponsor: Richard Johnson, Public Works Director
Jessica Walker, Economic & Community Development Director

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 10,000.00 Not to exceed _____

Vendor: TerraXplorations, Inc.

Project Engineer: n/a

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

Department Funding This Project

General Gas Electric Water Sewer Gas Tax **Cap Prod** Impact Health Fed Grant

Department of General Fund Providing the Funding

Admin-10 Bldg-13 Police-15 Fire-20 ECD-24 Rec-25 Civic-26 Street-35 Sanitation-40
Fac Maint-45 Golf-50 Golf Grounds-55 Museum-70 Debt Service-85 Marina-34 Plan/Zone

Project will be:

Expensed _____
Capitalized XXX
Inventoried _____

Funding Source:

Operating Expenses _____
Budgeted Capital XXX
Unfunded _____

Expense Code: 103-55859
G/L Acct Name: BRATS Hub Transit Shelter

Project Budgeted: \$ 10,000.00
Balance Sheet Item-
Included in projected
cash flow \$0.00

Over (Under) budget amount: \$ -

Comments: MPO Grant project. The FTA is requesting that the City be required to retain a qualified archeological consultant for monitoring during all excavation phases of construction.

Grant: \$10,000.00 Federal - not to exceed amount
State _____
City _____
Local \$0.00

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

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

City Treasurer: Kim Creech Finance Director: Jill Cabaniss, MBA Mayor: Karin Wilson

Purchasing Memo Date: 9/22/2020 Purchasing Memo Date: 9/22/2020 Delivered To Date: 10/2/2020


Request Approved Date: 10/2/2020 Request Approved Date: 10/2/2020 Approved Date: 10/2/2020

Signatures: Kim Creech Jill Cabaniss, MBA Mayor Karin Wilson



MEMO

To: Kimberly Creech, Treasurer

From: 
Delores A. Brandt, Purchasing Manager

Date: September 22, 2020

Re: Greensheet /Council Approval to award **RFP 005-20 Archaeology Monitoring Arts Alley Transit Hub a (FTA GRANT)**

The Federal Transit Administration's (FTA) grant recipient, the Alabama Department of Transportation, initiated project development and implementation activities for a bus shelter and changes to an alley in downtown Fairhope, AL. The project will include the construction of a bus shelter, demolition of the current alley pavement, trenching for the placement of utilities and reconstruction of the alley. FTA has determined that this is an undertaking per 36 CFR 800 and has initiated Section 106 consultation. The City acknowledges that archeological resources must be considered. The FTA is requesting that the City (Project Manager) be required to retain a qualified archeological consultant for monitoring during all excavation phases of construction.

The RFP was properly advertised and sent to four (4) qualified firms and individuals. This project lies in the area of historic interest for The Choctaw Nation of Oklahoma. The Choctaw Nation has concerns about the project activity of removing pavement and other ground disturbance activities. The Choctaw Nation Historic Preservation Department has requested that the removal of the pavement and all other excavations be monitored by a SOI qualified Archaeologist. The City of Fairhope has acknowledged this requirement and issued this RFP. FTA/ALDOT reviewed and approved the Contract documents.

One proposal was submitted and evaluated on September 16, 2020. Please see attached submittal. The Public Works Director, Richard Johnson, requests that **RFP 005-20 Archaeology Monitoring Arts Alley Transit Hub (FTA GRANT)** be awarded to **TerraXplorations, Inc.** of Mobile, AL for their services, during the course of excavation and ground disturbance for the Transit Hub project utilizing the fee schedule attached.

Please prepare a greensheet and move this procurement of archeology monitoring services forward to the City Council to approve the AWARD of RFP 005-20 in accordance with fee schedule attached and authorize the Mayor to execute a contract with TerraXplorations, Inc. for RFP 005-20 Archaeology Monitoring Arts Alley Transit Hub a (FTA GRANT)

Cc: File, J. Walker, Richard Johnson, S. McKean

Karin Wilson
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

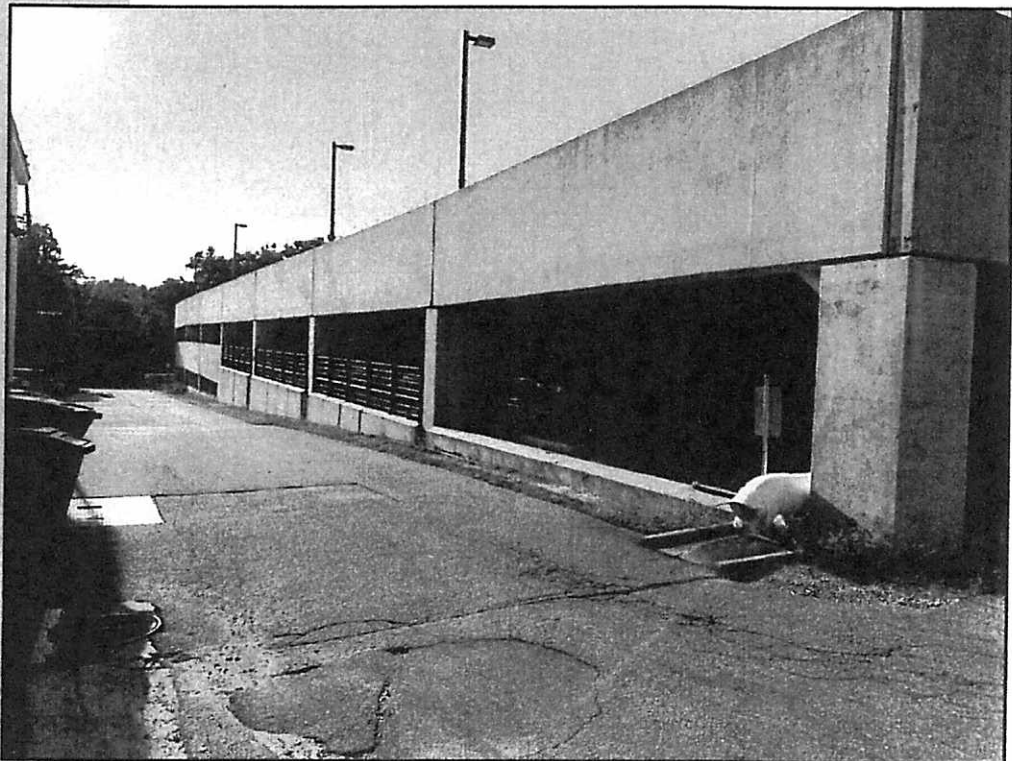
161 North Section St.
PO Drawer 429
Fairhope, AL 36533

251-928-2136 (p)
251-928-6776 (f)
www.fairhopeal.gov

PROPOSAL FOR ARCHAEOLOGICAL MONITORING
FOR THE FAIRHOPE ARTS ALLEY TRANSIT HUB
PROJECT, BALDWIN COUNTY, ALABAMA

PREPARED BY
TERRAXPLORATIONS, INC.

PREPARED FOR
CITY OF FAIRHOPE



TerraXplorations, Inc.
1001 Hampton Gate
Mobile, Alabama 36609
www.terraxplorations.com

SEPTEMBER 10, 2020

City of Fairhope
555 South Section Street
Fairhope, Alabama 36532

Table 1. Recent Cultural Resources Projects in Mobile and Baldwin County.		
Year	Manuscript Title	Author
2019	PHASE I CULTURAL RESOURCES SURVEY FOR A PROPOSED BOARDWALK AND KAYAK LAUNCH WITHIN THE FAIRHOPE FALLS SUBDIVISION BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY ALONG FRANKLIN ROAD (LOT 29) WITHIN THE BON SECOUR SUBDIVISION IN FOLEY BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY FOR THE PROPOSED HESS ENTERPRISES OFFICE BUILDING MOBILE COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY OF LOT 190 GULF BEACH SUBDIVISION "C" ON FORT MORGAN PENINSULA BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY ALONG PONCE DE LEON COURT (LOT 58) ON FORT MORGAN PENINSULA BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY FOR THE PROPOSED FORT MORGAN ROAD RETAIL DEVELOPMENT BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY FOR 8 RESIDENTIAL LOTS (BLOCK H LOTS 10-17) IN THE SURFSIDE SHORES SUBDIVISION ON FORT MORGAN PENINSULA BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SHORE SIDE SURVEY FOR A PROPOSED PIER AND BOATHOUSE AT 32792 RIVER ROAD IN THE ONO ISLAND SUBDIVISION BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY FOR THE BAY ROAD NORTH BOAT SHELTER AND BULKHEAD, BALDWIN COUNTY, ALABAMA	Carruth
2019	A PHASE I CULTURAL RESOURCES SHORE SIDE SURVEY FOR A PROPOSED PIER AND BOATHOUSE AT 2251 RIVER FOREST DRIVE MOBILE COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY FOR A PROPOSED PIER ON FOWL RIVER IN THE WEST RIVERSIDE SUBDIVISION MOBILE COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY ALONG PONCE DE LEON COURT (LOT 92) ON FORT MORGAN PENINSULA BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY FOR THE BELROSE AVENUE PIER AND BOAT SHELTER ON MOBILE BAY, BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY OF FOUR PARCELS TOTALING 40 ACRES OF THE JOSEPHINE ALLEN HOMES, MOBILE COUNTY, ALABAMA	Glass and Anderson
2019	A PHASE I CULTURAL RESOURCES SURVEY FOR THE SEAGLADES DEVELOPMENT ON FORT MORGAN PENINSULA BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY FOR THE FORT MORGAN VOLUNTEER FIRE DEPARTMENT STATION RELOCATION BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY FOR A PROPOSED WAREHOUSE FACILITY AT THE BROOKLEY FIELD SITE MOBILE COUNTY, ALABAMA	Freeman
2019	PHASE I CULTURAL RESOURCES SURVEY FOR THE PROPOSED SOLDIER CREEK WALKWAY, PIER AND BOAT LAUNCH BALDWIN COUNTY, ALABAMA	Glass
2019	A PHASE I CULTURAL RESOURCES SURVEY ALONG PONCE DE LEON COURT (LOT 98) ON FORT MORGAN PENINSULA BALDWIN COUNTY, ALABAMA	
2020	A PHASE I CULTURAL RESOURCES SURVEY FOR THE PROPOSED DRAINAGE AND ROAD IMPROVEMENTS IN SARALAND, MOBILE COUNTY, ALABAMA	Carruth
2020	A PHASE I CULTURAL RESOURCES SURVEY ALONG SEA SHELL DRIVE (LOT 8) ON FORT MORGAN PENINSULA BALDWIN COUNTY, ALABAMA	Glass
2020	A PHASE I CULTURAL RESOURCES SURVEY FOR THE HARBOR CLUB BOARDWALK, BALDWIN COUNTY, ALABAMA	Carruth
2020	A PHASE I CULTURAL RESOURCES SURVEY FOR THE GILL PIER AND BOAT SHELTER, BALDWIN COUNTY, ALABAMA	Carruth
2020	PHASE I CULTURAL RESOURCES SURVEY FOR THE MAGNOLIA RIVER PIER AND BOAT SHELTER, BALDWIN COUNTY, ALABAMA	Carruth

Year	Project Description	Personnel
2020	A PHASE I CULTURAL RESOURCES SURVEY FOR THE BON SECOUR RIVER CONSTRUCTED WETLANDS, BALDWIN COUNTY, ALABAMA	Carruth
2020	A PHASE I CULTURAL RESOURCES SURVEY OF LOT 57-A ON WEST BEACH BOULEVARD IN GULF SHORES, BALDWIN COUNTY, ALABAMA	Carruth
2020	A PHASE I CULTURAL RESOURCES SURVEY OF LOT 4 ALONG DRIFTWOOD DRIVE WITHIN THE SURFSIDE SHORES SUBDIVISION BALDWIN COUNTY, ALABAMA	Glass and Freeman
2020	DESKTOP REVIEW TO IDENTIFY PREVIOUSLY RECORDED HISTORIC AND PREHISTORIC PROPERTIES WITHIN ONE MILE OF THE PROPOSED FORT MORGAN TRAIL, BALDWIN COUNTY, ALABAMA	Carruth
2020	PHASE I CULTURAL RESOURCES SURVEY OF LOT 5 ALONG DRIFTWOOD DRIVE WITHIN THE SURFSIDE SHORES SUBDIVISION BALDWIN COUNTY, ALABAMA	Glass and Freeman
2020	PHASE I CULTURAL RESOURCES SURVEY FOR THE SPRING HILL LAKE EXCAVATION, MOBILE COUNTY, ALABAMA	Carruth
2020	A PHASE I CULTURAL RESOURCES SURVEY OF LOT 6 ALONG BRIGADOON TRAIL WITHIN THE BRIGADOON HEIGHTS SUBDIVISION BALDWIN COUNTY, ALABAMA	Freeman
2020	A PHASE I CULTURAL RESOURCES SURVEY FOR A PROPOSED RV RESORT AT THE FARM IN GULF SHORES, BALDWIN COUNTY, ALABAMA	Freeman and Patterson
2020	A PHASE I CULTURAL RESOURCES SURVEY OF THE PROPOSED 12663 HIGHWAY 180 PIER AND BOAT SHELTER IN BALDWIN COUNTY, ALABAMA	Freeman
2020	A PHASE I CULTURAL RESOURCES SURVEY FOR THE PROPOSED LEGACY TRAIL AT SEMMES IN MOBILE COUNTY, ALABAMA	Carruth

is based across the bay, Principal Investigator Emily Warner lives in Daphne near the proposed project area. Ms. Warner recently monitored activities at six cultural resources (1Mb571, 1Mb499, 1Mb498, 1Mb555, 1Mb513, and 1Mb412) in Mobile for the Alabama Department of Transportation I-10 Bridge and Bayway Widening survey where buildings, ranging from three-story storage buildings to single shotgun houses, were demolished and concrete was removed (Carr 2019; Warner 2019a; Warner 2019b; Warner and Gums 2019; Nelson and Warner 2020). Vitae for the above listed personnel are attached.

