



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, OCTOBER 23, 2018 - BARTLETT CITY HALL - 7:00 PM

INVOCATION

Opening Prayer by David Johnson, Fountain of Truth Church

FUTURE MEETINGS

Board of Education, October 25 at 7 p.m.

City Beautiful Commission, November 1 at 6:30 p.m.

Family Assistance Commission, November 5 at 6 p.m.

Planning Commission, November 5 at 7 p.m.

Beer Board, November 6 at 6 p.m.

Bartlett Station Commission, November 7 at 7:30 a.m.

Parks and Recreation Advisory Board, November 8 at 7 p.m.

RECOGNITIONS

Fire Department Promotional Badge Presentation

Fire Prevention Poster Contest Winners

Classic Car and Bike Show donation to First Responders Monument Committee

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the October 9, 2018 Board of Mayor and Aldermen Regular Meeting

CONSENT AGENDA

- I **Special event permit for Ellendale Baptist Church Fall Festival. (Jim Brown, Director of Code Enforcement)**

The event will be held on Wednesday, October 31 from 6 to 8 p.m. at Ellendale Baptist Church.

2 Special event permit for Timothy Creager Memorial 5K Run. (Jim Brown, Director of Code Enforcement)

The event will be held on Saturday, November 17 from 9 a.m. to 12 p.m. around Bartlett Hills Baptist Church.

3 Bid for one regular cab truck with dump bed. (Mike Adams, Director of Public Works)

Recommend accepting the lowest bid from AutoNation at a cost of \$53,905.10. Funds are available in Account 122.48122.935.

4 Bid for one hydraulic crawler excavator. (Mike Adams, Director of Public Works)

Recommend accepting the lowest bid from Stribling Equipment at a cost of \$180,145.00. Funds are available in Account 311.48311.785.30719.

5 Authorization to purchase sanitary sewer easements for the Covington Pike Sewer Project. (John Horne, Assistant Director of Engineering)

Request approval to purchase nine sanitary sewer easements at a total appraised value of \$28,795.00. Easement acquisition will be conducted by Engineering Staff. Funds are available in Account 312.48312.780.81151.

6 Presentation of Debt Obligation Form Related to General Obligation Public Improvement Bonds, Series 2018. (Dick Phebus, Director of Finance)

State of Tennessee Comptroller's Office requires presentation to the Board of Mayor and Aldermen of the Report on Debt Obligation form for General Obligation Public Improvement Bonds, Series 2018. The attached form reflects the \$5,295,000.00 note approved on August 28, 2018.

7 Treasurer's Report for September 2018. (Dick Phebus, Director of Finance)

NEW BUSINESS

1 Resolution 30-18, a resolution authorizing the City of Bartlett to participate in The Pool's Property Conservation Matching Grant Program. (Dick Phebus, Director of Finance)

2 Resolution 31-18, a resolution to accept a grant from the State of Tennessee Highway Safety Office in the amount of \$20,000 and amend the Fiscal Year 2019 Grant Fund Budget to appropriate the grant funds. (Dick Phebus, Director of Finance)

- 3 Resolution 32-18, a resolution to accept a Bulletproof Vest Partnership Grant from the U.S. Department of Justice FY18 Programs in the amount of \$9,120 and to amend the Fiscal Year 2019 Grant Fund to appropriate the funds. (Dick Phebus, Director of Finance)**

OPEN DISCUSSION

ADJOURNMENT



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, OCTOBER 9, 2018 - BARTLETT CITY HALL - 7:00 PM

ATTENDANCE

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Absent.

INVOCATION

Opening Prayer by Jeff Rudy, Ellendale United Methodist

FUTURE MEETINGS

Parks and Recreation Advisory Board, October 11 at 7 p.m.

Historic Preservation Commission, October 15 at 7 p.m.

BPACC Advisory Board, October 16 at 6 p.m.

Bartlett Arts Council, October 16 at 6 p.m.

Design Review Commission, October 16 at 6:30 p.m.

