

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

MONDAY, 28 MARCH 2022 – 4:30 P.M. – COUNCIL CHAMBER

1. Discussion of Working Waterfront Engineering Plans
2. Discussion of Clock Corner Plaza Project
3. Committee Updates
4. Department Head Updates

**City Council Agenda Meeting – 5:30 p.m.
on Monday, March 28, 2022 – Council Chambers**

Next Council Meeting – Monday, April 11, 2022 – Same Time Same Place



Conceptual Ideas for
FAIRHOPE CLOCK PLAZA

CHRISTIAN PEREIRA
Landscape Architecture



Analysis

FAIRHOPE CLOCK PLAZA

- Not Enough Shade
- Post Net Building Too Exposed
- No Seating
- No Outdoor Character
- Pavement Looks Dingy



Conventional Plaza



Parklet



Precedents
FAIRHOPE CLOCK PLAZA



Traditional



Contemporary



Precedents
FAIRHOPE CLOCK PLAZA



Flexible Seating



Fixed Seating



Precedents
FAIRHOPE CLOCK PLAZA



Umbrella Shade



Precedents
FAIRHOPE CLOCK PLAZA



Structured Shade



Precedents

FAIRHOPE CLOCK PLAZA

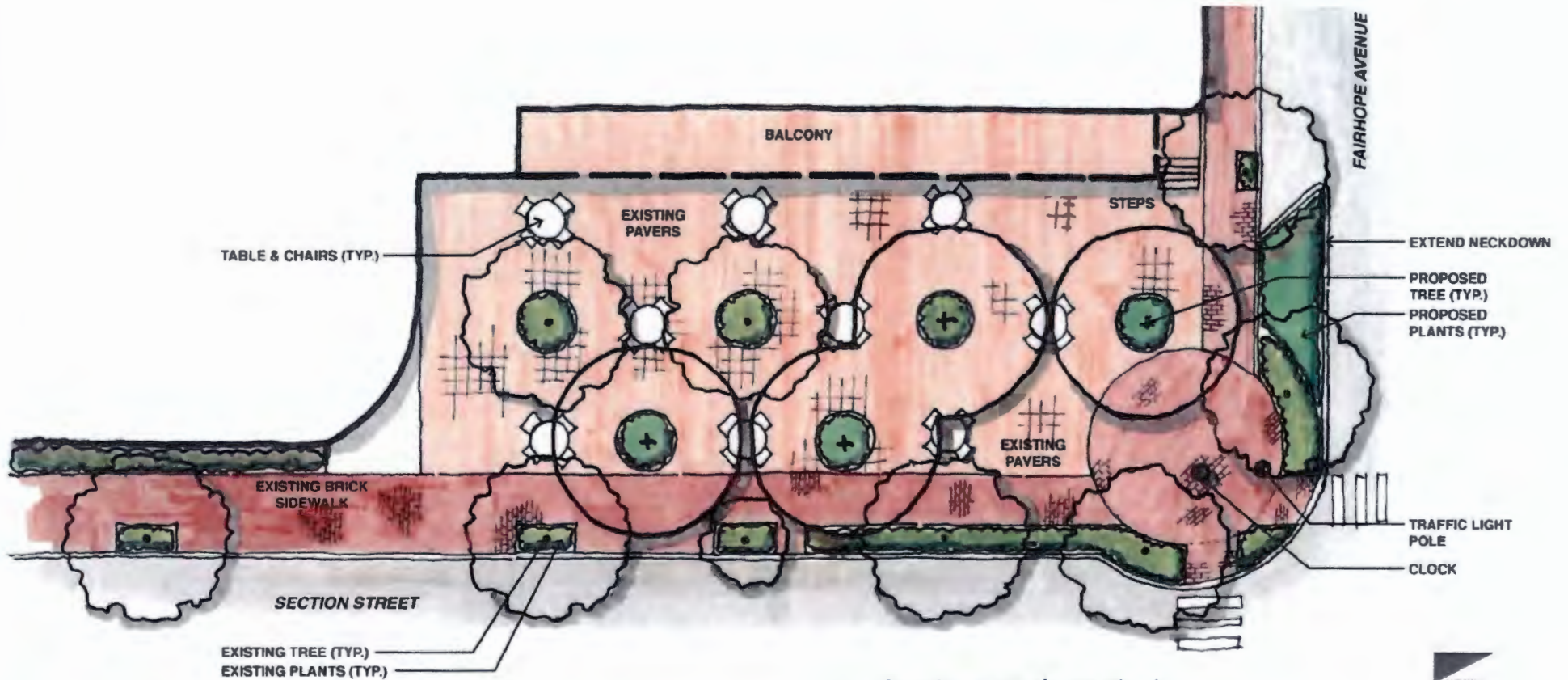


Natural Shade



Precedents

FAIRHOPE CLOCK PLAZA



Concept Plan 'A'
FAIRHOPE CLOCK PLAZA

- Continue Circle at Clock
- Add Trees in Existing Pavers
- Add Flexible Seating
- Install Lights in Trees
- Curb Bulb Out with Wayfinding





NEXT STEPS

- Present Plans to Building Owner / City
- Get Detailed Existing Conditions Survey
- Develop Design / Budget
- Construction Documents
- Bid Out
- Build



Next Steps

FAIRHOPE CLOCK PLAZA

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, 14 March 2022.

Present were Council President Jimmy Conyers, Councilmembers: Corey Martin, Jay Robinson, and Kevin Boone, Mayor Sherry Sullivan, City Attorney Marcus E. McDowell, and City Clerk Lisa A. Hanks. Councilmember Jack Burrell was absent.

There being a quorum present, Council President Conyers called the meeting to order. The invocation was given by Reverend De Freeman of St. James Episcopal Church and the Pledge of Allegiance was recited.

Council President Conyers stated there was a need to add on three agenda items after Agenda Item Number 15: a resolution that the City of Fairhope approves the procurement of Fels Park Fencing for the Recreation Department with a cost not-to-exceed \$19,361.00; a resolution that the City of Fairhope has voted to purchase a VTScada Services for the Electric Department, from Deep South Automation, LLC as Sole Source Distributor for Trihedral, Inc; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13) with the cost of \$9,700.00; and an application for Restaurant Liquor License by Sean C. Travis, Eastern Shore Street Treats LLC DBA Sean’s Prime Dining, 58 N. Section Street, Fairhope, AL.

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

Councilmember Robinson moved to approve minutes of the 4 March 2022, regular meeting. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

Mayor Sullivan addressed the City Council and reminded everyone of the Arts and Crafts Festival, Live at Five Concert, Junior City Council Project, and the Comprehensive Plan Meetings with conceptual view.

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14 March 2022

Chief Stephanie Hollinghead addressed the City Council regarding the promotions in the Police Department (“PD”): Captain John Hamrick (17 Years with PD), Lieutenant David Hall (17 years with PD), Sergeant Charles Varnado (15 years with PD), School Resource Officer Corporal Bunky Bishop (18 years with PD), Corporal Brett Dahlmann (7 years with PD), and Corporal Tyler Sellers (7 years with PD). Chief Hollinghead said the promotions were well deserved and they worked extremely hard for these positions.

Chief Hollinghead announced the Officer of the Quarter for the Fourth Quarter was Officer Roderick Bolden who is a School Resource Officer at Fairhope East. She said he always participates in “Shop with a Cop” and told the City Council what Ms. Broughton told her; about what Officer Bolden does for families.

The following individual spoke during Public Participation for Agenda Items:

- 1) Skip Jones, President for Fairhope Writing Center for the Writing Arts, Inc., addressed the City Council and explained its partnership with the City. He thanked the Mayor and City Council for the use of the Wolff Cottage; and mentioned the vast number of writers already booked to use it.

Councilmember Boone mentioned attending a Police Simulating Course and said he was shot twice. He stated the training was important and thanked the Police Department.

Councilmember Martin introduced in writing Ordinance No. 1747, an ordinance to declare that certain real property of the City of Fairhope (Writer’s Cottage at 9 North Section Street) for Fairhope Center for the Writing Arts, Inc. is not needed for public or municipal purposes in response to an offer to lease property to be used only as a center for the writing arts and in accordance with uses normally incident to hereto and for no other purpose; and it is hereby declared to be in the best interest of the public and the City of Fairhope, Alabama, to lease said real property to Fairhope Center for the Writing Arts, Inc. with a lease term of five years with an option to renew for an additional five years. Renewal shall only be valid on approval by City Council. In order to take immediate action, Councilmember Boone moved for immediate consideration. Seconded by Councilmember Martin, motion for immediate consideration passed unanimously by the following voice votes: AYE – Martin, Conyers, Robinson, and Boone. NAY – None. Councilmember Boone then moved for final adoption of Ordinance No. 1747. Seconded by Councilmember Robinson, motion for final adoption passed by the following voice votes: AYE – Martin, Conyers, Robinson, and Boone. NAY – None.

Council President Conyers announced Agenda Item Number 6 was pulled from the agenda.

14 March 2022

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council hereby recognizes (Bid No. 013-22) Nix Center Commercial Glass Replacement received no bids; and allow this project to move forward by allowing the City to receive informal bids pursuant to Code of Alabama, Section 39-2-6. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 4394-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council hereby recognizes (Bid No. 013-22) Nix Center Commercial Glass Replacement received no bids; and approves this project to move forward by allowing the City to receive informal bids pursuant to Code of Alabama, Section 39-2-6.

Adopted on this 14th day of March, 2022

Jimmy Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council hereby recognizes (Re-Bid 011-22) Pecan Building Retrofitting and Remodeling for the Water and Sewer Department received no bids; and hereby approves this force account project for a not to exceed budget of \$60,000.00. The City would be responsible for HVAC, Electric Work, Interior Doors, Trim, and Finishes. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

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14 March 2022

RESOLUTION NO. 4395-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council hereby recognizes (Re-Bid 011-22) Pecan Building Retrofitting and Remodeling for the Water and Sewer Department received no bids; and hereby approves this force account project for a not to exceed budget of \$60,000.00. The City would be responsible for HVAC, Electric Work, Interior Doors, Trim, and Finishes.

Adopted on this 14th day of March, 2022

Jimmy Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase one (1) 2022 Ford F-150 4x2 or equivalent for the Building Department; and the type of vehicle needed is on the Alabama State Department of Purchasing Contract Number #T193A and therefore does not have to be let out for bid. The cost not-to-exceed \$28,373.00. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 4396-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City of Fairhope has voted to purchase one (1) 2022 Ford F-150 4x2 or equivalent for the Building Department; and the type of vehicle needed is on the Alabama State Department of Purchasing Contract Number #T193A and therefore does not have to be let out for bid. The cost not-to-exceed \$28,373.00.

Adopted on this 14th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

14 March 2022

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase one (1) Caterpillar BU118 Pickup Broom or equivalent for the Public Works Department; and the equipment is available for direct procurement through the Sourcewell Contract #032119-CAT which has been nationally bid; and therefore, does not have to be let out for bid. The cost will not-to-exceed \$5,646.00. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 4397-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City of Fairhope has voted to purchase one (1) Caterpillar BU118 Pickup Broom or equivalent for the Public Works Department; and the equipment is available for direct procurement through the Sourcewell Contract #032119-CAT which has been nationally bid; and therefore, does not have to be let out for bid. The cost will not-to-exceed \$5,646.00.

Adopted on this 14th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to approve the procurement of a System Upgrade Agreement II Astro System Advanced Plus Package for the Police Department from Motorola Solutions as sole source distributor; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13). The cost will not-to-exceed \$29,391.07. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

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14 March 2022

RESOLUTION NO. 4398-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City of Fairhope has voted to approve the procurement of a System Upgrade Agreement II Astro System Advanced Plus Package for the Police Department from Motorola Solutions as sole source distributor; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13). The cost will not-to-exceed \$29,391.07.

Adopted on this 14th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Sherry Sullivan is hereby authorized to execute a contract with Garver, LLC for Professional Engineering Services for Headworks Design and Treatment Needs for the Water and Wastewater Department (RFQ No. PS008-22) with a not-to-exceed amount of \$24,859.00. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

RESOLUTION NO. 4399-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute a contract with Garver, LLC for Professional Engineering Services for Headworks Design and Treatment Needs for the Water and Wastewater Department (RFQ No. PS008-22) with a not-to-exceed amount of \$24,859.00.

DULY ADOPTED THIS 14TH DAY OF MARCH, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

14 March 2022

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Sherry Sullivan is hereby authorized to execute Amendment No. 3 to the Contract for Professional Engineering Services with Stewart Engineering, Inc. to Upgrade Fairhope Electric Substations and Distribution Circuitry for RFQ No. PS029-17 to modify Design Engineering work associated with the Distribution Feeder Design along Nichols Avenue and School Street, and along Young Street and Morphy Avenue, to reduce tree trimming along Nichols Avenue and School Street; and approves the contract ending date to be extended to March 31, 2023. This additional cost not-to-exceed \$20,000.00 will increase the total value of the engineering work to \$806,812.50. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

RESOLUTION NO. 4400-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute Amendment No. 3 to the Contract for Professional Engineering Services with Stewart Engineering, Inc. to Upgrade Fairhope Electric Substations and Distribution Circuitry for RFQ No. PS029-17 to modify Design Engineering work associated with the Distribution Feeder Design along Nichols Avenue and School Street, and along Young Street and Morphy Avenue, to reduce tree trimming along Nichols Avenue and School Street; and approves the contract ending date to be extended to March 31, 2023. This additional cost not-to-exceed \$20,000.00 will increase the total value of the engineering work to \$806,812.50.

DULY ADOPTED THIS 14TH DAY OF MARCH, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson moved to appoint Debra Langham to the Library Board for a 4-year term which will expire March 2026. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

14 March 2022

Councilmember Boone moved to appoint Mikeal Donald and to reappoint Scott Douglass, Chris Cunningham, Skip Jones and Robert Barry to the Harbor Board for a 4-year term which will expire March 2026. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of Fels Park Fencing for the Recreation Department with a cost not-to-exceed \$19,361.00. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

RESOLUTION NO. 4401-22

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 Fels Park Fencing for the Recreation Department with a cost not-to-exceed \$19,361.00.

Adopted on this 14th day of March, 2022

James Reid Conyers, Jr.,
Council President

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 has voted to purchase a VTScada Services for the Electric Department, from Deep South Automation, LLC as Sole Source Distributor for Trihedral, Inc; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13) with the cost of \$9,700.00. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

14 March 2022

RESOLUTION NO. 4402-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City of Fairhope has voted to purchase a VTScada Services for the Electric Department, from Deep South Automation, LLC as Sole Source Distributor for Trihedral, Inc; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13) with the cost of \$9,700.00.

Adopted on this 14th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City Council reviewed an application for a Restaurant Liquor License by Sean C. Travis, Eastern Shore Street Treats LLC DBA Sean's Prime Dining, 58 N. Section Street, Fairhope, AL. Councilmember Robinson moved to approve the issuance of the license. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

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

Exited the dais at 6:30 p.m. Returned at 6:55 p.m.

Council President Conyers stated there was a need to add on an agenda item and read the following resolution prepared by City Attorney McDowell: that Mayor Sherry Sullivan is hereby authorized to execute any and all confidential settlement documents related to the business license tax refund litigation between the City of Fairhope and USAA, USAA Casualty, USAA General Indemnity and Garrison.

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

14 March 2022

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Sherry Sullivan is hereby authorized to execute any and all confidential settlement documents related to the business license tax refund litigation between the City of Fairhope and USAA, USAA Casualty, USAA General Indemnity and Garrison. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 4403-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute any and all confidential settlement documents related to the business license tax refund litigation between the City of Fairhope and USAA, USAA Casualty, USAA General Indemnity and Garrison.

Adopted on this 14th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

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

There being no further business to come before the City Council, the meeting was duly adjourned at 6:56 p.m.

James Reid Conyers, Jr.,
Council President

Lisa A. Hanks, MMC
City Clerk

**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 28 MARCH 2022 - 6:00 P.M. - CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve minutes of 14 March 2022 Regular City Council Meeting and minutes of 14 March 2022 Work Session.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. **Public Hearing** – Ordinance – Amend Zoning Ordinance No. 1253
Zoning Ordinance Amendment - ZC 21.17
 - Proposed amendment to change and alter the City of Fairhope Zoning Ordinance to revise Article V, Section B. Central Business District to add a subsection for Rooftop Terraces.
6. **Public Hearing** - Ordinance – Amend Zoning Ordinance No. 1253 and Ordinance No. 1703
Zoning Ordinance Amendment - ZC 22.02
 - Proposed amendment to existing Planned Unit Development (PUD) known as the Reserve at Fairhope (Ordinance No. 1703). Dominion Senior Living of Fairhope, LLC property is 16.62 acres and is located southwest of the intersection of Greeno Road and Volanta Avenue, Fairhope, Alabama. PPIN Number: 386193 & 386197.
7. Resolution – To award (RFQ 002-22) to replace the roof at the Writer’s Cottage for the Fairhope Public Library to Roof Doctors; for a total cost of \$7,500.00.
8. Resolution – To award (Bid No. 009-22) for Turn Lane Construction and Traffic Signal Upgrade on County Road 30 (Gayfer Avenue) at US 98 to McElhenney Construction Company, LLC for the Public Works Department; for a total bid proposal of \$524,817.34.
9. Resolution – To award (Bid No. 012-22) to demolish the existing block and mortar building at the Valley Street Lift Station to W.R. Mitchell for the Water and Wastewater Department; for a total bid proposal of \$247,600.00.
10. Resolution - To award (Bid No. 016-22) for North Drive (Rock Creek) Roadway Improvement Project to Asphalt Services, Inc. for the Public Works Department; for a total bid proposal of \$65,860.65.
11. Resolution – To award procurement of Ceiling Tile Replacement at the James P. Nix Center to Booth Construction for the Community Affairs Department; for a total cost of \$34,656.00.
12. Resolution - That the City of Fairhope approves the procurement of Neptune Pipe to replenish the inventory for the Gas Department to be purchased from Consolidated Pipe and Supply Company, Inc. the sole-source distributor. The pipe is exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total cost not-to-exceed \$80,750.00.

13. Resolution – That the City of Fairhope approves the procurement of Neptune Water Meters for the Water Department from Consolidated Pipe & Supply Co., Inc. as Sole Source Provider in the State of Alabama for Neptune Technology Group, Inc. The number of units is 500 Meters at \$195,000 per unit with a cost not to exceed \$97,500.00.
14. Resolution - That the City of Fairhope approves the procurement of CARUS 8700 from Alberty and Blankeney, LLC as a Sole Source Distributor for the Water Department; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13). The total cost not-to-exceed \$60,000.00.
15. Resolution - That the City of Fairhope approves the procurement of storm drain cleaning in the Stone Creek Subdivision to Ranger Environmental for the Public Works Department. The total cost not-to-exceed \$5,580.00.
16. Resolution - That the City of Fairhope approves the procurement of Thermo Scientific Precision Low Temperature Incubators to replenish inventory for the Water Department to be purchased from Fisher Scientific. The incubators are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total cost not-to-exceed \$5,165.04.
17. Resolution – That the Fairhope City Council hereby accepts a donation from the Fairhope Single Tax Colony on behalf of the Fairhope Police Department that will go towards the purchase of D.A.R.E. vehicles to be used by the School Resource Officers in the amount of \$40,000.00.
18. Resolution - That Mayor Sherry Sullivan is hereby authorized to execute a contract with Safe Span, LLC to provide Professional Engineering Services for Bi-Annual Bridge Inspections for (RFQ No. PS005-22); with a not-to-exceed amount of \$10,400.00.
19. Resolution – That the City Council approves the 100% engineering plans and authorizes their submittal to the Alabama Department of Conservation and Natural Resources and the United States Treasury for Phase I of the “Working Waterfront Green Space Project – Fairhope Municipal Pier and South Beach Park Improvements,” the City of Fairhope’s subaward grant from the ADCNR as part of the Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf States Act (Restore Act).
20. Resolution – That the City Council approves the selection by Mayor Sherry Sullivan for Professional Consulting Services of International Code Council, Inc. for 3rd Party Review of Construction Documents for (RFQ PS010-22) for the Building Department; and hereby authorizes the Mayor to negotiate the not-to-exceed fee to be approved by Council.
21. Resolution - That the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to add the job position of Lineman Crew Leader, Grade 25; the City Council approves the Job Description and Grade of Pay for same; and to fill with appropriate person within the Paygrade.

22. Request - Molly Spain - Request permission to use the sidewalks and grassy area of Utopia Park for a Baldwin County Trailblazer event: “2nd Annual Chalk the Trail” on Saturday, April 23, 2022 from 12:00 – 5:00 p.m. with an alternate rain date of Sunday, April 24, 2022 from 12:00 – 5:00 p.m. If Utopia Park is not available, a secondary request for the event to be held on the same date and time at the Orange Street Pier location, utilizing the sidewalks both North and South of Orange Street parking lot. Chalk the Trail will utilize the sidewalks in this area for participants to create sidewalk art as well as the grassy area for event festivities. The event raises awareness to get people out on the trails as well as funds for the Baldwin County Trailblazers.
23. Request – Jiwon McCartney, Founder and CEO of Culinary Fight Club, requesting approval of its 2022 event “The Blended Burger Battle” on April 9, 2022 at Dragonfly Food Bar in Fairhope, AL, for use and access of De La Mare Avenue from South Section Street to South Church Street for contestants to line up and cook from 2:00 p.m. to 6:00 p.m. Dragonfly will host beverage and food sales. Culinary Fight Club seeks street access for setup and breakdown from 11:00 a.m. to 11:00 p.m. or the maximum time the City will allow. Twenty (20%) percent of the profits will go to the exclusive charity of choice Fight2Feed feeding mission in Alabama.
24. Public Participation – (3 minutes maximum)
25. Adjourn

Next Regular Meeting – Monday, April 11, 2022 - Same Time and Place

Monday, 14 March 2022

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- Public Works Director Richard Johnson addressed the City Council and gave an update on the signal upgrades at Twin Beech and U. S. Highway 98. He addressed Agenda Items No. 7 and 10; and answered any questions if needed. Mr. Johnson explained the issue that City Staff is having with bids; and that we either get no bids or only one bid.
- Community Affairs Director Paige Crawford addressed the City Council regarding the Arts and Crafts Festival; and announced the roads will close on Thursday at 5:00 p.m. She addressed Agenda Item No. 7; and answered any questions if needed. Ms. Crawford said the Live at Five concert would on Friday evening with Sister Hazel performing.
- Recreation Director Pat White addressed the City Council regarding Youth baseball and soccer; Fairhope Storm; and Special Olympics on March 24th and 25th. He said private teams and clubs must register with Recreation for fields and facilities; and mentioned the Fels Park Fencing being walked on the City Council agenda.
- Electric Superintendent Jade Fleming addressed the City Council regarding the 46/12 work; and the Morphy and Nichols' substation projects. He addressed Agenda Item No. 13 and the VT SCADA Services being walked on; and answered any questions if needed.
- Water and Sewer Superintendent Jason Langley addressed the City Council and mentioned we only received one bid for the Valley lift station. He addressed Agenda Items No. 8 and 12; and answered any questions if needed.
- Gas Superintendent Terry Holman addressed the City Council and mentioned all of the line locates for the Gas Department: 17,000 in 2020, 27,000 in 2021, and 2022 locates are 10 percent higher. He gave kudos to Building Official Erik Cortinas for redoing the Right of Way Ordinance.
- IT Director Jeff Montgomery addressed the City Council regarding Agenda Item No. 11; and answered any questions if needed.
- Planning Director Hunter Simmons addressed the City Council regarding 811 Calls and the line locates possibly going to the State level. He thanked everyone for attending the Comp Plan meetings.
- Building Official Erik Cortinas addressed the City Council regarding Agenda Item No. 9; and answered any questions if needed.
- Mayor Sherry Sullivan addressed the City Council regarding Agenda Item No. 5 for the lease of the Writer's Cottage; and answered any questions if needed.
- Council President Conyers mentioned the Library Board appointment on the City Council agenda; and said the Library Board has recommended Debra Langham.
- Councilmember Boone mentioned the Harbor Board appointment and reappointments on the City Council agenda.

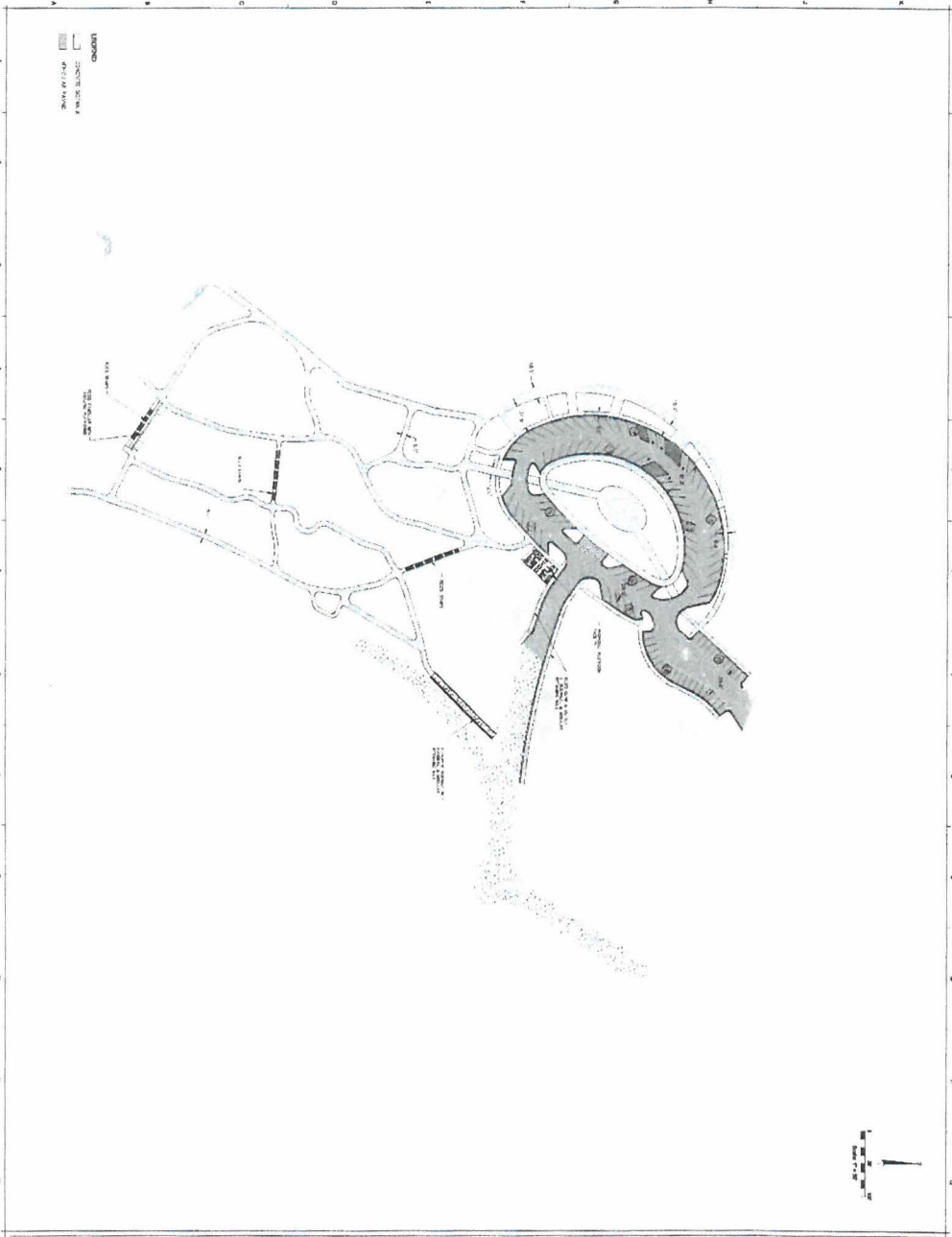
Monday, 14 March 2022
Page -3-

The Agenda Meeting was held during the Work Session under Department Head Updates.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:42 p.m.

James Reid Conyers, Jr.,
Council President

Lisa A. Hanks, MMC
City Clerk



**OVERALL
SITE PLAN**

C-100
Sheet 1 of 2



FAIRHOPE WORKING WATERFRONT
CITY OF FAIRHOPE
Fairhope, AL

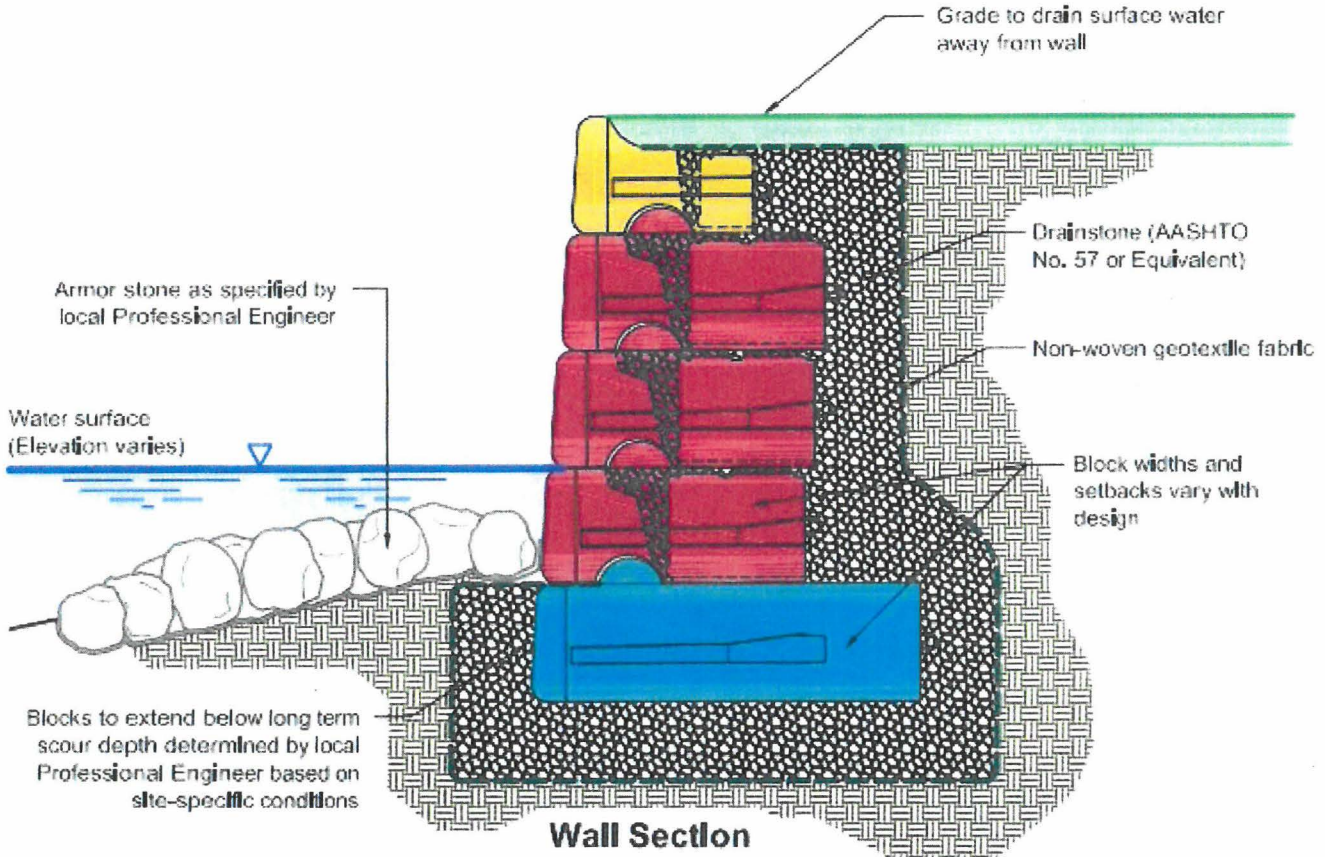
GMC Project #CMO8190288

| ISSUE DATE | |
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| ISSUED BY | DATE |
| REVISION | DATE |
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2028 Main Street
Daphne, AL 36526
T 251.626.9328
GMC@GMC.COM



Conceptual Seawall Detail



EDGESTONE

The rugged relief of Ledgestone blocks give projects a random, stacked stone appearance. With up to 115 square feet (10.5 square meters) of non-repeating texture, it'll be tough to tell all that large block power is behind that pretty face. It's a win-win.



COBBLESTONE

When it comes to classic good looks, Cobblestone is where it's at. Each one-for block features the appearance of six smaller blocks, creating a timeless aesthetic. Sometimes the linear appeal of a smaller stacked stone provides the enduring impact you're looking for in a wall.



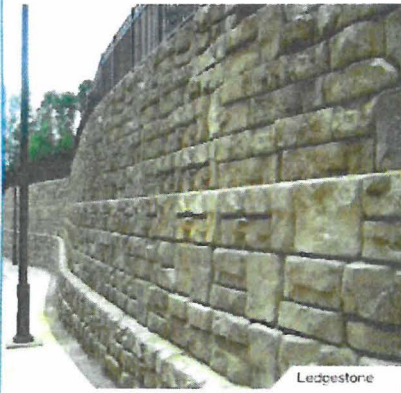
LIMESTONE

The six square feet (0.5 square meters) of face per Limestone block leaves a large, lasting impression. Crafted from real split limestone, the quarried stone texture means there's no need to sacrifice on style for function – you can get both at a grand scale!



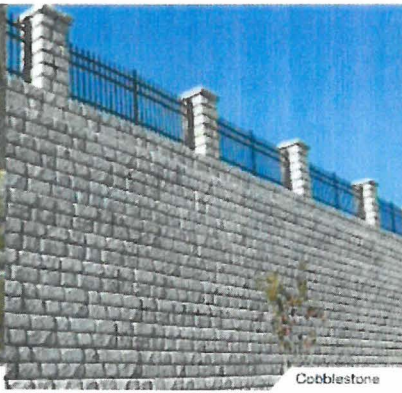
KINGSTONE

Striking a balance between the grandiose scale of Limestone and rugged relief of Ledgestone, Kingstone appears weathered by water and time like the crown of a natural stone outcropping. With each Redi-Rock block looking like a large, quarried stone, Kingstone will transform retaining walls into castle-worthy walls.