PROJECT DESCRIPTION

The 1.37-acre tract of land is within a commercial block between North Church Street to the west, Section Street North to the east, Magnolia Avenue to the north, and Fairhope Avenue to the south. A 250-space public parking garage exists within, which will be improved. The entire tract is covered with concrete, asphalt, or other hard surfaces. Approximately 26,000 square feet of asphalt will be replaced and a transit hub will be constructed providing shelter for passengers waiting for and boarding or departing from transit buses. The project will also improve landscaping, parking, lighting, and informational signs. New drainage pipe (about 500 linear feet) will also be installed at depths up to 6-ft below existing grade maximum. To comply with Section 106 of the Historic Preservation Act, the Federal Transit Administration (FTA) requires archaeological monitoring for this project. The Choctaw Nation of Oklahoma has also expressed interest and concern for the project and has also requested archaeological monitoring during all ground disturbing activities. The extent of monitoring will be determined and defined by a cooperative effort involving the City, General Contractor, and the Archeologist. This will allow for development and implementation of an appropriate research design for the project.

SIMILAR PROJECT EXAMPLES

TerraX routinely contracts with public and private-sector organizations to identify and survey prehistoric and historic resources within a project area, evaluate their eligibility for the NRHP, and write comprehensive developmental histories. Recent monitoring projects by TerraX include the following.

ARCHAEOLOGICAL MONITORING FOR THE NEW CLEMENT TAYLOR PARK SEAWALL INSTALLATION, OKALOOSA COUNTY, FLORIDA. The existing seawall was damaged by Hurricane Michael and the replacement seawall was funded by FEMA, who is the lead federal agency, along with the USACE, Jacksonville District. Previously recorded site 8OK00007, a shell midden, is mapped as being partially within the project area. The Choctaw Nation of Oklahoma also expressed concern for the project and required archaeological monitoring. During the monitoring phase, two prehistoric ceramics were found on the surface. Shovel testing around the surface finds encountered one additional sherd in a disturbed context outside the previously mapped boundary. No intact deposits, no shell midden or shell concentration, and no human remains were encountered. TerraX extended the boundary of Site 8OK00007 approximately 10-m to the southwest in order to encompass the two sherds found outside the previous boundary (Carruth 2020).

ADDENDUM FOR A PHASE I CULTURAL RESOURCES SURVEY OF FOUR PARCELS TOTALING 40 ACRES OF THE JOSEPHINE ALLEN HOMES, MOBILE COUNTY, ALABAMA. Following a Phase I survey prior to the demolition of Josephine Allen Homes (lead federal agency HUD) funded through a Community Development Block Grant (CDBG), the entire former housing complex was recorded as an archaeological district, 1Mb576. Although Site 1Mb576 was believed to lack significance and integrity to the level necessary to be considered for the NRHP, historic maps depicted a cemetery within its boundaries and a local informant reported a second cemetery in a nearby location within the housing complex boundary. Phase I investigations were unable to determine conclusively if human burial remains are located within the site boundaries or if graves may have been moved prior to the construction of the housing complex. TerraX monitored ground disturbing activities associated with three buildings located within the mapped cemetery location. No evidence of graves or burial remains were found during the monitoring of the removal of concrete slabs and footings at buildings 207A and 208A within the former Josephine Allen Homes. The base of the footings at buildings 207A and 208A were still within the fill layer and the depth at which graves would expect to be found was not reached during this endeavor. It remains inconclusive if burials exist at this location (Glass 2020).

A PHASE I CULTURAL RESOURCES SURVEY FOR THE PROPOSED GEMINI GULF COAST PIPELINE/DEADWOOD TO CARTHAGE PIPELINE, PANOLA COUNTY, TEXAS. This survey consisted of a proposed 8.56 linear mile pipeline route at the request of the USACE. The survey areas were based on jurisdictional areas but were then expanded per USACE (lead federal agency) request to include all portions of the project boundaries west of the Sabine River and portions of the lower-lying areas east of the river. Multiple areas were trenched using mechanical equipment and monitored by TerraX archaeologists for cultural deposits. No cultural material or archaeological sites were found as a result (Jackson 2019).

ARCHAEOLOGICAL MONITORING FOR THE DEMOLITION OF BUILDINGS 1518 AND 1523 AT NAVAL AIR STATION PENSACOLA (NASP), ESCAMBIA COUNTY, FLORIDA. TerraX was contracted by Mission Support Services, LLC of Wauwatosa, Wisconsin to conduct archaeological monitoring for the demolition of two buildings located at Naval Air Station Pensacola (NASP) in Escambia County, Florida. This includes Building 1518 (Inspector's Office, 8ES1785) and Building 1523 (Navy Wives Club, 8ES1787). Building 1518 is not eligible for listing in the NRHP. Building 1523 is eligible, but not listed, as a contributing resource to the Fort Barrancas Cantonment Historic District (8ES3445). Alternatives to demolition for Building 1523 were considered and a Memorandum of Agreement (MOA) was drafted. After consideration of the alternatives, NASP determined that demolition was necessary. No cultural material or significant features were found (Carruth and West 2018).

ARCHAEOLOGICAL MONITORING FOR THE JGRANDE FIBER OPTIC LINE CORRIDOR AT EGLIN AIR FORCE BASE (AFB), WALTON COUNTY, FLORIDA. The area was monitored for possible impact to four NRHP-eligible archaeological sites (8WL41, 8WL68, 8WL1752, and 8WL2448) in the right-of-way

of the fiber optic line. All four archaeological sites were revisited and shovel testing was accomplished at every entry and exit point for the boring drill and each hand-hole. While cultural material was found at two of the sites, no intact cultural deposits were noted at any of the shovel test locations. The boring project did not significantly impact any of the sites (Carruth et al. 2015).

LITERATURE AND BACKGROUND SEARCH

TerraX performed a literature and document search in order to gather pertinent background information regarding the subject property and its surroundings. This research included inspections of the Alabama State Archaeological Site File (ASASF) (Office of Archaeological Research [OAR] 2020), the Alabama Register of Landmarks and Heritage (ARLH) (Alabama Historical Commission 2020), and the National Register of Historic Places (NRHP) (National Park Service 2020). Research of the ASASF (OAR 2020) identified no previous archaeological surveys and no previously recorded archaeological sites within a mile of the subject property.

A search of NRHP properties revealed 10 individual properties, the School of Organic Education, and three historic districts within a one-mile radius (National Park Service 2020). There are also two Alabama Register of Landmarks and Heritage properties within one mile (Alabama Heritage Commission 2020). The project area is partially within the Fairhope Downtown Historic District, designated as such in 2006 (Figures 1 and 2). It includes 56 contributing and 55 non-contributing resources. The District is listed under Criterion A - Social History and Criterion C - Architecture, with a Period of Significance from 1900 to 1952. Contributing resources appear to be located within or at least very near the defined project boundaries. TerraX's staff of SOI-qualified Architectural Historians will be available to assess these impacts, if any.

Structures appear within the project area on the 1909 Baldwin County (South) soil survey map, the 1939 and 1941 Daphne, Alabama 1:31680 maps, and the 1941 and 1944 Fairhope, Alabama 15' series topographic quadrangles. On the 1909 soil map, a structure appears at the eastern end of the project area, but on the above-named subsequent maps an additional structure is shown on the western end as well.

Fairhope began in 1894 as a Single Tax Colony when settlers from Des Moines, Iowa came to the area and created the Fairhope Industrial Association, where they thought they had a "fair hope" of success. Their utopian vision of a progressive community based on cooperation has been the most successful and longest lasting of any similar endeavor in the U.S. It started with only 28 people under the leadership of Ernest Berry Gaston, editor of the Fairhope *Courier*. They first purchased 135 acres in January 1895 and by 1907 had about 4,000 acres, some of it further inland to be used for farming. The land was communally owned but privately leased. People were free to build whatever size house they desired or improve the land however they wanted without being taxed for the fruits of their labor. In the 1970s, a court battle resulted in the Colony being no longer able to control the market price of its lots. Less valuable properties had to pay a rate based on the value of total properties, which have increased dramatically in the last 50 years as more and more people find the area attractive.

FIELD AND LABORATORY METHODS

Archaeological monitoring involves visual inspections of all ground disturbing activities. The monitors watch for any potential evidence of archaeological deposits such as discrete soil discolorations possibly indicative of archaeological features or artifact concentrations. All ground disturbing activities at the site will be performed with the archaeological monitor present. Additionally, TerraX archaeologists will attempt to contact any known collectors in the area in order to view their collections and locate any possibly unrecorded

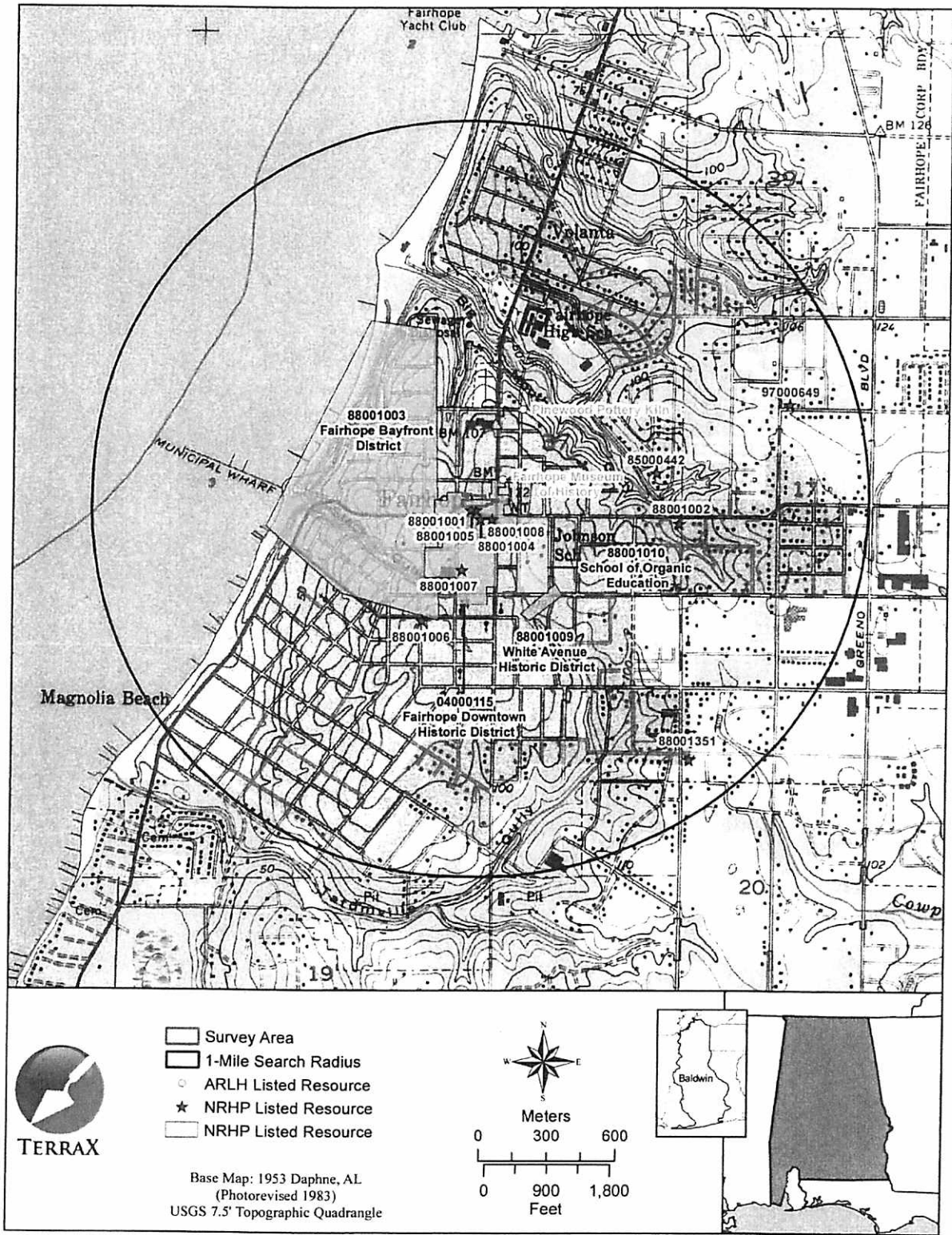


Figure 1. Map showing ARLH- and NRHP-listed resources within one-mile of the project area.