Board of Education Work Session, October 18 at 7 p.m.

RECOGNITIONS

*****Official Business of the Day*****

MINUTES ACCEPTANCE

Minutes of the September 25, 2018 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young

Minutes Acceptance: Minutes of Oct 9, 2018 7:00 PM (MINUTES ACCEPTANCE)

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Pleasant, Elliott, Parsons, Simmons, Young

- 1 Special event permit for Bon Lin Elementary 5K Fundraiser. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, October 27 from 7 a.m. to 12 p.m. at Bon Lin Elementary School.
- 2 Proposal for City informational brochure. (Debbie Gelineau, Director of Community Relations)**
Recommend accepting the most qualified proposal from Kelley & Associates at a cost of \$1,190.23 per 1,000 copies. Funds are available in Account 110.41220.311.
- 3 Purchase of file server hardware, software and licenses. (Dick Phebus, Director of Finance)**
Recommend upgrading current Microsoft exchange mail server, software and licenses at a cost of \$96,970.00. Funds are available in 123.48123.264 and 123.48123.933
- 4 Bid for one 2019 Ford F250 SuperCab Truck. (Shan Criswell, Director of Parks and Recreation)**
Recommend accepting the lowest bid from Country Ford at a total cost of \$33,988.10 for one 2019 Ford F250 SuperCab Truck with a 6.75' bed. Funds are available in Account 311.48311.50719.
- 5 Bid for one 2019 Ford F150 SuperCab Truck. (Shan Criswell, Director of Parks and Recreation)**
Recommend accepting the lowest bid from Lonnie Cobb Ford at a total cost of \$30,311.00 for one 2019 Ford Truck F150 Super Cab with 6.5' bed. Funds are available in Account 311.48311.50719.
- 6 Bid for the Bartlett Blvd Slope Failure Project. (John Horne, Assistant Director of Engineering)**
Recommend accepting the lowest bid from Ensco, LLC in the amount of \$142,735.00, plus a contingency of \$50,000.00 for a total cost of \$192,735.00. Funds are available in Account 311.48311.780.63617.
- 7 Contract for Brother Blvd and Yale Rd resurfacing, environmental, and design services. (Rick McClanahan, Director of Engineering)**
Recommend accepting the environmental and design contract proposal from Fisher and Arnold, Inc. in the amount of \$104,310.00. Funds are available in Account 311.48311.780.4561.

Minutes Acceptance: Minutes of Oct 9, 2018 7:00 PM (MINUTES ACCEPTANCE)

- 8 Subdivision contract for Appling Brother Corporate Park, Lot 1A. (John Horne, Assistant Director of Engineering)**
The Developer, Engineered Medical Systems, will pay \$11,204.10 in City Fees. The Bond is set at \$76,910.00.
- 9 Authorization to open new Court Bail Bond bank account. (Dick Phebus, Director of Finance)**

NEW BUSINESS

- I Resolution 29-18, a resolution to amend the Fiscal Year 2019 Grants Fund and Capital Improvements Fund budgets to appropriate funds for a TDOT resurfacing project on Yale Road from Kirby Whitten Road to Brother Boulevard. (Dick Phebus, Director of Finance)**

Mr. Phebus explained that the Tennessee Department of Transportation has approved a grant for the resurfacing of Yale Road from Kirby Whitten Road to Brother Boulevard. TDOT will fund 80 percent of the project, leaving 20 percent to the City.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young

OPEN DISCUSSION

Alderman Elliott announced that the Bartlett First Responders Committee is selling bricks to honor or memorialize first responders. The bricks are \$100 each, and can be purchased on the City's website.

Alderman Elliott also announced that she is running for Bartlett Alderman Position 2.

Kim Taylor, Director of Planning, announced that the Historic Preservation Commission will host a workshop October 20 from 9 to 11 a.m. at the Senior Center. The workshop is open to the public.