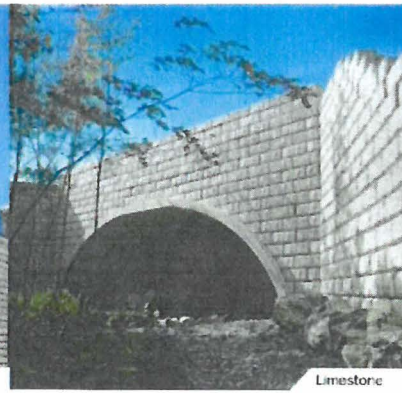
Ledgestone

Redi-Rock Design Resource Manual



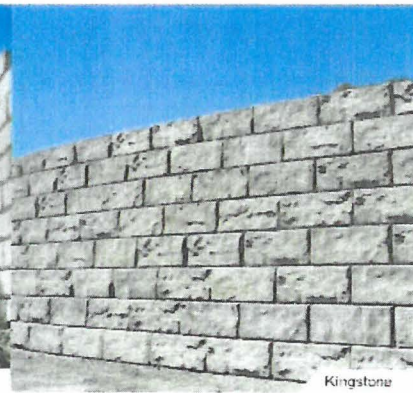
Cobblestone

redi-rock.com



Limestone

redi-rock.com



Kingstone

Redi-Rock Design Resource Manual



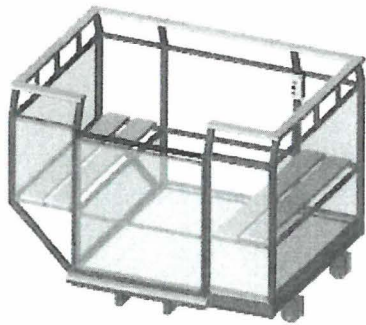








Car Style Options:



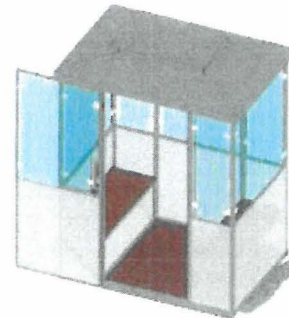
Open Car

- Walls: 42 in high walls with curved safety hand railing
- Paneling: Transparent polycarbonate material
- Flooring: ADA compliant slip resistant, marine grade fibergrate
- Seating: 1 fixed & 1 folding bench seat with composite wood material



Full Height Polycarbonate

- Walls: 75 in full height straight car walls & roof (options below)
- Paneling: Transparent polycarbonate material with roof
- Flooring: ADA compliant slip resistant, marine grade fibergrate
- Seating: 1 fixed & 1 folding bench seat with composite wood material



Full Height Metal & Poly

- Walls: 75 in full height straight car walls & roof (options below)
- Paneling: Sheet metal & transparent polycarbonate material
- Flooring: ADA compliant slip resistant, marine grade fibergrate
- Seating: 1 fixed & 1 folding bench seat with composite wood material



Custom

- Walls: Many wall size and configurations available
- Railing: Material and design available
- Roof: Many roof options available
- Paneling: Additional material options available
- Seating: Fixed, folding or no options
- More: Many more options available

Car Size Options:

standard open cars shown



- 4ft 4 in interior floor space
- 36 in door opening
- passengers



XL

- 4ft x 5ft interior floor space
- 36 in door opening
- 5-6 passengers



ADA / XXL

- 5ft x 5ft interior floor space
- 36 in door opening
- 6-10 passengers



Custom / HD

- Custom Sizes - any width or length dimension in-between standard and HD sizes
- HD Sizes - Up to 5ft x 6ft interior floor space (HDXL - 5ft x 6ft shown)

Upgrade Options – Car Canopy:

(all canopy options available on both open and full height car styles)



Standard Polycarbonate

- Type: Gable style canopy roof upgrade for shade and weather protection
- Material: Clear see-through polycarbonate
- Uses: Open or full height wall cars



Cable Car

- Type: Cable car style canopy roof upgrade for shade and weather protection
- Material: Sheet metal construction with powder coat paint finish
- Uses: Open or full height wall cars



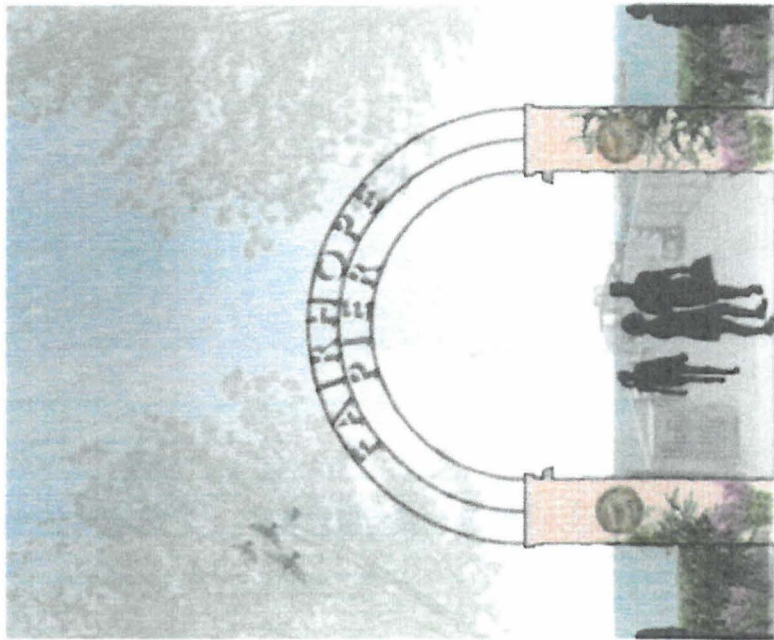
Fabric

- Type: Fabric style canopy roof upgrade for shade and weather protection
- Material: Outdoor rated Sunbrella® fabric - color & pattern options
- Uses: Open or full height wall cars

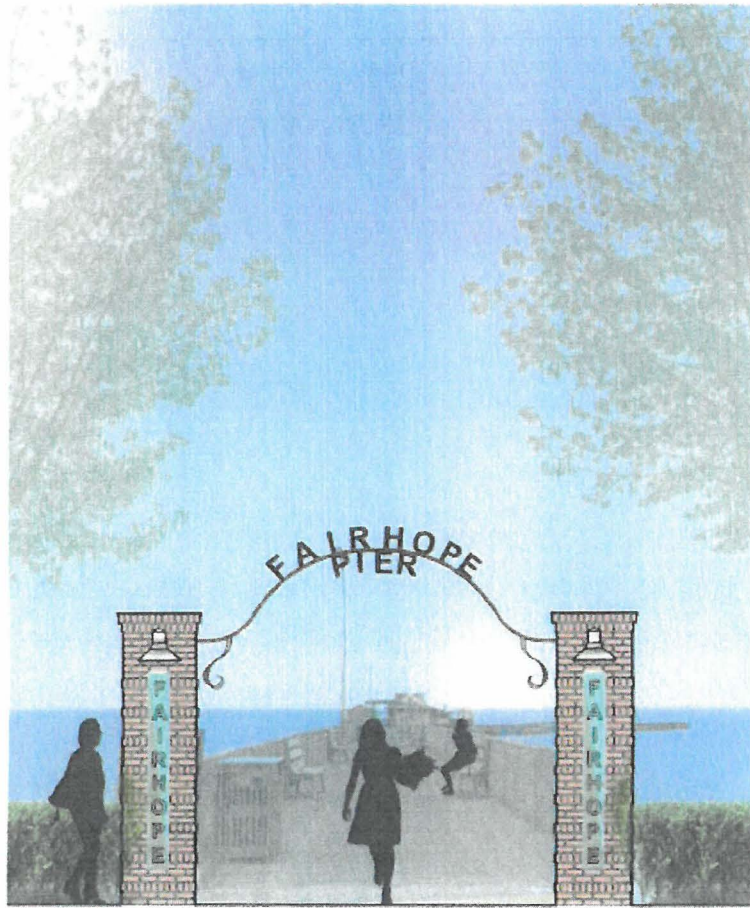


Dome Polycarbonate

- Type: Dome style canopy roof upgrade for shade and weather protection
- Material: Clear see-through polycarbonate
- Uses: Open or full height wall cars



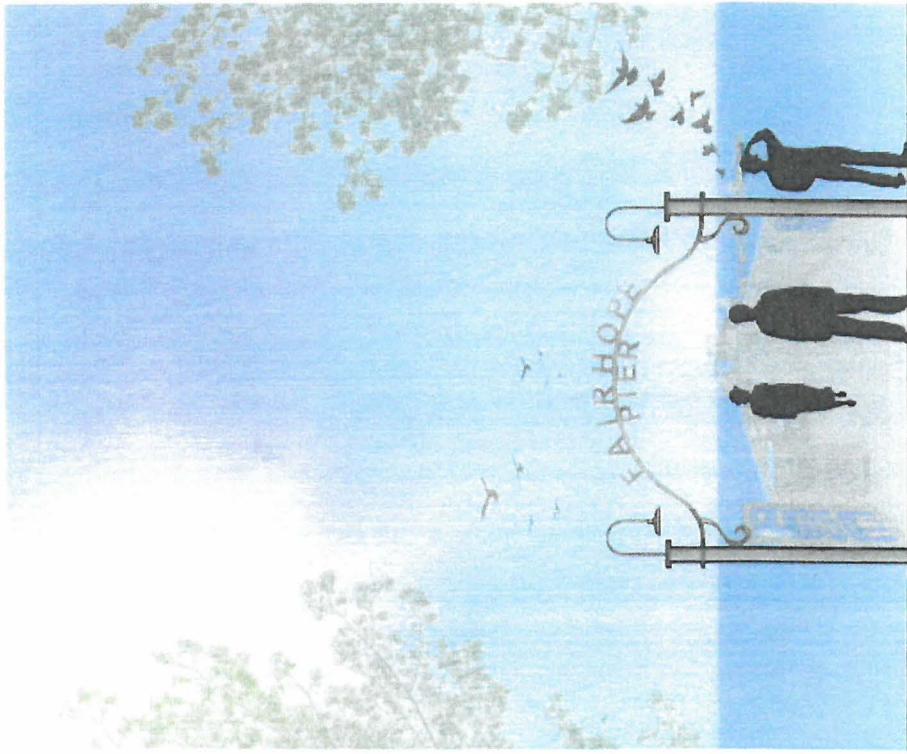
ONE FOOT



CONCEPT B



CONCEPT C



CONCEPT D

ORDINANCE NO. ____

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

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

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

WHEREAS, the proposed amendments relate to the Central Business District; and,

WHEREAS, after the appropriate public notice and hearing of ZC 21.17, the Planning Commission of the City of Fairhope, Alabama has forwarded a favorable recommendation;

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

1. **THAT**, Article V, Section B. CBD – Central Business District Overlay, be hereby amended to read as follows:
 3. **Uses** – All uses permitted in the underlying zoning district are allowed in the CBD Overlay, provided that uses of property shall meet the intent of the Comprehensive Plan and Section E.1 of this Article. Any future rezoning in the CBD overlay may be conditioned so that the goals and intent of the Comprehensive Plan and Article V., Section B.1. of the Zoning Ordinance are achieved.
 - a. Rooftop Terraces shall be an allowed Accessory Use permitted on all lots zoned B-2, General Business District located within the CBD. The following standards shall apply to all Rooftop Terraces:
 - (1) Except as provided below in this Section, the height of all structures on or within a Rooftop Terrace shall not exceed forty feet (40’).
 - (2) The outer boundary of a Rooftop Terrace shall be defined using a barrier meeting the City of Fairhope Building Code.
 - (3) For Rooftop Terraces located atop three story buildings the following standards apply:
 - a. For the purpose of the Zoning Ordinance and this Section, a Rooftop Terrace shall not be considered a story.
 - b. Elevators and stairwells, providing access to Rooftop Terrace, may be allowed to exceed forty feet (40’) by no more than five feet (5’) provided: such elevators and stairwells and their associated mechanical equipment and enclosed areas shall not cover more than 7.5% of the total square footage of the rooftop, shall not be viewable from sidewalks located in public rights-of-way that abut the building at the ground level, and shall be located a minimum of ten feet (10’) from any lot line.
 - c. Structures, other than those used for elevators and stairwells, may be opened or enclosed, but shall not cover more than 25% of the total square footage of the rooftop and shall be located a minimum of ten feet (10’) from any lot line.

Ordinance No. _____

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- (4) Temporary structures, such as tents, awnings, and umbrellas, may be allowed on Rooftop Terraces provided: (a) such structures shall be in use for less than 24 hours at a time, (b) such structures are secured via anchor points integrated into the building and can withstand winds up to 60mph, (c) and the anchor design shall be sealed by a structural Engineer. Any damage caused by these structures are the responsibility of the property owner who shall sign a hold harmless agreement at time of permitting.

2. **THAT**, Article IX, Section C. Defined Terms, be hereby amended to read as follows:

Rooftop Terrace: A outdoor amenity area located on the roof of a building. A rooftop terrace shall be accessory to the primary use of the building. Individually owned and operated businesses or venues shall not occupy a rooftop terrace.

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

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

Adopted and approved this 28th day of March, 2022.

By: _____
James Reid Conyers, Jr.,
Council President

Attest:

By: _____
Lisa A. Hanks, MMC
City Clerk

Adopted and approved this 28th day of March, 2022.

By: _____
Sherry Sullivan, Mayor

**City of Fairhope
City Council**

March 28, 2022



ZC 21.17 Zoning Amendment

The following is a proposed amendment to change and alter the City of Fairhope Zoning Ordinance to revise Article V, Section B. CBD to add a subsection for Rooftop Terraces. The Planning Commission, with a vote of **6 Ayes** and **0 Nays**, recommended the City Council **Approve** the attached amendment.

Update (March 16, 2022)

Per City Council comments, the language recommended by the Planning Commission was amended to:

- change total square footage of structure on a Rooftop Terrace from 33% to 25%.
- allow temporary structures within a Rooftop Terrace under certain conditions.

Revised language included in the attached Ordinance.

ORDINANCE NO. ____

**AN ORDINANCE AMENDING ORDINANCE NO. 1253 KNOWN AS THE ZONING
ORDINANCE TO AMEND ORDINANCE NO. 1703: A PLANNED UNIT
DEVELOPMENT KNOWN AS THE RESERVE AT FAIRHOPE PUD**

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

The ordinance known as the Zoning Ordinance (No. 1253), adopted 27 June 2005, together with the Zoning Map of the City of Fairhope, be and the same hereby is changed and altered in respect to that certain property described below:

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

The property of Dominion Partners generally located southwest of the intersection of Greeno Rd and Volanta Ave, Fairhope, Alabama.

THE RESERVE AT FAIRHOPE PUD AMENDMENT

PPIN #: 386193 & 386197

Legal Description: (Case number ZC 22.02)

PARCEL A:

COMMENCING AT THE SOUTHEAST CORNER OF FRACTIONAL SECTION 39, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN CONTY, ALABAMA; THENCE NORTH 00°04'55" EAST A DISTANCE OF 1320.20 FEET TO A POINT; THENCE NORTH 89°57'54" WEST A DISTANCE OF 660.83 FEET TO A POINT MARKED BY A 4-INCH SQUARE CONCRETE MONUMENT; THENCE NORTH 00°12'06" WEST A DISTANCE OF 659.76 FEET TO A POINT MARKED BY A CONCRETE MONUMENT ACCEPTED AS THE BEING THE SOUTHEAST CORNER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID FRACTIONAL SECTION 39 FOR THE POINT OF BEGINNING OF THE PROPERTY HEREIN DESCRIBED; THENCE NORTH 03°34'56" WEST A DISTANCE OF 374.46 FEET TO A POINT MARKED BY AN OPEN TOP IRON PIPE; THENCE NORTH 00°42'10" EAST A DISTANCE OF 242.13 FEET TO A POINT MARKED BY AN "X" CHISELED IN THE SIDEWALK ON THE SOUTH MARGIN OF VOLANTA AVENUE; THENCE ALONG SAID SOUTH MARGIN SOUTH 89°42'39" EAST A DISTANCE OF 513.59 FEET TO A POINT MARKED BY A CONCRETE MONUMENT WITH A DISC ON THE WEST MARGIN OF U.S. HIGHWAY 98 (A.K.A. GREENO ROAD); THENCE DEPARTING SAID SOUTH MARGIN AND ALONG SAID WEST MARGIN SOUTH 30°29'55" EAST A DISTANCE OF 65.01 FEET TO A POINT ON A NON-TANGENTIAL 1,881.75' RADIUS CURVE TO THE RIGHT, SAID POINT MARKED BY A CONCRETE MONUMENT WITH A DISC; THENCE ALONG SAID WEST MARGIN AND THE ARC OF SAID CURVE A DISTANCE OF 437.19 FEET (CHORD BEARS SOUTH 07°05'50" EAST, 436.21') TO A POINT MARKED BY A CONCRETE MONUMENT WITH A DISC; THENCE ALONG SAID WEST MARGIN SOUTH 01°25'33" EAST A DISTANCE OF 292.42 FEET TO A POINT MARKED BY A CONCRETE MONUMENT; THENCE ALONG SAID WEST MARGIN SOUTH 00°22'16" EAST A DISTANCE OF 461.88 FEET TO A POINT MARKED BY A CONCRETE MONUMENT WITH A DISC ON THE NORTH MARGIN OF HOYLE AVENUE; THENCE DEPARTING SAID WEST MARGIN AND ALONG SAID NORTH MARGIN NORTH 89°58'22" WEST A DISTANCE OF 258.04 FEET TO A POINT MARKED BY A CAPPED IRON ROD (REBAR); THENCE DEPARTING SAID NORTH MARGIN NORTH 00°13'45" WEST A DISTANCE OF 630.97 FEET TO A POINT MARKED BY AN IRON ROD (REBAR); THENCE SOUTH 89°46'55" WEST A DISTANCE OF 329.75 FEET TO THE POINT OF BEGINNING; CONTAINING 515,824 SQUARE FEET (11.84 ACRES) MORE OR LESS.

PARCEL B:

THE WEST HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER, BEING BLOCK 10 OF THE SUBDIVISION OF THE SOUTHEAST QUARTER OF FRACTIONAL SECTION 39, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN COUNTY, ALABAMA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF FRACTIONAL SECTION 39, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN CONTY, ALABAMA; THENCE NORTH 00°04'55" EAST A DISTANCE OF 1320.20 FEET TO A POINT; THENCE NORTH 89°57'54" WEST A DISTANCE OF 660.83 FEET TO A POINT MARKED BY A 4-INCH SQUARE CONCRETE MONUMENT; THENCE NORTH 00°30'13" WEST A DISTANCE OF 29.56 FEET TO A POINT MARKED BY A CAPPED IRON ROD (REBAR) FOR THE POINT OF BEGINNING OF THE PROPERTY HEREIN DESCRIBED; THENCE NORTH 00°11'15" WEST A DISTANCE OF 630.20 FEET TO A POINT MARKED BY A CONCRETE MONUMENT ACCEPTED AS THE BEING THE SOUTHEAST CORNER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID FRACTIONAL SECTION 39; THENCE NORTH 89°46'55" EAST A DISTANCE OF 329.75 FEET TO A POINT MARKED BY AN IRON ROD (REBAR); THENCE SOUTH 00°13'45" EAST A DISTANCE OF 630.97 FEET TO A POINT MARKED BY A CAPPED IRON ROD (REBAR) ON THE NORTH MARGIN OF HOYLE AVENUE; THENCE ALONG SAID NORTH MARGIN AND THE WESTWARD EXTENSION THEREOF SOUTH 89°54'51" WEST A DISTANCE OF 330.20 FEET TO THE POINT OF BEGINNING; CONTAINING 208,077 SQUARE FEET (4.78 ACRES) MORE OR LESS.

1. **That**, attached as "Exhibit A" is an approved site plan. The property must develop in substantial conformance with the approved site plan and supporting documents. Any substantial deviation from the attached site plan, as determined by the Director of Planning, will require re-approval by the Planning Commission and the City Council of the City of Fairhope, Alabama, as a PUD amendment.
2. **That**, attached as "Exhibit B" is an approved Master Development Plan. The property must develop in substantial conformance with the approved site plan and supporting documents. Any substantial deviation from the Master Development Plan, as determined by the Director of Planning, will require re-approval by the Planning Commission and the City Council of the City of Fairhope, Alabama, as a PUD amendment.
3. **That**, the following amendments have been made to the PUD:

Layout: Internal roads and siting of the cottages, amenities and clubhouse were revised and shall conform to the attached site plan.

Use: In general, the project is restricted for senior housing. The uses are specifically described within the Site Data Table and Master Development Plan and have been amended to include:

- 1 175' x 250' Professional Office Pad

Professional Office Pad: Allowable uses within this 175' x 250' space designated on the site plan are as follows:

- Convalescent or Nursing Home – a business providing living accommodations and care for persons suffering from illness, other than mental or contagious. Which is not of sufficient severity to require hospitalization, or for persons requiring further institutional care after being discharged from a hospital, and where non-resident staff is present for more than 8 hours per day.
- Medical Office/Clinic – a place used for the care, diagnosis, and treatment of ailing, infirm, or injured persons, and those who are in need of medical and surgical attention, but who are not provided with board.
- Professional Office – a building occupied by a profession and offering professional services to clients, customers, or patrons which may involve occasional on-site contact with clients, customers, or patrons. Examples include architect, accountant, real estate, engineer, lawyer, or other similar professions.
- Common Open Space – any space dedicated for common use by a group of citizens due to property ownership, residency, or patronage of facilities associated with the open space, exclusive of rights-of-way and easements, and open from the ground to the sky. Common open space does not include any impervious surfaces designated for automobile use or any required yard setback.

Ordinance No. _____

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A mandatory Site Plan Review shall be required for the Professional Office Building when/if developed.

Building Height: The maximum building height for the professional office buildings(s) shall be 30' to align with adjacent B-2 zoned property.

Landscape:

- Landscaping, including overstory trees, shall be planted in the 20' landscape buffer adjacent to Greeno Rd.
- A visual landscape buffer shall be planted along the western property to provide a buffer to those residents on Audubon Pl and shall be maintained by the Owner of The Reserves at Fairhope. Once planted, the buffer shall remain natural, except for the allowance of plant material to be installed to maintain a visual barrier.

Greenspace: The previously approved PUD provided 26% greenspace. The proposed site plan provides 30.1% greenspace with ponds that were converted to wet ponds. When developed, the professional office site shall provide a minimum of 25% greenspace.

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

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

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

Adopted and approved this 28th day of March, 2022.

By: _____
James Reid Conyers, Jr.,
Council President

Attest:

By: _____
Lisa A. Hanks, MMC
City Clerk

Adopted and approved this 28th day of March, 2022.

By: _____
Sherry Sullivan, Mayor

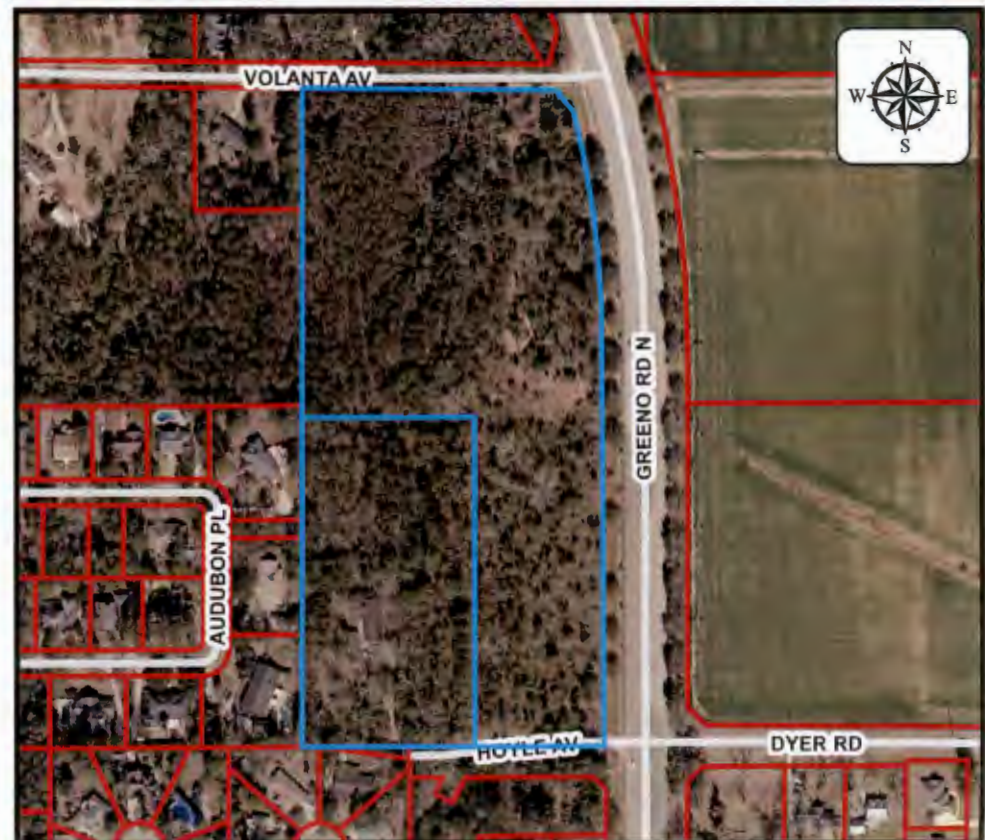
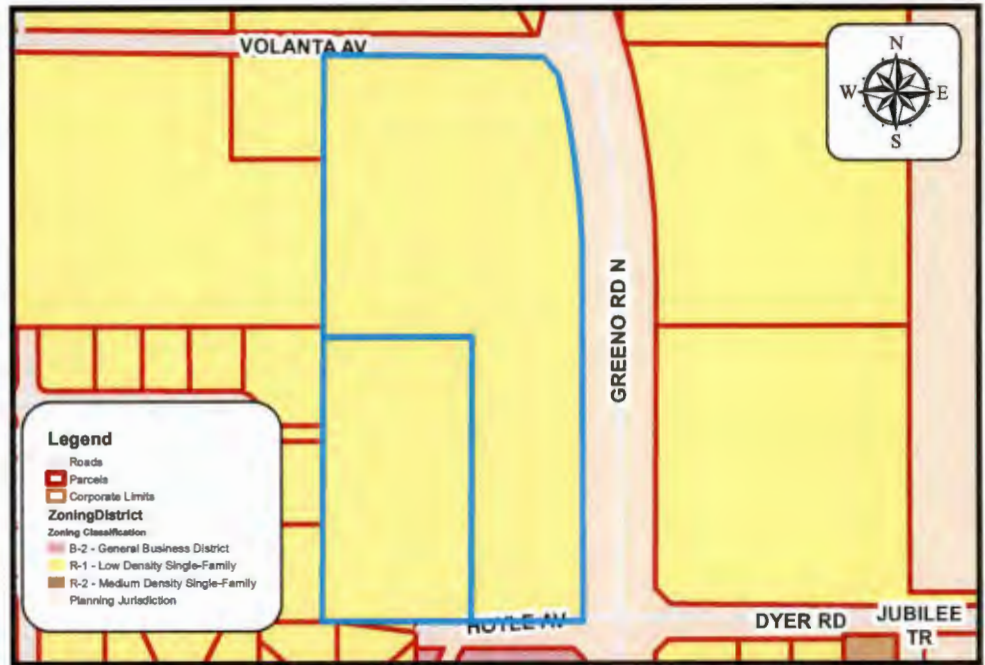
City of Fairhope City Council



March 28, 2022

Planning Commission unanimously (8 Ayes, 0 Nays) voted to recommend approval of ZC 22.02

ZC 22.02 - Reserve PUD Amendment



| | |
|----------------------------|--|
| Project Name: | Reserve PUD Amendment |
| Site Data: | 16.78 acres |
| Project Type: | PUD Amendment |
| Jurisdiction: | Fairhope Planning Jurisdiction |
| Zoning District: | PUD |
| PPIN Number: | 386193, 386197 |
| General Location: | West side of U.S. Highway 98 (Greeno Road) and South of Volanta Avenue |
| Surveyor of Record: | Smith, Clark & Associates, LLC |
| Engineer of Record: | Jade Consulting |
| Owner / Developer: | Dominion Senior Living of Fairhope, LLC |
| School District: | Fairhope Elementary School Fairhope Middle and High Schools |
| Recommendation: | Approved w/ Conditions |
| Prepared by: | Hunter Simmons |



APPLICATION FOR ZONING DISTRICT CHANGE

Seller

Property Owner / Leaseholder Information

Name: Dominion Senior Living of Fairhope, LLC Phone Number: 205.776.6086
 Street Address: 1200 Corporate Drive, Ste. 225
 City: Birmingham State: AL Zip: 35242

Applicant / Agent Information

*If different from above.
 Notarized letter from property owner is required if an agent is used for representation.*

Name: _____ Phone Number: _____
 Street Address: _____
 City: _____ State: _____ Zip: _____

Current Zoning of Property: PUD
 Proposed Zoning/Use of the Property: PUD amendment
 Property Address: 730 Volanta Ave., Fairhope
 Parcel Number: 05-46-03-39-0-002-003.001 & 05-46-03-39-0-002-003.004
 Property Legal Description: See attached
 Reason for Zoning Change: See attached

- Property Map Attached YES NO
- Metes and Bounds Description Attached YES NO
- Names and Address of all Real Property Owners within 300 Feet of Above Described Property Attached. YES NO

Character of Improvements to the Property and Approximate Construction Date: 1st quarter 2021
Proposed Senior Living Facility

Zoning Fee Calculation:
Reference: Ordinance 1269

I certify that I am the property owner/leaseholder of the above described property and hereby submit this application to the City for review. *If property is owned by Fairhope Single Tax Corp. an authorized Single Tax representative shall sign this application.

Withers Poellnitz
 Property Owner/Leaseholder Printed Name
12/14/21
 Date

[Signature]
 Signature
 Fairhope Single Tax Corp. (If Applicable)

Summary of Request:

The applicant, Dominion Senior Living of Fairhope, LLC., is requesting to amend the existing PUD, known as The Reserve at Fairhope (Ord. 1703). The property is approximately 16.62 acres and is located at the SW intersection of Greeno Rd and Volanta Ave. Trey Jinright with Jade Consulting is the authorized agent representing the case.

In general, the large multi-use building to the north remains unchanged. The patio homes were rearranged, along with the amenities; the stormwater management area was refined into ponds; and a proposed office site was included adjacent to Hoyle Ave. Other than the professional office site, no new units were created. Figures 1 and 2 illustrate the existing and proposed site plans.

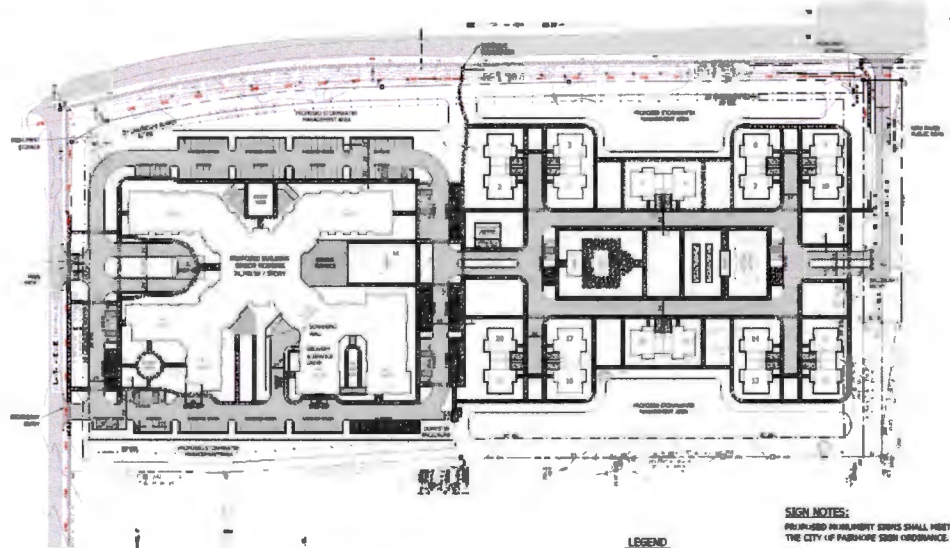


Figure 1: Existing Site Plan

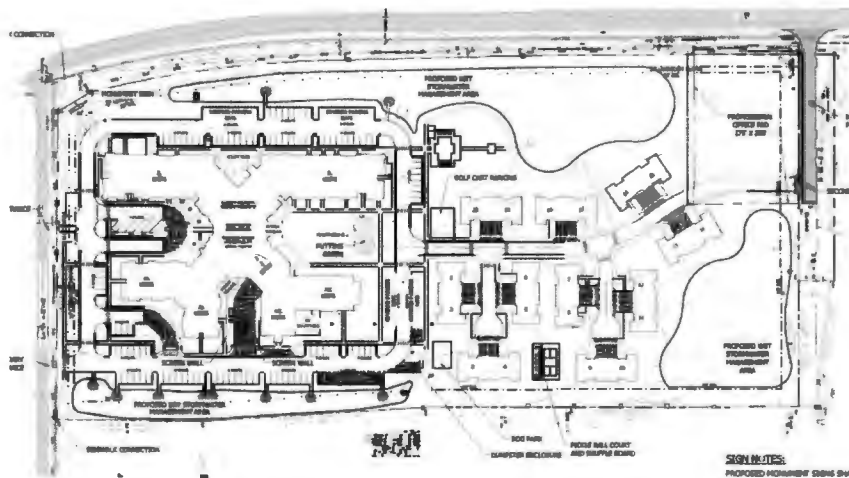


Figure 2: Proposed Site Plan

The proposed layout of the patio homes reduces internal roads and impervious surfaces. A pickleball court was added, as well as a dog park. Staff believes the proposed ponds are more attractive than those on existing plans, especially as seen from Greeno Rd. Landscaping within the 20' landscape buffer fronting Greeno Rd, including trees, is not shown on the plan, but shall be required on revised landscape plans.

Professional Office

A professional office 'pad' is proposed on the NW corner of Greeno Rd and Volanta Ave. Building size and exact use are currently unknown. Separate setbacks were not provided for the professional office location. As proposed, the building setback will follow the 30' setback off Greeno Rd. However, it has no setback along the private drive. Staff contemplated requiring all setbacks as though this was an individual lot, but a building fronting the private drive may be appealing. However, with the maximum eave height within the PUD of 34', staff recommends limiting the professional office building(s) to 30' max to align with adjacent B-2 zoned property.

The applicant proposes the following uses for the professional office building(s).

ALLOWABLE USES FOR 175' X 250' PROFESSIONAL OFFICE PAD:

CONVALESCENT OR NURSING HOME

A BUSINESS PROVIDING LIVING ACCOMMODATIONS AND CARE FOR PERSONS SUFFERING FROM ILLNESS, OTHER THAN MENTAL OR CONTAGIOUS, WHICH IS NOT OF SUFFICIENT SEVERITY TO REQUIRE HOSPITALIZATION, OR FOR PERSONS REQUIRING FURTHER INSTITUTIONAL CARE AFTER BEING DISCHARGED FROM A HOSPITAL, AND WHERE NON-RESIDENT STAFF IS PRESENT FOR MORE THAN 8 HOURS PER DAY.

MEDICAL OFFICE/CLINIC

A PLACE USED FOR THE CARE, DIAGNOSIS AND TREATMENT OF AILING, INFIRM, OR INJURED PERSONS, AND THOSE WHO ARE IN NEED OF MEDICAL AND SURGICAL ATTENTION, BUT WHO ARE NOT PROVIDED WITH BOARD.

PROFESSIONAL OFFICE

A BUILDING OCCUPIED BY A PROFESSION AND OFFERING PROFESSIONAL SERVICES TO CLIENTS, CUSTOMERS, OR PATRONS WHICH MAY INVOLVE OCCASIONAL ON-SITE CONTACT WITH CLIENTS, CUSTOMERS OR PATRONS. EXAMPLES INCLUDE ARCHITECT, ACCOUNTANT, REAL ESTATE, ENGINEER, LAWYER, OR OTHER SIMILAR PROFESSIONS.

COMMON OPEN SPACE

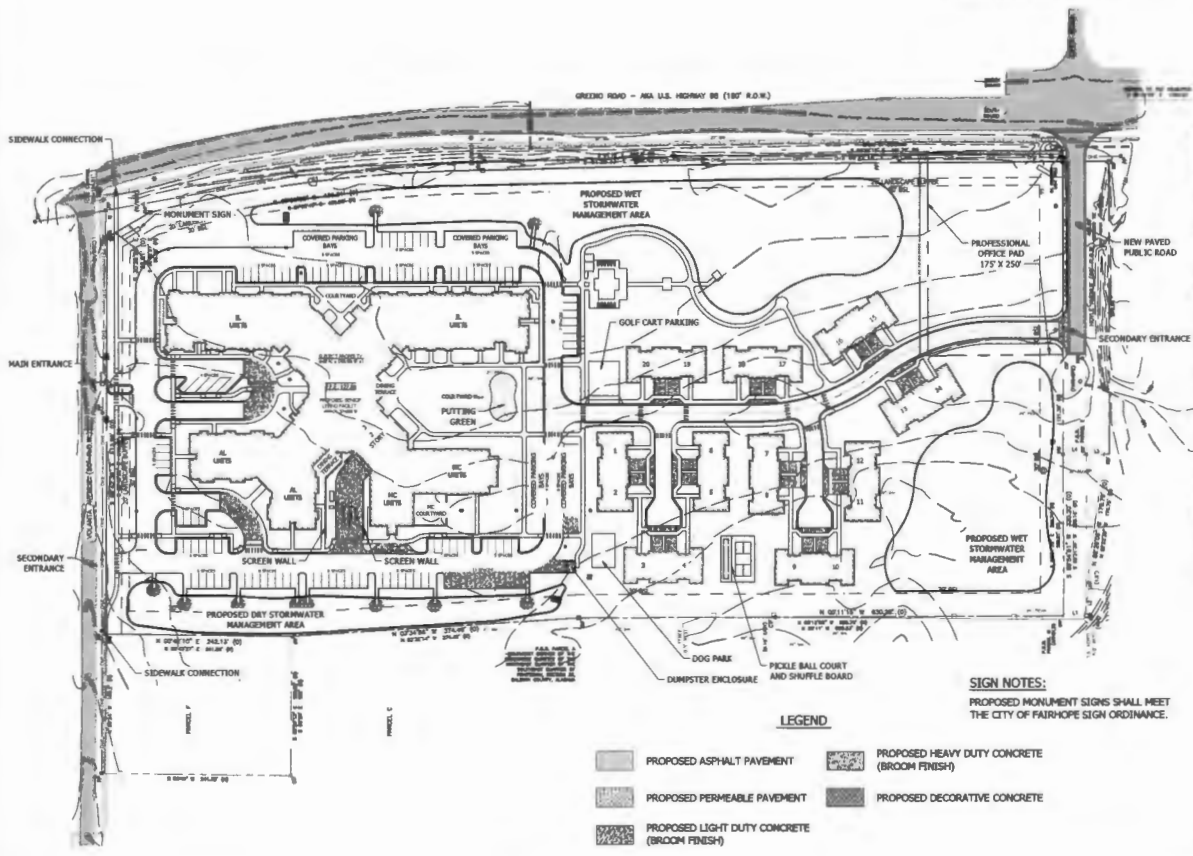
ANY SPACE DEDICATED FOR COMMON USE BY A GROUP OF CITIZENS DUE TO PROPERTY OWNERSHIP, RESIDENCY, OR PATRONAGE OF FACILITIES ASSOCIATED WITH THE OPEN SPACE, EXCLUSIVE OF RIGHTS-OF-WAY AND EASEMENTS, AND OPEN FROM THE GROUND TO THE SKY. COMMON OPEN SPACE DOES NOT INCLUDE ANY IMPERVIOUS SURFACES DESIGNATED FOR AUTOMOBILE USE OR ANY REQUIRED YARD OR SETBACK

Staff does not foresee conflict with the proposed uses, although, depending on trip generation, a revised traffic study may be required. Staff also recommends a mandatory Site Plan Review of the Professional Office when developed.