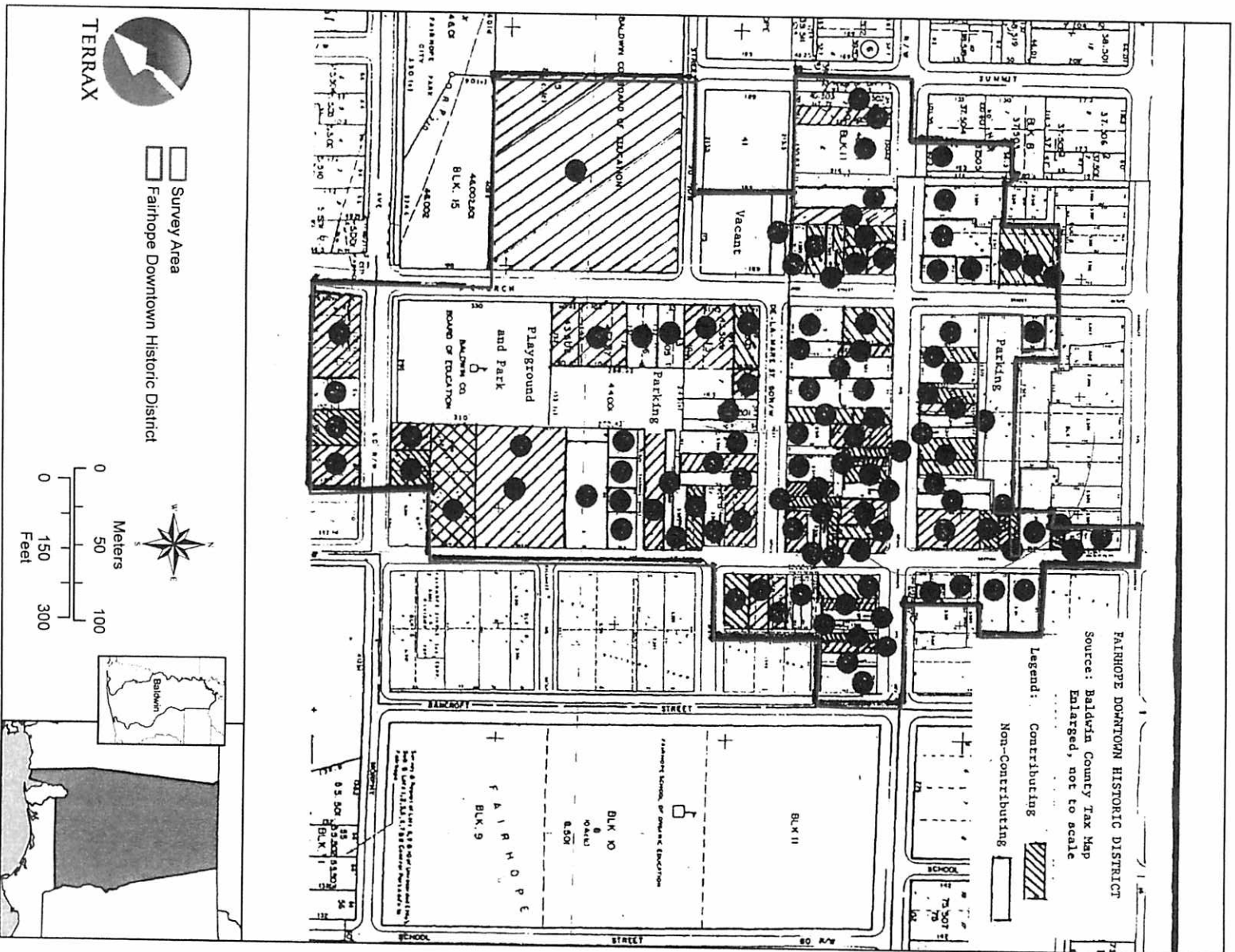


Figure 2. Map showing the Fairhope Downtown Historic District and the project area.

sites in the project area. TerraX will also engage with pedestrians and concerned citizens in order to attempt to educate the public on the conservation and protection of cultural resources. Again, further clarification on the scope of all field activities is expected to be determined through a cooperative effort involving the City, General Contractor, and the Archeologist prior to commencing the project.

As for the proposed project area, no previously recorded archaeological sites have been identified. If any new archaeological sites are encountered, Alabama State Site File Forms will be completed and a site trinomial will be procured. TerraX will collect and retain only those artifacts necessary for dating the site and assessing the cultural component or components of the site. All collected artifacts will be carefully washed, catalogued, recorded, and stored during the monitoring. Any cultural materials recovered during field projects are delivered to TerraX's laboratory in Mobile, Alabama for processing. Here, materials are sorted by provenience, cleaned, and analyzed. Along with any cultural material, all project records, photographs, and maps produced while conducting the investigation will be transported for curation at a location agreed upon by the SHPO or the artifacts will be returned to the property owner. A notarized statement granting possession of recovered material will be submitted for all collections not returned to the landowner.

Following the fieldwork and analysis of any laboratory materials and other data, TerraX will produce a report to be reviewed by any necessary review agencies, meeting Alabama report format guidelines. The report will be of publishable quality, both in format and content. Professionally drafted maps will be included in the report and will be in pdf format. A preliminary report/management summary will be completed 30 days after the end of the monitoring project, which will briefly describe the area surveyed, the results, and any identified resources. A draft report will be completed within 60 days after end of project, to be reviewed by SHPO.

This proposal recognizes and includes all terms and conditions of the RFP. TerraX carries the required insurance limits and a Certificate of Insurance will be provided to and accepted by the City of Fairhope before any commencement work on the Contract. See Table 2 for project pricing.

Table 2. FAIRHOPE ARTS ALLEY TRANSIT HUB PROJECT PRICING	
Positions	Hourly Rate
200 Fieldwork	
SOI-qualified Archaeologist	\$61.00
SOI-qualified Architectural Historian	\$61.00
300 Lab Analysis/Processing	
Laboratory Director	\$47.27
Data Entry	\$27.67
400 Draft Report Preparation	
Project Director	\$72.06
SOI-qualified Archaeologist	\$61.00
SOI-qualified Architectural Historian	\$61.00
Technical Writer	\$41.51
Research Assistant	\$27.67
Drafting	\$32.56
Editing	\$39.20

REFERENCES

Carr, Philip J., Emily J. Warner, M. Anne Dorland, Bonnie L. Gums, Nicolle A. Lang, Brittney N. Ingram, Will B. Marriott, Jordan G. Temples, James D. Norris, and Kern Jackson.

2019 *Phase II Archaeological Testing of Site 1MB498, Survey Block 19, for the Interstate 10 Mobile River Bridge and Bayway Project, ALDOT Project DPI-0030(005), Mobile and Baldwin Counties, Alabama.*

Carruth, Amy

2020 *Archaeological Monitoring for the New Clement Taylor Park Seawall Installation, Okaloosa County, Florida.* Prepared for City of Destin.

Carruth, Amy, Gerald Brinkley, and Paul D. Jackson

2015 *Archaeological Monitoring for the JGrande Fiber Optic Line Corridor at Eglin Air Force Base (AFB), Walton County, Florida.* Prepared for Eglin Air Force Base.

Carruth, Amy, and Shaun West

2018 *Archaeological Monitoring for the Demolition of Buildings 1518 and 1523 at Naval Air Station Pensacola (NASP), Escambia County, Florida.* Prepared for Mission Support Services, LLC.

Glass, William J.

2020 *Addendum for A Phase I Cultural Resources Survey of Four Parcels Totaling 40 Acres of the Josephine Allen Homes, Mobile County, Alabama.* Prepared for City of Mobile.

Jackson, Paul D.

2019 *A Phase I Cultural Resources Survey for the Proposed Gemini Gulf Coast Pipeline/Deadwood to Carthage Pipeline, Panola County, Texas.* Prepared for Headwaters, Inc.

Nelson, Erin and Emily J. Warner

2020 *Addendum to Phase II Archaeological Testing at Site 1BA251, for Interstate 10 Mobile River Bridge (I-10 MRB) and Bayway Widening Project, ALDOT Project DPI-0030(005), Mobile and Baldwin Counties, Alabama.*

Warner, Emily J.

2019a *Phase I/II Archaeological Investigations of Site 1MB555, Survey Block 15, for the Interstate 10 Mobile River Bridge and Bayway Widening Project, ALDOT DPI-0030(005), Mobile and Baldwin Counties, Alabama.*

Warner, Emily J.

2019b *Phase I/II Archaeological Investigations at Site 1MB571, Survey Block 32, for Interstate 10 Mobile River Bridge and Bayway Widening Project, ALDOT Project DPI-0030(005), Mobile and Baldwin Counties, Alabama.*

Warner, Emily J. and Bonnie Gums

2019 *Phase II Archaeological Testing of Site 1MB513, Survey Block 15, for the Interstate 10 Mobile River Bridge and Bayway Widening Project, ALDOT DPI-0030(005), Mobile and Baldwin Counties, Alabama.*



TERRAXPLORATIONS

Leading the Future in Recording America's Past

www.TerraXplorations.com

William J. Glass

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jglass@TerraXplorations.com

EDUCATION

The University of Alabama
Bachelor of Arts in Anthropology, History Minor, 2004

*Vice President and Co-owner of
TerraXplorations, Inc.*

CONTINUING EDUCATION

Advisory Council on Historic Preservation

- What is Section 106
- Successfully Navigating Section 106 Review
- Coordinating NEPA and Section 106
- Basics of NEPA and Section 106 Integration
- Early Coordination with Indian Tribes for Infrastructure Projects

BACKGROUND SYNOPSIS

William J. Glass received his B.A. in Anthropology from The University of Alabama in 2004. From 2000 to 2012, Mr. Glass served as Field Director and Cartographer for Panamerican Consultants, Inc. Mr. Glass has participated in over 2000 cultural resources projects to include all phases of archaeological survey, testing, data recovery, and archaeological monitoring. Mr. Glass has authored or co-authored over 600 technical reports. Clients for some of these projects have included Fort Benning Military Reservation, Fort McClellan Army National Guard Training Center (FM-ARNGTC), Fort Morgan, Eglin Air Force Base, the Alabama Department of Transportation, Tennessee Department of Transportation, the USACE Wilmington District, the U.S. Fish and Wildlife Service (Savannah Coastal Refuges), NAS Pensacola, the De Soto National Forest, the Bienville National Forest, Camp Shelby, the Alabama-Coushatta Tribe of Texas, the MOWA Band of Choctaw Indians, as well as numerous local municipalities and private engineering and environmental companies.

EXPERIENCE

May 2012 to present

Vice-President and Co Owner, TerraXplorations, Inc.

Mr. Glass runs the Gulf Coast office in Mobile, Alabama. He oversees projects in Alabama, Georgia, Mississippi, Louisiana, Arkansas, Tennessee, east Texas, and the Florida panhandle. Duties include project manager, archaeological work, report writing, marketing, business development, and proposal documents. Mr. Glass is also a GIS specialist, generating necessary field and report maps utilized by TerraX.

2000 to 2012

Field Director, Panamerican Consultants Inc.

Responsibilities included conducting Phase I Survey, Phase II site testing, and Phase III data recovery for cultural resource projects in Alabama, Mississippi, Louisiana, Georgia, Florida, and South Carolina. Duties included the direction and supervision of Crew-Chiefs and Field Technicians, archaeological work, report writing, marketing, bid documents, and drafts person.