Fire Chief Terry Wiggins announced the 38th Annual Volunteer Firefighter Pancake Breakfast will be held October 20 from 7 to 11 a.m. at the Bartlett Station Municipal Center.

Donna Kirk, 3038 Yates, is upset about the high school students parking throughout her neighborhood since Bartlett High School's parking lot is under construction. Ms. Kirk asked how long she and her neighbors will have to deal with the noise, congestion, and missed mail runs from the students parking on their streets. She added that she would like to meet with the Aldermen individually.

Sharon Fryman, 6056 Sunnymede Cove, invited the Board and the public to sign up for a national fitness competition called Marathon in a Month. Bartlett is competing with cities nationwide, and is currently in fifth place. The registration link is on the City's website.

Kathy Ray, 7662 Shadow Glen, is upset that the school system's buses are now parked a block from her house. Additionally, she used to live on Yates and had a problem with students parking on her street. She said she asked the police to ticket those who improperly parked, and they ticketed her son. Mayor McDonald asked Mrs. Ray to contact the Board of Education in regard to the school bus issue.

Minutes Acceptance: Minutes of Oct 9, 2018 7:00 PM (MINUTES ACCEPTANCE)

Jeff Brereton, 2995 Yates, is also upset about the high school students parking in his neighborhood. He said the students park around corners making it difficult for school buses to turn onto other streets. He complained that the students have no courtesy and wake up neighbors by slamming car doors and yelling. Additionally, students block residents' mail boxes, preventing them from receiving mail.

Shannon Melton, 3027 Yates, is concerned about speeding along Yates. She said the neighborhood children are in danger. She is also upset about the student parking situation. She said they leave trash and block driveways.

Mitch Arnold, 3604 Broadway, stated he is running for Bartlett Alderman Position 2.

Mayor McDonald explained that he doesn't know when the Bartlett High parking lot will be completed. He said it should be done by December, but he will check with the school system to see what the renovation timeline is. In regard to speeding, he asked citizens to call Captain Chris Page's cell phone.

Mayor McDonald noted that Yates is a public street, so anyone can park there. If a student or anyone else is committing an ordinance violation, police will cite them.

ADJOURNMENT

Meeting adjourned at 7:23 PM

W.C. Pleasant, Register to the
Board of Mayor and Alderman

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Oct 9, 2018 7:00 PM (MINUTES ACCEPTANCE)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 10/23/18 07:00 PM
Department: Code Enforcement
Category: Special event permit
Prepared By: Valerie Brantley
Department Head: Jim Brown

Special event permit for Ellendale Baptist Church Fall Festival.

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 10/23/18 07:00 PM
Department: Code Enforcement
Category: Special event permit
Prepared By: Valerie Brantley
Department Head: Jim Brown

Special event permit for Timothy Creager Memorial 5K Run.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/23/18 07:00 PM
Department: Public Works
Category: Bid
Prepared By: Jessica Vaughan
Department Head: Mike Adams

Bid for one regular cab truck with dump bed.

On September 6, 2018 an ad was placed in *The Daily News*. On October 4, 2018 the City of Bartlett received seven bids, which were opened at City Hall.

Bids were received from the following companies:

AutoNation	\$53,905.10
Country Ford	\$57,683.00
Freeland	\$54,385.00
Landers Ford	\$55,066.10
Lonnie Cobb	\$57,770.00
TTC CDJR	\$55,526.11
MHC Ford	\$58,963.00

We recommend the bid be awarded to AutoNation for a total price of \$53,905.10.

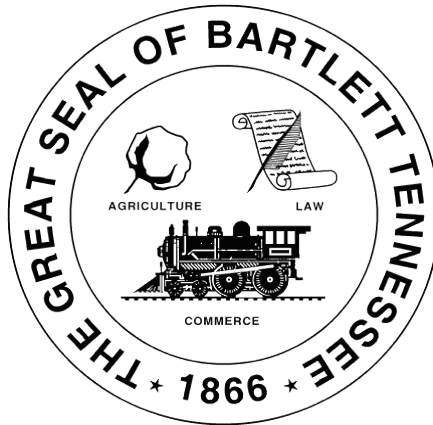
Funds are available in Account 122.48122.935.