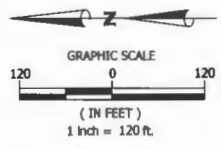
Recommendation:

Staff recommends Case: ZC 22.02 *An Amendment to The Reserve at Fairhope* PUD be **Approved with the following conditions:**

1. Landscaping, including overstory trees, shall be planted in the 20' landscape buffer adjacent to Greeno Rd.
2. A visual landscape buffer shall be planted along the western property to provide a buffer to those residents on Audubon Pl and shall be maintained by the Owner of The Reserves at Fairhope. Once planted, the buffer shall remain natural, except for the allowance of plant material to be installed to maintain a visual barrier.
3. Maximum building height of the Professional Office Building(s) shall be 30'.
4. A mandatory Site Plan Review shall be required for the Professional Office Building when/if developed.



| SITE DATA TABLE | |
|---------------------------------------|---|
| COUNTY OF BALDWIN CITY OF FAIRHOPE | |
| TAX PARCEL ID | 05-00-03-30-0-001-001 05-00-03-30-0-001-002-001 |
| PARCEL SIZE | 18.62 AC |
| EXISTING ZONING | R-1, LOW DENSITY SINGLE-FAMILY |
| PROPOSED ZONING | R-2 |
| PLD SCOPE | 18.62 AC |
| FRONT | 30' |
| SIDE & STREET SIDE | 30' |
| REAR | 30' |
| BUILDING HEIGHT | MAX. 34' EAVE HEIGHT |
| BUILDING COVERAGE | MAX. 25% (4.65 AC) |
| IMPERV. COVERAGE (EXC. BLDGS) | MAX. 40% (7.45 AC) |
| SIMBOL HOUSING | 118 TOTAL UNITS / 74,748 SF / 3 STORY |
| | 3 STORY - INDEPENDENT LIVING: 88 UNITS (75% OF TOTAL) |
| | 3 STORY - ASSISTED LIVING: 32 UNITS (25% OF TOTAL) |
| DUPLEX VILLAGES | 28 UNITS / 1,280 SF / UNIT (EXCLUDING GARAGE) |
| NET DENSITY | 118 UNITS / 18.62 AC = 6.34 UNITS/AC |
| OFFICE HOUSING | 1 BLDG - 175' x 250' - 178 UNITS (EXC. 24 UNITS) |
| VEHICLE PARKING | 178 UNITS (EXC. 24 UNITS) / 24 UNITS (EXC. 24 UNITS) |
| VILLAGE VEHICLE PARKING | 1 BLDG - 1,280 SF - 28 UNITS (EXC. 4 UNITS) |
| PROFESSIONAL OFFICE PAD | PROF. OFFICE PAD |
| SIDEWALK WIDTH | MIN. 5' WIDTH |
| PARKING SPACES | 107/27 |
| COMPACT PARKING SPACES | 0/137 |
| DRIVE AISLE (SENDER HOUSING) | 20' WIDTH |
| DRIVE AISLE (OFFICES) | 20' WIDTH |

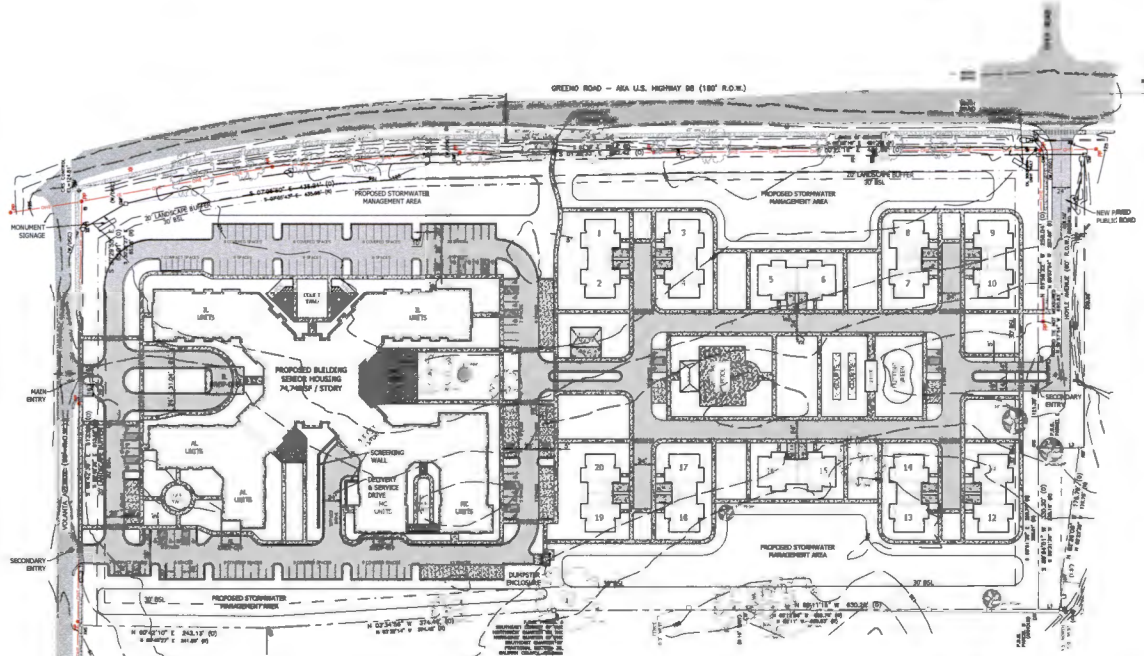


CONCEPTUAL SITE PLAN
THE RESERVE AT FAIRHOPE
PLANNED UNIT DEVELOPMENT
GREENO ROAD & VOLANTA AVE
FAIRHOPE, AL



JINRIGHT & ASSOCIATES DEVELOPMENT ENGINEERS
 208 Greeno Road N., Ste. C Fairhope, Alabama 36532
 P.O. Box 1920 Fairhope, Alabama 36533
 Phone: (251) 928-3443 Fax: (251) 928-3665
 jade@jstone.com

DATE: 11/13/2020

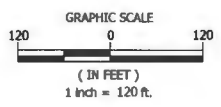


| SITE DATA TABLE | |
|---|--|
| STATE OF ALABAMA COUNTY OF BALDWIN CITY OF FAIRHOPE | |
| TAX PARCEL ID: | 09-00-00-00-000-000-000 09-00-00-00-000-000-000 |
| PARCEL SIZE: | 18.62 AC |
| EXISTING ZONING: | R-1, LOW DENSITY SINGLE-FAMILY |
| PROPOSED ZONING: | PUD |
| PUD ACREAGE: | 18.62 AC |
| FRONT: | 30' |
| SIDE & STREET SIDE: | 30' |
| REAR: | 30' |
| BUILDING HEIGHT: | MAX. 30' RAISE HEIGHT |
| BUILDING COVERAGE: | MAX. 20% (3.72 AC) |
| DRIVEY COVERAGE (INC. BLDG.): | MAX. 40% (7.46 AC) |
| SENIOR HOUSING: | 348 TOTAL UNITS 70,286 SF / STREET |
| 3 STORY - INDEPENDENT LIVING: 84 UNITS (24% OF TOTAL) | |
| 3 STORY - ASSISTED LIVING: 32 UNITS (9% OF TOTAL) | |
| 3 STORY - MEMORY CARE: 32 UNITS (9% OF TOTAL) | |
| DUPLEX VILLAGES: | 88 UNITS 1,232 SF / UNIT (EXCLUDES GARAGE) |
| NET DENSITY: | 188 UNITS / 18.62 AC = 10.15 UNITS/AC |
| SENIOR HOUSING: | 1 SPACE = 1000 SQ FT (1000 SQ FT) 178 SPACES (51.14% OF TOTAL) |
| VEHICLE PARKING: | 40 SPACES = 40,000 SQ FT (40,000 SQ FT) 14 COMPACT SPACES |
| VILLAGES VEHICLE PARKING: | 2 SPACES / UNIT 176 SPACES (51.14% OF TOTAL) |
| DRIVEWAY: | 2 SPACES / UNIT 176 SPACES (51.14% OF TOTAL) |
| SENIORLY WIDTH: | MIN. 5' WIDTH |
| PARKING SPACES: | 20' WIDE |
| COMPACT PARKING SPACES: | 10' WIDE |
| DRIVE WALK (SENIOR HOUSING): | 24' WIDE |
| DRIVE WALK (VILLAGES): | 24' WIDE |

SIGN NOTES:
 PROPOSED MONUMENT SIGNS SHALL MEET THE CITY OF FAIRHOPE SIGN ORDINANCE.

LEGEND

- PROPOSED ASPHALT PAVEMENT
- PROPOSED PERMEABLE PAVEMENT
- PROPOSED LIGHT DUTY CONCRETE (BROOM FINISH)
- PROPOSED HEAVY DUTY CONCRETE (BROOM FINISH)
- PROPOSED DECORATIVE CONCRETE



CONCEPTUAL SITE PLAN
 THE RESERVE AT FAIRHOPE
 PLANNED UNIT DEVELOPMENT
 GREENO ROAD & VOLANTA AVE
 FAIRHOPE, AL

Application For:

PUD Rezoning Request

For

The Reserve at Fairhope

A Planned Unit Development

November 18, 2020

Revised: December 14, 2021

Applicant:

DOMINION
— P A R T N E R S —

Dominion Senior Living of Fairhope, LLC
1200 Corporate Drive | Suite 225
Birmingham, AL 35242

Prepared by:

The logo for JADE CONSULTING features a stylized 'J' icon on the left, composed of three curved lines in shades of blue and green. To the right of the icon, the word 'JADE' is written in a large, bold, black sans-serif font. Below 'JADE', the word 'CONSULTING' is written in a smaller, black, all-caps sans-serif font.

• DEVELOPMENT ENGINEERS •

208 Greeno Road North, Suite C
Post Office Box 1929
Fairhope, Alabama 36533
Telephone: 251-928-3443 • Fax: 251-928.3665

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 - 10. Tree Preservation and Removal Plan
 - 11. Landscape Plan

Project Team and Contact Information

| | |
|---|---|
| <p>Developer/Owner</p>  | <p>Dominion Senior Living of Fairhope, LLC 1200 Corporate Drive Suite 225 Birmingham, AL 35242 205.776.6086</p> <p>R. Withers Poellnitz wpoellnitz@dpllc.com</p> |
| <p>Civil Engineer:</p>  | <p>JADE Consulting, LLC 208 N. Greeno Rd., Ste. C Fairhope, AL 36532 (251) 928-3443</p> <p>Perry C. "Trey" Jinright III, P.E., LEED AP tjinright@jadengineers.com</p> <p>Lee Rambo, Designer Lrambo@jadengineers.com</p> <p>Sherry Ruth, Project Coordinator sruth@jadengineers.com</p> |
| <p>Surveyor:</p>  | <p>Smith, Clark & Associates, LLC. P.O. Box 7082 Spanish Fort, AL 36577 Office: (251) 626-0404</p> <p>Hunter C. Smith, P.L.S. hunter@smithclarkllc.com</p> |
| <p>Architect:</p>  | <p>Niles Bolton Associates 3060 Peachtree Rd NW Suite 600 Atlanta, GA 30305 404.365.7600</p> <p>Teresa Nguyen tnguyen@nilesbolton.com</p> |
| <p>Landscape Architect.</p>  | <p>WAS Design, Inc. 218 N. Alston St. Foley, Alabama 36535 (251) 948-7181</p> <p>Van Webb vwebb@was-design.com</p> |

Project Narrative

The proposed project is a luxury senior living community consisting of 168 total units on approximately 16.62 acres. A "senior living community" is a general term for the different types of housing providing varying degrees of care for seniors 55 years of age and older. In Dominion Partners' previous developments, however, the average age of new residents is approximately 82 years old.

Senior living communities are designed to suit a variety of lifestyles and provide a range of assistance including independent living, assisted living, and specialty care assisted living, commonly known as "memory care." In order to provide a full continuum of care and a true "age in place" community, the proposed project will offer 104 independent living (IL) units, 32 assisted living (AL) units, and 32 memory care (MC) units. As the site plan shows, approximately 50% of the land will be used for 20 IL patio homes on the southern end of the property, and the northern half will hold the "main building" that contains 84 IL residences and the assisted living and memory care residences. All of the units, including the patio homes, will be for rent only and not for sale. Medicare and Medicaid do not provide rental assistance for any category of living in these types of communities. Instead, all of the residents use personal disposable income, applicable long-term care insurance, or wealth to make rental payments each month.

The purpose and intent of senior living is to enable seniors to maintain as much independence, individuality and autonomy as possible, provide them with support and assistance when they need it, and enhance their lifestyle, dignity and joy of life. One of the major benefits offered by luxury senior living communities is an active, socially engaging lifestyle. Engaging in social activities and group events while learning new skills enables seniors to bond with new friends while promoting physical and mental health. Residences available at the property will include three types:

Independent Living (IL):

Independent living is specifically designed for more active, self-reliant seniors who desire a maintenance-free lifestyle and the social benefits of living in a community with other seniors. Although most of the seniors who live in an IL setting require little if any assistance or daily care, supportive services are available around the clock and provided in emergency situations. Unlike AL and MC units, IL units do not require a state license to operate.

Assisted Living (AL):

Assisted living is offered to seniors who need help with one or more activities of daily living (ADLs) such as medication administration, meal preparation and dining, bathing, dressing, mobility, and toileting. State licensure from the Alabama Department of Public Health is required to provide AL services to appropriate residents and a licensed administrator, certified nurses, and trained staff provide care and assistance.

Memory Care (MC):

Memory care is available to residents who require cognitive support due to dementia. The entire memory care residence and outdoor courtyard are secure and monitored to ensure resident safety. State licensure and a Certificate of Need (CON) are required for every memory care resident unit in the project.

As previously stated, a Certificate of Need (CON) is required for every Memory Care bed in the project and must be approved by the State Health Planning and Development Agency (SHPDA). A Letter of Intent (LOI) to apply for the beds has been filed for this project, and there are no other applicants filing in the same "batch" (a batch is what SHPDA calls it when two or more entities are applying for beds at the same time in the same county) for additional beds in Baldwin County. Since no competitors are applying for Memory Care beds in our "batch", the likelihood of receiving the CON for all 32 Memory Care beds very likely. In addition, SHPDA updated the Alabama State Health Plan in May 2020 which added 338 Memory Care beds in Baldwin County alone. To put this in perspective, before the Alabama State Health Plan was updated Baldwin County only had 184 total Memory Care beds. As soon as the property is zoned correctly to develop the Memory Care beds, a formal CON application will be filed. Dominion estimates it will take approximately 120 days from filing a formal application to receiving final approval.

Age-in-Place:

Following the age-in-place model, a resident could first move into one of the patio homes, which is typically occupied by the more active senior or couple. When the resident becomes a little less active, has more limited mobility, or simply prefers the more communal atmosphere, he or she may choose to move into one of the IL residences in the main building to be closer to dining, activities, and other amenities. Eventually the resident may require assistance with ADLs, so he or she could move into an AL residence. If cognitive assistance and support are required, the resident could move into one of the MC units. Should one spouse require additional care, the independent spouse will have the comfort and convenience of being nearby in the same community. Trained staff interact with all residents regularly and frequently, developing relationships and trust with them and their families. These relationships help make transitions within the community smoother, more natural, and less stressful for the resident and family.

Architecturally and operationally, senior living communities include a plethora of features that make them truly unique developments. The buildings must be designed and operated for a multitude of uses including residential, healthcare, dining, hospitality, and even a little bit of country club. Due to the complexities of the overall design and operations of a luxury senior living community, the staffing that is required is significant. The staff can be broken into a handful of subgroups:

- Administration – Executive Director and Financial Services
- Marketing – Includes Director of Sales and Marketing and staff
- Resident Services – Resident Services Director, Lifestyle Director, Fitness Coordinator, Transportation, Concierge, Security Officer and other staff employees that help fill the residents' schedule with activities
- Healthcare – Nurses, Med-Techs, and Care Associates
- Dining – Cooks, Servers, and Kitchen Staff
- Environmental Services – Housekeepers and Engineers/Maintenance Techs

Services and Amenities

The services and amenities provided in these communities promote wellness, socialization, a high quality of life, convenience, mental stimulation, spiritual expression, artistic exploration, and entertainment in senior-friendly surroundings. Although most of the amenities for this project are located in the main building, all residents, including the cottage residents, are encouraged to use and participate in any of the amenities or services that are offered. Some of the services and amenities available to all residents that will be included in the proposed project include:

- 24-hour emergency response system with on-site monitoring and daily check in
- Access to on-site physical, occupational and speech therapy
- Licensed nurse on-site 24 hours a day, seven days a week for AL and MC
- Innovative lifestyle programming providing social, educational, fun and healthy activities, events and outings
- Scheduled transportation to area shopping and local appointments
- Medication assistance and management for AL and MC
- Luxuriously landscaped and well-appointed outdoor spaces with paved walking paths throughout
- Fitness center with indoor aerobic exercise pool
- Outdoor swimming pool
- Courtyards, village greens, and lawn games
- Patios or balconies in most IL and AL apartments
- Luxury finishes and fixtures

- Weekly cleaning and laundry service
- White-linen upscale and laid-back casual dining experiences
- Salon/Barbershop offering hair styling, manicure and pedicure services
- Movie theater
- Library and computer center
- Concierge service

Due to the varying levels of care and assistance required among the three categories of residents, it is operationally safer and more efficient to design the building with “wings” that cater to the specific needs of each resident in the least restrictive and most beneficial environment. This provides numerous advantages including but not limited to these:

- The MC wing and courtyard are secure and monitored to prohibit residents from wandering
- Nurse stations in the AL and MC wings are optimally located for close proximity to each unit and resident
- Resident drop-off areas are strategically located within sight and easy reach of staff in case the resident needs assistance getting from the car to the facility
- Dining venues are intentionally designed for each wing to provide comfortable and elegant meal experiences
- Outdoor courtyards conducive to the needs of each resident type are situated at easily accessible locations
- In Dominion Partners’ previous developments, the central area of the main building is the hub of activity for the community at large, providing features, services and amenities for all residents to enjoy.

175'x 250' Professional Office Pad

The project will have a 175' x 250' professional office pad located in the South East corner of the site near Hoyle Ave. This area is being reserved for potential uses that could provide support services to this project or the neighboring community. Allowable uses within this 175' x 250' space designated on the site plan are as follows:

- *Convalescent or Nursing Home* – a business providing living accommodations and care for persons suffering from illness, other than mental or contagious. Which is not of sufficient severity to require hospitalization, or for persons requiring further institutional care after being discharged from a hospital, and where non-resident staff is present for more than 8 hours per day.
- *Medical office/clinic* – a place used for the care, diagnosis and treatment of ailing, infirm, or injured persons, and those who are in need of medical and surgical attention, but who are not provided with board.
- *Professional office* – a building occupied by a profession and offering professional services to clients, customers, or patrons which may involve occasional on-site contact with clients, customers or patrons. Examples include architect, accountant, real estate, engineer, lawyer, or other similar professions.
- *Common Open Space* – any space dedicated for common use by a group of citizens due to property ownership, residency, or patronage of facilities associated with the open space, exclusive of rights-of-way and easements, and open from the ground to the sky. Common open space does not include any impervious surfaces designated for automobile use or any required yard or setback.

Site Description:

The location of the subject property is perfect for a senior living community. Easy access to doctors' offices and medical care is important to seniors and senior living communities; with Thomas Hospital approximately 1.25 miles south of the site, medical care is very convenient. The Fairhope Recreation Center at Volanta Park is directly across Volanta Avenue, which is also a convenient feature of the property. This situation is similar to a senior community Dominion developed next to St. Vincent's One Nineteen Health and Wellness Center in Birmingham, AL, that turned out to be a very popular and successful partnership. With a sidewalk on Volanta Avenue and a crosswalk already in place, Dominion expects and encourages the residents to enjoy everything from the indoor walking track to the pickleball courts at the Fairhope Recreation Center. In addition, the residential homes that border the west side of this site will border the portion of the property on which the one-story cottages are to be built. The main building is to be built on the east side of the property least proximal to existing residences.

The project complies with the form, function, and design recommendations along Greeno Road found in the City of Fairhope Comprehensive Plan. The proposed land use offers a good transition from more intense commercial uses to the south, the public park uses to the north, and the existing residential uses to the west along Volanta. The project will include pedestrian features and landscape buffers along both Greeno and Volanta. The main building placement was selected to provide the proper accessibility needed for the proposed land use, but not crowd the buffers and pedestrian connection points. The location of Volanta Park across the street from the proposed project also provides a nice way for the elderly to fit into the community by mixing with the youth at the park.

Senior housing communities are some of the lowest impact real estate developments there are. Traffic studies show that these communities have a much lower traffic count when compared to similar size projects on the residential or commercial side. Due to the inherent nature and habits of the residents there is no appreciable noise impact on the community. Lighting on the property is understated and purposeful; residents keep early hours and prefer ground-focused, clear light that does not intrude into their homes or create undue glare upon approach or from within. In fact, the lighting package for the proposed project shows a 0.0 foot-candle reading around the perimeter of the property.

The project will have 176 parking spaces around the main building. In Dominion's experience, this is the amount needed to sufficiently park all residents who drive, the entire staff, and any guests of the residents. The majority of staffing shifts change during non-peak hours at 7:00 am, 3:00 pm and 11:00 pm. Cottages will each have parking for two vehicles – one in the garage and one in the driveway. While the majority of the IL residents will drive or have a car, very few if any AL residents will have a car, and no MC residents will have a car. All parking spaces and roads/drives inside the property boundary are intended to be used solely by the residents, guests of residents, and operational staff. All grounds, facilities and features will be maintained by the owner, operator, or third-party contract. Any monument signs will meet the City of Fairhope Sign Ordinance.

With golf carts becoming more and more popular in Fairhope, the site plan also includes covered golf cart parking for main building residents who still drive and own a "street legal" golf cart, and each cottage will have a tandem garage that have enough room to keep a car and a golf cart. Although a street legal golf cart is not allowed to travel along Greeno Road, the residents might enjoy driving it to the Fairhope Recreation Center, Fly Creek Marina, or even take the residential streets to downtown Fairhope.

A senior living community is an asset to the city by providing an attractive, vibrant and gracious lifestyle for its own elderly residents to enjoy. In fact, over 60% of residents in Dominion Partners' past senior living projects came from within five miles of each respective facility. The remaining residents were mostly seniors from out of town that chose to move to be near their adult children.

The 175' x 250' professional office pad located in the South East corner of the site near Hoyle Ave and Greeno Road shall be developed in accordance with and follow full compliance with the City of Fairhope development standards that are governing at such time whenever the development of this professional office project is submitted to the City of Fairhope for approval.

Employees:

Associates at senior living communities receive emergency training during orientation, annually, and as needed. An Emergency Policies and Procedures manual is prepared in anticipation of any emergency, and a step by step guide is followed. If an accident or illness does occur, the trained staff will evaluate whether emergency services should be called. At past projects, emergency vehicles typically pull into the IL drop-off, which in this case would be accessed directly from Volanta Avenue. Typically, the senior housing operator will establish a relationship and protocol with the local EMS that will allow the operator to tell the local EMS whether the lights and/or sirens should be active on at arrival. This helps prevent unnecessary sirens from disturbing other residents and nearby neighbors if it can be avoided.

Construction:

Construction is proposed and projected to begin in July 2021 and will take approximately 20 months. There will be no phasing of the construction – everything will be built at once. Any development of the professional office pad will be under an independent schedule that will be determined at a later date.

Architectural Narrative:

The proposed senior housing project includes a total of 168 units. There will be 20 patio homes, 84 Independent living units, 32 Assisted Living units, and 32 Memory care units. The amenities and support facilities for these residents include multiple dining rooms, café, dining terraces, fitness center, library, activity rooms, common areas, indoor swimming pool, physical therapy suite, commercial kitchen, laundry facilities, etc....

The site design includes a network of walking paths, village greens, courtyards, surface parking lots, street trees, foundation plantings, swimming pool, lawn games, understated exterior/site lighting, natural landscape buffers, and storm water detention per local requirements.

The patio homes will be single story wood framed residences with private garages, front porches, and private rear patios at grade. Exteriors will include a traditional cottage/bungalow look with gabled roofs, double-hung windows, clapboard siding, masonry veneer, and neutral color palette focused on whites and greys.

The main building will be two and three stories in height with sloped roofs and gables. The architectural expression will be traditional “Arts and Crafts/Craftsman” style, at the scale of a lodge or an inn.

Exterior elements will include double-hung windows, a mix of clapboard siding and masonry veneer. The shingle roof will be sloped with hidden mechanical wells to screen condensing units and roof top equipment. Most units will have private balconies.

Service/Utility Yard and loading dock will be walled and gated. The wall will be clad in masonry to match the main building. The trash compactor will be enclosed. Ground-based condenser units will be screened and landscaped.



| ZONING DIMENSIONS TABLE | | | | | |
|---|------------------|---|--|------------------|----------------------|
| LOT/STRUCTURE REQUIREMENTS | R-1 REQUIREMENTS | R-4 REQUIREMENTS | R-5 REQUIREMENTS | PUD REQUIREMENTS | PROPOSED PUD |
| MIN. LOT AREA/ALLOWED UPA | 15,000 S.F. | 10,500 S.F. FOR TWO DWELLING UNITS + 6,500 S.F. FOR EA. ADDITIONAL UNIT / 7 UPA | 10,500 S.F. FOR TWO DWELLING UNITS + 4,100 S.F. FOR EA. ADDITIONAL UNIT / 10 UPA | 3 AC | 16.62 AC / 12.6 UPA |
| MIN. LOT WIDTH | 100' | 75' FOR TWO DWELLING UNITS + 5' FOR EA. ADDITIONAL UNIT | 75' FOR TWO DWELLING UNITS + 5' FOR EA. ADDITIONAL UNIT | - | 513.59' |
| MIN. FRONT SETBACK | 40' | 30' | 30' | - | 30' |
| MIN. REAR SETBACK | 35' | 35' | 35' | - | 30' |
| MIN. SIDE SETBACK | 10' | 10' | 10' | - | 30' |
| MIN. STREET SIDE SETBACK | 20' | 20' | 20' | - | 30' |
| MAX. TOTAL LOT COVERAGE BY ALL STRUCTURES | 40% | 30% | 30% | - | 25% |
| MAX. BUILDING HEIGHT | 30' | 30' | 30' | - | MAX. 34' EAVE HEIGHT |

| SITE DATA TABLE | |
|---|--|
| STATE OF ALABAMA COUNTY OF BALDWIN CITY OF FAIRHOPE | |
| TAX PARCEL ID: | 05-46-03-39-0-002.003.001 05-46-03-39-0-002-003.004 |
| PARCEL SIZE: | 16.62 AC |
| EXISTING ZONING: | R-1, LOW DENSITY SINGLE-FAMILY |
| PROPOSED ZONING: | PUD |
| PUD ACREAGE: | 16.62 AC |
| BUILDING SETBACKS: | |
| FRONT: | 30' |
| SIDE & STREET SIDE: | 30' |
| REAR: | 30' |
| BUILDING AREA & DIMENSIONAL REQUIREMENTS: | |
| BUILDING HEIGHT: | MAX. 34' EAVE HEIGHT |
| BUILDING COVERAGE: | MAX. 25% (4.15 AC) |
| IMPERV. COVERAGE (INC. BLDGS): | MAX. 45% (7.48 AC) |
| SENIOR HOUSING: | 148 TOTAL UNITS 74,748 SF / STORY |
| 3 STORY - INDEPENDENT LIVING: 84 UNITS (56% OF TOTAL) | |
| 3 STORY - ASSISTED LIVING: 32 UNITS (22% OF TOTAL) | |
| 1 STORY - MEMORY CARE: 32 UNITS (22% OF TOTAL) | |
| DUPLEX VILLAS: | 20 UNITS 1,350 SF / UNIT (EXCLUDES GARAGE) |
| NET DENSITY: | 168 UNITS / 16.62 AC = 12.6 UNIT/AC |
| PARKING STANDARDS: | |
| | REQUIRED: PROVIDED: |
| SENIOR HOUSING VEHICLE PARKING: | 1 SPACE / 4 BEDS, PLUS 1 SPACE / 4 EMPLOYEES 148 BEDS + 40 EMPLOYEES = 47 SPACES 178 SPACES (INC. 20 H/C) (INC. 14 COMPACT SPCS) |
| PROFESSIONAL OFFICE USE: | (PER CITY ZONING ORDINANCE) |
| VILLAS VEHICLE PARKING: | 1 SPACE/UNIT 20 UNITS = 20 SPACES 30 SPACES (INC. 4 H/C) |
| LOT SETBACK REQUIREMENTS: | |
| SIDEWALK WIDTH: | MIN. 5' WIDTH |
| PARKING SPACES: | 10'x20' |
| COMPACT PARKING SPACES: | 8'x15' |
| DRIVE AISLE (SENIOR HOUSING): | 26' WIDE |
| DRIVE AISLE (DUPLEX): | 24' WIDE |

| PROVIDED PARKING BREAKDOWN TABLE | |
|--|-----------------------------|
| | PARKING PROVIDED |
| SENIOR HOUSING INDEPENDENT LIVING | 84 SPACES |
| SENIOR HOUSING ASSISTED LIVING, MEMORY CARE, & STAFF | 33 SPACES |
| COMPACT PARKING SPACES | 14 SPACES |
| PERVIOUS PARKING SPACES | 47 SPACES |
| PROFESSIONAL OFFICE USE | (PER CITY ZONING ORDINANCE) |
| TOTAL PARKING SPACES | 178 SPACES |

ALLOWABLE USES FOR 175' X 250' PROFESSIONAL OFFICE PAD:

CONVALESCENT OR NURSING HOME

A BUSINESS PROVIDING LIVING ACCOMMODATIONS AND CARE FOR PERSONS SUFFERING FROM ILLNESS, OTHER THAN MENTAL OR CONTAGIOUS, WHICH IS NOT OF SUFFICIENT SEVERITY TO REQUIRE HOSPITALIZATION, OR FOR PERSONS REQUIRING FURTHER INSTITUTIONAL CARE AFTER BEING DISCHARGED FROM A HOSPITAL, AND WHERE NON-RESIDENT STAFF IS PRESENT FOR MORE THAN 8 HOURS PER DAY.

MEDICAL OFFICE/CLINIC

A PLACE USED FOR THE CARE, DIAGNOSIS AND TREATMENT OF AILING, INFIRM, OR INJURED PERSONS, AND THOSE WHO ARE IN NEED OF MEDICAL AND SURGICAL ATTENTION, BUT WHO ARE NOT PROVIDED WITH BOARD.

PROFESSIONAL OFFICE

A BUILDING OCCUPIED BY A PROFESSION AND OFFERING PROFESSIONAL SERVICES TO CLIENTS, CUSTOMERS, OR PATRONS WHICH MAY INVOLVE OCCASIONAL ON-SITE CONTACT WITH CLIENTS, CUSTOMERS OR PATRONS. EXAMPLES INCLUDE ARCHITECT, ACCOUNTANT, REAL ESTATE, ENGINEER, LAWYER, OR OTHER SIMILAR PROFESSIONS.

COMMON OPEN SPACE

ANY SPACE DEDICATED FOR COMMON USE BY A GROUP OF CITIZENS DUE TO PROPERTY OWNERSHIP, RESIDENCY, OR PATRONAGE OF FACILITIES ASSOCIATED WITH THE OPEN SPACE, EXCLUSIVE OF RIGHTS-OF-WAY AND EASEMENTS, AND OPEN FROM THE GROUND TO THE SKY. COMMON OPEN SPACE DOES NOT INCLUDE ANY IMPERVIOUS SURFACES DESIGNATED FOR AUTOMOBILE USE OR ANY REQUIRED YARD OR SETBACK

**COMPARATIVE ZONING TABLE
 THE RESERVE AT FAIRHOPE
 PLANNED UNIT DEVELOPMENT
 GREENO ROAD & VOLANTA AVE
 FAIRHOPE, AL**

From: [Ed Mendez](#)
To: [planning](#)
Cc: [Sarah Fischer](#)
Subject: Case ZC22.02 PPIN# 386193, 386197
Date: Thursday, January 27, 2022 12:20:11 PM

SENT FROM AN EXTERNAL ADDRESS

To the Fairhope City Planning Department.

Hello my name is Edward Mendez I live at 14 Audubon Pl., Fairhope. AL 36532. In regards to the letter I received; stating that applicant Jade Consulting, LLC acting on behalf of Dominion Senior Living of Fairhope, LLC; would like to make some changes and amend the existing PUD. Can you tell me what changes that they would like to make on this property called Dominion Senior Living of Fairhope?

Another issue:

I'm already not very happy that they cut down all the trees behind the East side of my fence line exposing me to more traffic noise from Greeno Rd. Highway 98.

Are they going to re-plant trees between the setback of their property line and my property line?

I called the city when they were cutting down these trees and I was told that they were supposed to save as many as possible but it looks like they just clear-cut everything.

Kind regards. Edward Mendez

760-566-4695

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 and receive RFQs to procure services to replace the roof at the Writer's Cottage at the Fairhope Public Library at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] At the appointed time and place, RFQs were received and tabulated as follows:

Please see attached RFQs for
Writer's Cottage at the Fairhope Public Library

[3] At the appointed time and place; after evaluating the RFQ proposals with the required specifications, Roof Doctors is now awarded (RFQ No. 002-22) to replace the roof at the Writer's Cottage at the Fairhope Public Library; for a total cost of \$7,500.00.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/17/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Award RFQ 002-22 New Roof at the Writer's Cottage @ Fairhope Public Library

Project Location: Writers Cottage

Presented to City Council: 3/28/2022

Funding Request Sponsor: Richard Johnson, Public Works Director

Resolution # :
 Approved _____
 Changed _____
 Rejected _____

Project Cash Requirement Requested:
 Cost: \$ 7,500.00

Vendor: Roof Doctors

Project Engineer: n/a

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

MAR 17 '22 PM 4:51
JW

Department Funding This Project

General
 Gas
 Electric
 Water
 Wastewater
 Sanitation
 Cap Project
 Impact
 Gas Tax
 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
 Meter-19
 IT-16
 Fleet-46
 Golf-50
 Golf Grounds-55
 Museum-27
 NonDeptFac-75
 Debt Service-85
 Marina-34
 Plan/Zone-12
 Adult Rec-30

Project will be:

Expensed _____
 Capitalized XXX
 Inventoried _____

Funding Source:

Operating Expenses _____
 Budgeted Capital _____
 Unfunded XXX

Expense Code: 001750-50373

G/L Acct Name: Library Capital Purchases

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

Project Budgeted: \$ _____ (Insurance Claim Filed)

Balance Sheet Item Included in projected cash flow

Over (Under) budget amount: \$ 7,500.00

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

Capital Lease: _____ Payment _____ Term _____

Comments:

City Council Prior Approval/Date? _____

| | | |
|---|---|---|
| Senior Accountant | City Treasurer | Mayor |
| Purchasing Memo Date: <u>3/12/2022</u> | Purchasing Memo Date: <u>3/12/2022</u> | Delivered To Date: <u>3/17/2022</u> |
| Request Approved Date: <u>3/17/2022</u> | Request Approved Date: <u>3/17/2022</u> | Approved Date: <u>3/17/2022</u> |
| Signatures: <u>Aislinn Stone</u> | Signatures: <u>Kyle Creech</u> | Signatures: <u>Sherry Sullivan</u> Mayor Sherry Sullivan |



Sherry Sullivan
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

MEMO

To: Aislinn Stone, Senior Accountant
Kimberly Creech, City Treasurer

From: 
Cory Pierce, Purchasing Manager

Date: March 12, 2022

Re: **Requesting Green Sheet and approval by City Council to award RFQ 002-22 Writers Cottage Roof Replacement**

The Director of Public Works, Richard Johnson, has requested to procure services to replace the roof at the Writer's Cottage at the Fairhope Public Library.