TERRAXPLORATIONS

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www.TerraXplorations.com

Emily J. Warner, RPA

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ewarner@terraexplorations.com

EDUCATION

The University of Oklahoma
Bachelor of Art in Anthropology, 2015

The University of Mississippi
Master of Art in Anthropology, 2018

*Principal Investigator
TerraXplorations, Inc.*

BACKGROUND SYNOPSIS

Ms. Warner received her BA in Anthropology from The University of Oklahoma in 2015. Ms. Warner earned her MA in Anthropology from The University of Mississippi in 2018. Ms. Warner joined TerraXplorations in July 2020 and is currently serving as Principal Investigator on Phase I Surveys. Ms. Warner is a professional archaeologist responsible for managing personnel in the field on projects of all phases, writing proposals and budgets, conducting artifact analysis, writing reports, and making determinations of eligibility to the National Register of Historic Places (NRHP) for cultural resources. She has been involved in multi-agency consultation in compliance with Section 106 of the National Historic Preservation Act.

EXPERIENCE

2018-2020

Center for Archaeological Studies-University of South Alabama

Supervisor/archaeologist for 15 Phase I/II archaeological sites in both Mobile and Baldwin counties for the Alabama Department of Transportation I-10 Bridge and Bayway Widening. Writing proposals and budgets, conducting artifact analysis, writing reports, and making determinations of eligibility to the National Register of Historic Places (NRHP) for cultural resources for the Alabama Historical Commission (AHC).

2016-2018

Center for Archaeological Research- The University of Mississippi

Field technician for multiple Phase I surveys and one Phase III in Mississippi at the New Salem Cemetery. Worked on lab inventory of New Salem Cemetery which included counting, sorting, and cataloging artifacts. Also, graduate assistant for 220k778 Phase II field school working with the total station and ground penetrating radar (GPR).

June 2017

My thesis- Analysis of Prehistoric Ceramics from a Fourteenth-Century Native American House, Carter Robinson Site (44LE10), Lee County, Virginia

Excavated one house structure at site 44Le10 and was a graduate assistant teaching students the fundamentals of archaeology.

ADDENDUM 1
CITY OF FAIRHOPE

RFP 005-20 Archaeological Monitoring Arts Alley Transit Hub

QUESTION 1: Do you have a map of the project area? *YES*

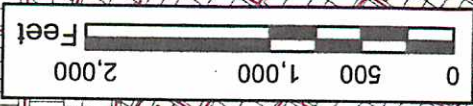
Bidders are to sign and include signed **Addendum 1** with submitted bid documents.

Acknowledged:

TECHNICAL SERVICES INC.
Company

WILLIAM J. GUNTS
By

Purchasing Manager
City of Fairhope
Posted: 8/19/2020



City of Fairhope

Project Site - Lat/Long:
30.523519N, -87.904112W

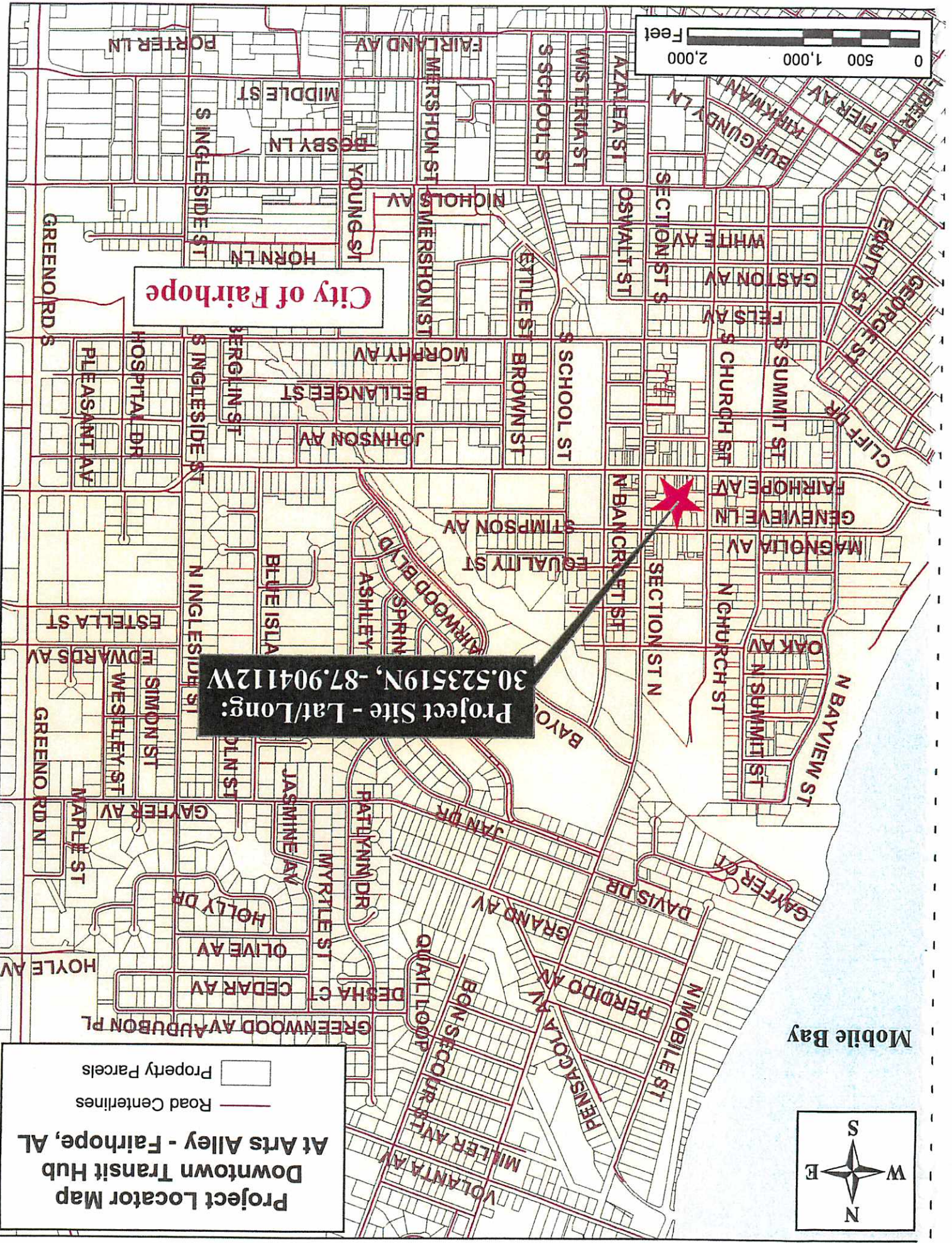


Project Locator Map
 Downtown Transit Hub
 At Arts Alley - Fairhope, AL

- Property Parcels
- Road Centerlines



Mobile Bay





**Parking Authority of the City of Fairhope
Fairhope Single Tax Corp. Leased Property
8 North Church Street; Fairhope, AL 36532**

- Road Centerlines
- Property Parcels

MAGNOLIA AV

Parcel: 05-46-03-37-0-601-002.526

Parcel: 05-46-03-37-0-601-002.523

SAXE LN

N CHURCH ST

SECTION ST N

FAIRHOPE AV

S CHURCH ST

SECTION ST S



RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to execute a contract for Extension No. 1 of Bid No. 038-19, Perennial Ryegrass Seed for the Recreation Department, with SiteOne Landscape Supply, for an additional one year, as per the terms and conditions of the original contract. The cost is \$58.07 per 50 lb. bag with an estimated 300 bags for a total bid proposal of \$17,421.00.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 10/2/2020

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Extension 1 of Bid 0038-19 Perennial Ryegrass Seed to SiteOne Landscape Supply

Project Location: Public Works

Presented to City Council: 10/12/2020

Funding Request Sponsor: Pat White, Recreation Director

Resolution # : _____
Approved 10/5/20 4:28
Changed _____
Rejected _____ *PAH*

Project Cash Requirement Requested:
Cost: \$ 17,421.00 (\$58.07 per 50 lbs. bag for 300 bags)

Vendor: SiteOne Landscape Supply

Project Engineer: n/a

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

Department Funding This Project

General Gas Electric Water Sewer Gas Tax Cap Prodi Impact Health Fed Grant

Department of General Fund Providing the Funding

Admin-10 Bldg-13 Police-15 Fire-20 ECD-24 **Rec-25** Civic-26 Street-35 Sanitation-40
 Fac Maint-45 Golf-50 Golf Grounds-55 Museum-70 Debt Service-85 Marina-34 Plan/Zone

Project will be:

Expensed XXX
 Capitalized _____
 Inventoried _____

Funding Source:

Operating Expenses XXX
 Budgeted Capital _____
 Unfunded _____

Expense Code: 001260-50340
 G/L Acct Name: General Supplies

Grant: _____ Federal - not to exceed amount
 _____ State
 _____ City
\$0.00 Local

Project Budgeted: \$ 17,421.00 (Included in FY2021 Draft Budget)
 Balance Sheet item-
 Included in projected
 cash flow \$0.00

Over (Under) budget amount: \$ _____

Comments: _____

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

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

City Treasurer: _____ Finance Director: _____ Mayor: _____

Purchasing Memo Date: 9/30/2020 Purchasing Memo Date: 9/30/2020 Delivered To Date: 10/2/2020

Request Approved Date: 10/2/2020 Request Approved Date: 10/2/2020 Approved Date: 10/3/20

Signatures: *Kim Creech* *Jill Cabaniss* *Mayor Karin Wilson*
 Kim Creech Jill Cabaniss, MBA Mayor Karin Wilson



MEMO

To: Kimberly Creech, Treasurer

From: *Delores A. Brandt*

Delores A. Brandt, Purchasing Manager

Date: September 30, 2020

Re: Request City Council to approve **Extension 1 of Bid 0038-19 Perennial Ryegrass Seed 2019**

Karin Wilson
Mayor

Council Members:

Kevin G. Boone
Robert A. Brown
Jack Burrell, ACMO
Jimmy Conyers
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
City Treasurer

The Contract for the subject bid was executed on September 17, 2019 and awarded to **SiteOne Landscape Supply**. The Contract will terminate on October 17, 2020. The Director of Parks and Recreation Director, Pat White, requests that the City exercise the option of extending the bid one additional year to October 17, 2021.

The Vendor has agreed to Extension 1, **with all terms and conditions of the bid award, including pricing, remaining the same** (see attached email).

Please place on the next City Council agenda this request to approve the Extension 1 of the Contract for Bid 038-19 Perennial Ryegrass Seed 2019, to SiteOne Landscape Supply for the rates set on the bid response form.

Cc: File, Pat White

161 North Section St.
PO Drawer 429
Fairhope, AL 36533

251-928-2136 (p)
251-928-6776 (f)
www.fairhopeal.gov

City of Fairhope

Extension 1 of Bid 038-19 Perennial Ryegrass Seed 2019

This EXTENSION NO.1 of CONTRACT ("Extension") is made this ____ day of _____, 20____, for the purpose of extending the agreement known as Bid 038-19 Perennial Ryegrass Seed 2019, dated October 17, 2019, ("Original Contract") between the City of Fairhope and SiteOne Landscape Supply (the "Parties").

1. The Original Contract, which is attached hereto as a part of this Extension, is described below:

Bid 038-19 Perennial Ryegrass Seed 2019

and will end on October 17, 2020

2. The Parties agree to extend the Original Contract for an additional period, which will begin immediately upon the expiration of the original time at 12:00 a.m. on October 17, 2020 and will end at 12:00 a.m. on October 17, 2021.

3. This Extension binds and benefits both Parties and any successors or assigns. This document, including the attached Original Contract, is the entire agreement between the Parties. All other terms and conditions of the Original Contract, including pricing, remain unchanged.

IN WITNESS WHEREOF, the parties hereto have executed this Contract Extension as of the day and year first above written.

THE CITY OF FAIRHOPE, ALABAMA

ATTEST:

BY: Karin Wilson, Mayor

BY: Lisa A. Hanks, MMC, City Clerk

NOTARY FOR THE CITY

STATE OF ALABAMA}
COUNTY OF BALDWIN}

I, the undersigned authority in and for said State and County, hereby certify that Karin Wilson as Mayor of the City of Fairhope whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, being informed of the contents of the document she executed the same voluntarily on the date of the same bears date.

Given under my hand and Notary Seal on this ____ day of _____, 20 ____.

Notary Public _____

My Commission Expires: _____

Jennifer Bush

From: Pat White
Sent: Wednesday, September 30, 2020 9:07 AM
To: Jennifer Bush
Cc: Dee Dee Brandt
Subject: Re: Ryegrass Seed Contract Extension

Yes. Thank you

Pat White - Director of Parks and Recreation had

Sent via the Samsung Galaxy S@6 active, an AT&T 4G LTE smartphone
Get [Outlook for Android](#)

From: Jennifer Bush <jennifer.bush@fairhopeal.gov>
Sent: Wednesday, September 30, 2020 8:58:43 AM
To: Pat White <pat.white@fairhopeal.gov>
Cc: Dee Dee Brandt <deedee.brandt@fairhopeal.gov>
Subject: Ryegrass Seed Contract Extension

Pat,

It is time for the first extension of the bid for Perennial Ryegrass Seed. Do you want to continue with Site-One for another year?