Thank you for your consideration.

CITY OF BARTLETT

**6400 STAGE ROAD
BARTLETT, TENNESSEE 38134**

**A. Keith McDonald, Mayor
Mark Brown, Chief Administrator Officer
Dick Phebus, Finance Director
Michael J. Adams, Public Works Director**



REQUEST FOR SEALED BIDS

SB # FY2019-09-020

DUE: Thursday, October 4, 2018, no later than 2:00 p.m. (CST)

REGULAR CAB TRUCK WITH DUMP BED

PUBLIC WORKS

The City of Bartlett Public Works - Fleet is seeking to purchase (1) new and unused, current year, 2018/2019 Regular Cab Truck with Dump Bed, specifying F550 XL or equal as per the written specifications.

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

NOTICE TO BIDDERS

Sealed Bids are to be received no later than **2:00 P.M. on Thursday, October 4, 2018**. All bid packets, with an original, clearly identified, and two copies, must be labeled **"FY2019-09-020 REGULAR CAB TRUCK WITH DUMP BED"** and addressed as follows:

**MAYOR A. KEITH MCDONALD
CITY OF BARTLETT
6400 STAGE ROAD
BARTLETT, TENNESSEE 38134**

The City reserves the right to reject any and all bids and to waive any informality in the bidding process. The City of Bartlett is an equal opportunity employer. If further information is desired, please contact Debbie Cairncross, Purchasing Agent at 901-385-6416 or email dcairncross@cityofbartlett.org

Please quote prices on attached bid sheet.

We propose to furnish the item(s) listed on attached form(s) at prices quoted and guarantee safe delivery FOB Delivery as specified.

These prices are submitted with a declaration that no Bartlett Aldermen or Employee has a financial or beneficial interest in this transaction.

NAME OF FIRM

EMAIL

ADDRESS

PHONE

SIGNATURE OF AUTHORIZED
REPRESENTATIVE

PRINT NAME

DATE

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

INTENT

The intent of these specifications is to provide sufficient specified information to permit prospective bidders to submit proposals for **(1) new and unused, current year, Regular Cab Truck with Dump Bed** as per the written specifications. The awarded supplier will be required to deliver the vehicle to the City of Bartlett Fleet Services located at 3583 Altruria Road, Bartlett, TN 38135.

STATEMENT OF INTENT – EQUALITY AND FAIRNESS

The City of Bartlett will not discriminate against any individual of any reason and will provide services to all citizens in a nondiscriminatory fashion. It is the intent of the city to fully comply with the provision of Title VI and Title VII of the Civil Rights Act of 1964. The City is committed to a moral, ethical, and legal responsibility to ensure equitable employment practices and the delivery of city services regardless of an individual's race, color, religion, national origin, age, disability, gender or political affiliation.

GENERAL SPECIFICATIONS

These specifications are intended as minimum requirements. However, it is recognized that each manufacturer has special features that make his equipment unique. Therefore, all bids will be considered, but every bidder must state, in detail, where his product fails to meet these specifications. Unless otherwise stated, these specifications are not intentionally written to favor any one Manufacturer, and are only for the purpose of indicating generally the type of work required of said bid items. It is the intention of the City to purchase quality products and not necessarily the products with the lowest initial cost.

1. All bidders must clearly identify any and all deviations from these specifications that their products may have; however, bids must meet or exceed specifications.
2. Bidder shall include the specification check list, along with the signed pricing sheet, the signed and notarized Public Acts 109 form (page 12) and a current year, signed W9 form.
Note: An original, clearly marked, and two copies shall be included in the bid package.
3. All prices are to be firm for **180** days from bid due date.
4. The City reserves the right to reject any and all bids.
5. The bid shall state the manufacturer's warranty, along with owner's manuals.
6. An Award Letter and purchase order will be issued to the successful vendor.
7. All charges for transportation and unloading are to be pre-paid by the successful bidder, and are not the responsibility of the City of Bartlett.
8. Unit delivered as a result of the award of this bid shall be a current year model, new and unused.