This request for quotes RFQ 002-22 Writers Cottage Roof Replacement was sent to 30 potential vendors. The City received two quotes and one no quote for this project. Please see the attached for companies that we reached out to.

Our recommendation is to award RFQ002-22 Writer's Cottage at the Fairhope Public Library to Roof Doctors for Seven Thousand Five Hundred Dollars (\$7,500.00)

Please prepare a Green Sheet and place on the next City Council Agenda this request to award RFQ 002-22 Writer's Cottage at the Fairhope Public Library to the Roof Doctors for \$7,500.00.

Enclosure

Cc: Richard Johnson, Clint Steadham

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

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



805 River Route • Magnolia Springs, Alabama 36555 • (251) 233-8682 • (251) 943-8682 • Residential & Commercial Roofing

| | | | |
|--|---------------|--|--------------------------|
| PROPOSAL SUBMITTED TO City of Fairhope | | PHONE 251-990-0118 | DATE 1/21/2022 |
| STREET | | JOB NAME Writers Cottage | |
| CITY, STATE AND ZIP CODE | | JOB LOCATION 451 Fairhope Ave Fairhope, AL 36532 | |
| ARCHITECT | DATE OF PLANS | | JOB PHONE |

We hereby submit specifications and estimates for:

- Tear off existing roof & underlayment & flashings
- Inspect decking & repair as needed
- Re-screw decking per code
- Install 75 lb fiberglass base sheet
- Install APP 180 Torch applied rubber (White)
- Install all flashings necessary
- Clean & haul away all job related debris
- 12 yr material warranty
- 2 yr workmanship warranty

We Propose hereby to furnish material and labor, complete in accordance with above specifications, for
MAKE CHECKS PAYABLE TO ROOF DOCTOR OF ALABAMA, INC.

the sum of: _____ dollars (\$ 7,500.00).

Payment to be made as follows: Upon Completion

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature Lance Carbery
 Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.
 Date of Acceptance _____

Signature _____
 Signature _____

CRITICAL TIMELINES:

- 15-day Notice to Proceed Period
- 28 Calendar Days allowed for work (no exceptions for holidays)

GENERAL NOTES:

1. Contractor will be required to be Licensed, Bonded, and Insured. Documents will be required at time of bid/quote acceptance and issuance of purchase order.
2. Work must be completed 28 calendar days from the end of "Notice to Proceed" period.
3. Enclosed scope of work, descriptions, quantities, etc. are "good faith" estimates only. Prior to submitting quotations contractor should field measure and verify all quantities.
4. Quotes will be treated and considered as "lump sum" bids for all described work.
5. Only one pay request will be accepted and processed upon final acceptance of work.
6. Job quoted are subject to the GENERAL CONDITIONS, SPECIAL PROVISIONS and SUPPLEMENTAL SPECIFICATIONS as attached.
7. Questions, inquiries and requests for clarification should be directed to Richard D. Johnson, PE; Director of Public Works: Phone - (251) 928-8003; Email Richard.Johnson@FairhopeAL.gov or the Purchasing Department at Purchasing@FairhopeAL.gov
8. Quotes must be received by 4:00 PM - Friday, January 28, 2022, at the City of Fairhope's City Services & Public Utilities Building; Purchasing Department; 555 South Section Street; Fairhope, AL 36532

| | |
|--|-------------|
| New Modified Bitumen Roof System Repair and & Replacement Lump Sum Bid: | \$13,389.13 |
| | \$ _____ |
| Additive Alternate: New Metal Awning for Rear Door/Steps (3' deep x stoop width + 1') | \$1834.89 |
| | \$ _____ |
| Total for Base Quote + Additive Alternate | \$15,224.02 |
| | \$ _____ |

Contractor Name: ETHOS CONSULTING & RESTORATION, LLC

Address: 82 PLANTATION POINTE NUM. 198

City: FAIRHOPE State: AL Zip: 36532

Contact Name: David Garza Phone: (251) 652-5277

From: Scott Shamburger
To: Rhonda Cunningham
Subject: Re: City of Fairhope: Writers Cottage - New Roof
Date: Wednesday, January 12, 2022 2:55:19 PM
Attachments: [image001.png](#)

SENT FROM AN EXTERNAL ADDRESS

Good afternoon,
The Highland Group will not be submitting a proposal for the subject project.

Thank you

Scott Shamburger
C. 251.213.7449
E. S.Shamburger@HighlandGroup.org
O. 251.968.9253

From: Rhonda Cunningham <rhonda.cunningham@fairhopeal.gov>
Sent: Wednesday, January 12, 2022 2:34:10 PM
To: Scott Shamburger <s.shamburger@highlandgroup.org>; larrymcwaters@yahoo.com
<larrymcwaters@yahoo.com>
Subject: City of Fairhope: Writers Cottage - New Roof

Good afternoon. The City of Fairhope is accepting quotes for the Writers Cottage New Roof project. If you plan to quote on this project, please submit all quotes to Rhonda Cunningham at Purchasing@FairhopeAL.com by **2:00 pm on Monday, January 24, 2022**. Attached please find the details for this project.

If I can be of further assistance, my contact information is listed below.

Thank you and have a great day.

*Rhonda Cunningham
Purchasing Assistant
City of Fairhope
555 S Section Street
Fairhope, AL 36532
Phone: 251-990-0118
Rhonda.Cunningham@FairhopeAL.gov*

Writers Cottage Roof Replacement
RFQ 002-22 – Writers Cottage Roof Replacement

Porter Roofing Contractors, Inc.
4930 Glover Lane | Milton, FL 32570
O-850-203-1994 | C-251-278-9444
Jason@porter-roofing.com

Roof Doctors of Alabama
805 River Route | Magnolia Springs
251-233-8682
RoofDoctors.AL@gmail.com

Pelican Roofing
251-725-3375
pelicanroofing@gmail.com

Lemongrass
roofing@LemongrassCustomHomes.com

Danny Blackard Roofing
251-666-1479
dmthill@att.net

T-Roy
251-367-1332
troynettles@gmail.com

Allstop Waterproofing

Apex Contracting Alabama
*Thomas Roofing
5-Star Roofer
Metal Roofing Center
Med-Western Commercial Roofers
kyle@thomasroofing.com

Kiker Roofing
rlargue@kikercorp.com

F&H General Contracting LLC
212 Ridgewood Dr. | Daphne, AL 36526
251-751-0867; 251-9793091
Friedlandermichael20@yahoo.com

Langenbach Construction Co. LLC
Johnny Langenbach
PO Box 453 | Fairhope, AL 365332
251-928-4044 | C- 251-423-3896
johnnylangenbach@gmail.com

Clark Homes, Inc.
Bobby Clark
PO Box 1946 | Fairhope, AL 36533
251-463-5393
ClarkHomesInc@hotmail.com

W.C. Gafford Roofing
21057 Emperor Michael Ln. | Silverhill, AL
251-945-5255 | C- 251-421-1326
Daytime88@gmail.com

Amerson Roofing Inc.
505 N. Main St. | Atmore, AL 36502
petejr@amersonroofing.com

Highland Wake Group
7801 Alabama 59 | Foley, AL 36535
251-968-9253 | 251-968-9255
Scott Schamburger
s.schamburger@highlandgroup.org
Larry McWaters
larrymcwaters@yahoo.com

All Phase Roofing and Construction
15321 Section Line Rf Lot #1 | Wilmer, AL
251-367-3356
Jacob.Weaver77@gmail.com

McCrary Contracting
Zach McCrary
251-979-8175
contact@mccrarycontracting.com

Tremco Incorporated
John Cole, Field Advisor
110 Sea Sound Circle
Panama City Beach, FL 32407
901-517-9113
jcole@tremcoinc.com
tremcoroofing.com

Southern Roofing Systems
251-250-2255 | 800-123-4567
southernroofingsystems@gmail.com

All Weather Roofing & Construction

1172 West I-65 Service Road South
Mobile, AL 36609
251-220-2114
ksmith@awgulfcoast.com

Sanders & Sanders Roofing

Head Office: 204 Courthouse Road, Suite A
Gulfport, MS 39507
Daphne Area Inquiries: 251-424-7459
sandersandsandersroofing@gmail.com

Watkins Construction & Roofing
(Message: not accepting calls at this time)
17704 AL-181
Fairhope, AL 36532
251-229-8151

Renova Roofing & Construction (Left VM)

1830 Scenic Hwy 98 Suite B-3
Fairhope, AL 36532
251-929-4538

Gafford Roofing Repair

Spanish Fort, AL 36527
251-421-1326
daytime88@gmail.com

Roof Savers

PO Box 746
Foley, AL 36536
251-202-3908
Info@www.roofsaversllc.com

Ethos Consulting LLC

181 Pemberton Loop
Fairhope, AL 36532
251-652-5277
ethos@ethosconsultingllc.com

Kodiak Construction Company

21144 Lawrence Road
Fairhope, AL 36532
251-716-2381
davidnokozich@hotmail.com

Super Roofers

25421 State Highway 181; Suite 201
Daphne, Alabama 36526
251-259-2909
roofs@hiresuperroofers.com

Bayside Construction LLC

PO Box 2309
Fairhope, AL 36533-2309
251-459-0060

Ben Murphy Company

12730 Co Rd. 65
Foley, AL 36535
251-943-7144
infoSAH@benmurphyco.com

*Bold indicates companies that were actually talked to about this project by telephone or email. Non-bold indicates that we reached out to the vendor but they did not call back.

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 Turn Lane Construction and Traffic Signal Upgrade on County Road 30 (Gayfer Avenue) at US 98 for the Public Works Department (Bid No. 009-22) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

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

Please see attached Bid Tabulation for
Turn Lane Construction and Traffic Signal Upgrade on County Road 30
(Gayfer Avenue) at US 98 for the Public Works Department

[3] After evaluating the bid proposals with the required bid specifications, McElhenney Construction Company, LLC, with the total bid proposal of \$524,817.34, is now awarded the bid for Turn Lane Construction and Traffic Signal upgrade on County Road 30 (Gayfer Avenue) at US 98 for the Public Works Department.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/17/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Award Bid 009-22 Gayfer Turn Lane & Traffic Signal Upgrade McElhenney Construction

Project Location: Gayfer Avenue

Presented to City Council: 3/28/2022

Funding Request Sponsor: Richard Johnson, Public Works Director

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 524,817.34

MAR 17 '22 PM 4:51
jaw

Vendor: McElhenney Construction Company, LLC

Project Engineer: n/a

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

Department Funding This Project

General Gas Electric Water Wastewater Sanitation **Cap Project** Impact Gas Tax 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 Meter-19 IT-16
Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDepFac-75 Debt Service-85 Marina-34 Plan/Zone-12 Adult Rec-30

Project will be:

Expensed
Capitalized XXX
Inventoried

Funding Source:

Operating Expenses
Budgeted Capital XXX
Unfunded

Expense Code: 103-55678
G/L Acct Name: MPO Gayfer Greeno Turn lanes

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

Project Budgeted: \$ 596,980.00
Balance Sheet Item
Included in projected
cash flow

Over (Under) budget amount: \$ (72,162.66)

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

Comments:

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 3/12/2022

Purchasing Memo Date: 3/12/2022

Delivered To Date: 3/17/2022

Request Approved Date: 3/17/2022

Request Approved Date: 3/17/2022

Approved Date: 3/17/2022

Signatures: *Alvin Stone*
Alvin Stone

Kimberly Creech
Kim Creech

Sherry Sullivan
Mayor Sherry Sullivan



MEMO

To: Aislinn Stone, Senior Accountant
Kimberly Creech, City Treasurer

Sherry Sullivan
Mayor

From: 
Cory Pierce, Purchasing Manager

Council Members:

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

Date: March 12, 2022

Re: **Requesting Green Sheet and approval by City Council to award Bid 009-22 Turn Lane Construction and Traffic Signal Upgrade on CR 30 (Gayfer Avenue) at US 98; State Project Number: STPOA-0220-(252)**

Lisa A. Hanks, MMC
City Clerk

The Director of Public Works, Richard Johnson, has requested to procure services to complete the Turn Lane Construction and Traffic Signal Upgrade on CR 30 (Gayfer Avenue) at US 98 project. This project consist of 217 CY of unclassified excavation, 100 CY of borrow excavations, 420 tons of asphalt paving and other miscellaneous items for roadway construction including striping, erosion control and traffic control. This project should be completed within 45 days.

Kimberly Creech
City Treasurer

This request for quotes Bid 009-22 Turn Lane Construction and Traffic Signal Upgrade on CR 30 (Gayfer Avenue) at US 98 was viewed by 115 potential vendors out of the 323 e-notification recipients on the City's website. This invitation to bid was also advertised in the Baldwin Times on February 9, 2022. The City received one quote for this project.

Our recommendation is to award Bid 009-22 Turn Lane Construction and Traffic Signal Upgrade on CR 30 (Gayfer Avenue) at US 98 to McElhenney Construction Company, LLC., for Five Hundred Twenty-Four Thousand Eight Hundred Seventeen Dollars and Thirty-Four Cents (\$524,817.34).

Please prepare a Green Sheet and place on the next City Council Agenda this request to award Bid 009-22 Turn Lane Construction and Traffic Signal Upgrade on CR 30 (Gayfer Avenue) at US 98 to McElhenney Construction Company, LLC., for (\$524,817.34).

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

Enclosure

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

Cc: Richard Johnson, Clint Steadham

City of Fairhope Bid Tabulation
 Bid 009-22 Turn Lane Construction and Traffic Signal Upgrade on County Road 30 (Gayfer Avenue) at US 90
 Opened March 10, 2022 at 2:00 P.M.

| Vendor: | McEhneney Construction Company, LLC | | | | | | | |
|---------------------------------|-------------------------------------|--------------|------------|-----|------------|-----|------------|-----|
| Bid Documents Signed/Notarized: | Yes | | | | | | | |
| Bid Bond: | Yes | | | | | | | |
| Vendor Compliance (Y/N): | Yes | | | | | | | |
| | Unit Price | Bid | Unit Price | Bid | Unit Price | Bid | Unit Price | Bid |
| Item 1: | \$6,184.57 | \$6,184.57 | | | | | | |
| Item 2: | \$32.53 | \$5,952.99 | | | | | | |
| Item 3: | \$21.96 | \$13,615.20 | | | | | | |
| Item 4: | \$1,627.18 | \$1,627.18 | | | | | | |
| Item 5: | \$42.31 | \$9,181.27 | | | | | | |
| Item 6: | \$33.51 | \$3,351.00 | | | | | | |
| Item 7: | \$12.71 | \$190.65 | | | | | | |
| Item 8: | \$71.78 | \$717.80 | | | | | | |
| Item 9: | \$40.63 | \$32,504.00 | | | | | | |
| Item 10: | \$6.32 | \$4,550.40 | | | | | | |
| Item 11: | \$6.32 | \$2,022.40 | | | | | | |
| Item 12: | \$174.27 | \$50,538.30 | | | | | | |
| Item 13: | \$334.70 | \$8,367.50 | | | | | | |
| Item 14: | \$220.10 | \$23,110.50 | | | | | | |
| Item 15: | \$178.06 | \$1,780.60 | | | | | | |
| Item 16: | \$170.94 | \$3,760.66 | | | | | | |
| Item 17: | \$64,913.17 | \$64,913.17 | | | | | | |
| Item 18: | \$101.09 | \$16,174.40 | | | | | | |
| Item 19: | \$82.14 | \$3,696.30 | | | | | | |
| Item 20: | \$379.10 | \$5,307.40 | | | | | | |
| Item 21: | \$2,622.42 | \$2,622.42 | | | | | | |
| Item 22: | \$2,192.48 | \$2,192.48 | | | | | | |
| Item 23: | \$60.66 | \$38,215.80 | | | | | | |
| Item 24: | \$48.16 | \$2,689.60 | | | | | | |
| Item 25: | \$7.64 | \$4,966.00 | | | | | | |
| Item 26: | \$1,254.67 | \$1,254.67 | | | | | | |
| Item 27: | \$938.71 | \$2,816.28 | | | | | | |
| Item 28: | \$2.53 | \$1,265.00 | | | | | | |
| Item 28: | \$16.22 | \$761.00 | | | | | | |
| Item 30: | \$4.78 | \$2,724.60 | | | | | | |
| Item 31: | \$3.08 | \$1,756.60 | | | | | | |
| Item 32: | \$18.38 | \$919.00 | | | | | | |
| Item 33: | \$18,866.66 | \$18,866.66 | | | | | | |
| Item 34: | \$1.90 | \$190.00 | | | | | | |
| Item 35: | \$1.26 | \$4,032.00 | | | | | | |
| Item 36: | \$2.84 | \$4,799.60 | | | | | | |
| Item 37: | \$2.84 | \$4,274.20 | | | | | | |
| Item 38: | \$6.85 | \$6,283.50 | | | | | | |
| Item 39: | \$6.85 | \$442.50 | | | | | | |
| Item 40: | \$3.79 | \$1,083.94 | | | | | | |
| Item 41: | \$6.32 | \$756.40 | | | | | | |
| Item 42: | \$6.32 | \$316.00 | | | | | | |
| Item 43: | \$6.32 | \$316.00 | | | | | | |
| Item 44: | \$6.32 | \$632.00 | | | | | | |
| Item 45: | \$29.38 | \$352.56 | | | | | | |
| Item 46: | \$32.22 | \$708.84 | | | | | | |
| Item 47: | \$22.11 | \$928.62 | | | | | | |
| Item 48: | \$4,523.30 | \$4,523.30 | | | | | | |
| Item 49: | \$37,655.42 | \$37,655.42 | | | | | | |
| Item 50: | \$102,968.93 | \$102,968.93 | | | | | | |
| Item 51: | \$1,475.20 | \$1,475.20 | | | | | | |
| Item 52: | \$48.32 | \$1,691.20 | | | | | | |
| Item 53: | \$2,375.28 | \$4,750.52 | | | | | | |
| Item 54: | \$10.11 | \$4,337.19 | | | | | | |
| Item 55: | \$53.07 | \$2,653.50 | | | | | | |
| Item 56: | \$18.96 | \$948.00 | | | | | | |
| Item 57: | \$0.01 | \$0.50 | | | | | | |
| | Total Bid: | \$524,817.34 | Total Bid: | | Total Bid: | | Total Bid: | |

Recommendation:

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

 3/10/2022

Signature
Richard Johnson, Public Works Director

 3/10/2022

Signature
Gery Pierce, Purchasing Manager

NON-TRANSFERABLE

SET No. 1

PROPOSAL

FOR THE CONSTRUCTION OF FEDERAL AID
PROJECT NO. STPOA-0220 (252)
CITY OF FAIRHOPE
BALDWIN COUNTY, ALABAMA

DATE: 3/10/22

TIME: 2:00 : PM

PROPOSAL OF McElhenney Construction Company
(Name of Bidder)

LICENSE No. 49555 OF PO 1409 Theodore, Al 36590
(Not Required to Bid) (Address)

for constructing the **TURN LANE CONSTRUCTION AND TRAFFIC SIGNAL UPGRADE ON CR 30 (GAYFER AVENUE) AT US 98** - in the City of Fairhope, County of Baldwin, State of Alabama.

The plans are composed of drawings identified as follows:

FEDERAL AID PROJECT NO. STPOA-0220 (252)

The specifications are hereto attached.

TO THE MAYOR OF THE CITY OF FAIRHOPE, ALABAMA:

SIR: The following proposal is made on behalf of the undersigned and no others. Submittal of this bid on these COMPLETE ORIGINAL DOCUMENTS furnished by the owner constitutes evidence of authority for the undersigned to bid on this project.

The undersigned has carefully examined the plans for this project, the Alabama Department of Transportation Standard Specifications for Highway Construction, 2022 Edition, including the special provisions hereto attached, and has also personally examined the site of work. On the basis of the specifications and plans the undersigned proposes to furnish all necessary machinery, tools, apparatus and other means of construction, and do all the work and furnish all material in the manner specified.

The undersigned further agrees to complete the base bid project in **forty-five (45)** working days. MBE/DBE participation is encouraged; however, no specific MBE/DBE goals have been established for this project.

The undersigned understands that the quantities below are approximate only and are subject to either increase or decrease and hereby proposes to perform any increased or decreased quantities of work in accordance with said Specifications. The undersigned further understands and specifically agrees that in making this proposal, in case of error in the extension of prices in the bid, unit prices will govern.

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

| ADDENDUM NO. | DATE ISSUED | ADDENDUM NO. | DATE ISSUED |
|--------------|-------------|--------------|-------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

The undersigned understands and agrees that the above-listed Addenda are made, by reference, a part of this proposal document, the same as if they had been originally included herein.

In accordance with DIVISION 100 of the specifications, unless modified by special provisions included herein, the timetable for the award and execution of the contract, return of bid guaranties, and issuance of a work order ("Notice to Proceed") will be generally as follows (see specifications and special provisions for further details):

BID GUARANTIES RETURNED

Successful Bidder.

Next 2 Lowest Bidders . . .

All others

AWARD OF CONTRACT

EXECUTION OF CONTRACT. .

APPROVAL OF CONTRACT. . .

WORK ORDER ISSUED

TIME CHARGES BEGIN.

After contract & bonds executed and approved. May be allowed to substitute bond for check after 30 days after bid opening.

15 days after bid opening, or after successful bidder's contract and bonds approved if before the 15 days.

After bids tabulated and checked.

Within **30 days** after bid opening, or later if agreed to.

Contractor must execute within **15 days** after presentation for signature. May be extended no more than 5 days by owner.

Owner approves within **20 days** after presentation by contractor, unless contractor agrees to a longer period.

Within **15 days** after approval and execution of contract by owner. May be extended by agreement.

Within **15 days** of issuance of Work Order, or when work begins, whichever occurs first.

Any allowable extensions made in this timetable are to be made in writing.

CONTRACT SCHEDULE

WITH SPECIAL REGARD TO SPECIFICATION SECTION 102.06, "PREPARATION OF PROPOSAL", AS REVISED BY THE SPECIAL PROVISIONS, THE FOLLOWING REPRESENTS THE BIDDER'S SCHEDULE OF CONTRACT UNIT PRICES FOR THIS PROPOSAL (bidder to complete below):

BASE BID

| LINE NO. | ITEM NO. | DESCRIPTION | QUANTITY & UNIT | | UNIT PRICE | AMOUNT BID |
|----------|----------|---|-----------------|----------|--------------|--------------|
| 1 | 201A-002 | CLEARING AND GRUBBING (MAXIMUM ALLOWABLE BID \$ 8000 PER ACRE) (APPROXIMATELY 1 ACRE) | 1 | LUMP SUM | \$ 6,184.57 | \$ 6,184.57 |
| 2 | 208C-000 | REMOVING CONCRETE SIDEWALK | 183 | SQ YD | \$ 32.53 | \$ 5,952.99 |
| 3 | 206D-005 | REMOVING GUTTER | 820 | LIN FT | \$ 21.96 | \$ 13,615.20 |
| 4 | 206E-050 | REMOVING SLOPE PAVED HEADWALL | 1 | EACH | \$ 1,627.18 | \$ 1,627.18 |
| 5 | 210A-000 | UNCLASSIFIED EXCAVATION | 217 | CU YD | \$ 42.31 | \$ 9,181.27 |
| 6 | 210D-022 | BORROW EXCAVATION (LOOSE TRUCKBED MEASUREMENT) (A-2-4(0) OR A-4(0)) | 100 | CU YD | \$ 33.51 | \$ 3,351.00 |
| 7 | 214A-000 | STRUCTURE EXCAVATION | 15 | CU YD | \$ 12.71 | \$ 190.65 |
| 8 | 214B-000 | FOUNDATION BACKFILL, LOCAL | 10 | CU YD | \$ 71.78 | \$ 717.80 |
| 9 | 301A-012 | CRUSHED AGGREGATE BASE COURSE, TYPE B, PLANT MIXED, 8" COMPACTED THICKNESS | 800 | SQ YD | \$ 40.63 | \$ 32,504.00 |
| 10 | 401A-000 | BITUMINOUS TREATMENT A | 720 | SQ YD | \$ 6.32 | \$ 4,550.40 |
| 11 | 405A-000 | TACK COAT | 320 | GALLON | \$ 6.32 | \$ 2,022.40 |
| 12 | 424A-360 | SUPERPAVE BITUMINOUS CONCRETE WEARING SURFACE LAYER, 1/2" MAXIMUM AGGREGATE SIZE MIX, ESAL RANGE C/D | 290 | TON | \$ 174.27 | \$ 50,538.30 |
| 13 | 424B-653 | SUPERPAVE BITUMINOUS CONCRETE UPPER BINDER LAYER, PATCHING, 1/2" MAXIMUM AGGREGATE SIZE MIX, ESAL RANGE C/D | 25 | TON | \$ 334.70 | \$ 8,367.50 |
| 14 | 424B-662 | SUPERPAVE BITUMINOUS CONCRETE UPPER BINDER LAYER, WIDENING, 1" MAXIMUM AGGREGATE SIZE MIX, ESAL RANGE C/D | 105 | TON | \$ 220.10 | \$ 23,110.50 |
| 15 | 430B-040 | AGGREGATE SURFACING (CRUSHED AGGREGATE BASE, TYPE B) | 10 | TON | \$ 178.06 | \$ 1,780.60 |
| 16 | 530B-014 | 36" SPAN, 23" RISE ROADWAY PIPE (CLASS 3 R.C.) (EXTENSION) | 22 | LIN FT | \$ 170.94 | \$ 3,760.68 |
| 17 | 600A-000 | MOBILIZATION | 1 | LUMP SUM | \$ 64,913.17 | \$ 64,913.17 |
| 18 | 618A-000 | CONCRETE SIDEWALK, 4" THICK | 160 | SQ YD | \$ 101.09 | \$ 16,174.40 |
| 19 | 618C-001 | DETECTABLE WARNING SURFACE | 45 | SQ FT | \$ 82.14 | \$ 3,696.30 |
| 20 | 618D-000 | CURB RAMP | 14 | SQ YD | \$ 379.10 | \$ 5,307.40 |
| 21 | 619B-118 | 36" SPAN, 23" RISE SIDE DRAIN PIPE END TREATMENT, CLASS 1 | 1 | EACH | \$ 2,522.42 | \$ 2,522.42 |
| 22 | 620A-000 | MINOR STRUCTURE CONCRETE | 1 | CU YD | \$ 2,192.48 | \$ 2,192.48 |
| 23 | 623A-001 | CONCRETE GUTTER (VALLEY) | 630 | LIN FT | \$ 60.66 | \$ 38,215.80 |
| 24 | 650A-000 | TOPSOIL | 60 | CU YD | \$ 48.16 | \$ 2,889.60 |
| 25 | 654A-001 | SOLID SODDING (BERMUDA) | 650 | SQ YD | \$ 7.64 | \$ 4,966.00 |
| 26 | 665A-000 | TEMPORARY SEEDING | 1 | ACRE | \$ 1,254.67 | \$ 1,254.67 |
| 27 | 665B-001 | TEMPORARY MULCHING | 3 | TON | \$ 958.76 | \$ 2,816.28 |
| 28 | 665E-000 | POLYETHYLENE | 500 | SQ YD | \$ 2.53 | \$ 1,265.00 |
| 29 | 665G-000 | SAND BAGS | 50 | EACH | \$ 15.22 | \$ 761.00 |
| 30 | 665J-002 | SILT FENCE | 570 | LIN FT | \$ 4.78 | \$ 2,724.60 |

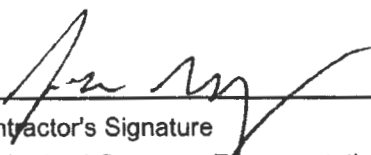
| LINE NO. | ITEM NO. | DESCRIPTION | QUANTITY & UNIT | | UNIT PRICE | AMOUNT BID |
|----------------------------|----------|---|-----------------|----------|---------------|---------------|
| 31 | 6650-001 | SILT FENCE REMOVAL | 570 | LIN FT | \$ 3.08 | \$ 1,755.60 |
| 32 | 665Q-002 | WATTLE | 50 | LIN FT | \$ 18.38 | \$ 919.00 |
| 33 | 680A-001 | GEOMETRIC CONTROLS | 1 | LUMP SUM | \$ 18,866.66 | \$ 18,866.66 |
| 34 | 701B-207 | DOTTED, CLASS 2, TYPE A TRAFFIC STRIPE (5" WIDE) | 100 | LIN FT | \$ 1.90 | \$ 190.00 |
| 35 | 701E-000 | SOLID TEMPORARY TRAFFIC STRIPE | 3,200 | LIN FT | \$ 1.26 | \$ 4,032.00 |
| 36 | 701G-253 | SOLID WHITE, CLASS 2, TYPE A TRAFFIC STRIPE (5" WIDE) | 1,690 | LIN FT | \$ 2.84 | \$ 4,799.60 |
| 37 | 701G-265 | SOLID YELLOW, CLASS 2, TYPE A TRAFFIC STRIPE (5" WIDE) | 1,505 | LIN FT | \$ 2.84 | \$ 4,274.20 |
| 38 | 703A-002 | TRAFFIC CONTROL MARKINGS, CLASS 2, TYPE A | 710 | SQ FT | \$ 8.85 | \$ 6,283.50 |
| 39 | 703B-002 | TRAFFIC CONTROL LEGENDS, CLASS 2, TYPE A | 50 | SQ FT | \$ 8.85 | \$ 442.50 |
| 40 | 703D-001 | TEMPORARY TRAFFIC CONTROL MARKINGS | 286 | SQ FT | \$ 3.79 | \$ 1,083.94 |
| 41 | 705A-030 | PAVEMENT MARKERS, CLASS A-H, TYPE 2-C | 120 | EACH | \$ 6.32 | \$ 758.40 |
| 42 | 705A-032 | PAVEMENT MARKERS, CLASS A-H, TYPE 1-B | 50 | EACH | \$ 6.32 | \$ 316.00 |
| 43 | 705A-037 | PAVEMENT MARKERS, CLASS A-H, TYPE 2-D | 50 | EACH | \$ 6.32 | \$ 316.00 |
| 44 | 705A-038 | PAVEMENT MARKERS, CLASS A-H, TYPE 2-E | 100 | EACH | \$ 6.32 | \$ 632.00 |
| 45 | 710A-160 | CLASS 10 ALUMINUM FLAT SIGN PANELS 0.08" THICK (TYPE XI BACKGROUND) | 12 | SQ FT | \$ 29.38 | \$ 352.56 |
| 46 | 710A-165 | CLASS 10 ALUMINUM FLAT SIGN PANELS 0.08" THICK (TYPE XI BACKGROUND, FLUORESCENT) | 22 | SQ FT | \$ 32.22 | \$ 708.84 |
| 47 | 710B-021 | ROADWAY SIGN POST (#3 U CHANNEL, GALVANIZED STEEL OR 2", 14 GA SQUARE TUBULAR STEEL) | 42 | LIN FT | \$ 22.11 | \$ 928.62 |
| 48 | 730A-012 | REMOVAL OF EXISTING TRAFFIC CONTROL UNIT (PARTIAL) (US-98 AT GAYFER AVENUE) | 1 | LUMP SUM | \$ 4,528.30 | \$ 4,528.30 |
| 49 | 730C-000 | FURNISHING AND INSTALLING TRAFFIC CONTROL UNIT (US-98 AT GAYFER AVENUE) | 1 | LUMP SUM | \$ 37,655.12 | \$ 37,655.42 |
| 50 | 730D-040 | FURNISHING AND INSTALLING ADAPTIVE TRAFFIC SIGNAL CONTROL SYSTEM (US-98 AT GAYFER AVENUE) | 1 | LUMP SUM | \$ 102,968.93 | \$ 102,968.93 |
| 51 | 730K-000 | TRAFFIC SIGNAL JUNCTION BOX | 1 | EACH | \$ 1,475.20 | \$ 1,475.20 |
| 52 | 730L-005 | 2", NON-METALLIC, CONDUIT | 35 | LIN FT | \$ 48.32 | \$ 1,691.20 |
| 53 | 730P-023 | VEHICULAR SIGNAL HEAD, 12 INCH, 4 SECTION, TYPE LED | 2 | EACH | \$ 2,375.26 | \$ 4,750.52 |
| 54 | 740B-000 | CONSTRUCTION SIGNS | 428 | SQ FT | \$ 10.11 | \$ 4,337.19 |
| 55 | 740D-000 | CHANNELIZING DRUMS | 50 | EACH | \$ 53.07 | \$ 2,653.50 |
| 56 | 740E-000 | CONES (36 INCHES HIGH) | 50 | EACH | \$ 18.96 | \$ 948.00 |
| 57 | 740M-001 | BALLAST FOR CONE | 50 | EACH | \$ 0.01 | \$ 0.50 |
| TOTAL BID AMOUNT, BASE BID | | | | | | \$ 524,819.34 |

Project No.: STPOA-0220 (252)

Town/County: Fairhope/Baldwin

Letting Date: 3/10/22

The undersigned hereby states that this Bid Proposal is to the best of their knowledge, their true and correct bid, except for changes initiated herein, and is submitting these bid sheets for review and consideration.



Contractor's Signature
(Authorized Company Representative)

3/10/22

Date

Other Contractor(s) Signature (if joint venture)
(Authorized Company Representative)

Date

**LOCAL PUBLIC AGENCY
FEDERAL-AID FUNDED PROJECTS**

PLEASE READ AND COMPLETE SECTIONS A AND B. THE EXECUTION HEREINAFTER MADE ALSO CONSTITUTES THE EXECUTION OF THE PROPOSAL AND REPRESENTS THE AGREEMENT OF THE CONTRACTOR TO COMPLY WITH ALL DOCUMENTS CONTAINED IN THE PROPOSAL AND THOSE REFERRED TO THEREIN. FAILURE TO SUBMIT THE SWORN CERTIFICATION THROUGH PAGE 6 OF THIS NOTICE WILL BE CONSIDERED A NON-RESPONSIVE BID. BID BOND MUST BE SEPARATELY EXECUTED BY CONTRACTOR AND SURETY.

The contractor, subrecipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of USDOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1.) Withholding monthly progress payments;
- (2.) Assessing sanctions; and/or
- (3.) Disqualifying the contractor from future bidding as non-responsive.

The Statement Required To Be Submitted By Proposed Contractor Pursuant To Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity (Executive Order 11246) and Regulations in 41 CFR Part 60-4 On All Federal and Federally-Assisted Contracts In Excess of \$10,000 Will Be Included In the Award of Your Contract and Should Be Returned With Your Executed Contract.

The undersigned agrees that the terms and commitments contained herein shall not be constituted as a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended by Amendment Number 26. It is further agreed that if any provision of this contract shall contravene any statute or Constitutional provision or amendment, either now in effect or which may, during the course of this contract, be enacted, then that conflicting provision in the contract shall be null and void.

The undersigned understands that in the event the term of this contract includes more than one fiscal year, said contract is subject to termination should funds not be appropriated for the continued payment of the contract in subsequent fiscal years.

The undersigned understands that in the event of the proration of the fund from which payment under this contract is to be made, the contract will be subject to termination.

Section A: The Alabama Department of Transportation is obligated on every Federal-aid project to implement, to the extent practical, 49CFR26, "Participation by Disadvantaged Business Enterprises (DBE) in U.S. DOT Financial Programs". This participation can be achieved by race neutral and/or race conscious means.