Thank you!

Jennifer Bush

Purchasing Administrative Assistant

555 S. Section Street
Fairhope, AL 36532
251-279-6231

RESOLUTION NO. _____

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

[1] That the City of Fairhope approves the negotiated pricing for HVAC Parts and Supplies from Wittichen Supply Co. The cost is unknown until actual parts or replacement is needed. The amount spent in FY2020 was in excess of \$47,000.00.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 10/2/2020

Please return this Routing Sheet to Treasurer by: ASAP

2/11/21

Project Name: Approve negotiated pricing for HVAC Parts and Supplies from Wittichen Supply Co

Project Location: Citywide

Presented to City Council: 10/12/2020

Funding Request Sponsor: Richard Johnson, Public Works Director
Lance Cabaniss, Supervisor Building Maintenance

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ _____ - To be determined at the time of repairs

Vendor: Wittichen Supply Co

Project Engineer: n/a

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

Department Funding This Project

General Gas Electric Water Sewer Gas Tax Cap Prodi Impact Health Fed Grant

Department of General Fund Providing the Funding

Admin-10 Bldg-13 Police-15 Fire-20 ECD-24 Rec-25 Civic-26 Street-35 Sanitation-40
 Fac Maint-45 Golf-50 Golf Grounds-55 Museum-70 Debt Service-85 Marina-34 Plan/Zone

Project will be:

Expensed XXX
 Capitalized _____
 Inventoried _____

Funding Source:

Operating Expenses XXX
 Budgeted Capital _____
 Unfunded _____

Expense Code: XXXX-50360
 G/L Acct Name: General Maintenance

Grant: _____ Federal - not to exceed amount
 _____ State
 _____ City
\$0.00 Local

Project Budgeted: \$ _____ (Included in FY2021 Draft Budget)
 Balance Sheet Item-
 Included in projected
 cash flow \$0.00

Over (Under) budget amount: \$ _____

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

Capital Lease: _____ Payment _____ Term _____

Comments:
 The cost is unknown at this point until actual repairs or replacement is needed. The amount spent in FY2020 was in excess of \$47,000.00

City Council Prior Approval/Date? _____

City Treasurer: _____ Finance Director: _____ Mayor: _____

Purchasing Memo Date: 9/30/2020 Purchasing Memo Date: 9/30/2020 Delivered To Date: 10/2/2020

Request Approved Date: 10/2/2020 Request Approved Date: 10/2/2020 Approved Date: 10/2/2020

Signatures: Kim Creech Jill Cabaniss, MBA Mayor Karin Wilson



MEMO

To: Kimberly Creech, Treasurer

From: Delores A Brandt
Delores A. Brandt, Purchasing Manager

Karin Wilson
Mayor

Date: September 30, 2020

Council Members:

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

Re: **Council Approval and Greensheet – of negotiated pricing for HVAC, Parts and Supplies budgeted for FY21. This is an over \$10,000 request and requires Council Approval**

Lisa A. Hanks, MMC
City Clerk

The Building Maintenance through the Public Works Department has need to contract for HVAC units and supplies for repairs and replacement within the City of various types and sizes of units. These Splits and Mini-Split units are not on the State Contract nor on buying groups that we are allowed to use. The City has and will use the named units in buildings all over the City.

Kimberly Creech
Treasurer

A negotiated Quote was requested of Wittichen Supply Co. Inc, the sole source distributor for RUUD and Fujitsu Airstage VRF products in Alabama. See attached Letter. Wittichen, using negotiated Contractor Pricing as in the attached quote, will maintain, for a period of three years, the pricing as provided in the example pricing until the manufacturer announces an increase, and then will provide the City with that letter of increase.

It is unknown at this point how much will actually be needed for repairs and replacement. The amount spent in FY2020 was in excess of \$47,000.

Please place on the next available City Council Agenda this request for Council to approve the choice of Wittichen Supply for negotiated contract pricing for HVAC units and supplies as needed.

161 North Section St.
PO Drawer 429
Fairhope, AL 36533

Cc: , R Johnson Lance Cabaniss, Randy Weaver, Clint Steadham

251-928-2136 (p)
251-928-6776 (f)
www.fairhopeal.gov

Bid Tabulation

HVAC PARTS & SUPPLIES (MISCELLANEOUS)

CITY OF FAIRHOPE

		WITTICHEN SUPPLY CO.	
GROUP	DESCRIPTION	UOM	NEGOTIATED MARK-UP %
1	EXPENDABLES	%	29%
2	COMPRESSORS	%	24%
3	CONTRLOLS	%	29%
4	ELECTRICAL EQUIPMENT	%	29%
5	COPPER	%	23%
6	REFRIDGERANT	%	23%
7	CHEMICAL CLEANERS	%	29%
8	WATER COILS	%	29%
9	STEAM COILS	%	29%
10	SPECIAL ORDERS <i>(ITEMS NOT NORMALLY KEPT IN STOCK)</i>	%	29%
11	A/C CONDENSING UNITS	%	24%
12	REFRIGERATION CONDENSER UNITS	%	24%
13	UNIT HEATHERS	%	27%
14	FURNACES	%	24%
15	PACKAGE UNITS	%	24%
	*All other items shall be at Off		
	manufacturers suggested list price	%	25%
Delivery is guaranteed not later than		3	2
	days after order date.		

REQUIRED DOCUMENTS	
NOTIFICATION OF INTENT TO RESPOND	YES
AFFIDAVIT OF CONTRACTOR	YES
DEBARMENT STATEMENT	YES
NON-COLLUSION AFFIDAVIT	YES
EEOC FORM	YES
SIGNATURE PAGE	YES
PRICE SHEET	YES
PACA FORM	YES
ADDENDUM NO. 1	YES

CONTACT INFORMATION	
WITTICHEN SUPPLY CO.	9715 Milton Jones Road, Daphne AL 36526 - Ken McDonald E:kenm@wittichen-supply.com

RESOLUTION NO. ____

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

[1] That the City of Fairhope approves the procurement of a Grit Classifier Auger and Guides for the Sewer Department from Jim House and Associates as Sole Source Provider for Schreiber, LLC in the State of Alabama, and the State of Florida (Panhandle). The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-75. The cost will be \$9,519.00 and included in the FY2021 Draft Budget.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 10/1/2020

10/5/20 AM 8:28
Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procurement to replace a Grit Classifier Auger and Guides from Jim House & Associates, Inc.

Project Location: Sewer Plant

Presented to City Council: 10/12/2020

Funding Request Sponsor: Mike Allison, Director of Operations
Jason Langley, Water & Sewer Superintendent
Tim Manuel, Water & Sewer Assistant Superintendent

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 9,519.00

Vendor: Jim House & Associates, Inc.

Project Engineer: n/a

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

Department Funding This Project

General Gas Electric Water **Sewer** Gas Tax Cap Prodi Impact Health Fed Grant

Department of General Fund Providing the Funding

Admin-10 Bldg-13 Police-15 Fire-20 ECD-24 Rec-25 Civic-26 Street-35 Sanitation-40
Fac Maint-45 Golf-50 Golf Grounds-55 Museum-70 Debt Service-85 Marina-34 Plan/Zone

Project will be: Expensed _____ Capitalized XXX Inventoried _____

Funding Source: Operating Expenses _____ Budgeted Capital XXX Unfunded _____

Expense Code: 004-16060 Grant: \$1,210,000.00 Federal - not to exceed amount
G/L Acct Name: Water and Sewer Systems State _____
City _____
Local \$0.00

Project Budgeted: \$ 9,519.00 FY2021 Draft Budget
Balance Sheet Item- Included in projected cash flow \$0.00

Over (Under) budget amount: \$ _____

Comments: The classifier is a part of the existing machinery that removes grit, rocks, sand and many more things that make it through the screening. This is a wear part that needs to be changed out every 5 to 10 years.

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

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

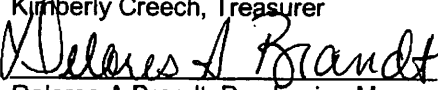
City Treasurer **Finance Director** **Mayor**

Purchasing Memo Date: 9/29/2020 Purchasing Memo Date: 9/29/2020 Delivered To Date: 10/2/2020
Request Approved Date: 10/2/2020 Request Approved Date: 10/2/2020 Approved Date: 10/2/2020

Signatures: Kim Creech Jill Caballes, MBA Mayor, Jim Wilson



MEMO

To: Kimberly Creech, Treasurer
From: 
Delores A Brandt, Purchasing Manager

Karin Wilson
Mayor

Date: September 29, 2020

Council Members:

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

Greensheet Approval for Budgeted procurement, under \$10,000.00, for GRIT CLASSIFIER AUGER AND GUIDES and service for repair of existing classifier machinery Wastewater Dept for FY2021.

For the fiscal year 2021, the Wastewater Department's PLANT Manager, Dennis Scott, is requesting approval to procure a **replacement** Grit Classifier Auger with guides, that removes the grit from the wastewater. The classifier is a part of the existing machinery that removes grit, rocks, sand, and many more things that make it through the screening. This is a wear part that needs to be changed out every 5 to 10 years. We are starting the 7th year since this has been installed. The parts that will be changed out is an auger, guide sleeve and the accessories. Part of the cost is for Schreiber to assist in the maintenance repair because we have never worked on this item other than basic maintenance. This item along with many at the wastewater plant are specially engineered and a sole source item which includes these parts that only Schreiber makes specific for the classifier.

It is recommended that the purchase of this item be through **Jim House & Associates, Inc**, a Sole Source distributor, for Schreiber, the manufacturer in the amount of **NINE THOUSAND FIVE HUNDRED NINETEEN DOLLARS (\$9,519.00)**.

This procurement is over the greensheet approval benchmark of \$5000 for budgeted operational items and under the \$10,000 limit for City Council approval. Alabama Code Title 41. State Government § 41-16-75 Sole Source purchases.

See attached quote for details.

Please compose and have approved, a greensheet for this sole source procurement of one GRIT CLASSIFIER AUGER AND GUIDES for Wastewater Dept for FY2021 in the amount of \$ \$9,519.00.

161 North Section
Street PO Drawer 429
Fairhope, Alabama
36533

251-928-2136

251-928-6776 Fax
www.fairhopeal.gov

Cc: file, Tim Manuel, Dennis Scott

CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: Dennis Scott
Department: Wastewater

Date: 7/10/2020

ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? GRIT CLASSIFIER AUGER AND GUIDES
2. What is the total cost of the item or service? \$9519
3. Where will the item or service be physically located? HEADWORKS AT PLANT
4. What is the primary function of the item or service? REMOVES THE GRIT FROM WASTEWATER
5. How many do you need? 1
6. Item or Service Is: New Used Replacement Annual Request
7. When do you anticipate implementation? ASAP Click or tap to enter a date.
8. Additional Information or Comments: Click or tap here to enter text.

BUDGET INFORMATION

1. Is it budgeted? Yes No Emergency Request
2. If budgeted, what is the budgeted amount? \$ 9519
3. What is the Capital Project Name or Operating Budget Code: 004020- 59500
4. Check any applicable boxes: State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)

Email completed form with quotes or other supporting documentation to deedee.brandt@fairhopeal.gov and jennifer.bush@fairhopeal.gov.

PURCHASING USE ONLY

Vendor Name: Click or tap here to enter text.

Vendor Number: Click or tap here to enter text.

Current Business License: Yes No



100 Schreiber Dr.
Trussville, AL 35173

July 8, 2020

Re: Schreiber Sales Representative

To whom it may concern:

Please be advised that Jim House & Associates, Inc. is the exclusive sales representative for municipal applications of Schreiber products, in the State of Alabama and the State of Florida (panhandle), West of the Apalachicola River.

Thank you for your interest in Schreiber products. Please feel free to contact me if you have any questions.

Thank you

Yours truly,

SCHREIBER, LLC

John K Shepherd

John K. Shepherd, PE
Vice President Technology

Dennis Scott

From: stenson@jimhouse.com
Sent: Thursday, September 10, 2020 2:09 PM
To: Dennis Scott
Subject: FW: Fairhope, AL Revised quote Grit classifier.

Please see below

Regards,

Stenson Biggs
Jim House & Associates, Inc.
251-928-7867 – Office
251-604-4878 - Cell

From: Brad Draper <brad@schreiberwater.com>
Sent: Thursday, September 10, 2020 1:06 PM
To: stenson@jimhouse.com
Subject: Fairhope, AL Revised quote Grit classifier.