Note: Bidder may include any additional information or brochures on equipment being presented in the bid package.

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

DETAILED SPECIFICATIONS(Include **one original** and **two copies** with bid pricing sheet and Public Acts 109 form)**(1 each) new and unused, current year REGULAR CAB TRUCK, WITH DUMP BED,
Specifying Ford F550 XL 4X2 or equal**

DESCRIPTION	COMPLIANCE ANSWER		
	<u>YES</u>	<u>NO</u>	<u>OFFER</u>
Fuel and Tank			
Diesel, minimum 40 gallon capacity	_____	_____	_____
Engine			
6.7 L V8 Power Stroke Diesel or equal	_____	_____	_____
Diesel exhaust fluid tank	_____	_____	_____
Electrical			
Batteries (2) 12 volt, 750 CCA	_____	_____	_____
Alternator – 200 Amp	_____	_____	_____
Transmission			
6-speed torque shift automatic with power takeoff			
Provision and over-speed control on PTO	_____	_____	_____
Rear Axle			
Ratio 4:88 limited slip	_____	_____	_____
Steering			
Power Tilt/telescoping steering wheel	_____	_____	_____
Brakes			
Power 4-Wheel Disc ABS with Anti-Lock	_____	_____	_____
Wheel Base			
176.0" (or as manufacturer's requirement)	_____	_____	_____
Wheels (Dual Rear)			
Seven (7) 19.5" Argent painted steel wheels (one for spare)	_____	_____	_____
Tires			
Six (6) LT225-70Rx19.5 BSW All Season Tires	_____	_____	_____
One (1) LT225-70RE19.5 BSW All Season <u>Spare</u> Tire	_____	_____	_____

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

DESCRIPTION	COMPLIANCE ANSWER			Initials
	<u>YES</u>	<u>NO</u>	<u>OFFER</u>	
Bumpers/Grill				
Bumpers – Chrome	_____	_____	_____	
Grill – Black with bar style insert	_____	_____	_____	
Exterior Color				
Oxford White	_____	_____	_____	
Interior Color				
Medium Earth Gray/Steel gray	_____	_____	_____	
Seats (standard for Regular Cab)				
Front – Heavy duty vinyl 40/20/40 with center armrest console	_____	_____	_____	
Floor Covering (standard)				
Vinyl - black vinyl	_____	_____	_____	
Gauges (standard package)				
Tachometer	_____	_____	_____	
Speedometer	_____	_____	_____	
Volt-meter	_____	_____	_____	
Oil pressure with indicator lights	_____	_____	_____	
Coolant temperature	_____	_____	_____	
Fuel gauge	_____	_____	_____	
Display/Message center	_____	_____	_____	
Mirrors				
Manual rear view mirror	_____	_____	_____	
Manually telescoping trailer tow mirror with 2-way fold and manual glass	_____	_____	_____	
Windshield Wipers				
Interval Wipers with washer	_____	_____	_____	

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

Initials

DESCRIPTION

COMPLIANCE ANSWER

YES NO OFFERAccessories

Manual Air Conditioning

AM-FM Stereo Radio with Clock and audio input jack

Power point/Auxiliary

Dual Inside Sun-visors

Advance Trac with Roll Stability

Side window deflectors

Trailer Tow Package

Back-up Alarm

Trailer Brake Controls

Two (2) Federal Signal white/amber lights mounted in front grill, Part # MPS600U-WA, each with six LED lights