When race conscious means are used the contract goal for DBE participation will be indicated on Page Two of the Proposal Cover Sheet and in Section 111 of the Alabama Department of Transportation Standard Specifications for Highway Construction. Race neutral participation occurs when the contractor exceeds the indicated contract goal, or in the absence of a contract goal, obtains participation from a certified DBE that meets the CREDIT TOWARD PARTICIPATION portion of Section 111 of the Alabama Department of Transportation Standard Specifications for Highway Construction.

If the Department has determined that this project has sufficient opportunities for MBE/DBE participation the goal for this contract will be listed on Page Two of the Proposal Cover Sheet.

All bidders must complete form HR-DBE, "BIDDERS LIST OF QUOTERS FOR THE DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM."

If the contractor is low bidder for the project, it is understood the contractor will provide a DBE Utilization Plan which outlines the proposed percentage of DBE Utilization within five (5) calendar days of the letting date, along with documentation of the contractor's "Good Faith" efforts to utilize DBE firms if the proposed percentage of utilization is less than the designated project goal. The contractor's good faith efforts will fully comply with and meet all requirements, provisions and criteria of Title 49, Code of Federal Regulations, Part 26, including the criteria set forth in 49 CFR, Part 26, Appendix A and will comply with and meet the requirements, provisions and criteria set forth in Section 111 of the Alabama Department of Transportation

Standard Specifications for Highway Construction as all of such foregoing requirements, provisions and criteria are applicable to Disadvantaged Business Enterprises, all of which the contractor represents that he is familiar. The contractor understands that the good faith efforts of the contractor will be reviewed by the Department in keeping with all such requirements, provisions and criteria.

NOTE

The Department will advise the low bidder of his status as soon as possible after the opening of bids. A copy of the Department's DBE Utilization form has been attached to this proposal for use in complying with the Requirement.

Failure by the successful bidder to provide an acceptable DBE Utilization plan within the time frame required or failure of the successful bidder to make and document Good Faith Efforts, when applicable, will result in non-award of the contract to that bidder. If the contract is awarded to the next low bidder, the original low bidder will be prohibited from doing any work on the contract, either as subcontractor or in any other capacity. The original low bidder will also be prohibited from bidding on the project if it is re-advertised for letting. These restrictions shall apply to any other name under which the same person, individual, partnership, company, firm, corporation, association, co-operative or other legal entity that may be operating in which the principal owner(s) is involved.

Section B: CONTRACTOR'S CERTIFICATION

The contractor proposes to perform all "Force Account of Extra Work" that may be required on the basis provided in the Specifications hereto attached, and to give such work personal attention in order to see that it is economically performed.

The contractor further proposes to execute the Contract Agreement in a form to be attached as soon as the work is awarded to the contractor and to begin and complete the work within the respective time limit provided for in the Specifications hereto attached.

The contractor also proposes to furnish a Performance Bond, acceptable to the State, in an amount equal to the total amount of the contract. This bond shall serve not only to guarantee the completion of the work but also to guarantee the excellence of both workmanship and materials until the work is finally accepted. The contractor will also furnish a materialsman bond, acceptable to the State, equal to the amount of the contract.

The contractor encloses a cashier's check or bid bond for five percent (5%) of the bid, maximum \$10,000.00, and hereby agrees that in case of failure to execute a contract and furnish bonds within fifteen (15) days* after notice of award, the awarding authority shall retain from the proposal guaranty, if it is a cashier's check, or recover from the principal and/or the sureties, if the guaranty is a bid bond, the difference between the amount of the Contract as awarded and the amount of the proposal of the next lowest acceptable bidder, which amount shall not exceed \$10,000.00.

If no other bids are received, the full amount of the proposal guaranty shall be so retained and/or recovered as Liquidated Damages for such default. It is understood that in case the work is not awarded to the contractor, the proposal guaranty, if a cashier's check, will be returned as provided in the Alabama Department of Transportation Standard Specifications for Highway Construction.

In compliance with State of Alabama Act 2016-312, the contractor further certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade.

1. DISADVANTAGED BUSINESS ENTERPRISES

The contractor intends to comply with the contract documents to utilize Disadvantaged Business Enterprises (hereinafter referred to at times as (DBE)) to the extent practical and when, under Section A herein above, the contract documents specify a minimum monetary amount to be expended with Disadvantaged Business Enterprises, to equal or exceed said amount through subcontracting and/or by purchases of materials and services on the project.

It is understood that failure to submit a Disadvantaged Business Enterprise Plan, when such is required by the contract within the time frame so specified, will be cause for assessment of penalties as provided in the contract.

*Time may be modified by Special Provision.

It is further understood that failure to comply with the contract relating to Disadvantaged Business Enterprises, when such are applicable, will be cause for the assessment of penalties as provided in the contract.

2. REQUIREMENT BY THE EQUAL EMPLOYMENT OPPORTUNITY REGULATIONS OF THE SECRETARY OF LABOR (41 CFR 60-1.7(b)(1))

THE CONTRACTOR MUST CHECK THE APPROPRIATE BOX BELOW:

The contractor submitting this proposal certifies that such contractor

HAS / / HAS NOT / /

participated in a previous contract or subcontract subject to the Equal Opportunity Clause, as required by Executive Orders 10925, 1114 or 11246.

If the contractor checked the "HAS" box above, the following statement must be completed. The contractor submitting this proposal certifies that such contractor

HAS / / HAS NOT / /

filed with the Joint Reporting Committee, the director of OFCC, any Federal Agency or the former President's Committee on Equal Employment Opportunity all reports due under the applicable filing requirements of those organizations. All reports due are considered to be those requested by one of these committees or agencies.

Concurrently, Standard Form 100 (EEO-1) is the only report required by the Executive Orders or their implementing regulations.

Proposed prime contractors and subcontractors who have participated in a previous contract or subcontract subject to the Executive Orders and who have not filed the required reports should note that 41 CFR 60-1.7(b)(1) prevents the award of contracts and subcontracts unless such contractor submits a report covering the delinquent period or such other period specified by the Federal Highway Administration or by the director, Office of Federal Contract Compliance, U. S. Department of Labor.

3. COLLUSION

It is further certified that neither the person, firm, partnership or corporation submitting this bid, nor any of their officers, have directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this contract.

4. SUSPENSION/DEBARMENT

A. Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions

Instructions for Certification

By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.

The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

The terms "covered transaction", "debarred", "suspended", "ineligible", "lower-tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal" and "voluntarily excluded" as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion/Lower-Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.

A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

Except for transactions authorized under these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment Suspension and Other Responsibility Matters - Primary Covered Transactions

The prospective primary participant certifies, to the best of its knowledge and belief, that it and its principals:

Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;

Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in the preceding paragraph of this

certification; and have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

B. For Lower-Tier Requirements, see Section XI of "Required Contract Provisions Federal-Aid Construction Contracts" located in the proposal.

Exceptions to the above are to be submitted on a separate sheet with the bid proposal. For any exception noted, indicate to whom it applies, initiating agency and dates of action. Providing false information may result in criminal prosecution or administrative sanctions.

5. LOBBYING RESTRICTIONS

These restrictions were established by Section 319 of Public Law 101-121 Department of the Interior and Related Agencies Appropriations Act for Fiscal Year 1990).

The contractor certifies to the best of his/her knowledge and belief that:

A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract grant, loan or cooperative agreement.

B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of congress, an officer or employee of Congress or an employee of a Member of congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file this required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The contractor also agrees by submitting this proposal that he/she shall require that the language of this certification be included in all lower-tier subcontracts which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

I further certify that I am a properly authorized individual or corporate official, as applicable, to make this certification that the above is true and correct; and that I recognize, by signing this certification, I am also signing the contract proposal on behalf of the contractor in whose name the proposal is made, whether individual, partnership, or corporation as might be applicable.

NOTE: PROVIDED THE BID BOND ON THE FOLLOWING TWO PAGES IS PROPERLY EXECUTED IN THE CONTRACTOR'S NAME, SIGNED BY AN AUTHORIZED OFFICER OF THE CONTRACTOR CORPORATION (OR INDIVIDUAL OR PARTNER, WHEN NOT A CORPORATION), THE SAME MAY MAKE THE FOREGOING CERTIFICATIONS BY SIGNING BEFORE A PROPERLY SWORN NOTARY PUBLIC. THE CERTIFICATIONS MUST BE PROPERLY SWORN TO, SIGNED AND NOTARIZED BELOW.

Signature of Contractor. If the contractor is an INDIVIDUAL, signature of the individual is required; if contractor is a CORPORATION, signature of proper corporate officer is required; if contractor is a PARTNERSHIP, signature of partner is required; if contractor is JOINT VENTURE, appropriate signatures of all contractors are required.

Legal name of Contractor:

M'Elhenney Construction Co. LLC
(Partnership, Joint Venture, Corporation or Individual)

By: [Signature]
(Signature of Officer or Individual, as applicable)

By: _____
IF JOINT VENTURE (Signature of Officers or Individual, as applicable)

The foregoing certifications are sworn to and subscribed before me on this

10th day of March, 2022.

Ellen Reese Coombs
Notary Public
Alabama State at Large
My Commission Expires 01/17/2024

[Signature]
NOTARY PUBLIC

AWARD WILL NOT BE CONFERRED UNLESS THIS FORM IS COMPLETED AND SIGNED AND WITNESSED BY A NOTARY.

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 to demolish the existing block and mortar building at the Valley Street Lift Station for the Water and Wastewater Department (Bid No. 012-22) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

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

Please see attached Bid Tabulation to
Demolish the Existing Block and Mortar Building at the Valley Street Lift Station
for the Water and Wastewater Department

[3] After evaluating the bid proposals with the required bid specifications, W.R. Mitchell with the total bid proposal of \$247,600.00, is now awarded the bid to demolish the existing block and mortar building at the Valley Street Lift Station for the Water and Wastewater Department.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/17/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Award Bid 012-22 Valley Street Lift Station

Project Location: Valley Street Lift Station/Wastewater Dept

Presented to City Council: 3/28/2022

Resolution # :
Approved _____

Funding Request Sponsor: Jason Langley, Water & Sewer Superintendent

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 247,600.00

Vendor: W.R. Mitchell

Project Engineer: n/a

Order Date: n/a

Lead Time: n/a

MAR 17 2022 4:51
JSW

Department Funding This Project

General Gas Electric Water **Wastewater** Sanitation Cap Proj Impact Gas Tax 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 Meter-19 IT-16
Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marina-34 Plan/Zone-12 Adult Rec-30

Project will be:

Expensed _____
Capitalized XXX
Inventoried _____

Funding Source:

Operating Expenses _____
Budgeted Capital XXX
Unfunded _____

Expense Code: 004020-59501
G/L Acct Name: System Impr-Lift Stations

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

Project Budgeted: \$ 247,600.00
Balance Sheet Item:
Included in projected cash flow

Over (Under) budget amount: \$ -

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

Comments:

\$855,705 remaining total budgeted amount for lift station upgrades

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 3/12/2022

Purchasing Memo Date: 3/12/2022

Delivered To Date: 3/17/2022

Request Approved Date: 3/17/2022

Request Approved Date: 3/17/2022

Approved Date: 3/17/2022

Signatures: *Aislinn Stone*
Aislinn Stone

Kim Creech
Kim Creech

Sherry Sullivan
Mayor Sherry Sullivan



MEMO

To: Aislinn Stone, Senior Accountant
Kimberly Creech, City Treasurer

Sherry Sullivan
Mayor

From: 
Cory Pierce, Purchasing Manager

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

Date: March 12, 2022

Lisa A. Hanks, MMC
City Clerk

Re: **Requesting Green Sheet and approval by City Council to award Bid 012-22 Valley Street Lift Station**

Kimberly Creech
City Treasurer

The Superintendent of Water and Wastewater Department, Jason Langley, has requested to procure services to demolish the existing block and mortar building at the Valley Street Lift Station. This will include removing all existing pumps, controls, and piping. Wet well and existing concrete floor are to remain. The divider wall inside the wet well is to be removed. The wet well is to be lined and a new submersible pump is to be installed. The guide rails, piping and controls will be installed. Fairhope Utilities will be responsible for the by pass pumping while the station is being rehabbed.

This Invitation to Bid No. 012-22 Valley Street Lift Station was posted to the City's website on March 8, 2022, and viewed by 97 potential vendors of the 325 e-notification recipients on the City's website. This invitation to bid was also advertised in The Courier, The Onlooker, and the Islander on March 2, 2022. The City received one bid for this project.

Our recommendation is to award Bid 012-22 Valley Street Lift Station to W. R. Mitchell Contractor, Inc. for Two Hundred Forty-Seven Thousand Six Hundred Dollars (\$247,600.00).

Please prepare a Green Sheet and place on the next City Council Agenda this request to award Bid 012-22 Valley Street Lift Station to W. R. Mitchell for \$247,600.00.

Enclosure

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

Cc: Jason Langley, Clint Steadham


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

City of Fairhope Bid Tabulation
 Bid 012-22 Valley Street Lift Station
 Opened March 9, 2022 at 10:00 A.M.

| Vendor | Bid Documents Signed / Notarized (Y/N) | Bid Bond | Vendor Compliance (Y/N) | Bid Total |
|---------------|--|----------|-------------------------|--------------|
| W.R. Mitchell | Yes | Yes | Yes | \$247,600.00 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

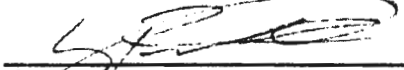
Recommendation: Award bid to W.R. Mitchell

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



 Signature

Jason Langley, Superintendent, Water and Wastewater Department



 Signature

Cory Pierce, Purchasing Manager

**ITEM III
BID RESPONSE FORM**

Date: 3 / 9 / 2022

Bid No: 012-22 Valley Street Lift Station

Bids Due: Wednesday, March 9, 2022, 10:00 A.M.

| DESCRIPTION | LUMP SUM BID |
|---|----------------------|
| Valley Street Lift Station: Demolish existing block and mortar building. Remove all existing pumps, controls, and piping. Wet well and existing concrete floor to remain. Divider wall inside wet well to be removed. Wet well to be lined and new submersible pumps. Guide rails, piping and controls installed. | <i>\$ 247,600.00</i> |

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

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

| ADDENDUM NO. | DATE ISSUED | ADDENDUM NO. | DATE ISSUED |
|--------------|-------------|--------------|-------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Each bid must give the full business address of the CONTRACTOR and must be signed by him with his usual signature. Bids 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. Bids 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 bid 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 bid 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 invitation to bid, 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. described in the bid documents and specifications. The undersigned also affirms he/she has not been in any CONTRACT or collusion among BIDDERS or prospective BIDDERS in restraint of freedom of competition, by CONTRACT to bid at a fixed price or to refrain from bidding or otherwise.

Witness our hands and seals this _____ day of _____, 2022.

If Individual or Partnership

(Name of Individual or Partnership)

(Name of Partner Print)

(Name of Representative Authorized to sign Bids and CONTRACTs for the firm Print)

(Name of Partner Print)

Address _____

Phone Number () _____ Fax Number () _____

E-mail address _____ Alabama Contractor's License No. _____

Foreign Entity ID (if outside of Alabama) _____

If Corporation or LLC

Company **W.R. MITCHELL CONTRACTOR, INC.**

State of Incorporation **ALABAMA**

Company Representative **WILLIAM M. MCGOUGH VICE PRESIDENT**
(Representative Authorized to sign Bids and CONTRACTs for the firm Print)

Company Representative _____
(Representative Authorized to sign Bids and CONTRACTs for the firm Signature)

Address **W. R. MITCHELL, CONTRACTOR, INC.**
704 SHELTON BEACH ROAD
EIGHT MILE, AL 36613

Phone Number () **251-456-6576** Fax Number () **251-456-0048**

E-mail address **mitchellwrcontra@bellsouth.net** AL CONTRACTOR's License No. **6334**

Foreign Vendor Id _____

BID PROPOSAL NOTARIZATION:

STATE OF **ALABAMA** }

COUNTY OF **Mobile** }

WILLIAM M. MCGOUGH

I, the undersigned authority in and for said State and County, hereby certify that _____, as respectively, of **W.R. MITCHELL CONTRACTOR, INC.**, whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, that, 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 **9** day of **March**, 2022.



NOTARY PUBLIC **Arbin W. Beersdorf**
MY COMMISSION EXPIRES **7/12/2023**

ITEM IV
CONTRACTOR INFORMATION

This Section must be printed, completed, and turned in with your bid response to

Business Organization

Name of CONTRACTOR (exactly as it appears on W-9):

Doing-Business-As Name of CONTRACTOR: W. R. MITCHELL, CONTRACTOR, INC.
704 SHELTON BEACH ROAD
EIGHT MILE, AL 36613

Principal Office Address: _____

LOCAL Telephone Number: 251-456-6576 Toll-Free _____

LOCAL Fax Number: 251-456-0048

Email address: mitchellwrcontra@bellsouth.net

Website: N/A

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: Jan. 3 1969
Location of incorporation: Prichard AL
The corporation is held: Publicly
Privately _____

Partnership Statement
If a partnership, answer the following:
Date of organization: _____
Location of organization: _____
The partnership is: General _____
Limited _____

Joint Venture Statement
If a Joint Venture, answer the following:
Date of organization: _____
Location of organization: _____
JV CONTRACT recorded? Yes _____ No _____

Contact: _____ Email _____

Phone _____ Fax _____

END OF CONTRACTOR INFORMATION



OLD REPUBLIC SURETY COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint: **MARSHA GREENE, WANDA S. TAYLOR, CHARLES E GUNTARP JR, DANELLE R. STOKES, PAUL W. ELLIOTT** of MOBILE, AL

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than ball bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, asbestos abatement contract bonds, waste management bonds, hazardous waste remediation bonds or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

RESOLVED that, the president, any vice-president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or
- (iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 23rd day of March, 2020.

Karen J. Haffner
Assistant Secretary



OLD REPUBLIC SURETY COMPANY

Alan Pavlic
President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 23rd day of March, 2020, personally came before me, Alan Pavlic and Karen J Haffner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



Kristina R. Pearson
Notary Public

My Commission Expires: September 28, 2022

(Expiration of notary's commission does not invalidate this instrument)

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

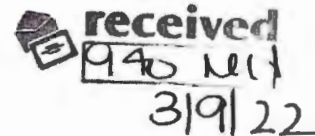
92-0152



Signed and sealed at the City of Brookfield, WI this 9th day of March, 2022.

Karen J. Haffner
Assistant Secretary

W. R. MITCHELL, CONTRACTOR, INC.
P.O. BOX, 180637
MOBILE, AL. 36618

received
940 121
3/9/22

ALABAMA LICENSE NO. 6334
MUNICIPAL AND UTILITY

**SUBMITTED TO: CITY OF FAIRHOPE OF BALDWIN COUNTY, ALABAMA
555 SOUTH SECTION ST.
FAIRHOPE, AL.**

BID FOR: "BID NUMBER 012-22 VALLEY STREET LIGHT STATION"

DATE: MARCH 9, 2022

TIME: 10:00 A.M.

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 North Drive (Rock Creek) Roadway Improvement Project for the Public Works Department (Bid No. 016-22) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

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

Please see attached Bid Tabulation for
North Drive (Rock Creek) Roadway Improvement Project
for the Public Works Department

[3] After evaluating the bid proposals with the required bid specifications, Asphalt Services, Inc., with the total bid proposal of \$65,860.65, is now awarded the bid for North Drive (Rock Creek) Roadway Improvement Project for the Public Works Department.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/17/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Award Bid 016-22 North Drive Roadway Improvement Project

Project Location: North Drive/Rock Creek Community

Presented to City Council: 3/28/2022

Funding Request Sponsor: Richard Johnson, Public Works Director

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 65,860.65

Vendor: Asphalt Services, Inc

Project Engineer: n/a

Order Date: n/a

Lead Time: n/a

MAR 18 '22 PM 10:15
[Signature]

Department Funding This Project

General Gas Electric Water Wastewater Sanitation **Cap Project** Impact Gas Tax 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 Meter-19 IT-16
Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marina-34 Plan/Zone-12 Adult Rec-30

Project will be:

Expensed _____
Capitalized XXX
Inventoried _____

Funding Source:

Operating Expenses _____
Budgeted Capital _____
Unfunded XXX

Expense Code: 103-55856
G/L Acct Name: City wide street resurf/misc.

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

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

Over (Under) budget amount: \$ 65,860.65

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

Comments:

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 3/12/2022

Purchasing Memo Date: 3/12/2022

Delivered To Date: 3/17/2022

Request Approved Date: 3/17/2022

Request Approved Date: 3/17/2022

Approved Date: 3/17/2022

Signatures: *[Signature]*
Aislinn Stone

[Signature]
Kim Creech

[Signature]
Mayor Sherry Sullivan



MEMO

To: Aislinn Stone, Senior Accountant
Kimberly Creech, City Treasurer

Sherry Sullivan
Mayor

From: 
Cory Pierce, 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
City Treasurer

Date: March 12, 2022

Re: **Requesting Green Sheet and approval by City Council to award Bid 016-22 North Drive Roadway Improvement Project**

The Director of Public Works, Richard Johnson, has requested bid responses for this project that entails the base and road repair of approximately 505 SY of North Drive in the Rock Creek Community of Fairhope, Alabama. This roadway has suffered settlement due to deleterious materials contained within and saturation of the subbase and base. The work for this project includes, but is not limited to the removal of asphalt, excavation of base and subbase material, placement of GeoGrid, new subbase and aggregate base, installation of perforated underdrain, curb repair and paving.

This Invitation to Bid No. 016-22 North Drive (Rock Creek) Roadway Improvement Project was posted to the City's website on February 10, 2022, and viewed by 113 vendors of the 325 e-notification recipients on the City's website. This project was also advertised in the Baldwin Times on February 18, 2022. The City received one quote for this project.

Our recommendation is to award Bid 016-22 North Drive Roadway Improvement Project to Asphalt Services, Inc. for Sixty-Five Thousand Eight Hundred Sixty Dollars and Sixty-Five Cents (\$65,860.65).

Please prepare a Green Sheet and place on the next City Council Agenda this request to award Bid 016-22 North Drive Roadway Improvement Project for \$65,860.65.

Enclosure

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

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

Cc: Richard Johnson, Clint Steadham

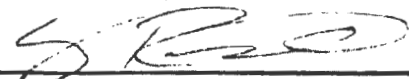
City of Fairhope Bid Tabulation
Bid 016-22 North Drive (Rock Creek) Roadway Improvement Project
Opened March 8, 2022 at 2:00 P.M.

| | | |
|---------------------------------|------------------------|-------------|
| Vendor: | Asphalt Services, Inc. | |
| Bid Documents Signed/Notarized: | Yes | |
| Bid Bond: | Yes | |
| Vendor Compliance (Y/N): | Yes | |
| | Unit Price | Bid |
| Item 1: | \$7.50 | \$3,787.50 |
| Item 2: | \$20.00 | \$400.00 |
| Item 3: | \$18.00 | \$8,640.00 |
| Item 4: | \$20.00 | \$4,800.00 |
| Item 5: | \$9.50 | \$4,797.50 |
| Item 6: | \$9.50 | \$4,797.50 |
| Item 7: | \$19.63 | \$9,913.15 |
| Item 8: | \$8.00 | \$320.00 |
| Item 9: | \$12.00 | \$660.00 |
| Item 10: | \$148.00 | \$5,180.00 |
| Item 11: | \$135.00 | \$6,075.00 |
| Item 12: | \$750.00 | \$750.00 |
| Item 13: | \$6,200.00 | \$6,200.00 |
| Item 14: | \$22.00 | \$4,070.00 |
| Item 15: | \$450.00 | \$450.00 |
| Item 16: | \$35.00 | \$700.00 |
| Item 17: | \$25.00 | \$500.00 |
| Item 18: | \$12.00 | \$840.00 |
| Item 19: | \$12.00 | \$480.00 |
| Item 20: | \$2,500.00 | \$2,500.00 |
| Total Bid: | | \$65,860.65 |

Recommendation: Award Bid to Asphalt Services, Inc.

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

 03/08/2022
 Signature
 Richard Johnson, Public Works Director

 3/8/2022
 Signature
 Cory Pierce, Purchasing Manager

**ITEM III
BID RESPONSE FORM**

Date: 3 / 8 / 2022

Bid No: 016-22 North Drive (Rock Creek) Roadway Improvement Project

Project No: 2020-PWI 001ND

Bids Due: Tuesday, March 8, 2022, 2:00 P.M.

| ITEM # | DESCRIPTION | UNIT | QTY | UNIT PRICE | BID |
|-------------------|---|-------------|-----|---------------------|----------------------------|
| 1 | REMOVE EXISTING ASPHALT (206-C) | SY | 505 | 7 ⁵⁰ | 3,787 ⁵⁰ |
| 2 | REMOVE CONCRETE CURB & GUTTER (206-D) | LF | 20 | 20 ⁰⁰ | 400 ⁰⁰ |
| 3 | UNCLASSIFIED EXCAVATION (210-A) | CY (TBM) | 480 | 18 ⁰⁰ | 8,640 ⁰⁰ |
| 4 | BORROW EXCAVATION (A-2-4 OR BETTER)(210-D) | CY (TBM) | 240 | 20 ⁰⁰ | 4,800 ⁰⁰ |
| 5 | GEOSYNTHETIC REINFORCEMENT FOR SOFT SOIL STABILIZATION, TENSAR TX 160, UPPER LAYER (243-A1) | SY | 505 | 9 ⁵⁰ | 4,797 ⁵⁰ |
| 6 | GEOSYNTHETIC REINFORCEMENT FOR SOFT SOIL STABILIZATION, TENSAR TX 160, LOWER LAYER (243-A2) | SY | 505 | 9 ⁵⁰ | 4,797 ⁵⁰ |
| 7 | CRUSHED AGG BASE COURSE, TYPE B, 6" THICK (301-A) | SY | 505 | 19 ⁶³ | 9,913 ¹⁵ |
| 8 | TACK COAT (405-A) | GAL | 40 | 8 ⁰⁰ | 320 ⁰⁰ |
| 9 | PLANING EXISTING PAVEMENT (APPROX. 0.75 (MIN) TO 1" (MAX) THICK (408-A) | SY | 55 | 12 ⁰⁰ | 660 ⁰⁰ |
| 10 | BITUMINOUS CONCRETE WEARING SURFACE LAYER, 110 TON LBS/SY (424-A) | TON | 35 | 148 ⁰⁰ | 5,180 ⁰⁰ |
| 11 | BITUMINOUS CONCRETE BINDER LAYER, 165 LBS/SY (424-B) | TON | 45 | 135 ⁰⁰ | 6,075 ⁰⁰ |
| 12 | CLEANING EXISTING CATCH BASIN (534-B) | EA | 1 | 750 ⁰⁰ | 750 ⁰⁰ |
| 13 | MOBILIZATION (600-A) | LS | 1 | 6,200 ⁰⁰ | 6,200 ⁰⁰ |
| 14 | 4" UNDERDRAIN PIPE (INCL. FABRIC & GRAVEL) (606-A) | LF | 185 | 22 ⁰⁰ | 4,070 ⁰⁰ |
| 15 | CONNECT UNDERDRAIN TO EXISTING INLET (621-C) | EA | 1 | 450 ⁰⁰ | 450 ⁰⁰ |
| 16 | CONCRETE COMBINATION CURB & GUTTER (623-C) | LF | 20 | 35 ⁰⁰ | 700 ⁰⁰ |
| 17 | TOPSOIL, 3" THICK (650-A) | CY | 20 | 25 ⁰⁰ | 500 ⁰⁰ |
| 18 | SOLID SODDING (654-A) | SY | 70 | 12 ⁰⁰ | 840 ⁰⁰ |
| 19 | WATTLES (665-Q) | LF | 40 | 12 ⁰⁰ | 480 ⁰⁰ |
| 20 | TRAFFIC CONTROL (740-A) | EA | 1 | 2,500 ⁰⁰ | 2,500 ⁰⁰ |
| TOTAL BID: | | | | | 65,860⁶⁵ |

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

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

| ADDENDUM NO. | DATE ISSUED | ADDENDUM NO. | DATE ISSUED |
|--------------|-------------|--------------|-------------|
| 1 | 3/2/2022 | | |
| | | | |

Each bid must give the full business address of the CONTRACTOR and must be signed by him with his usual signature. Bids 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. Bids 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 bid 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 bid 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 invitation to bid, 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. described in the bid documents and specifications. The undersigned also affirms he/she has not been in any CONTRACT or collusion among BIDDERS or prospective BIDDERS in restraint of freedom of competition, by CONTRACT to bid at a fixed price or to refrain from bidding or otherwise.

Witness our hands and seals this 8 day of March, 2022.

If Individual or Partnership

(Name of Individual or Partnership)

(Name of Partner Print)

(Name of Representative Authorized to sign Bids and CONTRACTs for the firm Print)

(Name of Partner Print)

Address _____

Phone Number () _____ Fax Number () _____

E-mail address _____ Alabama Contractor's License No. _____

Foreign Entity ID (if outside of Alabama) _____



If Corporation or LLC

Company ASPHALT SERVICES, INC.

State of Incorporation ALABAMA

Company Representative Taylor Renfroe, Project Manager
(Representative Authorized to sign Bids and CONTRACTs for the firm Print)

Company Representative [Signature]
(Representative Authorized to sign Bids and CONTRACTs for the firm Signature)

Address 11045 Old Highway 31

Spanish Fort, Al. 36527

Phone Number (251) 621-9325 Fax Number(251) 621-9393

E-mail address asi@asi-gc.com AL Contractor's License No. 22479

Foreign Vendor Id N/A

BID PROPOSAL NOTARIZATION:

STATE OF ALABAMA }

COUNTY OF BALDWIN }

I, the undersigned authority in and for said State and County, hereby certify that Taylor Renfroe as Project Manager respectively, of ASPHALT SERVICES, INC. whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, that, 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 8th day of March, 2022.

NOTARY PUBLIC

[Signature]
(Laurie S. Willcutt)

MY COMMISSION EXPIRES 3 / 10 / 2024

notary public

LAURIE S. WILLCUTT
ALABAMA STATE AT LARGE
MY COMMISSION EXPIRES
MARCH 10, 2024

ITEM IV
CONTRACTOR INFORMATION

This Section must be printed, completed, and turned in with your bid response to

Bid No. 016-22 North Drive (Rock Creek) Roadway Improvement Project

Business Organization

Name of CONTRACTOR (exactly as it appears on W-9):

ASPHALT SERVICES, INC.

Doing-Business-As Name of CONTRACTOR:

11045 Old Highway 31 Spanish Fort, Al. 36527

Principal Office Address:

LOCAL Telephone Number: (251) 621-9325 Toll-Free N/A
LOCAL Fax Number: (251) 621-9393
Email address: asi@asi-gc.com
Website: N/A

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: 3/3/1992
Location of incorporation: ALABAMA
The corporation is held: Publicly
Privately

Partnership Statement

If a partnership, answer the following:

Date of organization: _____
Location of organization: _____
The partnership is: General
Limited

Joint Venture Statement

If a Joint Venture, answer the following:

Date of organization: _____
Location of organization: _____
JV CONTRACT recorded? Yes No

Contact: Taylor Renfroe Email trenfroe@asi-gc.com
Phone (251) 680-8551 Fax (251) 621-9393

END OF CONTRACTOR INFORMATION SECTION

STATE OF ALABAMA

BID LIMIT U
AMOUNT UNLIMITED



LICENSE NO.: 22479
TYPE: RENEWAL

State Licensing Board for General Contractors

THIS IS TO CERTIFY THAT

ASPHALT SERVICES INC

SPANISH FORT, AL 36527

is hereby licensed a General Contractor in the State of Alabama and is authorized to perform the following type(s) of work:

BC: BUILDING CONSTRUCTION, EV-S: POL DISPENSING SYSTEM, HRR: HEAVY AND RAILROAD, HS: HIGHWAYS AND STREETS, MU: MUNICIPAL AND UTILITY

until December 31, 2022 when this Certificate expires.

Witness our hands and seal of the Board, dated Montgomery, Ala.,

16th day of December, 2021

Michael B. T...

SECRETARY/TREASURER

Charles A. ...

CHAIRMAN

180444



Company ID Number: 489423

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

| | |
|--|-------------------|
| Employer Asphalt Services, Inc. | |
| Laurie S Willcutt | |
| Name (Please Type or Print) | Title |
| Electronically Signed | 01/13/2012 |
| Signature | Date |
| Department of Homeland Security – Verification Division | |
| USCIS Verification Division | |
| Name (Please Type or Print) | Title |
| Electronically Signed | 01/13/2012 |
| Signature | Date |

Information Required for the E-Verify Program

Information relating to your Company:

| | |
|---------------------------------|-------------------------------|
| Company Name: | Asphalt Services, Inc. |
| Company Facility Address: | 11045 Old Highway 31 |
| | Spanish Fort, AL 36527 |
| Company Alternate Address: | |
| County or Parish: | BALDWIN |
| Employer Identification Number: | 831062122 |

E-Verify



Company ID Number: 489423

| | |
|---|----------|
| North American Industry Classification Systems Code: | 237 |
| Administrator: | |
| Number of Employees: | 20 to 99 |
| Number of Sites Verified for: | 1 |
| Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State: | |
| • ALABAMA 1 site(s) | |

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

| | | | |
|-------------------|-------------------|-------------|------------------|
| Name: | Gregory T Smith | Fax Number: | (251) 621 - 9393 |
| Telephone Number: | (251) 621 - 9325 | | |
| E-mail Address: | asi@asi-gc.com | | |
| Name: | Laurie S Willcutt | Fax Number: | (251) 621 - 9393 |
| Telephone Number: | (251) 621 - 9325 | | |
| E-mail Address: | asi@asi-gc.com | | |



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/03/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

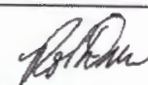
| PRODUCER McGriff Insurance Services, Inc. P.O. Box 10265 Birmingham, AL 35202 | CONTACT NAME: Allie Harrison PHONE (A/C No, Ext): 800-476-2211 FAX (A/C, No): E-MAIL ADDRESS: aharrison@mcgriff.com | | | | | | | | | | | | | |
|---|--|-------------------------------|--------|--|-------|--|--|---|-------|---|-------|-------------|--|-------------|
| | <table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A :Middlesex Insurance Company</td> <td>23434</td> </tr> <tr> <td>INSURER B :Ala Branch of AGC of Amer Inc SIF #0100R A-VI</td> <td></td> </tr> <tr> <td>INSURER C :Travelers Property Casualty Company of America</td> <td>25674</td> </tr> <tr> <td>INSURER D :Midwest Employers Casualty Company</td> <td>23612</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table> | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A :Middlesex Insurance Company | 23434 | INSURER B :Ala Branch of AGC of Amer Inc SIF #0100R A-VI | | INSURER C :Travelers Property Casualty Company of America | 25674 | INSURER D :Midwest Employers Casualty Company | 23612 | INSURER E : | | INSURER F : |
| INSURER(S) AFFORDING COVERAGE | NAIC # | | | | | | | | | | | | | |
| INSURER A :Middlesex Insurance Company | 23434 | | | | | | | | | | | | | |
| INSURER B :Ala Branch of AGC of Amer Inc SIF #0100R A-VI | | | | | | | | | | | | | | |
| INSURER C :Travelers Property Casualty Company of America | 25674 | | | | | | | | | | | | | |
| INSURER D :Midwest Employers Casualty Company | 23612 | | | | | | | | | | | | | |
| INSURER E : | | | | | | | | | | | | | | |
| INSURER F : | | | | | | | | | | | | | | |
| INSURED Asphalt Services, Inc. 11045 Old Highway 31 Spanish Fort, AL 36527 | | | | | | | | | | | | | | |

COVERAGES **CERTIFICATE NUMBER:** 352XMY77 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL SUBR INSD WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|--------------------|---|-------------------------|-------------------------|--|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER: | | A0065177002 | 04/26/2020 | 04/26/2021 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | | A0065177001 | 04/26/2020 | 04/26/2021 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | A006517704 | 04/26/2020 | 04/26/2021 | EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ |
| B D | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below Y / N N / A | | MA401-2021-AL EWC009234 Covered State of Operations: AL | 01/01/2021 | 01/01/2022 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 |
| C | Equipment | | QT6608730M65ATIL20 | 04/26/2020 | 04/26/2021 | Sched. Equip.-on file w/ co Leased/Rented From Other Deductible \$ 250,000 \$ 1,000 \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Ala Branch of AGC of Amer Inc SIF #0100R A-VI - NAIC #525190
Midwest Employers Casualty provides the Employers Liability for the Alabama Self-Insured Worker's Compensation Fund and provided for all Members.
Alabama Self-Insured Worker's Compensation Fund provides the worker's compensation. Midwest Employers Casualty also provides excess insurance protection for the Alabama Self-Insured Worker's Compensation Fund membership as a whole. Coverage is purchased by Alabama Self-Insured Worker's Compensation Fund in the event there is a catastrophic loss.
Midwest Employers Casualty is A+ rated.
Evidence of Insurance

| | |
|--|---|
| CERTIFICATE HOLDER Evidence of Insurance | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| | AUTHORIZED REPRESENTATIVE  |



Asphalt Services, Inc.