Dear Stenson, Job #1013

6/29/2020

We are pleased to offer the following quote:

QTY	UNIT	DESCRIPTION	PRICE EACH	TOTAL PRICE
1	ea	12" Grit classifier replacement screw primer painted stock # 11704165	\$5,444.00	\$5,444.00
1	ea	12" Grit classifier S.S wear bar liner Stock # 11704172 (3 week delivery)	\$1,300.00	\$1,300.00
1	ea	Service call to replace screw & liner. Based on 1 man for 3 days labor, mileage, expenses and travel time. (NOTE: Fairhope to furnish lifting equip)	\$2,775.00	\$2,775.00

Total \$9,519.00
Plus Freight

Delivery: Stock to 3 weeks.

These prices are valid for 60 days from the date of this email.

RESOLUTION NO. _____

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

[1] That the City of Fairhope has voted to purchase Two 6"x18" and One 8"x18" Plidco Repair Split and Sleeves for the Gas Department from Port City Pipe, Inc.; and authorizes procurement without formal bid based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The cost will be \$21,974.70.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 10/2/2020

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procurement of two (2) 6"x18" and one (1) 8"x18" Plidco repair Split+Sleeves (Inventory Items)

Project Location: Gas Dept

Presented to City Council: 10/12/2020

Funding Request Sponsor: Mike Allison, Director of Operations
Jeremy Little, Gas Assistant Superintendent

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 21,974.70

Vendor: Port City Pipe Inc.

Project Engineer: n/a

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

Department Funding This Project

General Gas Electric Water Sewer Gas Tax Cap Prodi Impact Health Fed Grant

Department of General Fund Providing the Funding

Admin-10 Bldg-13 Police-15 Fire-20 ECD-24 Rec-25 Civic-26 Street-35 Sanitation-40
Fac Maint-45 Golf-50 Golf Grounds-55 Museum-70 Debt Service-85 Marina-34 Plan/Zone

Project will be:

Expensed _____
Capitalized _____
Inventoried XXX

Funding Source:

Operating Expenses _____
Budgeted Capital XXX
Unfunded _____

Expense Code: 002-14015
G/L Acct Name: Inventory

Grant: _____ Federal - not to exceed amount
_____ State
_____ City
\$0.00 Local

Project Budgeted: \$ _____
Balance Sheet Item-
Included in projected
cash flow \$21,974.70

Over (Under) budget amount: \$ _____

Comments: Items are for the repair of a damaged high presure gas lines.

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

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

City Treasurer: _____ Finance Director: _____ Mayor: _____

Purchasing Memo Date: 9/29/2020 Purchasing Memo Date: 9/29/2020 Delivered To Date: 10/2/2020

Request Approved Date: 10/2/2020 Request Approved Date: 10/2/2020 Approved Date: 10/2/2020

Signatures: Kim Creech Jill Cabaniss, MBA Mayor Kim Creech



MEMO

Karin Wilson
Mayor

To: Kimberly Creech, Treasurer
From: Delores A Brandt
Delores A Brandt, Purchasing Manager

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

Date: September 29, 2020

RE: Green Sheet and Council Approval of over \$10,000 budgeted annual procurement of SPLIT+SLEEVES for **Gas Department** inventory

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Assistant Superintendent for Gas Department, Jeremy Little, and Operations Director, Mike Allison, request the approval to purchase inventory items for the repair of damaged High Pressure gas lines. The lowest quoted price of **TWENTY-ONE THOUSAND NINE HUNDRED SEVENTY-FOUR DOLLARS AND SEVENTY CENTS (\$21,974.70)** which does NOT include freight, is from **PORT CITY PIPE INC.** These units must fit into our existing standardized system.

two (2) 6"X18" Plidco repair SPLIT+SLEEVES
one (1) 8"X18" Plidco repair SPLIT+SLEEVES

The Units are exempt from formal bidding per Code of Alabama 1975, Section 41-16-51(b)(7) which states:

The purchase of equipment, supplies, or materials needed, used and consumed in the normal and routine operation of any waterworks system, sanitary sewer system, gas system, or electric]system, or any two or more thereof, that are owned by municipalities, counties, or public corporations, boards, or authorities that are agencies, departments, or instrumentalities of municipalities or counties and no part of the operating expenses of which system or systems have during the then current fiscal year, been paid from revenues derived from taxes or from appropriations of the state, a county, or a municipality.

Please compose a greensheet and place on the first available City Council agenda this request to procure for inventory three Plidco repair SPLIT+SLEEVES Gas Department at a cost of \$21,974.70

161 North Section
St.
PO Drawer 429
Fairhope, AL 36533

Cc: file, M Allison, Jeremy Little

251-928-2136 (p)
251-928-6776 (f)
www.fairhopeal.gov

CITY OF FAIRHOPE PURCHASING DEPARTMENT

REQUEST FORM

Name: Jeremy Little

Date: 9/24/2020

Department: Gas

ITEM OR SERVICE INFORMATION

1. **What item or service do you need to purchase?** Plidco repair split-sleeve for high pressure gas lines 6" and 8"
2. **What is the total cost of the item or service?** \$21,974.70
3. **Where will the item or service be physically located?** On 6" and 8" High pressure gas lines that are damaged
4. **What is the primary function of the item or service?** To repair high pressure Gas Mains
5. **How many do you need?** Total of 3. Two for 6" pipe and 1 for 8" pipe
6. **Item or Service Is:** New Used Replacement Annual Request
7. **When do you anticipate implementation?** As needed
8. **Additional Information or Comments:** Price does not include freight
9. **Vendor Name:** Port City Pipe
10. **Vendor Number:** 163

BUDGET INFORMATION

1. **Is it budgeted?** Yes No Emergency Request \$80,000.00
2. **If budgeted, what is the budgeted amount?** Inventory Stock 2- 6" 839 and 1- 8" 840
3. **What is the Capital Project Name or Operating Budget Code:** Click or tap here to enter text. 002-50340, Line 30
4. **Check any applicable boxes:** State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)

Email completed form with quotes and other supporting documentation to deedee.brandt@fairhopeal.gov and jennifer.bush@fairhopeal.gov

PORT CITY PIPE, INC.
P.O. BOX 850356 36685
921 DYKES ROAD SOUTH 36608
MOBILE, AL
US

Voice: 251-633-6921
Fax: 251-607-0358

QUOTATION

Quote Number: 090120-NB1000
Quote Date: Sep 17, 2020
Page: 1

FAIRHOPE GAS DEPT, CITY OF
P.O. BOX 429
FAIRHOPE, AL 36532

Drop Shipment

FAIRHOPE GAS DEPT	10/17/20	Net 30 Days	NICK
-------------------	----------	-------------	------

Quantity	Item	Description	Unit Price	Amount
1.00 2.00		6" SPLIT + SLEEVE, 1000 PSI, 18" SEAL TO SEAL, 1" FNPT VENT / PLUG IN EA HALF	6,543.800	6,543.80 13,087.60
1.00		6" SPLIT + SLEEVE, 1000 PSI, 18" SEAL TO SEAL, NO VENT	5,936.100	5,936.10
1.00		8" SPLIT + SLEEVE, 1000 PSI, 18" SEAL TO SEAL, 1" FNPT VENT / PLUG IN EA HALF	8,503.600	8,503.60
1.00		CERTIFICATION OF COMPLIANCE PKGE	73.500	73.50
1.00		ISPM COMPLIANT PACKAGE & HANDLING (ESTIMATED)	310.000	310.00

****CURRENT LEAD TIME 10 - 12 WEEKS
ARO****

Subtotal	\$ 21,974.70
Sales Tax	21,367.00
Freight	
TOTAL	21,974.70



M. T. Deason, A Division of ISCO

P. O. Box 101807
2820 Commerce Blvd
Birmingham, AL 35210
(205) 956-2266 ~ FAX (205) 956-1911
www.mtdeason.com

September 23, 2020

City of Fairhope
Plidco Quote

SS0-060024 SS0-060024CV 6" X 24" 1000 psi wp PLIDCO SPLIT+SLEEVE W/ VITON-B PACKING AND ONE 3/4" VENT IN ONE HALF ONLY BASE FITTINGS ARE IN STOCK IN ALVIN, TX WITH NO VENT (SILICONE CAN BE OFFERED AS WELL)	Qty 2	\$8,603.53 each	\$17,207.06
SS0-080024 SS0-080024CV 8" X 24" 1000 psi wp PLIDCO SPLIT+SLEEVE W/ VITON-B PACKING AND ONE 3/4" VENT IN ONE HALF ONLY BASE FITTING IS IN STOCK IN BELLE CHASSE, LA WITH NO VENT (SILICONE CAN BE OFFERED AS WELL)	Qty 1	\$11,205.88 each	\$11,205.88
			Total \$28,412.94

CERT-PACKAGE (included)
MATERIAL CERTIFICATION PACKAGE WHICH INCLUDES
PLIDCO Q.A. 2.1 CERTIFICATE OF COMPLIANCE, 3.1
HYDROSTATIC TEST CERTIFICATE (WHERE APPLICABLE),
AND MILL TEST REPORTS, PER ISO 10474-2013

4-5-week lead time once stock fittings are received back at
PLIDCO
PRICE INCLUDES SHIPPING FROM OUR STOCK TO PLIDCO TO
ADD VENTS AND THEN FROM PLIDCO TO FAIRHOPE, AL

Thank you for this opportunity.
Diane Clarke

Territory Service Manager

"Specializing in Natural Gas Products"



Submitted by IRBY Utilities....(Caleb)

CITY OF FAIRHOPE REQ	
DESCRIPTION	
6.625	SLV SPLIT W/2" VENT 500G 14-3/4" BET RRW/2" VENT 500G 17-3/4" OAL 6BH 1" DSC RED-D
8.625	SLV SPLIT W/2" VENT 500G 14-1/4" BET RRW/2" VENT 500G 17-3/4" OAL 6BH 1" DSC RED-D

9/4/2020

UOM	QTY			Lead Time	MFR Name	MFR PN	Freight
EA	2	\$ 7,462.96	\$ 14,925.92	8-10 weeks	DRESSER	0096-0001-002	FFA
EA	1	\$ 7,675.70	\$ 7,675.70	8-10 weeks	DRESSER	0096-0002-002	FFA

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 procure Three Greenhouses that were destroyed by Hurricane Sally for the Horticulture Department of Public Works; and the items are available for direct procurement through the Sourcewell Purchasing Coop which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$40,405.50 which is unbudgeted but should be reimbursed through FEMA.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

10/15/2020 4:51:20

Issuing Date: 10/2/2020

Please return this Routing Sheet to Treasurer [Signature] ASAP

Project Name: Procurement of 3 Greenhouses that was destroyed by Hurricane Sally from Clearspan Fabric Structures International, Inc.

Project Location: Public Works

Presented to City Council: 10/12/2020

Funding Request Sponsor: Richard Johnson, Public Works Director
Paul Merchant, Supervisor Horticulture

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 40,405.50

Vendor: Clearspan Fabric Structures International, Inc. (Sourcewell)

Project Engineer: n/a

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

Department Funding This Project

General Gas Electric Water Sewer Gas Tax Cap Prodi Impact Health Fed Grant

Department of General Fund Providing the Funding

Admin-10 Bldg-13 Police-15 Fire-20 ECD-24 Rec-25 Civic-26 **Street-35** Sanitation-40
 Fac Maint-45 Golf-50 Golf Grounds-55 Museum-70 Debt Service-85 Manna-34 Plan/Zone

Project will be:

Expensed _____
 Capitalized XXX
 Inventoried _____

Funding Source:

Operating Expenses _____
 Budgeted Capital _____
 Unfunded _____

Expense Code: 001350-50475
 G/L Acct Name: Capital Improvements

Grant: _____ Federal - not to exceed amount
 _____ State
 _____ City
\$0.00 Local

Project Budgeted: \$ _____
 Balance Sheet Item-
 Included in projected
 cash flow \$0.00

Over (Under) budget amount: \$ 40,405.50

Comments: Hurricane Sally FEMA should reimburse the cost of the Greenhouses.