11045 Old Highway 31

Spanish Fort, AL 36527

General Contractor's License No.: 22479

received
154 NP
3/8/22

SEALED BID

To: City of Fairhope
555 South Section Street
Fairhope, AL 36532

Project: North Drive (Rock Creek) Roadway Improvement Project

Project No.: Public Works Project No. 2020-PW/001ND
Bid No. 016-22

To Be Opened: Tuesday, March 8, 2022 @ 2:00 P.M.

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 and receive quotes for Ceiling Tile Replacement at the James P. Nix Center for the Community Affairs Department at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] After evaluating the quotes, the City of Fairhope approves award for procurement of Ceiling Tile Replacement at the James P. Nix Center for the Community Affairs Department to Booth Construction with a total cost of \$34,656.00.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date 3/17/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Ceiling Tile Replacement at the Nix Center

Project Location: Nix Center

Presented to City Council: 3/28/2022

Funding Request Sponsor: Paige Crawford, Director of Community Affairs

Resolution # :
Approved _____
Changed: _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 34,656.00

Vendor: Boothe Construction

Project Engineer: n/a

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

MAR 17 '22 PM 4:51
CSW

Department Funding This Project

General Gas Electric Water Wastewater Sanitation Cap Project Impact Gas Tax 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 Meter-19 IT-16
 Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marina-34 Plan/Zone-12 **Adult Rec-30**

Project will be:

Expensed _____
 Capitalized XXX
 Inventoried _____

Expense Code: 001300-50475
 G/L Acct Name: Capital Improvements

Project Budgeted: \$ 50,000.00
 Balance Sheet Item- Included in projected cash flow

Over (Under) budget amount: \$ (15,344.00)

Comments:

Funding Source:

Operating Expenses _____
 Budgeted Capital XXX
 Unfunded _____

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

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

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

| | | |
|--|---|--|
| Senior Accountant | City Treasurer | Mayor |
| Purchasing Memo Date: <u>3/15/2022</u> | Purchasing Memo Date: <u>3/15/2022</u> | Delivered To Date: <u>3/17/2022</u> |
| Request Approved Date: <u>3/17/2022</u> | Request Approved Date: <u>3/17/2022</u> | Approved Date: <u>3/17/2022</u> |
| Signatures: <u><i>Aislinn Stone</i></u> Aislinn Stone | <u><i>Kim Creech</i></u> Kim Creech | <u><i>Sherry Sullivan</i></u> Mayor Sherry Sullivan |



MEMO

Sherry Sullivan
Mayor

Council Members:
Kevin G. Boone
Jack Burrell, ACOM
Jimmy Conyers
Corey Martin
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

To: **Aislinn Stone, Senior Accountant**
Kimberly Creech, Treasurer

From: 
Cory Pierce, Purchasing Manager

Date: March 15, 2022

Re: **Green Sheet and City Council Approval for Approval for Ceiling Tile Replacement at the Nix Center**

The Director of Economic and Community Development, Paige Crawford is requesting approval to replace Ceiling Tiles at the Nix Center. This project will be for the entire building except the kitchen, and this quote is based on R19 unfaced insulation, ceiling tile is priced as Armstrong Dune #1775, and this quote does not include any replacement of ceiling grid.

Three quotes were obtained for this public works project, and the best pricing for these services are from Boothe Construction for Thirty-Four Thousand Six Hundred Fifty-Six Dollars (\$34,656.00).

Please compose a Green Sheet and place on the next available City Council Agenda this request to approve the procurement for Ceiling Tile Replacement at the Nix Center from Boothe Construction for \$34,656.00.

CC file, Paige Crawford, Clint Steadham

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

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

Nix Center Ceiling Tile Replacement

Bid 1

- | | |
|---|---------------------|
| A. Replacement of ceiling tiles for entire building | <u>\$ 34,656.00</u> |
| B. Additional Line Item – Insulation Replacement | |
| 1. Insulation replacement as needed per square ft. | <u>\$ 0.85/SF</u> |
| 2. Estimate of how many sf would be needed | <u>3200sf</u> |

Insulation for 3200sf is included in quote above.

DEDUCTIVE ALTERNATE:

USG Olympia Micro #4231 - Deduct \$6255.00 new total of \$28401.00

All insulation figures are based on R19 unfaced insulation

Ceiling tile is priced as Armstrong Dune #1775

The Kitchen has been excluded from any of the above quotes

This quote includes no replacement of ceiling grid, only tile

Sales tax is not included



**CITY OF FAIRHOPE
PURCHASING DEPARTMENT
REQUEST FORM**

Name: Paige Crawford

Date: 03/12/2022

Department: Economic & Community Development

| Expenditure Threshold | Distinctions | Quotes Required | Approval | Green Sheet | Resolution |
|-----------------------|----------------------------------|-----------------|-----------------------------|-------------|------------|
| Under \$5,000 | No restrictions | Not Required | N/A | N/A | N/A |
| \$5,001 and greater | Operational NON -Budgeted | Three | Council | Required | Required |
| \$5,001 – 7,500 | Operational Budgeted | Three | Treasurer | N/A | N/A |
| \$7,501 - \$15,000 | Operational Budgeted | Three | Finance/Treasurer/ Mayor | N/A | N/A |

QUOTES

| Vendor Name | Vendor Quote |
|------------------------------------|----------------|
| 1. Boothe Construction | \$ \$34,656.00 |
| 2. Langerbach Construction Company | \$ \$45,986.00 |
| 3. Carnley Construction | \$ \$72,765.00 |

Check any applicable boxes: State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

- What item or service do you need to purchase? Nix Center Ceiling Tile Replacement
- What is the total cost of the item or service? \$34,656.00
- How many do you need? Replacement of Ceiling Tiles for the Entire Building
- Item or Service Is: New Used Replacement Annual Request
- Vendor Name (Lowest Quote): **Boothe Construction**
- Vendor Number: **102**
If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

- Is it budgeted? Yes No Emergency Request
- If budgeted, what is the budgeted amount? \$50,000
- Budget code: 001300-50475

**Email completed form with quotes and other supporting documentation to
Cory.Pierce@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.**

2-14-22

Nix Center Ceiling Tile Replacement

Bid 1

A. Replacement of Ceiling Tiles for Entire Building \$ 45,986

B. Additional Line Item – Insulation Replacement

- 1. Insulation replacement as needed per square ft. \$.70 /SQ FT
- 2. Estimate of how many sq. ft. would be needed 2400 SQ FT GUESS?

Bid 2

A. Replacement of Ceiling Tiles in all rooms, excluding the Library, Front Office, Arts and Crafts Room, and Paige's Office \$ 41,370⁰⁰

B. Additional Line Item – Insulation Replacement

- 1. Insulation replacement as needed per square ft. \$.70 /SQ FT
- 2. Estimate of how many sq. ft. would be needed 2400 SQ FT GUESS?

PROVIDE ALL MATERIAL & LABOR;
 MOVE EXISTING FURNITURE WHERE NEEDED;
 ELECTRICAL WORK, CLEAN DAILY;
 PROVIDE DUMPSTER; INSURANCE.

2-14-22



Cory Pierce

From: Paige Crawford
Sent: Monday, March 7, 2022 3:50 PM
To: Cory Pierce
Subject: FW: Nix Center Ceiling Tile 3

From: Kim Ryland <kim.ryland@fairhopeal.gov>
Sent: Wednesday, March 2, 2022 1:21 PM
To: George Ladd <George.ladd@fairhopeal.gov>
Cc: Paige Crawford <Paige.Crawford@fairhopeal.gov>
Subject: Nix Center Ceiling Tile 3

From Mike Carnley (Recommended by Interior/Exterior Building Supply in Foley)

Kim Ryland
Senior Services Manager
James P. Nix Center
251-928-2835/251-929-1447
kim.ryland@fairhopeal.gov



#

From: carnleydiannac@gmail.com <carnleydiannac@gmail.com>
Sent: Thursday, February 17, 2022 1:00 PM
To: Kim Ryland <kim.ryland@fairhopeal.gov>
Subject: Re: Nix Center Test Email

SENT FROM AN EXTERNAL ADDRESS

Good afternoon Kim
Please let me know if you have any questions.
Thanks
Mike

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 Neptune Pipe to replenish inventory for the Gas Department to be purchased from Consolidated Pipe and Supply Company, Inc. the sole-source distributor for pipe. The pipe is exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total cost not-to-exceed \$80,750.00.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/17/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Inventory Neptune Pipe

Project Location: Gas Dept

Presented to City Council: 3/28/2022

Funding Request Sponsor: Terry Holman, Gas Superintendent

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 80,750.00 (Not-to-Exceed)

Vendor: Consolidated Pipe

Project Engineer: n/a

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

MAR 18 '22 AM 10:16
JAW

Department Funding This Project

General Gas Electric Water Wastewater Sanitation Cap Project Impact Gas Tax 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 Meter-19 IT-16
 Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marina-34 Plan/Zone-12 Adult Rec-30

Project will be:

Expensed _____
 Capitalized _____
 Inventoried XXX

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

Project Budgeted: \$ 80,750.00
 Balance Sheet Item- Included in projected cash flow

Over (Under) budget amount: \$ _____

Comments:

Funding Source:

Operating Expenses XXX
 Budgeted Capital
 Unfunded

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

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

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

| | | |
|---|---|---|
| <u>Senior Accountant</u> | <u>City Treasurer</u> | <u>Mayor</u> |
| Purchasing Memo Date: <u>3/16/2022</u> | Purchasing Memo Date: <u>3/16/2022</u> | Delivered To Date: <u>3/17/2022</u> |
| Request Approved Date: <u>3/17/2022</u> | Request Approved Date: <u>3/17/2022</u> | Approved Date: <u>3/17/2022</u> |
| Signatures: <u>Aisha Stone</u> Aisha Stone | <u>Kim Creech</u> Kim Creech | <u>Mayor Sherry Sullivan</u> Mayor Sherry Sullivan |



MEMO

Sherry Sullivan
Mayor

Council Members:
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

To: **Aislinn Stone, Senior Accountant**
Kimberly Creech, Treasurer

From: 
Cory Pierce, Purchasing Manager

Date: March 16, 2022

Re: **Green Sheet and City Council Approval for the request of Inventory Neptune Pipe**

The Gas Department Director, Terry Hollman, is requesting procurement of inventory pipe for the Gas Department. This Neptune Pipe will be purchased from Consolidated Pipe. Attached is the quoted pricing from Consolidated Pipe reflecting the price of pipe on January 19, 2022. The Gas Department is requesting to establish a not-to-exceed amount of Eighty Thousand Seven Hundred Fifty Dollars (\$80,750.00) to replenish the inventory.

The pipes 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".

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

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

Please compose a Green Sheet and place on the next available City Council Agenda this request to approve this procurement for inventory pipe not-to-exceed \$80,750.00.

CC file, Terry Hollman, Clint Steadham



**CITY OF FAIRHOPE
PURCHASING DEPARTMENT
REQUEST FORM**

Name: Jeremy Little

Date: 3/16/2022

Department: Gas

| Expenditure Threshold | Distinctions | Quotes Required | Approval | Green Sheet | Resolution |
|-----------------------|----------------------------------|-----------------|-----------------------------|-------------|------------|
| Under \$5,000 | No restrictions | Not Required | N/A | N/A | N/A |
| \$5,001 and greater | Operational <u>NON</u> -Budgeted | Three | Council | Required | Required |
| \$5,001 – 7,500 | Operational Budgeted | Three | Treasurer | N/A | N/A |
| \$7,501 - \$15,000 | Operational Budgeted | Three | Finance/Treasurer/ Mayor | N/A | N/A |

QUOTES

| Vendor Name | Vendor Quote |
|---------------------------------|--------------|
| 1. Consolidated Pipe and Supply | \$ 80,750.00 |
| 2. | \$ |
| 3. | \$ |

Check any applicable boxes: State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? NEPTUNE R900G AMR FOR GAS METERS
2. What is the total cost of the item or service? \$80,750.00 DROP SHIPMENT TO AMERICAN METER NOT INCLUDED
3. How many do you need? 850
4. Item or Service Is: New Used Replacement Annual Request
5. Vendor Name (Lowest Quote): Consolidated Pipe and Supply
6. Vendor Number: 19

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

1. Is it budgeted? Yes No Emergency Request
2. If budgeted, what is the budgeted amount? INVENTORY
3. Budget code: 14015

*Email completed form with quotes and other supporting documentation to
Cory.Pierce@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.*

CONSOLIDATED PIPE AND SUPPLY CO., INC.
CUSTOMER QUOTE

4180 Hall Mill Road
PO Box 191057
Mobile AL 36693
0029 - MICHA LAMBERT
Office 251-666-6691
WATS 800-699-6691
Fax 251-666-5311

Quote Nbr: 311590 000
Quote Date: 3/15/2022
Job: R900G AC250
Engineer: FAIRHOPE
Bid Date: 3/15/2022

Page 1

350133 - FAIRHOPE CITY OF
WATER & SEWER
P O BOX 429
FAIRHOPE AL 36533

Good Until: 4/15/2022
To: MICHA
Email: MICHA.LAMBERT@CPSPIPE.COM

| Qty | Size/Wall/Description | Price | Extended Price |
|--------|---|----------|----------------|
| 850.0 | NEPTUNE R900G AMER 250/425/AC630/12750-000 | 95.00 EA | 80,750.00 |
| Total: | | | 80,750.00 |

January 19, 2022

To Whom It May Concern:

At this time Consolidated Pipe and Supply Co. is the only Neptune distributor authorized in the state of Alabama to sell RF meter reading equipment and Neptune water meters and parts. Consolidated Pipe and Supply is authorized by Neptune to submit an offer for Neptune water meters and related products.

Neptune Technology Group is the only manufacturer of Neptune meters. Our headquarters and manufacturing facility is located in Tallahassee, Alabama. Additional company information can be found at our website www.neptunetg.com.



Thank you for your interest in Neptune products. If you have any questions, please contact your local Consolidated Pipe & Supply representative, Micha Lambert 251-533-5239 or your local Neptune representative, Kevin Smith at 334-799-3760.

Regards,

A handwritten signature in black ink that reads "Chris Knapp".

Chris Knapp
Field Support Manager

NEPTUNE
TECHNOLOGY GROUP INC

1600 Alabama Highway 229, Tallahassee, AL 38078 • 334.283.8595 • www.neptunetg.com



January 19, 2022

RE: CONSOLIDATED PIPE & SUPPLY COMPANY, MOBILE, AL

TO WHOM IT MAY CONCERN:

Please be advised that Consolidated Pipe & Supply Company in Mobile, AL, is a sole source distributor for Mueller water products.

Thank you,

Judy Hopkins

Assistant Manager, Quotations

Mueller Co.

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 Neptune Water Meters for the Water Department from Consolidated Pipe & Supply Co., Inc. as Sole Source Provider in the State of Alabama for Neptune Technology Group, Inc. The number of units is 500 Meters at \$195,000 per unit with a cost not to exceed \$97,500.00.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 03/22/212

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procure Neptune Water Meters (Qty: 500)

Project Location: Water Dept

Presented to City Council: 3/28/2022

Funding Request Sponsor: Jason Langley, Water & Sewer Superintendent

Resolution # :
Approved _____

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 97,500.00 (Not-to-Exceed)

Vendor: Consolidated Pipe

Project Engineer: n/a

Order Date: n/a

Lead Time: n/a

\$ _____
MAR 22 '22 PM 4:48 JAW

Department Funding This Project

General Gas Electric **Water** Wastewater Sanitation Cap Project Impact Gas Tax 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 Meter-19 IT-16
Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marine-34 Plan/Zone-12 Adult Rec-30

Project will be:

Expensed _____
Capitalized _____
Inventoried XXX

Funding Source:

Operating Expenses _____
Budgeted Capital _____
Unfunded _____

Expense Code: 004-14015
G/L Acct Name: inventory

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

Project Budgeted: \$ 97,500.00
Balance Sheet Item-
Included in projected
cash flow _____

Over (Under) budget amount: \$ _____

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

Comments: _____

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 3/22/2022

Purchasing Memo Date: 3/22/2022

Delivered To Date: 3/22/2022

Request Approved Date: 3/22/2022

Request Approved Date: 3/22/2022

Approved Date: 3/22/2022

Signatures: Aislinn Stone
Aislinn Stone

Kim Creech
Kim Creech

Sherry Sullivan
Mayor Sherry Sullivan



MEMO

Sherry Sullivan
Mayor

Council Members:
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

To: **Aislinn Stone, Senior Accountant**
Kimberly Creech, Treasurer

From: 
Cory Pierce, Purchasing Manager

Date: March 22, 2022

Re: **Green Sheet and City Council Approval for the request of Neptune Water Meters**

The Water/Wastewater Superintendent, Jason Langley, is requesting procurement of Neptune Water Meters for the Water Department. These water meters will be purchased from Consolidated Pipe. As of March 22, 2022, these meters will cost \$195 each. The Water Department is requesting to establish a not-to-exceed amount of Ninety-Seven Thousand Five Hundred Dollars (\$97,500.00) for these meters.

The pipes 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".

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

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

Please compose a Green Sheet and place on the next available City Council Agenda this request to approve this procurement for Neptune water meters for a not-to-exceed price of \$97,500.00.

CC file, Jason Langley, Clint Steadham



CITY OF FAIRHOPE

**PURCHASING DEPARTMENT
REQUEST FORM**

Name: Jason Langley, Superintendent

Date: 3/22/2022

Department: Water/Wastewater

| Expenditure Threshold | Distinctions | Quotes Required | Approval | Green Sheet | Resolution |
|-----------------------|----------------------------------|-----------------|-----------------------------|-------------|------------|
| Under \$5,000 | No restrictions | Not Required | N/A | N/A | N/A |
| \$5,001 and greater | Operational NON -Budgeted | Three | Council | Required | Required |
| \$5,001 – 7,500 | Operational Budgeted | Three | Treasurer | N/A | N/A |
| \$7,501 - \$15,000 | Operational Budgeted | Three | Finance/Treasurer/ Mayor | N/A | N/A |

QUOTES

1. Reginal Neptune Dealer (\$195)
- 2.
- 3.

ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? Neptune Water Meters (Stock)
2. What is the total cost of the item or service? 97,500 (\$195 each)
3. How many do you need? 500 (Stock)
4. Item or Service Is: New Used Replacement Annual Request
5. Vendor Name: Consolidated Pipe Supply
6. Vendor Number: 19

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

1. Is it budgeted? Yes No Emergency Request
2. If budgeted, what is the budgeted amount?
3. Check any applicable boxes: State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)

G/L Code

***Email completed form with quotes and other supporting documentation to
Cory.Pierce@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.***

C O N S O L I D A T E D P I P E A N D S U P P L Y C O . , I N C .
C U S T O M E R Q U O T E

4180 Hall Mill Road
PO Box 191057
Mobile AL 36693
0029 - MICHA LAMBERT
Office 251-666-6691
WATS 800-699-6691
Fax 251-666-5311

Quote Nbr: 312292 000
Quote Date: 3/22/2022
Job: 5/8X3/4 NEPTUNE PROCODERS
Engineer: FAIRHOPE
Bid Date: 3/22/2022

Page 1

350133 - FAIRHOPE CITY OF
WATER & SEWER
P O BOX 429
FAIRHOPE AL 36533

Good Until: 4/22/2022
To: MICHA
Email: MICHA.LAMBERT@CPSPIPE.COM

| Qty | Size/Wall/Description | Price | Extended Price |
|--------|---|-----------|----------------|
| 500.0 | 5/8X3/4 NEPTUNE T10 GAL PRO CODER PM BTM R900I 7.5 | 195.00 EA | 97,500.00 |
| Total: | | | 97,500.00 |

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 Neptune Water Meters for the Water Department from Consolidated Pipe & Supply Co., Inc. as Sole Source Provider in the State of Alabama for Neptune Technology Group, Inc. The number of units is 500 Meters at \$195,000 per unit with a cost not to exceed \$97,500.00.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 03/22/212

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procure Neptune Water Meters (Qty: 500)

Project Location: Water Dept

Presented to City Council: 3/28/2022

Funding Request Sponsor: Jason Langley, Water & Sewer Superintendent

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 97,500.00 (Not-to-Exceed)

Vendor: Consolidated Pipe

Project Engineer: n/a

Order Date: n/a

Lead Time: n/a

MAR 22 '22 PM 4:48 JAW

Department Funding This Project

General Gas Electric Water Wastewater Sanitation Cap Project Impact Gas Tax 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 Meter-19 IT-16
Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marine-34 Plan/Zone-12 Adult Rec-30

Project will be:

Expensed
Capitalized
Inventoried XXX

Funding Source:

Operating Expenses
Budgeted Capital
Unfunded

Expense Code: 004-14015
G/L Acct Name: inventory

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

Project Budgeted: \$ 97,500.00
Balance Sheet Item-
Included in projected
cash flow _____

Over (Under) budget amount: \$ -

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

Comments:

[Empty box for comments]

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 3/22/2022

Purchasing Memo Date: 3/22/2022

Delivered To Date: 3/22/2022

Request Approved Date: 3/22/2022

Request Approved Date: 3/22/2022

Approved Date: 3/22/2022

Signatures: *Aislinn Stone*
Aislinn Stone

Signatures: *Kim Creech*
Kim Creech

Signatures: *Sherry Sullivan*
Mayor Sherry Sullivan



MEMO

Sherry Sullivan
Mayor

Council Members:
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

To: **Aislinn Stone, Senior Accountant**
Kimberly Creech, Treasurer

From: 
Cory Pierce, Purchasing Manager

Date: March 22, 2022

Re: **Green Sheet and City Council Approval for the request of Neptune Water Meters**

The Water/Wastewater Superintendent, Jason Langley, is requesting procurement of Neptune Water Meters for the Water Department. These water meters will be purchased from Consolidated Pipe. As of March 22, 2022, these meters will cost \$195 each. The Water Department is requesting to establish a not-to-exceed amount of Ninety-Seven Thousand Five Hundred Dollars (\$97,500.00) for these meters.

The pipes 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".

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

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

Please compose a Green Sheet and place on the next available City Council Agenda this request to approve this procurement for Neptune water meters for a not-to-exceed price of \$97,500.00.

CC file, Jason Langley, Clint Steadham



CITY OF FAIRHOPE

PURCHASING DEPARTMENT
REQUEST FORM

Name: Jason Langley, Superintendent

Date: 3/22/2022

Department: Water/Wastewater

Table with 6 columns: Expenditure Threshold, Distinctions, Quotes Required, Approval, Green Sheet, Resolution. Rows include thresholds like Under \$5,000, \$5,001 and greater, etc.

QUOTES

- 1. Reginal Neptune Dealer (\$195)
2.
3.

ITEM OR SERVICE INFORMATION

- 1. What item or service do you need to purchase? Neptune Water Meters (Stock)
2. What is the total cost of the item or service? 97,500 (\$195 each)
3. How many do you need? 500 (Stock)
4. Item or Service Is: [X] New [] Used [] Replacement [] Annual Request
5. Vendor Name: Consolidated Pipe Supply
6. Vendor Number: 19
If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

- 1. Is it budgeted? [] Yes [] No [X] Emergency Request
2. If budgeted, what is the budgeted amount?
3. Check any applicable boxes: [] State Contract [] ALDOT [] Purchasing Group
[X] Sole Source (Attach Sole Source Justification)
G/L Code

Email completed form with quotes and other supporting documentation to Cory.Pierce@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.

CONSOLIDATED PIPE AND SUPPLY CO., INC.
CUSTOMER QUOTE

4180 Hall Mill Road
PO Box 191057
Mobile AL 36693
0029 - MICHA LAMBERT
Office 251-666-6691
WATS 800-699-6691
Fax 251-666-5311

Quote Nbr: 312292 000
Quote Date: 3/22/2022
Job: 5/8X3/4 NEPTUNE PROCODERS
Engineer: FAIRHOPE
Bid Date: 3/22/2022

Page 1

350133 - FAIRHOPE CITY OF
WATER & SEWER
P O BOX 429
FAIRHOPE AL 36533

Good Until: 4/22/2022
To: MICHA
Email: MICHA.LAMBERT@CPSPIPE.COM

| Qty | Size/Wall/Description | Price | Extended Price |
|--------|---|-----------|----------------|
| 500.0 | 5/8X3/4 NEPTUNE T10 GAL PRO CODER PM BTM R900I 7.5 | 195.00 EA | 97,500.00 |
| Total: | | | 97,500.00 |

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 CARUS 8700 from Alberty and Blankeney, LLC as a Sole Source Distributor for the Water Department; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13). The total cost not-to-exceed \$60,000.00.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/17/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procure Corrosion Inhibitor for Water Treatment, CARUS 8700

Project Location: Water Dept

Presented to City Council: 3/28/2022

Funding Request Sponsor: Jason Langley, Water & Sewer Superintendent

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 60,000.00

Vendor: Alberty and Blankeney, LLC

Project Engineer: n/a

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

MAR 17 '22 PM 4:51
SW

Department Funding This Project

General Gas Electric **Water** Wastewater Sanitation Cap Project Impact Gas Tax 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 Meter-19 IT-16
Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marine-34 Plan/Zone-12 Adult Rec-30

Project will be:

Expensed XXX
Capitalized _____
Inventoried _____

Funding Source:

Operating Expenses XXX
Budgeted Capital _____
Unfunded _____

Expense Code: 004010-53011
G/L Acct Name: Chemicals-Water Treatment

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

Project Budgeted: \$ 60,000.00
Balance Sheet Item Included in projected cash flow

Over (Under) budget amount: \$ _____

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

Comments: \$82,025 remaining budgeted for total water chemicals

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 3/12/2022

Purchasing Memo Date: 3/12/2022

Delivered To Date: 3/17/2022

Request Approved Date: 3/17/2022

Request Approved Date: 3/17/2022

Approved Date: 3/17/2022

Signatures: *Aislinn Stone*
Aislinn Stone

Signatures: *Jim Creech*
Jim Creech

Signatures: *Sherry Sullivan*
Mayor Sherry Sullivan



MEMO


Sherry Sullivan
Mayor

Council Members:
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

To: **Aislinn Stone, Senior Accountant**
Kimberly Creech, Treasurer

From: 
Cory Pierce, Purchasing Manager

Date: March 12, 2022

Re: **Green Sheet and City Council Approval for the request of Corrosion Inhibitor for Water Treatment; CARUS 8700**

The Water/Wastewater Superintendent, Jason Langley, is requesting procurement of corrosion inhibitor for water treatment. This request is for CARUS 8700 which is distributed by Alberty and Blakeney, LLC, a sole source provider. CARUS 8700 is certified by the National Sanitation Foundation (NSF) to ANSI/NSF Standard 60: Drinking Water Treatment Chemical-Health Effects.

This chemical is 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".

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

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

Please compose a Green Sheet and place on the next available City Council Agenda this request to approve this procurement for CARUS 8700 from Alberty and Blankeney, LLC for a not-to-exceed budget of \$60,000.00.

CC file, Jason Langley, Clint Steadham

CITY OF FAIRHOPE
555 S. Section Street · Fairhope, AL 36532

Vendor: ALBERTY & BLAKENEY, LLC

Requisition: [Click or tap here to enter text.](#)

Department: Water Department

Date: 12/23/2021

Attachments Included: YES NO

| ITEM DESCRIPTION | ETA | QTY (BX/CS) | EACH | TOTAL |
|--------------------------------------|---------|----------------|--------|--------------------|
| Phosphate Chemicals CARUS 8700 | 2 weeks | Pounds | \$1.20 | \$1.20/Pound |
| | | | | |
| Quote is for a 1 Quarter | | | | YES |
| Scope and Specifications attached | | | | YES |
| | | | | |
| | | | | |
| | | | | |
| FREIGHT | | | | Delivered Price |
| TOTAL QUOTE | | | | |

Date Needed: To be determined by Fairhope

Price Good Until: 3/31/22

Quote Furnished By: **Alberty & Blakeney, LLC**



DISTRIBUTOR AUTHORIZATION CERTIFICATION

Carus LLC certifies that Alberty and Blakeney LLC is an authorized distributor of CARUS™ 8700 water treatment chemical to the City of Fairhope.

CARUS 8700 is certified by the National Sanitation Foundation (NSF) to ANSI/NSF Standard 60: Drinking Water Treatment Chemical-Health Effects.

A handwritten signature in black ink that reads 'Barbie Smith'. The signature is written in a cursive, flowing style.

Barbie Smith/Inside Sales Manager



**CITY OF FAIRHOPE
PURCHASING DEPARTMENT
REQUEST FORM**

Name: Jason Langley, Superintendent

Date: 3/11/2022

Department: Water/Wastewater

| Expenditure Threshold | Distinctions | Quotes Required | Approval | Green Sheet | Resolution |
|-----------------------|----------------------------------|-----------------|-----------------------------|-------------|------------|
| Under \$5,000 | No restrictions | Not Required | N/A | N/A | N/A |
| \$5,001 and greater | Operational NON -Budgeted | Three | Council | Required | Required |
| \$5,001 – 7,500 | Operational Budgeted | Three | Treasurer | N/A | N/A |
| \$7,501 - \$15,000 | Operational Budgeted | Three | Finance/Treasurer/ Mayor | N/A | N/A |

QUOTES

- 1.
- 2.
- 3.

ITEM OR SERVICE INFORMATION

1. **What item or service do you need to purchase?** Corrosion Inhibitor for Water Treatment. Carus 8700 Ortho/Poly Phosphate Blend
2. **What is the total cost of the item or service?** Up to \$60,000
3. **How many do you need?** Per lb. dependent on water use (40,000 lb)
4. **Item or Service Is:** New Used Replacement Annual Request
5. **Vendor Name:** Alberty & Blakeney LLC
6. **Vendor Number:** Click or tap here to enter text.
If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

1. **Is it budgeted?** Yes No Emergency Request
 2. **If budgeted, what is the budgeted amount?** Total Chemical Budget \$175,000
 3. **Check any applicable boxes:** State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)
- G/L Code 004010-53011 State Contract T193A "Water Treatment Chemicals are not required to bid"

**Email completed form with quotes and other supporting documentation to
Cory.Pierce@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.**

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 storm drain cleaning in the Stone Creek Subdivision to Ranger Environmental for the Public Works Department. The total cost not-to-exceed \$5,580.00.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/17/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Storm Drain Cleaning in the Stone Creek Subdivision

Project Location: Stone Creek Subdivision

Presented to City Council: 3/28/2022

Funding Request Sponsor: George Ladd, Assistant Public Works Director

Project Cash Requirement Requested:
Cost: \$ 5,580.00

Vendor: Ranger Environmental

Project Engineer: n/a

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

Resolution # :
Approved _____
Changed _____
Rejected _____

MAR 17 '22 PM 4:51
DLW

Department Funding This Project

General Gas Electric Water Wastewater Sanitation Cap Project Impact Gas Tax 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 Meter-19 IT-16
 Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marina-34 Plan/Zone-12 Adult Rec-30

Project will be:

Expensed XXX
 Capitalized _____
 Inventoried _____

Expense Code: 091350-50360
 G/L Acct Name: General Maintenance

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

Over (Under) budget amount: \$ 5,580.00

Funding Source:

Operating Expenses _____
 Budgeted Capital _____
 Unfunded XXX

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

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

Capital Lease: _____ - Payment _____ Term _____

Comments:

City Council Prior Approval/Date? _____

| | | |
|---|---|---|
| Senior Accountant | City Treasurer | Mayor |
| Purchasing Memo Date: <u>3/12/2022</u> | Purchasing Memo Date: <u>3/12/2022</u> | Delivered To Date: <u>3/17/2022</u> |
| Request Approved Date: <u>3/17/2022</u> | Request Approved Date: <u>3/17/2022</u> | Approved Date: <u>3/17/2022</u> |
| Signatures: <i>Aislinn Stone</i> Aislinn Stone | <i>Kim Creech</i> Kim Creech | <i>Sherry Sullivan</i> Mayor Sherry Sullivan |



MEMO

Sherry Sullivan
Mayor

Council Members:
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

To: **Aislinn Stone, Senior Accountant**
Kimberly Creech, Treasurer

From: 
Cory Pierce, Purchasing Manager

Date: March 12, 2022

Re: **Green Sheet and City Council Approval for Storm Drain Cleaning in the Stone Creek Subdivision**

The Assistant Public Works Director, George Ladd, is requesting procurement for Storm Drain Cleaning Services in the Stone Creek Subdivision. These services will include storm drain cleaning on 18" RCP. The proposal attached is based on a daily rate to provide dewatering of line segments and cleaning of line segments. This project is estimated to take up to three days with a production rate of 100 LF per day.

Two quotes were obtained, and the best pricing for these services is from Ranger Environmental for Five Thousand Five Hundred Eighty Dollars (\$5,580.00). Only two quotes were obtained because there are no other known companies in the area to perform this service.

Please compose a Green Sheet and place on the next available City Council Agenda this request to approve this procurement for Storm Drain Cleaning in the Stone Creek Subdivision from Ranger Environmental for \$5,580.00.

CC file, George Ladd

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

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



P. O. Box 429
Fairhope, AL 36533

Via Email:

Dear George Ladd,

Thank you for allowing Ranger Environmental the opportunity to provide you with the following proposal. We have included below our commitment to you as a service provider. We look forward to future business with City of Fairhope.

OUR PROMISE

To effectively deliver a quality, diversified environmental service in order to meet the changing demands of our customers. If you are not 100% satisfied with the quality of the work you received, we will resolve the problem immediately.

Thank you again. We look forward to working with you soon. Please let us know if you have any questions or need additional information. For more information about Ranger Environmental you can visit us at www.rangerenv.us

Respectfully,
Ranger Environmental

Clay Turner
jcturner@rangerenv.us



SERVICE PROPOSAL

| | | | |
|-----------------------|----------------------------|-------------------------|------------|
| Proposed To: | George Ladd | Proposal Date: | 03-02-2022 |
| Company Name: | City of Fairhope | Proposal Number: | Q-2395 |
| Contact Email: | george.ladd@fairhopeal.gov | | |

Project Reference: Stone Creek Storm Drain Cleaning

Site Address: P. O. Box 429
Fairhope, AL

Scope: To provide storm drain cleaning on 18" RCP at the Stone Creek Subdivision. This proposal is based on a daily rate to provide dewatering of line segments and cleaning of line segments. We estimate this project to take up to 3 days with a production rate of 100 LF/Day. Various unknowns make alter this production schedule. Pricing is as follows,

Pricing: We are pleased to provide the following **Estimated** pricing for the scope of work outlined above. Any changes and/or delays at no fault of Ranger Environmental will be charged at T&M rates.

ESTIMATED TOTAL

\$5,580.00

Conditions:

Ranger Environmental has set forth our assumptions and conditions of pricing below. These have been communicated to ensure that our proposal is based on the correct information and may be appropriately evaluated. If we have made any incorrect assumptions regarding the scope of work please let us know so we can revise as needed.

Personnel/Equipment are charged shop to shop, with a (4) hour minimum upon activation.

Non-scheduled rates for equipment and supplies will be charged at cost plus 20%.

A location to dump and decontaminate equipment will be provided by the customer or additional costs will be applied.

Water to be provided by the City of Fairhope.

Payment terms are net 30-days. Accounts past due are subject to a 10% collection fee which will be billed if the account becomes 30 days past due. If different terms are desired, they must be negotiated prior to project starting.

Estimate is based on Monday through Friday workdays.



This quote will remain valid for thirty (30) days from the date listed above. The terms and conditions that apply to this quote can be reviewed at the following link: <http://www.rangerenv.us/termsandconditions>. Please sign and return to accept this proposal and by signing agree to all terms and conditions or by issuance of a Purchase Order/Work Authorization.