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

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

City Treasurer: _____ Finance Director: _____ Mayor: _____

Purchasing Memo Date: 9/29/2020 Purchasing Memo Date: 9/29/2020 Delivered To Date: 10/2/2020

Request/Approved Date: 10/2/2020 Request Approved Date: 10/2/2020 Approved Date: 10/7/2020

Signatures: [Signature] [Signature] [Signature]
 Kim Creech Jim Cabaniss, MBA Mayor Karin Wilson



MEMO

Karin Wilson
Mayor

To: Kim Creech, Treasurer
From: Delores A Brandt
Delores Brandt, Purchasing Manager

Council Members:

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

Date: September 29, 2019

Re: **Greensheet / City Council agenda to approve the over \$10,000 acquisition of Three Greenhouses for Public Works Horticulture dept, to replace those destroyed in Hurricane Sally (#4563-DR), from CLEARSPAN Fabric Structures International Inc. through their contract with SOURCEWELL Buying Group**

The Horticulture Supervisor, Paul Merchant, and Public Works Director, Richard Johnson, have need to **replace three greenhouses** that were destroyed in Hurricane Sally (disaster relief #4362- DR) on Sept 16, 2020. These greenhouses need to be constructed and operable before Dec. 31, 2020.

The greenhouses can be obtained through the contract with **SOURCEWELL** for Solicitation RFP#091319 and **CLEARSPAN Fabric Structures International, Inc**

The Horticulture Department recommends the award be made to **ClearSpan Fabric Structures International Inc.** in the amount of **FORTY THOUSAND FOUR HUNDRED FIVE DOLLARS AND FIFTY CENTS (\$40,405.50)** including Freight through the **Sourcewell (NJPA)** contract.

Please prepare a greensheet and place on the next City Council Agenda this request to award the procurement of three greenhouses that were destroyed in Hurricane Sally (disaster relief #4362- DR) for the Horticulture Dept through the SOURCEWELL (NJPA) buying group, in the amount of \$40,405.50

161 North Section St.
PO Drawer 429
Fairhope, AL 36533

Cc: file, Paul Merchant, Richard Johnson

251-928-2136 (p)
251-928-6776 (f)
www.fairhopeal.gov



Corporate
 703 Hebron Avenue, Floor 3, Glastonbury, CT 06033
 p. 1.860.760.0046 • f. 1.888.958.1393 • www.clearspan.com



Customer ID: 8980550

Quote Number: 994114

QUOTE

Sourcewell Contract #: 091319-CSS

Page: 1 of 2

<p><u>Quote To:</u></p> <p>CITY OF FAIRHOPE PUBLIC WORKS DEPT. PUBLIC UTILITIES WAREHOUSE 555 S SECTION ST FAIRHOPE AL 36532-1609 UNITED STATES</p> <p>Phone:</p> <p>Sales Person: ZACH CARR Fax: 800-457-8887 ZCARR@GROWERSSUPPLY.COM</p>	<p><u>Ship To:</u></p> <p>CITY OF FAIRHOPE PUBLIC WORKS DEPT. 530-576 NICHOLS ST FAIRHOPE, AL 36532-1609</p> <p>Date: 9/29/2020 Expires: 10/29/2020</p> <p>Quote Total 40,405.50</p>
--	--

USD

Line	Part	Description	Expected Qty	Unit Price	Ext. Price
1	GS052460GDCR	24X60 S500 TALL GH GP DBL-FLM W/INFLT RU	3.00	6,533.10	19,599.30
2	GS05KSP24	24"W GSPAN S500 RAFTER SUPPORT KIT PKG	12.00	130.50	1,566.00
3	GS05KEW24G72	24"W S500 END FRAME KIT WITH GROUND POST	6.00	850.50	5,103.00
4	GS05KCT2472	24'X6' GS S500,8MM-PCARB,END-CLAD KIT	6.00	940.50	5,643.00
5	115833	ALUMINUM DOUBLE SLIDING DOOR 3'X7'	3.00	845.10	2,535.30
6	110567	ALUMINUM SNGL SLIDING DOOR 3'X7'	3.00	521.10	1,563.30

<u>QUOTE - Miscellaneous Charge -</u>	
Description	Ext. Price
1.) FREIGHT	4,395.60

*Please Note:
 Additional Sales Tax will apply for materials and installation if the project is not tax exempt.*

Proposal reflects Sourcewell Pricing. Only available through the purchasing CoOp. PO must state Sourcewell contract # to qualify.



Corporate
703 Hebron Avenue, Floor 3, Glastonbury, CT 06033
p. 1.860.760.0046 • f 1.888.958.1393 • www.clearspan.com



Customer ID: 8980550

Quote Number: 994114

QUOTE

Sourcewell Contract #: 091319-CSS

Page: 2 of 2

Lines Total	36,009.90
Line Miscellaneous Charges	0.00
Quote Miscellaneous Charges	4,395.60
Quote Total	40,405.50

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 procure of Repairs to accident damaged Engine #914, a fire suppression vehicle at Fire Station #1 for the Fairhope Volunteer Fire Department from Sunbelt Fire, Inc., as Sole Source Distributor and Service Provider for E-One products for our region. This is an unbudgeted cost of \$11,930.91 but will be paid by insurance less deductible.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

10/15/2020

Issuing Date: 10/2/2020

Please return this Routing Sheet to Treasurer by MMH ASAP

Project Name: Procurement of Repairs to accident damaged Engine #914, a fire suppression vehicle at Fire Station #1.

Project Location: Fire Station #1

Presented to City Council: 10/12/2020

Funding Request Sponsor: Richard Johnson, Public Works Director
Tim Bung, Supervisor Vehicle mechanics
John Saraceno

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 11,930.91

Vendor: Sunbelt Fire

Project Engineer: n/a

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

Department Funding This Project

General Gas Electric Water Sewer Gas Tax Cap Prodi Impact Health Fed Grant

Department of General Fund Providing the Funding

Admin-10 Bldg-13 Police-15 **Fire-20** ECD-24 Rec-25 Civic-26 Street-35 Sanitation-40
 Fac Maint-45 Golf-50 Golf Grounds-55 Museum-70 Debt Service-85 Marina-34 Plan/Zone

Project will be:

Expensed XXX
 Capitalized _____
 Inventoried _____

Funding Source:

Operating Expenses _____
 Budgeted Capital _____
 Unfunded XXX

Expense Code: 001200-50440
 G/L Acct Name: Equipment & Vehicle Repair

Grant: _____ Federal - not to exceed amount
 _____ State
 _____ City
\$0.00 Local

Project Budgeted: \$ _____ Insurance Claim Filed
 Balance Sheet Item-
 Included in projected cash flow \$0.00

Over (Under) budget amount: \$ 11,930.91

Comments:

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

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

City Treasurer	Finance Director	Mayor
Purchasing Memo Date: <u>10/1/2020</u>	Purchasing Memo Date: <u>10/1/2020</u>	Delivered To Date: <u>10/2/2020</u>
Request Approved Date: <u>10/2/2020</u>	Request Approved Date: <u>10/2/2020</u>	Approved Date: <u>10/2/2020</u>
Signatures: <u>Kim Creech</u>	<u>Jill Cabaniss, MBA</u>	<u>Mayor Karin Wilson</u>



MEMO

Karin Wilson
Mayor

To: Kimberly Creech, Treasurer
From: Delores A Brandt
Delores A Brandt, Purchasing Manager

Date: October 1, 2020

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
City Treasurer

Requesting Greensheet/Council approval to secure repairs to accident damaged Engine #914, a fire suppression vehicle at Fire Station #1, as an unbudgeted emergency request

The Fairhope Volunteer Fire Department Chief, Chris Ellis, and John Saraceno, ALEM for the City, are requesting emergency repairs of Engine #914 assigned to Fire Station #1 and used for Fire Suppression. They recommend the repairs as quoted by the Sole Source for E-ONE Vehicles Service Provider, Sunbelt Fire, in the amount of **ELEVEN THOUSAND NINE HUNDRED THIRTY DOLLARS AND NINETY-ONE CENTS (\$11,930.91)**.

A quote and specifications are attached.

Please compose a greensheet and obtain Council approval to secure the emergency repairs for Firetruck #914 in the amount of \$11,930.91 from Sunbelt Fire, a sole source service provider for E- One vehicles.

Cc: file; C Ellis, John Saraceno, Clint Steadham, Tim Bung

161 North Section
Street PO Drawer 429
Fairhope, Alabama
36533

251-928-2136

251-928-6776 Fax
www.fairhopeal.gov

CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: John Saraceno

Date: 10/1/2020

Department: Fire

ITEM OR SERVICE INFORMATION

- 1. What item or service do you need to purchase?** Repair to engine 914 (insurance claim)
- 2. What is the total cost of the item or service?** 11,930.91
- 3. Where will the item or service be physically located?** Fire Station 1
- 4. What is the primary function of the item or service?** Fire Suppression
- 5. How many do you need?** Click or tap here to enter text.
- 6. Item or Service Is:** New Used Replacement Annual Request
- 7. When do you anticipate implementation?** Click or tap to enter a date.
- 8. Additional Information or Comments:** Truck will be in service and able to use until proper approvals

BUDGET INFORMATION

- 1. Is it budgeted?** Yes No Emergency Request
- 2. If budgeted, what is the budgeted amount?** Click or tap here to enter text.
- 3. What is the Capital Project Name or Operating Budget Code:** Click or tap here to enter text.
- 4. Check any applicable boxes:** State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)

Email completed form with quotes or other supporting documentation to deedee.brandt@fairhopeal.gov and jennifer.bush@fairhopeal.gov.

PURCHASING USE ONLY

Vendor Name: Click or tap here to enter text.

Vendor Number: Click or tap here to enter text.

Current Business License: Yes No

FLEET COPY: 1
 POSTED: 09/23/20 02:42 pm CDT
 ETR: 09/30/20 05:00 pm CDT



Sunbelt Fire, Inc.

8050 McGowin Dr Fairhope, Alabama 36532
 Phone: (251) 928-9917 - Fax: (251) 928-9933



Case Number: 7293476 - Repair Order Number: n/a
 Purchase Order Number: n/a
 Service Writer: Lay, Stacy - Case Date: 09/23/20 10:16 am CDT

City Of Fairhope	Unit #: 124827
Address: PO BOX 429 FAIRHOPE, AL 36533	Asset: 2002 E-One Pumper Miles 41,899
Phone: 990-0143	Serial #: 21004827
Fax:	VIN: 4ENRBCA8921004827
Cust #: 38	Engine: Unit-914
	Engine Hours: 4389



Operation	Operation	Labor	Parts	Core Charge	Total
1	66-I06000-F50 - COURTESY VISUAL WALKAROUND - FIELD SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
2	80-W06000-S45 - REPLACE CAB RIGHT FRONT DOOR SHELL & ALIGN DOOR Parts: (1.0) HARDWARE, (1.0) RF CAB DOOR SHELL, (25.0) GRAY RIVET FOR INTERIOR, (30.0) EXTR RUBR DR SEAL HOLLOW ADH	\$1,200.00	\$6,602.16	\$0.00	\$7,802.16
3	80-W06000-S45 - REPLACE CAB RF DOOR HINGE Parts: (1.0) HARDWARE, (1.0) HINGE DOOR T1 FRT/RH	\$60.00	\$544.47	\$0.00	\$604.47
4	80-W06000-S45 - REPLACE CAB RF DOOR MIRROR Parts: (1.0) HARDWARE, (1.0) MIRROR RETRAC SS FLT CNVX	\$60.00	\$548.29	\$0.00	\$608.29
5	80-W06000-S45 - REPLACE CAB RF DOOR DRIP EDGE Parts: (1.0) DRIPRAIL CYC DR FRT RH, (1.0) HARDWARE	\$228.00	\$460.67	\$0.00	\$688.67
6	80-W06000-S45 - PAINT AND MATERIALS (2 COLORS) Parts: (1.0) PAINT & MATERIALS (2 COLORS)	\$0.00	\$1,200.00	\$0.00	\$1,200.00
7	80-W06000-S45 - STRIPING & LETTERING (CAB RF DOOR) Parts: (1.0) GRAPHICS FEE, (1.0) GRAPHICS SUPPLIES, (1.0) STRIPING & LETTERING, (36.0) GOLD LEAF MATERIAL, (36.0) GOLD REFL STRIPE, (6.0) WHT REFL STRIPE WIDE	\$0.00	\$689.50	\$0.00	\$689.50

Notes: [9/23/2020 at 02:42 pm CDT] - Approval Requested for the estimate version 1, total \$11,930.91. View the estimate. NOTE: Good afternoon sir, Please see attached for your quote for 914. Please feel free to contact me. Stacy Lay 251-747-2252
 Repair status set to Hold (auth).