Print Name

Title

03-03-2022

Signature

Date

For more information visit us at <http://www.rangerenv.us>



2001 West I-65 Service Rd. N.
Mobile, AL 36618
Ph: (251) 471-4315
Fax: (251) 473-6315

January 27, 2022

Mr. George Ladd
City of Fairhope
P.O. Box 81222
Mobile, Al 36689

Via Email: George.Ladd@fairhopeal.gov

Scope: (1) Pump down the holding pond (2) Clean sediment from and existing 24" storm drain from Wentworth Street to holding pond located in Stone Creek Subdivision:

Mr. Ladd:

We are pleased to present the following proposal for your review; this proposal is to (1) pump down an existing storm pond to access the 24" storm drain for cleaning. (2) clean dirt and debris from an existing 24" storm drain from Wentworth Street to holding pond, located in the Stone Creek Subdivision, Fairhope Al.

We appreciate this opportunity and look forward to working with you on this project.



Storm Drain Project Stone Creek

METHODS/PROCEDURES

1. SIS will perform all duties of this project in a safe and professional manner and to the specification set forth by City of Fairhope.
2. SIS Industrial Service will furnish all necessary tools, equipment, materials, labor and supervision to complete this project.\

Pond Pump Down:

| Equipment | Cost | Hours/Week | Estimate Cost |
|-----------------------|--------------|--------------|--------------------|
| 6" Quiet Flow Pump | \$ 300.00day | 3 days | \$ 900.00 |
| Utility truck | \$ 17.00hr | 5 hrs. | \$ 85.00 |
| Set up pump | \$ 139.00hr | 5 hrs. | \$ 695.00 |
| Tear down pump | \$ 139.00hr | 5 hrs. | \$ 695.00 |
| Fueling pump everyday | \$ 400.00day | 2 days | \$ 800.00 |
| | | Total | \$3,175.00. |

- **This is an estimated time frame**
- **SIS will only charge for the time it takes to complete this project:**

Storm Drain Cleaning:

| Equipment | Cost | Hours | Estimate Cost |
|----------------|--------------|--------------|---------------------|
| Combo Jet/Vac | \$ 253.00hr. | 24 hrs. | \$ 6,072.00 |
| Disposal Fee | \$ 50.00load | 6 loads | \$ 300.00 |
| Fuel Surcharge | \$ 5% | | \$ 318.60 |
| | | Total | \$ 6,690.60. |

- This is an estimated time frame SIS will only charge for the time it takes to remove the dirt and debris from the existing storm drains.

Respectfully submitted

/s/

Russ Ackerman

General Manager

251-510-3361

rackerman@smithind.com



**CITY OF FAIRHOPE
PURCHASING DEPARTMENT
REQUEST FORM**

Name: George Ladd

Date: 3/3/2022

Department: Streets & Construction

| Expenditure Threshold | Distinctions | Quotes Required | Approval | Green Sheet | Resolution |
|-----------------------|----------------------------------|-----------------|-----------------------------|-------------|------------|
| Under \$5,000 | No restrictions | Not Required | N/A | N/A | N/A |
| \$5,001 and greater | Operational NON -Budgeted | Three | Council | Required | Required |
| \$5,001 – 7,500 | Operational Budgeted | Three | Treasurer | N/A | N/A |
| \$7,501 - \$15,000 | Operational Budgeted | Three | Finance/Treasurer/ Mayor | N/A | N/A |

QUOTES

| Vendor Name | Vendor Quote |
|-------------------------------------|--------------|
| 1. Ranger Environmental | \$ 5,580.00 |
| 2. Smith Industrial Services | \$ 6,690.60 |
| 3. Click or tap here to enter text. | \$ |

Check any applicable boxes: State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

- What item or service do you need to purchase? Storm Drain Cleaning in Stone Creek Subdivision
- What is the total cost of the item or service? \$5,580.00
- How many do you need? One
- Item or Service Is: New Used Replacement Annual Request
- Vendor Name (Lowest Quote): Ranger Environmental
- Vendor Number: 3163

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

- Is it budgeted? Yes No Emergency Request
- If budgeted, what is the budgeted amount \$5,580.00
- Budget code 001350-50360

**Email completed form with quotes and other supporting documentation to
Cory.Pierce@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.**

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 Thermo Scientific Precision Low Temperature Incubators to replenish inventory for the Water Department to be purchased from Fisher Scientific. The incubators are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total cost not-to-exceed \$5,165.04.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/21/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procure Thermo Scientific Precision Low Temperature Incubator Corrosion Incubator

Project Location: Water Dept

Presented to City Council: 3/28/2022

Funding Request Sponsor: Jason Langley, Water & Sewer Superintendent

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 5,165.04

Vendor: Fisher Scientific

Project Engineer: n/a

Order Date: n/a

Lead Time: n/a

MAR 22 '22 AM 11:23
Jaw

Department Funding This Project

General Gas Electric **Water** Wastewater Sanitation Cap Project Impact Gas Tax 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 Meter-19 IT-16
Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marine-34 Plan/Zone-12 Adult Rec-30

Project will be:

Funding Source:

Expensed _____
Capitalized XXX
Inventoried _____

Operating Expenses _____
Budgeted Capital _____
Unfunded XXX

Expense Code: 004010-59501
G/L Acct Name: System Impr-Water Plant/Wells

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

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

Over (Under) budget amount: \$ 5,165.04

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

Comments:

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 3/21/2022

Purchasing Memo Date: 3/21/2022

Delivered To Date: 3/21/2022

Request Approved Date: 3/21/2022

Request Approved Date: 3/21/2022

Approved Date: 3/21/2022

Signatures: Aislinn Stone
Aislinn Stone

Signatures: Kim Creech
Kim Creech

Signatures: Mayor Sherry Sullivan
Mayor Sherry Sullivan



MEMO

Sherry Sullivan
Mayor

Council Members:

Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

To: **Aislinn Stone, Senior Accountant**
Kimberly Creech, Treasurer

From: 
Cory Pierce, Purchasing Manager

Date: March 21, 2022

Re: **Green Sheet and City Council Approval for the request of Corrosion Incubator for Water Treatment; CARUS 8700**

The Water/Wastewater Superintendent, Jason Langley, is requesting procurement of Thermo Scientific Precision Low Temperature Incubator.

This Incubator is 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 Green Sheet and place on the next available City Council Agenda this request to approve this procurement for a Thermo Scientific Precision Low Temperature Incubator from Fisher Scientific for \$5,165.04.

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

CC file, Jason Langley, Clint Steadham

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



CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: Jason Langley

Date: 3/21/2022

Department: Water and Wastewater

| Expenditure Threshold | Distinctions | Quotes Required | Approval | Green Sheet | Resolution |
|-----------------------|----------------------------------|-----------------|-----------------------------|-------------|------------|
| Under \$5,000 | No restrictions | Not Required | N/A | N/A | N/A |
| \$5,001 and greater | Operational NON -Budgeted | Three | Council | Required | Required |
| \$5,001 – 7,500 | Operational Budgeted | Three | Treasurer | N/A | N/A |
| \$7,501 - \$15,000 | Operational Budgeted | Three | Finance/Treasurer/ Mayor | N/A | N/A |

QUOTES

| | Vendor Name | Vendor Quote |
|----|-------------------|---------------------------|
| 1. | Fisher Scientific | \$ 5165.04 Plus Freight |
| 2. | USA Blue Book | \$ 6089.00 Plus Freight |
| 3. | Thomas Scientific | \$ 14,160.51 Plus Freight |

Check any applicable boxes: State Contract ALDOT Purchasing Group
 Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

- What item or service do you need to purchase? Incubator for WWTP for running required test to meet NPDES Permit
- What is the total cost of the item or service? \$5165.04 Plus Freight
- How many do you need? 1
- Item or Service Is: New Used Replacement Annual Request
- Vendor Name (Lowest Quote): Fisher Scientific
- Vendor Number: [Click or tap here to enter text.](#)
If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

- Is it budgeted? Yes No Emergency Request
- If budgeted, what is the budgeted amount? [Click or tap here to enter text.](#)
- Budget code:

Email completed form with quotes and other supporting documentation to Cory.Pierce@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.

| Sales Quotation | | | |
|--|------------------|---|--------|
| *Quote Nbr | Creation Date | Due Date | Page |
| 2074-9762-42 | 03/15/2022 | | 1 of 1 |
| Payment Terms | | Delivery Terms | |
| NET 30 DAYS | | DEST | |
| Valid To | | Prepared By | |
| 07/13/2022 | | CRAMER, MONICA | |
| Customer Reference | | Sales Representative | |
| QTE 3.15.22 | | MONICA CRAMER | |
| To place an order | Ph: 800-766-7000 | Fx: 800-926-1166 | |
| Submitted To: | | Customer Account: 255145-001 | |
| DENNIS SCOTT MONICA.CRAMER@THERMOFISHER.COM 251-990-0139 | | CITY OF FAIRHOPE WATER AND SEWER 555 S SECTION ST CITY SUPPLY BLDG FAIRHOPE AL 36532-1609 | |



FISHER SCIENTIFIC COMPANY LLC
4500 TURNBERRY DRIVE
HANOVER PARK IL 60133-5491



[Click here or go through your purchasing system to fishersci.com quotes](#)

***Please reference this Quote Number on all correspondence.**

Don't have a profile? Register on fishersci.com

For complete Terms and Conditions, please [click here](#).

| Nbr | Qty | UN | Catalog Number | Description | Unit Price | Extended Price |
|-----|-----|----|----------------|---|------------|----------------|
| 1 | 1 | EA | PR505755R | THERMO 20CUFT BOD INC 815 120V Thermo Scientific Precision Low Temperature Incubator, 566L, 120V, Capacity: 566 L, 20.0 cu. ft., Temperature Range: -10 deg.C to +50 deg.C, Door Style: Solid, Electrical Requirements: 120 V, 60 Hz, 6.2 A, Nema 5-15P, Amperage: 6.2 A, Certifications/Compliance: cCSAus Vendor Catalog # PR505755R Hazardous Material This item is being sold as 1 per each | 5,165.04 | 5,165.04 |

MERCHANDISE TOTAL

5,165.04

Shipping and handling fees are calculated at the time of shipment

NOTES:

We now offer highly competitive financing with low monthly payments. Please contact your local sales representative for more information.

Tell us about your recent customer service experience by completing a short survey. This should take no longer than three minutes. Enter the link into your browser and enter the passcode: USA-PGH-CS2

<http://survey.medallia.com/fishersci>

QUOTATION
 HDSFM NO. 574650
 D/B/A USABLUBOOK
 PO Box 9004 Page 1
 Gurnee, IL 60031-9004
 Toll free: 1-800-548-1234 03/08/22
 Fax: (847) 689-3030

Ship-to: 1
 FAIRHOPE, CITY OF
 555 S SECTION ST
 FAIRHOPE AL 36532-1609
 USA

Bill-to: 81140
 FAIRHOPE CITY OF
 PO BOX 429
 FAIRHOPE, AL 36533
 USA

| REFERENCE # | EXPIRES | SLSP | TERMS | WH | FREIGHT | SHIP VIA |
|---------------|----------|------|--------|-----|---------|-----------|
| BOD INCUBATOR | 04/07/22 | ANP | NET 30 | 150 | FXD/PPD | AAACOOPER |

QUOTED BY: ANP | QUOTED TO: DENNIS SCOTT

| ITEM | DESCRIPTION | QUANTITY | UM | PRICE | UM | EXTENSION |
|-------|---------------------------------|----------|----|---------|----|-----------|
| 48304 | Incubator Refrig 19.3cf 120V | 1 | EA | 6089.00 | EA | 6089.00 |
| | BOD Peltier | | | | | |
| | DENNIS SCOTT, 251-990-0139, 8-3 | | | | | |

Please note that your order may be subject to applicable taxes based on current rates at the time your order is completed.

TO ORDER --

For your convenience, you may simply sign below and return via fax to 847-689-3030. We will process your order promptly and fax a confirmation so you know we have it. If you prefer to call your order in or have additional questions or concerns, you may contact our Customer Service Department @ 800-548-1234. Please note any changes to the quantities or shipping address. Thanks for choosing USABlueBook.

Authorization Signature

PO Number (if required)

| MERCHANDISE | MISC | TAX | FREIGHT | TOTAL |
|-------------|------|-----|---------|---------|
| 6089.00 | .00 | .00 | 104.03 | 6193.03 |

USE THIS QUOTE # ON PO's!

⚠ PRODUCT AVAILABILITY: Did you know you can view a product's availability right on the product page? Simply enter the quantity you want to purchase and the current availability will appear below the item.

Thermo Scientific Peltier Cooled Incubators

 [Email This Page](#)  [Print Page](#)



[Description](#) [Specifications](#)

Additional Views



[Request A Web Profile](#)

Thermo Scientific Peltier Cooled incubators are microprocessor controlled with precise temperature specifications providing an energy efficient solution for your research. Innovative Peltier (thermoelectric) cooling technology eliminates the need for a refrigeration compressor. Peltier cooled units consume less power than conventional models and can reduce laboratory ambient temperatures and air conditioning loads in your lab. The mechanical convection air flow system ensures even air distribution and excellent temperature uniformity.

- Peltier-cooled incubators operate within a temperature range preferable to the fruit fly
- Peltier-cooled incubators meet APHA specifications for Biochemical Oxygen Demand
- Thermoelectric cooling technology eliminate the need for a refrigerated compressor
- Excellent temperature uniformity allows for more effective space utilization by insuring all areas are maintained at proper temperatures
- Painted stainless steel interiors are easy to clean and corrosion resistant
- Programmable controller allows for 40-step ramp and soak profiles or four files with 10-steps per file
- All models include an RS 485 output as well as an independent over-temperature thermostat and alarm
- Heavy duty shelves have 75 lb. capacity

Manufacturer's Warranty and Service Offering: One year parts and labor; Two year part

Please Enter Your Order Info

Filter by: Sort By: Default

PRODUCT DETAIL

| | | |
|---|---------------------------------------|---------------|
| 1201A02 | List Price/Quantity | Total |
| Mfr. No. 3915FL | | |
| Description | \$9,204.17 /EA | \$0.00 |
| Drosophila Incubator, 6.5 cu. ft., with LED lights, 100-120V, 50/60 Hz | (1/EA) <input type="text" value="0"/> | |
| <hr/> | | |
| 1201A03 | List Price/Quantity | Total |
| Mfr. No. 3990FL | | |
| Description | \$14,160.51 /EA | \$0.00 |
| Drosophila Incubator, 19.5 cu. ft., with LED lights, 100-120V, 50/60 Hz | (1/EA) <input type="text" value="0"/> | |
| <hr/> | | |
| 1201A04 | List Price/Quantity | Total |
| Mfr. No. 3915LT | | |
| Description | \$7,789.33 /EA | \$0.00 |
| Low Temperature Incubator, 6.5 cu. ft., 100-120V, 50/60 Hz | (1/EA) <input type="text" value="0"/> | |
| <hr/> | | |
| 1201A05 | List Price/Quantity | Total |
| Mfr. No. 3990LT | | |
| Description | \$12,742.35 /EA | \$0.00 |
| Low Temperature Incubator, 19.5 cu. ft., 100-120V, 50/60 Hz | (1/EA) <input type="text" value="0"/> | |
| <hr/> | | |
| 1201A06 | List Price/Quantity | Total |

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the Fairhope City Council hereby accepts a donation from the Fairhope Single Tax Colony on behalf of the Fairhope Police Department that will go towards the purchase of D.A.R.E vehicles to be used by the School Resource Officers in the amount of \$40,000.00.

Adopted on this 28th day of March, 2022

James Reid Conyers.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



Fairhope Police Department

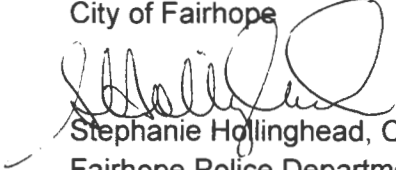
"On Beautiful Mobile Bay"

Stephanie H. Hollinghead
Chief of Police

107 N. Section St.
Fairhope, AL 36532
(251) 928-2385
Fax (251) 990-0158

DATE: March 14, 2022

TO: Lisa Hanks, City Clerk
City of Fairhope

FROM: 
Stephanie Hollinghead, Chief
Fairhope Police Department



SUBJECT: Donation

The Fairhope Single Tax Colony wished to donate \$40,000 to the Fairhope Police Department to go towards the purchase of D.A.R.E. vehicles to be used by the School Resource Officers. Currently, we are still using old Crown Vics that need to be removed from our fleet. This donation will help us tremendously with this effort.

The Fairhope Single Tax Colony's generosity and support for the Police Department is overwhelming and very much appreciated. I respectfully request that the Fairhope City Council accept this generous donation on behalf of the Fairhope Police Department.

Your consideration in this matter is greatly appreciated.

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Sherry Sullivan is hereby authorized to execute a contract with Safe Span, LLC to provide Professional Engineering Services for Bi-Annual Bridge Inspections for (RFQ No. PS005-22); with a not-to-exceed amount of \$10,400.00.

DULY ADOPTED THIS 28TH DAY OF MARCH, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/3/2022

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Approval of negotiated fees for RFQ PS005-22 BI-Annual Bridge Inspections

Project Location: City

Presented to City Council: 3/14/2022

Funding Request Sponsor: Richard Johnson, Public Works Director

Resolution # :
Approved _____

Changed _____

Rejected _____

Project Cash Requirement Requested.

Cost: \$ 10,400.00 (Not-to-Exceed)

Vendor: Safe Span, LLC

Project Engineer: n/a

Order Date: n/a

Lead Time: n/a

MAR 21 '22 AM 10:39
Jaw

Department Funding This Project

General Gas Electric Water Wastewater Sanitation Cap Project Impact Gas Tax Fed Grant

Department of General Fund Providing the Funding

Admir.-10 Bldg-13 Police-15 Fire-20 ECD-24 Rec-25 Civic-26 **Street-35** Meter-19 IT-16
Fleet-46 Golf-50 Golf Grounds-55 Museum-27 NonDeptFac-75 Debt Service-85 Marine-34 Plan/Zone-12 Adult Rec-30

Project will be:

Expensed XXX
Capitalized _____
Inventoried _____

Funding Source:

Operating Expenses XXX
Budgeted Capital _____
Unfunded _____

Expense Code: 061360-50299
G/L Acct Name: Professional Services

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

Project Budgeted: \$ 12,600.00
Balance Sheet Item
Included in projected
cash flow

Over (Under) budget amount: \$ (1,600.00)

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

Comments:

[Empty box for comments]

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 3/1/2022

Purchasing Memo Date: 3/1/2022

Delivered To Date: 3/3/2022

Request Approved Date: 3/3/2022

Request Approved Date: 3/3/2022

Approved Date: 3/3/2022

Signatures: [Signature]
Aislinn Stone

[Signature]
Kim Crech

[Signature]
Mayor Sherry Sullivan



MEMO

To: Aislinn Stone, Senior Accountant
Kimberly Creech, City Treasurer

Sherry Sullivan
Mayor

From: 
Cory Pierce, Purchasing Manager

Date: March 1, 2022

Council Members
Kevin G. Boone
Jack Burrell, ACMO
Jimmy Conyers
Corey Martin
Jay Robinson

Re: Green Sheet and City Council Approval of negotiated fees for RFQ PS005-22
Bi-Annual Bridge Inspections

Lisa A. Hanks, MMC
City Clerk

The Public Works Director, Richard Johnson, is requesting the hiring of a professional consulting firm for RFQ PS005-22, Professional Engineering Services for Bi-Annual Bridge Inspections.

Kimberly Creech
City Treasurer

Mayor Sullivan has selected Safe Span, LLC., for this project. The scope of this project is to provide the following:

1. Complete "hands-on" AASHTO Element Level and NBI Inspection performed by NBI and ALDOT certified personnel.
2. AASHTO Element Level inspection, Quantification forms and data entry (new FHWA and ALDOT requirement).
3. Underwater inspections (as needed) by NBI and ALDOT certified divers.
4. Complete photographic file of each structure.
5. Executive Summary of each structure.

The negotiated not-to-exceed lump sum fee is Ten Thousand Four Hundred Dollars (\$10,400.00). In addition to the scope of work (attached), this fee includes (during this (24) month cycle):

1. Completion of any ALDOT Compliance Review Questionnaire as needed.
2. Correction of any Edit Errors to the Bridge Management System (BeM) as needed.
3. Representation during any Compliance Review with ALDOT and FHWA officials.
4. Provision of Federally Required Structure Lists at the beginning of each year.
5. Provision of any proposals for future budget considerations.

161 North Section Street
PO Drawer 429
Fairhope, Alabama 36533

Please compose a Green Sheet and place on the next available City Council Agenda request to approve the negotiated not-to-exceed amount of \$10,400.00 for this project and allow the Mayor to execute a contract with Safe Span, LLC.

251-928-2136

251-928-6776 Fax
www.fairhopeal.gov

Cc: file; Richard Johnson



SAFE SPAN, L.L.C.

BRIDGE INSPECTION SERVICE
P.O. Box 95
SILVERHILL, ALABAMA 36576
TELEPHONE: (251) 945-6228
OR (850) 418-0457
SAFESPANLLC.COM

Michael W. Sharp, C.B.I.

Pete Peterson, C.B.I.

January 14, 2022

Mayor Sherry Sullivan
City of Fairhope
P.O. Box 429
Fairhope, Alabama 36533

ATT: Mr. Richard D. Johnson, P.E.

Subject: **Proposal for Safety Inspection(s) of In-service Bridge(s)
BIN's 019810, 019811, 019955, 020653, 021162, 021583 and 020207
City of Fairhope, Alabama**

Dear Sir,

Safe Span, L.L.C. appreciates the opportunity to submit this proposal for the Routine safety inspection of (7) bridge(s) in the City of Fairhope. This proposal will address the services to be provided by Safe Span, L.L.C. and the proposed fee to accomplish the required task(s). **These inspections are due in July 2022 to stay in compliance with NBIS standards.**

Scope of Work

The scope of work to be performed by Safe Span, L.L.C. consists of the complete start to finish safety inspection(s) of all/part of the bridges in the inventory of Fairhope, Alabama.

1. Complete "hands-on" AASHTO Element Level and NBI Inspection performed by NBI and ALDOT certified personnel
2. AASHTO Element Level inspection, Quantification forms and data entry (new FHWA and ALDOT requirement)
3. Underwater inspections (as-needed) by NBI and ALDOT certified divers
4. Complete photographic file of each structure
5. Executive Summary of each structure

Client Responsibilities

1. Authorize Safe Span, L.L.C. to proceed by issuance of a Purchase Order for the project
2. Review submittals from Safe Span, L.L.C. and offer comments in a timely fashion
3. Provide prior inspections reports or access to such as needed
4. Notify this office if the City of Fairhope would like to change or revise the Scope of Services

Compensation

Safe Span, L.L.C. will provide the inspection services for the LUMP SUM fee of \$10,400.00.

***** This Quote is valid for 90 days *****

In addition to the Scope of Work above, this fee includes (during this (24) month cycle):

1. Completion of any ALDOT Compliance Review Questionnaire as needed.
2. Correction of any Edit Errors to the Bridge Management System (BrM) as needed.
3. Representation during any Compliance Review with ALDOT and FHWA officials.
4. Provision of Federally Required Structure Lists at the beginning of each year.
5. Provision of any proposals for future budget considerations.

Anything outside this Scope of Work would be billed as needed.

Work will begin when Safe Span, L.L.C. receives the written Authorization to Proceed from the City of Fairhope. Completion will be in accordance with the schedule set forth in the Agreement for the Safety Inspection(s) of In-service Bridge(s). If we may be of service to provide clarification for this proposal, please contact us at 251.945.6228 or 850.418.0457.

Sincerely,

Michael Sharp - C.B.I.

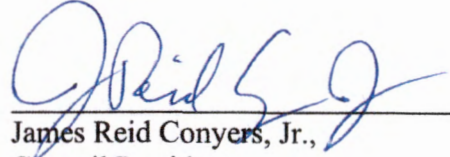
michaelsharp@safespanllc.com

cc: Pete Peterson, CBI

RESOLUTION NO. 4362-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Safe Span, LLC for Professional Engineering Services for Bi-Annual Bridge Inspection Services for RFQ No. PS005-22, for the Public Works Department; and hereby authorizes Mayor Sherry Sullivan to negotiate the fee schedule.

DULY ADOPTED THIS 14TH DAY OF FEBRUARY, 2022



James Reid Conyers, Jr.,
Council President

Attest:



Lisa A. Hanks, MMC
City Clerk



MEMO

To: Lisa A Hanks, MMC, City Clerk
Kimberly Creech, City Treasurer

Sherry Sullivan
Mayor

From: 
Cory Pierce, Purchasing Manager

Council Members
Kevin G. Boone
Jack Burrell, ACO
Jimmy Conyers
Corey Martin
Jay Robinson

Date: January 13, 2022

Re: Requesting approval to award RFQ PS005-22 Bi-Annual Bridge Inspections

The Public Works Director, Richard Johnson, is requesting the hiring of a professional consulting firm for RFQ PS005-22, Professional Engineering Services for Bi-Annual Bridge Inspections.

Lisa A. Hanks, MMC
City Clerk

Mayor Sullivan was provided a list of firms to select from for the work, and chose Safe Span, LLC. to perform the professional service. The scope of this project is to provide the following:

Kimberly Creech
City Treasurer

- Complete "hands-on" AASHTO Element Level and NBI Inspection performed by NBI and ALDOT certified personnel.
- AASHTO Element Level inspection, Quantification forms and data entry (new FHWA and ALDOT requirement).
- Underwater inspections (as needed) by NBI and ALDOT certified divers.
- Complete photographic file of each structure.
- Executive Summary of each structure.

Please place on the next available City Council Agenda this request for City Council to approve the selection by the Mayor for RFQ PS005-22 Bi-Annual Bridge Inspections and allow the Mayor to negotiate the not-to-exceed fee to be approved by Council.

161 North Section Street
PO Drawer 429
Fairhope, Alabama 36533

Enclosure

251-928-2136

251-928-6776 Fax
www.fairhopeal.gov

Cc: file; Richard Johnson



SAFE SPAN, L.L.C.

BRIDGE INSPECTION SERVICE
P.O. Box 95
SILVERHILL, ALABAMA 36576
TELEPHONE: (251) 945-6228
OR (850) 418-0457
SAFESPANLLC.COM

Michael W. Sharp, C.B.I.

Pete Peterson, C.B.I.

Mayor Sherry Sullivan
City of Fairhope
P.O. Box 429
Fairhope, Alabama 36533

ATT: Mr. Richard D. Johnson, P.E.

Subject: **Proposal for Safety Inspection(s) of In-service Bridge(s)
BIN's 019810, 019811, 019955, 020653, 021162, 021583 and 020207
City of Fairhope, Alabama**

Dear Sir,

Safe Span, L.L.C. appreciates the opportunity to submit this proposal for the Routine safety inspection of (7) bridge(s) in the City of Fairhope. This proposal will address the services to be provided by Safe Span, L.L.C. and the proposed fee to accomplish the required task(s). **These inspections are due in July 2022 to stay in compliance with NBIS standards.**

Scope of Work

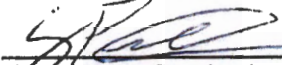
The scope of work to be performed by Safe Span, L.L.C. consists of the complete start to finish safety inspection(s) of all/part of the bridges in the inventory of Fairhope, Alabama.

1. Complete "hands-on" AASHTO Element Level and NBI Inspection performed by NBI and ALDOT certified personnel
2. AASHTO Element Level inspection, Quantification forms and data entry (new FHWA and ALDOT requirement)
3. Underwater inspections (as-needed) by NBI and ALDOT certified divers
4. Complete photographic file of each structure
5. Executive Summary of each structure



MEMO

To: Lisa Hanks, City Clerk
Kim Creech, Treasurer

From: 
Cory Pierce, Purchasing Manager

Sherry Sullivan
Mayor

Date: January 12, 2021

Council Members:
Kevin G. Boone
Jack Burrell, ACMO
Jimmy Conyers
Corey Martin
Jay Robinson

Re: RFQ PS005-22 Professional Engineering Services for Bi-Annual Bridge Inspections

Lisa A. Hanks, MMC
City Clerk


The Public Works Director, Richard Johnson, is requesting the hiring of a professional consulting firm for RFQ PS005-22 for Bi-Annual Bridge Inspections.

Kimberly Creech
Treasurer

Per our Procedure for Procuring Professional Services, Richard Johnson and I are providing this list of firms for the Mayor to select from for the work. The work to be performed will be a complete "hands-on" AASHTO Element Level and NBI inspection performed by NBI and ALDOT certified professional, AASHTO Element Level inspection, quantification forms and data entry (FHWA and ALDOT requirement), underwater inspection (as needed) by NBI and ALDOT certified divers, complete photographic file of each structure, executive summary of each structure.

Please move this procurement of professional services forward to the Mayor for the selection of a professional service provider.

The short list is:

-  LIBI Safe Span, LLC
- _____ / / _____ Volkert, Inc.
- _____ / / _____ Mott MacDonald
- _____ / / _____ None. Submit another list

61 North Section St.
PO Box 429
Fairhope, AL 36533

251-928-2136 (p)

Cc: file, Richard Johnson, Mayor Sherry Sullivan

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, That the City Council approves the 100% engineering plans and authorizes their submittal to the Alabama Department of Conservation and Natural Resources and the United States Treasury for Phase I of the “Working Waterfront Green Space Project – Fairhope Municipal Pier and South Beach Park Improvements,” the City of Fairhope’s subaward grant from the ADCNR as part of the Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf States Act (RESTORE Act).

DULY ADOPTED THIS 28TH DAY OF MARCH, 2022

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection by Mayor Sherry Sullivan for Professional Consulting Services of International Code Council, Inc. for 3rd Party Review of Construction Documents for (RFQ PS010-22) for the Building Department; and hereby authorizes Mayor to negotiate the not-to-exceed fee to be approved by Council.

Adopted on this 28th day of March, 2022

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

To: Lisa A Hanks, MMC, City Clerk
Kimberly Creech, City Treasurer

Sherry Sullivan
Mayor

From: 
Cory Pierce, Purchasing Manager

3/12/22 PM
JAW

Date: March 12, 2022

Council Members
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Re: Requesting approval to award RFQ PS010-22 Professional Consulting Services for 3rd Party Review of Construction Documents

Lisa A. Hanks, MMC
City Clerk

The Building Official, Erik Cortinas, is requesting the hiring of a professional consulting firm for RFQ PS011-22 Professional Services for 3rd Party Review for Construction Documents.

Kimberly Creech
City Treasurer

Mayor Sullivan was provided a list of firms to select from for the work, and chose International Code Council, Inc. to perform the professional service. This effort will review construction plans for Flats at East Bay Building II, Flats at East Bay Building IA, Mapp USA Surgery Center, ect. These reviews will include Building Reviews, Mechanical Reviews, Plumbing Reviews, Electrical Reviews, Energy Reviews, and Accessibility Reviews.

Please place on the next available City Council Agenda this request for City Council to approve the selection by the Mayor for RFQ PS010-22 Professional Consulting Services for 3rd Party Review of Construction Documents and allow the Mayor to negotiate the not-to-exceed fee to be approved by Council.

Enclosure

161 North Section Street
PO Drawer 429
Fairhope, Alabama 36533

Cc: file; Erik Cortinas

251-928-2136

251-928-6776 Fax
www.fairhopeal.gov



MEMO

To: Lisa Hanks, City Clerk
Kim Creech, Treasurer

Sherry Sullivan
Mayor

From: 
Cory Pierce, Purchasing Manager

Date: March 4, 2022

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

Re: RFQ PS010-22 Professional Engineering Services for 3rd Party Review of Construction Documents

Lisa A. Hanks, MMC
City Clerk

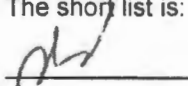
The Building Official, Erik Cortinas, is requesting the hiring of a professional consulting firm for RFQ No. PS011-21 Professional Services for 3rd Party Review for Construction Documents.

Kimberly Creech
Treasurer

Per our Procedure for Procuring Professional Services, Erik Cortinas and I are providing this firm for the Mayor to select for the work. The company provided below is essentially a sole source for this kind of Consultation.

Please move this procurement of professional services forward to the Mayor for selection of a professional service provider.

The short list is:

 3442 International Code Council, Inc.

_____ / / _____ None. Submit another list

61 North Section St.
PO Box 429
Fairhope, AL 36533

Cc: file, Erik Cortinas

251-928-2136 (p)

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the following Job Position; the City Council approves the Job Description and Grade of Pay for same; and to fill with appropriate person within the Paygrade.

| Addition: | Job Positions | Grade of Pay |
|------------------|----------------------|---------------------|
| | Lineman Crew Leader | 25 |

ADOPTED THIS 28TH DAY OF MARCH, 2022

James Reid Conyers, Jr.,
Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

CITY OF FAIRHOPE

JOB DESCRIPTION

Job Title: Lineman Crew Leader

Department: Electric Department

FLSA: Grade: 25
Safety Sensitive Job: Yes
Security Sensitive Job: No

Job Description Prepared: May 2021

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this job and are not to be interpreted as being all-inclusive. The employee may be assigned other duties that are not specifically included.

Relationships

Reports to: Line Foreman

Subordinate Staff: None

Internal Contacts: Electric Department; Warehouse; Information Technology (IT) Department; Public Safety Department

External Contacts: General Public; Customers; Contractors

Job Summary

This employee serves as a crew leader over the line crew and is responsible for project management, project work orders and materials for all projects and working in coordination with the Line Foreman.

This employee also installs and maintains elements of the city electrical system including distribution, substations, and secondary systems. The employee frames and sets utility poles, removes trees at work sites and right-of-way (ROW), applies "hot line" tags and does switching operations when required, trains new employees, trouble shoots system when needed, installs, and maintains traffic lights, builds capacitor and switch banks, performs building maintenance at electric shop, performs traffic control tasks (flagging) and conducts job safety briefings (JSBs) at work sites. The employee

repairs and maintains electric substations, operates heavy equipment (boom truck, bucket truck, digger derrick, backhoe, loader). This employee should be able to read blueprints and interpret drawings. This employee installs transformers and pulls and splices electric wires. The employee handles hazardous materials and works around high voltage electric power sources. This employee responds to standby service calls, and requires weekend and after hours on-call work. This job is considered safety-sensitive and is subject to a pre-employment background check and random drug screens.

Essential Functions

ESSENTIAL FUNCTIONS: The following list was developed through a job analysis; however, it is not exhaustive and other duties may be required and assigned. A person with a disability which is covered by the ADA must be able to perform the essential functions of the job unaided or with the assistance of a reasonable accommodation.

ESSENTIAL FUNCTION: Electric Line Service. Performs project management and a variety of electric line and related service tasks within service area.

1. Frames and sets electric utility poles.
2. Installs and maintains overhead and underground electric system components.
3. Removes trees from line ROW.
4. Maintains and repairs electric substations.
5. Installs transformers, framing poles; pulls and splices wire and cable.
6. Builds capacitor and switch banks.
7. Builds primary and secondary risers.
8. Applies "hot line" tags and performs switching operations when required.
9. Builds capacitor and switch banks.
10. Completes all necessary paperwork for line projects.

ESSENTIAL FUNCTION: Equipment Operation. Operates a variety of heavy equipment utilized in electric line installation and maintenance.

1. Operates boom truck, bucket truck, digger derrick, backhoe, loader, and other equipment associated with line installation and repair.
2. Monitors all equipment for repair and maintenance needs; reports needs to Operations Director.

ESSENTIAL FUNCTION: Work Site Safety. Performs a variety of work site safety tasks.

1. Conducts job site safety briefings at work sites.
2. Performs traffic control operations such as flagging at work sites.

ESSENTIAL FUNCTION: Trains New Hires. Conducts orientation and training for new Groundmen and Apprentices.

1. Orients other Department employees, in coordination with the Electric Superintendent, to Electric Department and electric line installation and maintenance functions.
2. Trains Department employees in the performance of their primary tasks and work duties.
3. Offers input on promotions, additional training, etc.

ESSENTIAL FUNCTION: Customer Relations. Responds to customer questions or complaints in a professional manner.

1. Responds to work site customer questions or complaints in a courteous and professional manner.
2. Refers customers to appropriate staff for questions that cannot be addressed.

NON-ESSENTIAL FUNCTION:

Performs other job-related duties as required or assigned.