Parts: \$10,045.09
Labor: \$1,548.00
Core: \$0.00
Haz. Waste: \$5.00
Shop: \$61.92
Freight: \$270.90
Tax: \$0.00
TOTAL: \$11,930.91

This estimate is subject to teardown and inspection and is valid for 30 days from date above. I, the undersigned, authorize you to perform the repairs and furnish the necessary materials. I understand any costs verbally quoted are an estimate only and not binding. Your employees may operate vehicle for inspecting, testing and delivery at my risk. You will not be responsible for loss or damage to vehicle or articles left in it. AUTHORIZED BY: _____
 DATE: ___/___/___



Kevin Kearns
Customer Support Manager
ph: (352) 861-3361
fx: (352) 861-5145
kkearns@e-one.com

January 3, 2020

Re: E-ONE Service Provider

This letter is to inform you that Sunbelt Fire is the sole authorized service, parts and warranty provider on E-ONE vehicles for Alabama, Mississippi, Louisiana and the Southwest tip of Tennessee.. This includes vehicles built under the name of Emergency One.

Regards,
Kevin Kearns

A handwritten signature in black ink that reads "Kevin A. Kearns".

RESOLUTION NO. _____

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

[1] That the City of Fairhope has voted to approve this unbudgeted procurement for CitizenServe Software to be used by the Planning and Building Departments from Online Solutions, LLC; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(a)(11). The amount for this procurement training, setup, and migration and integration fees for the first year is \$111,500.00. This will be funded thru the CARES Act.

Adopted on this 12th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

To: Kimberly Creech, Treasurer
From: Delores A Brandt
Delores A Brandt, Purchasing Manager

Karin Wilson
Mayor

Date: October 6, 2020

Greensheet and City Council approval for unbudgeted CitizenServe, an online submittal and permitting software, for use by the Building and Planning Departments

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

The Building Official, Erik Cortinas, and the Planning and Zoning Manager, Hunter Simmons, request approval to procure the limited subscription of **CitizenServe** software by **Online Solutions, LLC** that will provide for online submittal and permitting for citizens, builders, and developers (see attached for descriptions). The amount for this procurement training, setup and migration and integration fees for the first year is **ONE HUNDRED ELEVEN THOUSAND FIVE HUNDRED DOLLARS (\$111,500.00)** for an estimated 25 designated staff members. Subsequent years will be \$37,500.00 annually. The recommendation is to procure the software and services from **Online Solutions, LLC**, of Tempe, AZ.

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech

This procurement is over the greensheet approval benchmark of \$10,000 limit for Council Approval. The recommended vendor is for direct purchase of CitizenServe from **Online Solutions LLC**. **The cost of this software is reimbursable through the CARES ACT.**

Code of Alabama Section 41-16-51-(a)-11: (*Contracts for which competitive bidding not required.*)

(11) Purchases of computer and word processing hardware when the hardware is the only type that is compatible with hardware already owned by the entity taking bids and custom software

See attached quotation for details.

Please compose and have approved, a greensheet for this unbudgeted procurement of CitizenServe a software to be used by the Planning and Building Departments, at a cost of \$ 111,500.00 from Online Solutions, LLC

161 North Section
Street PO Drawer 429
Fairhope, Alabama
36533

Cc: file, Hunter Simmons, Erik Cortinas, Jeff Montgomery, Sean Spratlin, Randy Weaver, Clint Steadham

251-928-2136

251-928-6776 Fax
www.fairhopeal.gov

CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: Erik Cortinas

Date: 10/5/2020

Department: Building Depart / Planning Dept

ITEM OR SERVICE INFORMATION

- 1. What item or service do you need to purchase?** Citizenserve online submittal and permitting software
- 2. What is the total cost of the item or service?** \$111,500.00
- 3. Where will the item or service be physically located?** Building Dept / Planning Dept
- 4. What is the primary function of the item or service?** To provide online submittal and permitting software for citizens, builders, and developers
- 5. How many do you need?** One system implementation will provide users for Building, Planning, Utilities
- 6. Item or Service Is:** New Used Replacement Annual Request
- 7. When do you anticipate implementation?** 12/20/2020
- 8. Additional Information or Comments:** This is reimbursable through CARES Act funding
- 9. Vendor Name:** Citizenserve
- 10. Vendor Number:** Click or tap here to enter text.

BUDGET INFORMATION

- 1. Is it budgeted?** Yes No Emergency Request
- 2. If budgeted, what is the budgeted amount?** ANNUAL COST PAST FIRST YEAR IS \$37,500.00
- 3. What is the Capital Project Name or Operating Budget Code:** 001130-50470
- 4. Check any applicable boxes:** State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)

Email completed form with quotes and other supporting documentation to deedee.brandt@fairhopeal.gov and jennifer.bush@fairhopeal.gov.

Erik Cortinas

From: Jim Garvey <ray@citizenserve.com>
Sent: Monday, September 28, 2020 10:35 AM
To: Erik Cortinas
Subject: Citizenserve Pricing Form

Citizenserve pricing is simple, your fees are based on how many staff members will use the system. Your citizens and contractors have access to all of your online services for free. You have complete access to all citizenserve features as well as unlimited support and unlimited training as part of your subscription.

Citizenserve is easy to buy. You can purchase citizenserve directly or through a reseller (Dell, Insight or SHI International). Dell, Insight and SHI International are on almost all State and Federal purchasing contracts, so no need to go through an expensive and time consuming RFP process.

Number of Users: 25
Annual Subscription: \$37500
Setup & Training Fee: \$30000
Estimated Data Migration Fee*: \$20000
Estimated Integration Fee*: \$24000

First Year Total Fees: \$111500
Each Additional Year Fees: \$37500

*data migration and integration costs are estimates based on what we typically see with a municipality of your size. When you're ready let us know and we will take a look at your data and systems then give you a final fixed price for these services.

Best,

Ray Barker
Citizenserve Account Manager
ray@citizenserve.com
800-325-9818 x708

erik.cortinas@fairhopeal.gov



Order Form

Account Name: City of Fairhope, Alabama

Contact Information:

Erik Cortinas, CBO, CFM, LEED AP
Building Official
City of Fairhope
161 North Section St.
Fairhope, AL 36532
Email: erikc@fairhopeal.gov
Phone: (251) 990-0141

Billing Information:

Erik Cortinas, CBO, CFM, LEED AP
Building Official
City of Fairhope
161 North Section St.
Fairhope, AL 36532
Email: erikc@fairhopeal.gov
Phone: (251) 990-0141

Contract Term:

Billing Cycle: Annual
Billing Schedule: Upon Contract Signing
Service Term Starts: 10/13/2020
Service Term Ends: 10/12/2021

Components to be Implemented:

Building Permits
Planning and Zoning
Citizen Access Pages

Fees Per SHI Omnia Partners - IT Solutions

Contract #: 2018011-02:

25 User Subscriptions	\$1,564 per named user per year	\$39,100.00
Setup, Training and Implementation	\$1,247 per named user	\$31,175.00
Additional Services	Data Migration (Munis: BP, PZ) System Integration	\$20,833.33
	GIS/Parcel Data	\$8,333.33
	Permits into Munis	\$10,416.67
	Code Enforcement & Business Licensing from Munis	\$10,416.67
	Payment processors listed in Appendix A	\$0.00
	Total 1st Year Fees	\$120,275.00
	Each Additional Year Fees	\$39,100.00

I authorize Online Solutions, LLC to invoice as per the above information.

Online Solutions:

Customer:

Authorized Signature

Authorized Signature

Print or Type Name of Signatory

Print or Type Name of Signatory

Execution Date

Execution Date

Address:
1101 E. Warner Road
Suite 160
Tempe, AZ 85284

Address:
City of Fairhope
161 North Section St.
Fairhope, AL 36532



citizenserve e-government software

www.citizenserve.com

1.800.325.9818

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Order Form

Appendix A – Citizenserve existing payment processors

ACI Universal Official Payments

Authorize.Net

Authorize.Net v2

Hancock Whitney Transactis BIQ SHO Version 7.0

CityHall payment

Civitek - <https://www.myfloridacounty.com/myflc-pay/>

Civitekpaynow - <https://www.myfloridacounty.com/myflc-pay/>

Convergys

EGOV Payment Gateway

ETS

Forte

Invoicecloud

JETPAY Magic

Municipay - <https://demo.municipay.com/payapp/public/WSRequest.html?>

OpenEdge HostPay

Paybill

Payeezy

Paypal

Paypal payflow

PlugNPay (for customer outside the US only)

Point & Pay

PPG (Philadelphia Pay)

PSN

SC.Gov CCP, v2, v3

Unibank RTI v2.0

VPS Value Payment Systems v1.0

Xpressbillpay v2

Integration with Payment processor not on this list will incur a onetime charge of \$8,000



SERVICE AGREEMENT

THIS SERVICE AGREEMENT (the "Agreement") between Online Solutions LLC. ("CitizenServe") with its principal place of business 1101 East Warner, Suite 160, Tempe, Arizona 85284 and the City of Fairhope, Alabama ("Customer") with its principal place of business 161 North Section St., Fairhope, AL 36532 is made effective as of 10/13/2020 ("Effective Date").

1. ONLINE SOLUTIONS DELIVERY OF SERVICES:

CitizenServe grants to Customer a non-exclusive, non-transferable, limited subscription to access and use the CitizenServe software service in consideration of the fees and terms described in the CitizenServe Order Form.

The subscription will begin on the date specified in the order form which is the date CitizenServe will begin providing services. On this date CitizenServe's responsibilities begin regarding providing support services, infrastructure, backing up data, performing setup and configuration. Implementation and "go live" timelines vary based on the availability and responsiveness of Customer's personnel and on the Customer's priorities and objectives. CitizenServe and Customer agree that they will work collectively on a best efforts basis to achieve a satisfactory migration from legacy systems and to achieve the Customers implementation objectives.

2. CUSTOMER RESPONSIBILITIES:

Customer acknowledges it is receiving only a limited subscription to use the Software Service and related documentation, if any, and shall obtain no title, ownership nor any other rights in or to the software, service and related documentation, all of which title and rights shall remain with CitizenServe. In addition, Customer agrees that this subscription is limited to applications for its own use and may not lease or rent the Service nor offer its use for others. All Customer data is owned by the Customer.

3. SERVICE LEVELS:

CitizenServe will use commercially reasonable efforts to backup and keep the Service and Authorized Website(s) in operation consistent with applicable industry standards and will respond to customers' requests for support during normal business hours.

THE SERVICES ARE PROVIDED ON AN "AS IS" BASIS, AND CUSTOMER'S USE OF THE SERVICES IS AT ITS OWN RISK. CITIZENSERVE DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR-FREE.

4. TERMINATION:

Either party may terminate this agreement for cause if the terminating party gives the other party sixty (60) day's written notice prior to termination. Should Customer terminate without cause after the first date of the term as defined in the CitizenServe Order Form, Customer must pay the balance of the current contracted term and this payment obligation will immediately become due. CitizenServe may terminate services if payments are not received by CitizenServe as specified in the CitizenServe Order Form.

Upon any termination, CitizenServe will discontinue Services under this agreement; CitizenServe will provide Customer with an electronic copy of all of Customer's data, if requested; and, provisions of this Agreement regarding Ownership, Liability, Confidentiality and Miscellaneous will continue to survive.

5. NO THIRD PARTY RIGHTS

The provisions of this agreement are intended to bind the undersigned parties as to each other and are not intended to and do not create rights in any other person or confer upon any other person any benefits, rights or remedies, and no person is or is intended to be a third party beneficiary of any of the provisions of this agreement.

6. ACCEPTABLE USE:

Customer represents and warrants that the Services will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, policies, terms and procedures.

CitizenServe may, upon misuse of the Services, request Customer to terminate access to any individual and Customer agrees to promptly comply with such request unless such misuse is corrected.

7. CONFIDENTIALITY:

Each party hereby agrees to maintain the confidentiality of the other party's proprietary materials and information, including but not limited to, all information, knowledge or data not generally available to the public which is acquired in connection with this Agreement, unless disclosure is required by law. Each party hereby agrees not to copy, duplicate, or transcribe any confidential documents of the other party except as required in connection with their performance under this Agreement. Customer acknowledges that the Services contain valuable trade secrets, which are the sole property of CitizenServe, and Customer agrees to use reasonable care to prevent other parties from learning of these trade secrets or have unauthorized access to the Services. CitizenServe will use reasonable efforts to insure that any CitizenServe contractors maintain the confidentiality of proprietary materials and information.

8. MISCELLANEOUS PROVISIONS:

This Agreement will be governed by and construed in accordance with the laws of the State of Alabama.

CitizenServe may not assign its rights and obligations under this Agreement, in whole or part, without prior written consent of Customer, which consent will not be unreasonably withheld.

9. ACCEPTANCE:

Authorized representatives of Customer and CitizenServe have read the foregoing and all documents incorporated therein and agree and accept such terms effective as of the date first written above.

Customer: "Customer"

Online Solutions, LLC

Date: _____

Date: _____

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____