Knowledge, Skills and Abilities

(* Can be acquired on the job)

1. *Knowledge of City rules, regulations, policies, and procedures.
2. *Knowledge of City geography and electrical system.
3. *Knowledge of electrical line installation and repair procedures.
4. *Knowledge of electrical system components such as meters, substations, and transformers.
5. *Knowledge of how electrical switching functions operate.
6. *Knowledge of work site safety procedures and regulations.
7. Verbal skills to effectively communicate with co-workers, supervisors, and customers.
8. Writing skills to prepare reports and other materials using correct English, grammar, punctuation, and spelling.
9. Listening skills to take understand customer complaints and questions.
10. Reading skills to understand City policies and guidelines.
11. Math skills to perform basic calculations (add, subtract, multiply, divide).
12. Leadership skills to train new Department employees.
13. Ability to safely operate heavy equipment.
14. Ability to safely climb poles and work at heights.
15. Ability to troubleshoot electric systems and components.

16. Ability to safely handle hazardous materials using established guidelines and regulations.
17. Ability to orient and train new employees.
18. Ability to maintain professional attitude.
19. Ability use computer technology in completing work tasks.
20. Ability to use a telephone.
21. Ability to deal with all contacts in a courteous and patient manner.
22. Ability to prioritize work projects and multi-task.
23. Ability to plan and organize work projects.
24. Ability to drive.

Minimum Qualifications

1. Possess a high school diploma or GED.
2. Minimum of five (5) years of experience as electric lineman.
3. Successfully complete three (3) year lineman apprenticeship program and Advanced Lineman Meter class.
4. Possess a Class A Commercial Driver's License (CDL) or be able to obtain this license within six (6) months of employment; must be insurable.
5. Some supervisory experience preferred.
6. Ability to work non-standard hours.
7. Ability to travel to attend professional development training programs and to respond to mutual aid requests.
8. Ability to pass a pre-employment background check and an initial drug screen.


Physical Demands

The work requires considerable and strenuous physical exertion such as frequent climbing of tall ladders, lifting heavy objects over 50 lbs., crouching, or crawling in restricted areas.

Work Environment

The work environment involves high risks with exposure to potentially dangerous situations or unusual environmental stress which require a range of safety and other precautions, e.g., working at great heights under extreme weather conditions, or similar situations where conditions cannot be controlled.

Lisa A. Hanks, MMC

From: Molly Spain <mollywalkerspain@gmail.com> 
Sent: Friday, March 11, 2022 11:24 AM
To: Lisa A. Hanks, MMC; Paige Crawford
Subject: Chalk The Trail Request Letter from Baldwin County Trailblazers
Attachments: BCT Chalk The Trail Letter to Council.pdf

SENT FROM AN EXTERNAL ADDRESS

Lisa,

Please find attached our letter requesting the use of Utopia Park Sidewalks and grassy area for Chalk The Trail with an alternate location of Orange Street Pier area. Please let me know if you have any questions or need any additional information.

Can you remind me of the meeting date this will be voted on by the council? I know last year we had a board member go and share about the event.

Thanks,

Molly Spain
251-648-2122

Chalk The Trail

March 11, 2022



City of Fairhope Council,

We, the Baldwin County Trailblazers, are requesting permission to utilize the sidewalks (approximately 50 sidewalk squares) & grassy area of Utopia Park on Saturday, April 23rd from 12:00-5:00 p.m. with an alternate rain date of April 24th from 12:00-5:00 pm for the 2nd Annual Chalk The Trail. Chalk The Trail will utilize the sidewalks in this area for participants to create sidewalk art as well as the grassy area for event festivities. Participants will have from 1:00 pm-4:00 pm to create their masterpiece, then the chalk art will be judged and awards will be given in various categories. The event raises awareness as well as funds for the Baldwin County Trailblazers. I have spoken with the organizers of the Earth Day Celebration occurring at South Beach Park on the same date & they welcome us at this location & think having the events coincide is great for the community.

The first year the event was held (2021), we had close to 40 participants creating beautiful chalk masterpieces. Chalk The Trail was previously held at Orange Street Pier. If the Utopia Park is not a viable location we would like to make a secondary request that the event be held on the same date & time at the Orange Street Pier location, utilizing the sidewalks both North & South of the Orange Street Parking lot. We would also like to request the Orange Street Pier parking lot be blocked for use of activities for the Chalk The Trail Event from 12:00-5:00 pm.

Chalk The Trail



Baldwin County Trailblazers advocates for improved and expanded walking and biking opportunities in Baldwin County, Alabama. As part of our mission, we manage the Walking School Bus program and organize and promote bicycle parking (Bike Valet) at public events, highly visible programs that inspire "people-powered" commuting. The Trailblazers was founded as a nonprofit in 1995 to raise funds to create The Eastern Shore Trail, a 22-mile multi-surface path connecting North Daphne to Weeks Bay. We are stewards of the now-popular Trail.

For more information about the event you can visit: <https://baldwincountytrailblazers.org>. If you have any questions can contact the Baldwin County Trailblazers at info@baldwincountytrailblazers.org or Molly Spain at 251-648-2122.

Sincerely,

A handwritten signature in cursive script that reads "Molly Spain".

Molly Spain

Board President, Baldwin County Trailblazers

City of Fairhope

Special Event Request

MAR 14 '22 PM 2:15

JAW

1/28/22 (INCOMPLETE)

Date completed application submitted to approval authorities

Event: Blended Burger Battle

Person Requesting: Culinary Fight Club / Jiwon McCartney

Date of Event: APR 09, 2022

Location: CBD, Del La Mare Ave. - South Church & South Section streets

Approval:

Date: _____ Approx. security cost \$ 800-1,000 ^{off-duty}

Police Chief/Designee Based on Council's by-pass of deadline & signature requirement
PD notes attached

Date: 3/9/2022 Approx. city services cost \$ 300.00

Director of Public Works/Designee

Date: 3/2/2022

Director of Community Events

Disapproval:

[Signature]
Date: 3/4/22

Police Chief

[Signature]
Date: _____

Director of Public Works/Designee

Date: _____

Director of Community Events

NOTES: 1. Application not submitted in the 12 week deadline perimeters, per ordinance 1576. (JAN 20, 2022)

2. Signatures from 75% of business/residents not obtained 3. Unspecific event details for city resources as ABC permitting is being requested 4. Street closure/set-up request is at 11:00 am on a Saturday, (6hrs before)

[Handwritten notes]
MS 5/14/22

City Council Agenda Date

Date: _____

City Clerk

Please route back to rental facilities department for application package finalization.

POLICE DEPARTMENT NOTES

2 officers 1a.m. -8p.m.

Estimate \$810

11a.m. Close Delamare

2-6p.m. Event

8p.m. Re-open street

Ticketed event, with alcohol.

Estimate 300 in attendance.

Organizer stated that Doug Kerr from Dragonfly is attempting to get the liquor license.

Group will need barricades and staff to help secure perimeter for liquor license.

-Need liquor license, signatures

CITY OF FAIRHOPE STREET & SPECIAL EVENT CHECKLIST

**ALL INFORMATION AND DOCUMENTATION REGARDING YOUR EVENT MUST BE SUBMITTED TO
THE CITY OF FAIRHOPE AT LEAST 12 WEEKS PRIOR TO YOUR EVENT
ANY DOCUMENTATION THAT IS SUBMITTED LESS THAN 12 WEEKS WILL NOT BE ACCEPTED**

- 1. Application, Cancellation Policy, Indemnity/Hold Harmless Agreement signed, dated, and fees paid.
- 2. Letter to the City Council if you are making any special requests which include but are not limited to street closing, permission to have alcohol, law enforcement personnel, barricades, and other event details.
- 3. ²Route/Map of Special Event [Emergency Vehicle access must be provided]
Estimated Law Enforcement/Personnel Cost: \$ _____
- 4. NON-PROFIT ORGANIZATIONS: Proof of nonprofit status (IRS letterhead) **5013**
- 5. Proof of liability insurance naming the City of Fairhope as additional insured for date of event requested.
- 6. Signatures from 75% businesses/residents directly affected by the street to be closed.
- 7. Notifications to 100% of businesses & residents within 300 ft. of street to be closed (30 days in advance)
- 8. For South Park Events, signatures from:

Restaurant on Pier: _____ Date: _____

9. Event details (Items, including the ones listed below, must be removed *immediately* following event and park/street cleaned and restored to original condition. (If not, additional fees will be incurred.)

| | |
|---|--------------------|
| <input type="checkbox"/> Law Enforcement Personnel | Provided by: _____ |
| <input type="checkbox"/> Barricades | Provided by: _____ |
| <input type="checkbox"/> Staging | Provided by: _____ |
| <input type="checkbox"/> Tents | Provided by: _____ |
| <input type="checkbox"/> Port-o-lets | provided by: _____ |
| <input type="checkbox"/> Special transportation needs | provided by: _____ |
| <input type="checkbox"/> Special electrical needs: | _____ |

10. AGENDA DATE TO MEET WITH CITY COUNCIL (if required): _____

Office use only

Street closing approved Alcohol approved ABC License if selling alcohol Park/Street permit fees paid

12 FEB 20

APPLICATION FOR USE OF THE CITY OF FAIRHOPE SIDEWALKS AND/OR STREETS

We the undersigned hereby apply for the use of certain sidewalks and/or streets within the City of Fairhope and in connection with said application, furnish the following:

- 1. Which street and/or sidewalk do you wish to use? De La Mare Ave
- 2. Date Requested: April 9, 2022 Hours requested from 11am to 11pm
- 3. Renter's Name: Fight2Feed + Culinary Fight Club
Address: 825 S. Waukegan Road #175 A8
City: Lake Forest State: IL Zip: 60045
Phone Numbers: 770-598-9385 (Cell Jiwon McCartney)
- 4. Purpose of Use: Culinary Event to raise funds/awareness for Fight2Feed
- 5. Number of persons expected to attend (adults and minors): 200 +
- 6. Will there be alcohol on the premises during the event? yes If requested, the Fairhope City Council may allow alcoholic beverages. If alcohol is allowed, the user must adhere to all rules of the Alabama Beverage Control Board and its permitting process. All permits required must be submitted to the City of Fairhope Police Chief at least 12 weeks prior to the event.
- 7. Describe any decorations, tents, sound equipment, staging, port-o-lets, etc.: 10x10 Tents, Tables, Chairs
amplified sound and music, generators, satge Rental Company: TBC
- 8. Will you need electricity? Yes No For: Cooking, Registration Desk, Mulc + Sound
Will you need water? Yes No For: Cooking

INDEMNITY AND HOLD HARMLESS AGREEMENT

In consideration of the permission granted to me by the City of Fairhope to use the sidewalks and/or streets, I hereby indemnify and hold harmless the City of Fairhope, its agents, servants and employees from any and all claims and causes of action that may arise from injury to me or third parties using the sidewalks and/or streets who are injured or suffer property damage that is in any way caused by my use of the sidewalks and/or streets. This indemnity and hold harmless agreement is given to the City of Fairhope to protect the City and its agents, servants and employees from cost of defense and claims for injuries and damages that may be caused either directly or indirectly by my use of the sidewalks and/or streets.

CLEANING AND CANCELLATION POLICIES

- a.) At the conclusion of the event, the area will be inspected by a representative of the City. If the user has not cleaned up the park and restored it to its original condition, the City will clean up the park and charge the user for the services.
- b.) All cancellations and/or date changes must be in writing and signed by the same person who signed the application and paid the rental fees, and must be given to the Site Manager not less than 30 days prior to the event. No fee refunds will be made for cancellations made less than 30 days prior to the event.

Fee refunds will be made by check, and delivered by mail, less the cost of City services, as assessed by the appropriate City staff for cleaning, or a 20% handling charge for cancellations.

We the undersigned have read and understand the **Indemnity Agreement**, as well as all rules and regulations contained in City Ordinance No. 1576 as set forth by the governing body of the City of Fairhope, and will abide by these rules and regulations, which include but are not limited to the **Cancellation and Cleaning policies**. We also understand that if, at any time, the City-appointed Law Enforcement Personnel feel that said rules and regulations are not being followed, the function will be terminated.

Renter's Signature: [Signature] Date: 1/20/2022
City Personnel: _____ Fees Paid: \$925.00 Date: 2/12/2020 Ck. #: _____

-Office Use Only-

Application Signed/Dated _____ Permit/Deposit Fees _____ Entered in Calendar _____

CITY OF FAIRHOPE
 CITY HALL
 PO DRAWER 429
 FAIRHOPE, AL 36533
 251-928-2136

**City of Fairhope
 Park & Street Usage Charges**

by ordinance (Nos. 1575, 1576, & 1486)

PO Box 429, Fairhope AL 36533 - (251) 929-1479 / 990-0130 (251) 929-1467[Fax]

018197-0009 Dakota S. 02/12/2020 09:29AM

Primary Fight Club

1771 Rd. #175 A8, Lake Forest, IL 60045

Phone: **770-598-9385** No. in attendance: **200+**

MISCELLANEOUS

PARK/SIDWALK USAGE FEE
 (41080)

2020 Item: 41080

1.00 @ 925.00

PARK/SIDWALK USAGE FEE
 (41080) 925.00

FEE SCHEDULE

| | | | |
|---|--------|--------------------------------|-------------------------------|
| | 925.00 | | |
| | 925.00 | | |
| Subtotal | 925.00 | | \$150.00 |
| Total | 925.00 | | \$600.00 |
| CREDIT CARD | 925.00 | per hour: @ \$75 per hour | |
| Change due | 0.00 | | Subtotal: \$750.00 |
| 161 N SECTION ST, FAIRHOPE, AL 36532 | | deducted from 50% rental fees. | |
| http://www.fairhopeal.gov | | <u>on file.</u> | 50% Non-Profit Rate: \$375.00 |
| CITY OF FAIRHOPE COPY DUPLICATE RECEIPT | | | \$50.00 |
| | | (in increments of \$50.) | \$500.00 |
| Refundable Clean-up Deposit: (Required) | | | |

Balance Due: \$925.00

Less cleaning fee:

Refund Due:

Refunds for clean-up deposit to be mailed to address given on rental application, three weeks after event.

Notes:

Paid: \$925.00 Check# /Cash/CC Credit Card Date: 12FEB20



CULINARY FIGHT CLUB



January 20, 2022

City of Fairhope, AL
161 North Section St.
Fairhope, AL 36532
www.fairhopeal.gov

Dear City of Fairhope, AL Council,

Culinary Fight Club, the national cooking competition series, is seeking to reschedule the hosting of its 2020 event The Blended Burger Battle at Dragonfly Food Bar in Fairhope, AL on Saturday April 9, 2022. The event will have a minimum of 10 competitors and as many local competitors from Alabama as our space will allow. Dragonfly Foodbar will host the beverage and food sales. The street allowance will be for competitors to cook in an 8'x 8' area from tabletop burners and under 10 x10 tents. Chefs will be allowed to cook from grills and/or trailers if the space given will allow. We are seeking the access of De La Mare Avenue street from South Church Street and South Section Street for the contestants to line up and cook from. We are seeking the space for 200+ attendees to enjoy food and beverage vendor/exhibitor experience to samples. Like a street fare, the attendees will be able to walk around to each chef, watch them cook and sample.

The event will take place on Saturday April 9, 2022 from 2pm-6pm. Culinary Fight Club seeks street access for set up and breakdown from 11am - 11pm on April 9th or the maximum time the city will allow. During the event we will have amplified sound for music and Emcee announcements. Culinary Fight Club will market the event to local media, and PR to share our event. This is a ticketed event. 20% of our profit will go to the exclusive charity of choice Fight2Feed. This event will help support a Fight2Feed feeding mission in Alabama.

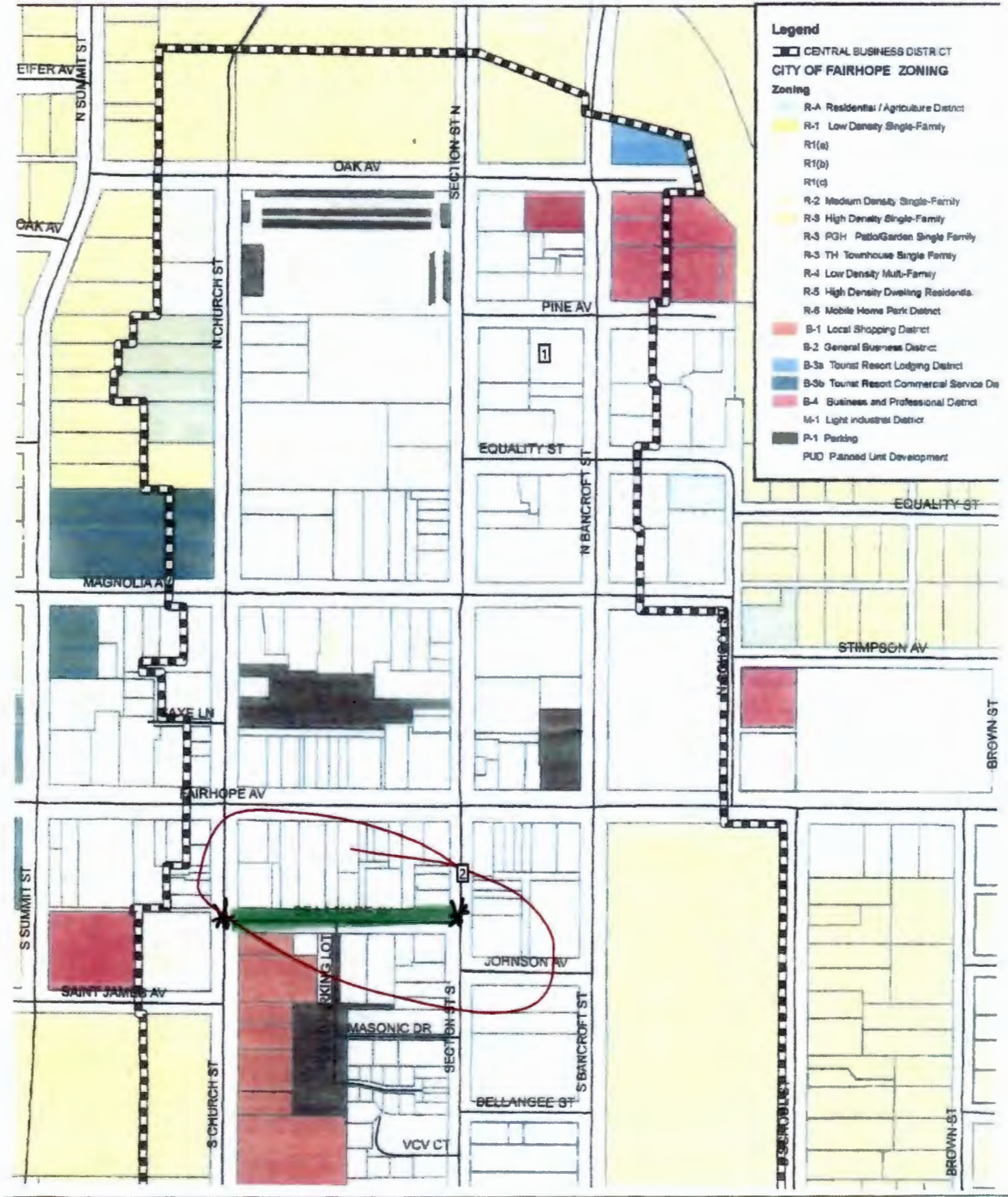
Sincerely,

Jiwon McCartney

Founder, CEO
Jiwon McCartney

*This will be going on during Church St. / Fairhope Ave. shut down.
-Paige C.

City of Fairhope Central Business District



- Legend**
- CENTRAL BUSINESS DISTRICT**
- CITY OF FAIRHOPE ZONING**
- Zoning**
- R-A Residential / Agriculture District
 - R-1 Low Density Single-Family
 - R1(a)
 - R1(b)
 - R1(c)
 - R-2 Medium Density Single-Family
 - R-3 High Density Single-Family
 - R-3 PGH Patio/Garden Single Family
 - R-3 TH Townhouse Single Family
 - R-4 Low Density Multi-Family
 - R-5 High Density Dwelling Residents
 - R-6 Mobile Home Park District
 - B-1 Local Shopping District
 - B-2 General Business District
 - B-3a Tourist Resort Lodging District
 - B-3b Tourist Resort Commercial Services District
 - B-4 Business and Professional District
 - M-1 Light Industrial District
 - P-1 Parking
 - PUD Planned Unit Development

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 14 2017

FIGHT2FEED A CHARITABLE
ORGANIZATION
825 S WAUKEGAN ROAD UNIT 175 A8
LAKE FOREST, IL 60045-0000

Employer Identification Number:
46-4963962
DLN:
26053643003467
Contact Person: JOSEPH R KENNEDY ID# 31647
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
May 15, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

Based on the information you submitted in your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is retroactive to your date of revocation.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar

Letter 947

FIGHT2FEED A CHARITABLE

to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. J. A. Martin".

Director, Exempt Organizations
Rulings and Agreements

Form 990-N

Electronic Notice (e-Postcard)

OMB No. 1545-2085

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2017

Open to Public Inspection

A For the 2017 Calendar year, or tax year beginning 2017-01-01 and ending 2017-12-31

B Check if available

- Terminated for Business
- Gross receipts are normally \$50,000 or less

C Name of Organization: FIGHT2FEED A CHARITABLE ORGANIZATION

825 S Waukegan Road Unit
175 AB, Lake Forest, IL, US,
60045

D Employee Identification
Number 46-4963962

E Website:

www.fight2feed.org

F Name of Principal Officer: Jiwan McCartney

825 S Waukegan Road Unit
175 AB, Lake Forest, IL, US,
60045

Privacy Act and Paperwork Reduction Act Notice: We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/20/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|---|---|--|
| PRODUCER Next First Insurance Agency, Inc. PO Box 80787 Palo Alto, CA 94308 | CONTACT NAME: PHONE (A/C, No, Ext): (855) 222-5919 FAX (A/C, No): | |
| | E-MAIL ADDRESS: support@nextinsurance.com | |
| INSURED Jiwon McCartney Culinary Fight Club 825 S Waukegan Rd Ste A8 Lake Forest, IL 60045 | INSURER(S) AFFORDING COVERAGE | |
| | INSURER A: Next Insurance US Company | |
| | INSURER B: | |
| | INSURER C: | |
| | INSURER D: | |
| | INSURER E: | |

| | |
|---------------|-------|
| NAIC # | 16285 |
|---------------|-------|

COVERAGES

CERTIFICATE NUMBER: 9735841

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL SUBR INSD WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|--------------------|-----------------|-------------------------|-------------------------|--|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | X | NXTJXHL9J-00-GL | 10/11/2021 | 10/11/2022 | EACH OCCURRENCE \$1,000,000.00 |
| | <input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00 MED EXP (Any one person) \$15,000.00 PERSONAL & ADV INJURY \$1,000,000.00 GENERAL AGGREGATE \$2,000,000.00 PRODUCTS - COM/OP AGG \$2,000,000.00 \$ |
| | <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | | | PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

CERTIFICATE HOLDER

City of Fairhope, AL
 161 N Section St
 Fairhope, AL 36532

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

DATE: Feb 3, 2022

SIGNATURES of BUSINESSES & RESIDENCES

Date of Street Closing: April 9 Saturday Times: 11AM - 11PM
 Type of Event: Fund Raising Food & entertainment event
 Street(s) to be closed: De La Mare Ave.

- INSIDE CBD: Signatures of approval from 75% of biz/res whose store fronts are directly affected by street to be closed (12 weeks prior) AND Notification to 100% of bus/res within 300 ft. of the event (30 days prior)*
- OUTSIDE CBD: Signatures of 75% of businesses and residences within 300 ft. of street to be closed (12 weeks prior), AND notification to 100% of bus/res along the street to be closed (30 days prior)*

*NOTIFICATIONS MUST BE GIVEN VIA U.S. MAIL, E-MAIL, OR DOOR-TO-DOOR, 4 WEEKS BEFORE TO YOUR EVENT.
 ALL SIGNATURES ARE DUE NO LATER THAN 12 WEEKS PRIOR TO EVENT DATE.

| NAME | ADDRESS | PHONE | SIGNATURE |
|-----------------------|------------------------|--------------|--------------------------------------|
| Deborah Bruijn | 305 De la mare | 851 505 3277 | <i>[Signature]</i> |
| Lisa White | 309-A De la mare | 251-990-9001 | <i>[Signature]</i> |
| Jule Johnson | 309 De la Mare | 251-990-8854 | <i>[Signature]</i> |
| Googie Baumhauer | 311 De la Mare | 251 610-5951 | <i>[Signature]</i> |
| P. Ferguson/Aubergine | 315 de la Mare | 251-928-0902 | <i>[Signature]</i> |
| Healy Deibel | 323 De la mare | 251.990-5858 | <i>[Signature]</i> |
| Susan Newson | 323 De la mare | 251-278-7668 | <i>[Signature]</i> - Signer Team. |
| Lorna Naur | 323 De la Mare Suite 1 | 251 928 0108 | <i>[Signature]</i> Fairhope store |
| Mike Lyons | 330 De la mare ave | 251 709 4315 | <i>[Signature]</i> |
| " " | 332 De la mare ave | 251 709 4315 | <i>[Signature]</i> |
| Kiefer Wilson | 336 De la mare | 251 605 6476 | <i>[Signature]</i> |
| Dyatch | 328 De la mare | 251 928 2800 | <i>[Signature]</i> |
| Sue Rusyniak | 314 B De la mare | 251-929-0711 | <i>[Signature]</i> |
| Katie O'Gwynn | 306 De la mare | 251 928 2244 | <i>[Signature]</i> |
| Jaxon Monroe | 302 De la mare | 251-928-6915 | <i>[Signature]</i> |

Person(s) responsible for collecting and authenticating above signatures: Name _____
 Phone _____

Michael Stonehouse

From: Michael Stonehouse
Sent: Thursday, January 20, 2022 6:16 PM
To: Paige Crawford
Subject: FW: Culinary Fight Club - Fairhope, AL

Paige,

The application is once again:

1. **INCOMPLETE – this is the first form of communication from the organization since October 2021 (see highlights)**
2. **Passed the deadline of 12 weeks**

Unfortunately, this event was detoured around us from the beginning a few years ago.

From: Chuck Milan <charles.milan@fairhopeal.gov>
Sent: Monday, October 11, 2021 3:58 PM
To: jiwon culinaryfightclub.com <jiwon@culinaryfightclub.com>; Michael Stonehouse <Michael.Stonehouse@fairhopeal.gov>
Cc: Paige Crawford <Paige.Crawford@fairhopeal.gov>; bamachef@hotmail.com; Chad.yarbrough@unitedbank.com; accounting culinaryfightclub.com <accounting@culinaryfightclub.com>
Subject: RE: Culinary Fight Club - Fairhope, AL

Good Afternoon Everyone,

The City of Fairhope still has the \$925.00 in fees paid on 12FEB20, I never received an official cancelation document, canceling the event. Due do COVID the fees will carry over to your future event or if you submit a cancelation document the fees will be returned to you minus any cancelation fees required.

The partial packet submitted 12FEB20 was for the 26MAR20 event.

The complete packet for the 09APR22 event, needs to be submitted to this office no later than 14JAN22, per City Ordinance No. 1576.

Respectfully,
Chuck Milan
City of Fairhope
Rental Facilities Assistant
(251) 929-1479
EXT: 179
chuck.milan@fairhopeal.gov
www.cofairhope.com

“Don’t recommend any changes that you wouldn’t suffer for if they failed.” ~ Dr. Jordan Paterson

Michael Stonehouse

From: jiwon culinaryfightclub.com <jiwon@culinaryfightclub.com>
Sent: Monday, October 11, 2021 3:31 PM
To: Michael Stonehouse
Cc: Chuck Milan; Paige Crawford; bamachef@hotmail.com;
Chad.yarbrough@unitedbank.com
Subject: RE: Culinary Fight Club - Fairhope, AL
Attachments: Fight2Feed Invoice_receipt 26MAR20.pdf
Importance: High

SENT FROM AN EXTERNAL ADDRESS

Hi Michael –
We already paid for the deposit in 2020.
We never used it and during the pandemic I did not ask for the rebate.

Please advise.

Jiwon McCartney

Founder, CEO

Fight2Feed

fighting hunger **ONE** block at a time

Mobile: 770-598-9385

O: 312-244-9724 ext. 1

F: 224-544-5232

Email: jiwon@fight2feed.org

www.Fight2Feed.org

www.Twenty2Zero.org

[CULINARY Fight Club](#)

From: Michael Stonehouse <Michael.Stonehouse@fairhopeal.gov>
Sent: Monday, October 11, 2021 3:08 PM
To: jiwon culinaryfightclub.com <jiwon@culinaryfightclub.com>
Cc: Chuck Milan <charles.milan@fairhopeal.gov>; Paige Crawford <Paige.Crawford@fairhopeal.gov>
Subject: RE: Culinary Fight Club - Fairhope, AL

Hi Jiwon,

We have not received any confirmation for the event. Please click the links below that will direct you to the application package for the city street rental/closure. **This will need to be completed and returned to our office no later than 12 weeks prior to the event date.**

[STREETS | City of Fairhope, AL \(fairhopeal.gov\)](#)

From: Jiwon culinaryfightclub.com
Sent: Monday, October 11, 2021 3:31 PM
To: Michael Stonehouse <Michael.Stonehouse@fairhopeal.gov>
Cc: Chuck Milan <charles.milan@fairhopeal.gov>; Paige Crawford <Paige.Crawford@fairhopeal.gov>; bamachef@hotmail.com; Chad.yarbrough@unitedbank.com
Subject: RE: Culinary Fight Club - Fairhope, AL
Importance: High

Hi Michael –
We already paid for the deposit in 2020.
We never used it and during the pandemic I did not ask for the rebate.

Please advise.

Jiwon McCartney

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F: 224-544-5232

Email: jiwon@fight2feed.org

www.Fight2Feed.org

www.Twenty2Zero.org

CULINARY Fight Club

From: Michael Stonehouse <Michael.Stonehouse@fairhopeal.gov>
Sent: Monday, October 11, 2021 3:08 PM
To: jiwon culinaryfightclub.com <jiwon@culinaryfightclub.com>
Cc: Chuck Milan <charles.milan@fairhopeal.gov>; Paige Crawford <Paige.Crawford@fairhopeal.gov>
Subject: RE: Culinary Fight Club - Fairhope, AL

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[STREETS | City of Fairhope, AL \(fairhopeal.gov\)](https://www.fairhopeal.gov/streets)

[637007760146570000 \(fairhopeal.gov\)](https://www.fairhopeal.gov/637007760146570000)

If you should need to contact us regarding the application or event logistics, please use the referenced contacts below. This will help us channel communication properly and avoid any shortfalls or delays with the routing/processing of the application. We are here to help you!

Kindly,

[637007760146570000 \(fairhopeal.gov\)](http://637007760146570000.fairhopeal.gov)

If you should need to contact us regarding the application or event logistics, please use the referenced contacts below. This will help us channel communication properly and avoid any shortfalls or delays with the routing/processing of the application. We are here to help you!

Kindly,

Michael Stonehouse
Rental Facilities Manager
City of Fairhope, Alabama
251-990-0130

| | |
|--|--|
|  | <p>Chuck Milan City of Fairhope Rentals Facilities Assistant Civic Center (251) 929-1479 Work charles.milan@fairhopeal.gov 161 N Section St Fairhope, AL 36532 charles.milan@fairhopeal.gov</p> |
|  | <p>Michael Stonehouse City of Fairhope Rental Facilities Manager Civic Center (251) 990-0130 Work 5021 Pager Michael.Stonehouse@fairho... P.O. Drawer 429 Fairhope, AL 36533 Stonehouse@cofairhope.com</p> |

From: jiwon culinaryfightclub.com <jiwon@culinaryfightclub.com>
Sent: Wednesday, October 6, 2021 12:30 PM
To: Paige Crawford <Paige.Crawford@fairhopeal.gov>
Cc: Michael Stonehouse <Michael.Stonehouse@fairhopeal.gov>
Subject: RE: Culinary Fight Club - Fairhope, AL
Importance: High

SENT FROM AN EXTERNAL ADDRESS

Hello Paige + Michael,
I hope this email finds you.

I am not sure if this was confirmed in writing so just in case we are selected at **4/9/2022** for our event.

Main Street is what's we understand is the location for our event with Dragonfly as our anchor host venue. The event time is **2pm-6pm**.

I am sure there are a plethora of information we need to get coordinated but before we begin, I wanted to see if there is some sort of a list of parameters we need to know.

Thanks and I look forward to your response.

Cheers,

Jiwon McCartney

Founder, CEO

Culinary Fight Club, Inc.

*Where Taste Buds **DUKE** it Out!*

M:: 770-598-9385

HQ:: 1-800-611-7080

O:: 312-244-3788

F:: 224-544-5232

Email: jiwon@culinaryfightclub.com

Watch Kids Culinary Fight Club "Stove Tots" on the FYI Network

Our Charity of Choice

www.Fight2Feed.org

fighting hunger ONE block at a time

#DoSomething

www.Twenty2Zero.org

From: Paige Crawford <Paige.Crawford@fairhopeal.gov>

Sent: Tuesday, July 13, 2021 10:43 AM

To: jiwon culinaryfightclub.com <jiwon@culinaryfightclub.com>

Cc: Michael Stonehouse <Michael.Stonehouse@fairhopeal.gov>

Subject: RE: Culinary Fight Club - Fairhope, AL

Jiwon,

I was glad we could chat this morning. I have spoken with Michael Stonehouse and these are some available dates to look at for your event:

April 2, 2022

April 9, 2022

Please let me know if either of those dates work for you. I look forward to hearing from you.

Thank you,



Paige Crawford

Director of Community Affairs

Phone: 251-929-1466

Email: Paige.Crawford@Fairhopeal.gov

PO Box 429

Fairhope, AL 36533

www.Fairhopeal.gov

From: jiwon@culinaryfightclub.com <jiwon@culinaryfightclub.com>
Sent: Tuesday, July 13, 2021 8:31 AM
To: Paige Crawford <Paige.Crawford@fairhopeal.gov>
Subject: RE: Culinary Fight Club - Fairhope, AL
Importance: High

SENT FROM AN EXTERNAL ADDRESS

Good Morning Paige!

I just left you a voice message as well.

My day is getting a little crazy already so was hoping to get on a call with you first thing but understand you are probably busy.

I would like to make sure we get on a call today. We really need to get some decision made and our AL team has been holding for 4 weeks and we are running out of time.

I totally understand if Fairhope does not want to be the host and for sure can move to another city. Regardless there is the matter of our deposit I still need to address.

Thanks and I look forward to speaking with you soon.

Cheers,

Jiwon McCartney

Founder, CEO

Culinary Fight Club, Inc.

*Where Taste Buds **DUKE** it Out!*

M:: 770-598-9385

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www.Fight2Feed.org

fighting hunger ONE block at a time

#DoSomething

www.Twenty2Zero.org

From: jiwon@culinaryfightclub.com <jiwon@culinaryfightclub.com>
Sent: Monday, July 12, 2021 6:29 PM
To: 'Paige Crawford' <Paige.Crawford@fairhopeal.gov>
Subject: RE: Culinary Fight Club - Fairhope, AL

Hi Paige,

Yes tomorrow is great. What time works best for you?

Cheers,

Jiwon McCartney

Founder, CEO

Culinary Fight Club, Inc.

*Where Taste Buds **DUKE** it Out!*

M:: 770-598-9385

HQ:: 1-800-611-7080

O:: 312-244-3788

F:: 224-544-5232

Email: jiwon@culinaryfightclub.com

Watch Kids Culinary Fight Club "Stove Tots" on the FYI Network

Our Charity of Choice

www.Fight2Feed.org

fighting hunger ONE block at a time

#DoSomething

www.Twenty2Zero.org

From: Paige Crawford <Paige.Crawford@fairhopeal.gov>

Sent: Monday, July 12, 2021 6:07 PM

To: jiwon@culinaryfightclub.com

Subject: FW: Culinary Fight Club - Fairhope, AL

Jiwon,

Are you available to chat tomorrow? I apologize we have missed each other.



Paige Crawford

Director of Community Affairs

Phone: 251-929-1466

Email: Paige.Crawford@Fairhopeal.gov

PO Box 429

Fairhope, AL 36533

www.Fairhopeal.gov