Tow hooks in front

Engine block heater

Service Suspension Package – extra heavy unit

DEF Gauge

Upgraded Diesel Engine

Exhaust Braking

Payload Plus upgrade package

19,500 GVWR

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

End of Truck Specifications

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

Initials

**(1 each) new and unused, current year DUMP BODY, 4 YARD CAPACITY,
Specifying Model 3.25 or equal**

DESCRIPTION	COMPLIANCE ANSWER		
	<u>YES</u>	<u>NO</u>	<u>OFFER</u>
Length 8 feet, 1 inch	_____	_____	_____
Width 80 inches inside	_____	_____	_____
84 inches outside	_____	_____	_____
Side Height 18 inches high	_____	_____	_____
Front Height 24 inches	_____	_____	_____
Front and Sides Constructed of 10 gauge, Hi-Tensile steel	_____	_____	_____
Rear Height 24 inch	_____	_____	_____
Body Constructed of 8 gauge, Hi-Tensile Steel Note: Shall have an approved body prop with an in-cab “body up” warning light	_____	_____	_____
Floor Constructed of 8 gauge, Hi-tensile Steel with two inch radius floor to side bracing with a smooth transition from floor to side (no weld)	_____	_____	_____
Tailgate Constructed on single sheet, 10 gauge Hi-Tensile Steel with one inch upper tailgate pin with quick release tailgate mechanism on lower 3/4 inch tailgate pin	_____	_____	_____
Provide with 1.4 inch spreader chain supplied with length sufficient to support tailgate in a horizontal position	_____	_____	_____

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

Initials**DESCRIPTION****COMPLIANCE ANSWER****YES****NO****OFFER****Top Rail**

Shall be 3-3/4 inches wide x 5-2/2 inches high

Cross Members

Constructed of 8 gauge, Hi-Tensile Steel sub-frame members interlaced through long members for maximum floor strength

Front Corner Post

Shall be 3 inches deep with no intermediate side post

Hitch

Shall be 10-ton combination pintle hitch installed on 1/2 inch Plate steel with D-rings provided for safety chains

PTO

Shall be direct mount with over-speed protection and safety Cut-off when vehicle is in gear

Body Hoist

Shall be 8.7 ton capacity with a double acting cylinder with A chrome plated piston rod

Tarp

Provide manual asphalt tarp to cover complete bed

Asphalt Apron

Shall be 8 inch x 1/4 inch, welded on

Paint

Standard Black

Mud Flaps

Shall be installed behind both rear tires

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

Initials**DESCRIPTION****COMPLIANCE ANSWER****YES NO OFFER****Lights**

Provide LED for clearance, back-up and directional lights, shock mounted in protective rubber housing; all wiring to be in-loom

Note: Entire unit shall be a replaceable pop-out style

All lights shall be provided in accordance with FMVSS #108 and ANSI 245.1-1999

Shall have 9100 LED mini-bar or equal to be mounted on top of bulkhead

Shall have two (2) LED model 60 truck lite integral strobe lights with metalized reflectors to be mounted on the rear Of truck for safety, or equal

Control switch to be mounted in the cab on the dash

End of Dump Bed Specifications**Owner's Manuals**

Furnish ALL manuals – DVD format preferred however book format is acceptable

Service/Repair Manual

Parts Manual

Operators Manual

Warranties: (include Truck, Dump Bed Body and Body Hoist)

Truck _____

Dump Bed Body _____

Body Hoist _____

ALL WARRANTY INFORMATION TO BE PROVIDED UPON DELIVERY OF VEHICLE.

ALL WARRANTY WORK TO BE DONE WITHIN 50 MILES OF BARTLETT CITY LIMITS

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

Initials

DELIVERY - Must be delivered to:

City of Bartlett – Fleet Services

3583 Altruria Rd.

Bartlett, TN 38135

End of Specifications

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

BID PRICING SHEET

(One original, clearly marked, and two copies, must include the specification check list, Public Acts 109 form and IRS Rev 2017 signed W-9 form)

**(1 each) new and unused, current year, REGULAR CAB TRUCK WITH DUMP BED,
Specifying Ford F350 XL with Model 3.25 dump body or equal**

SPECIFY MAKE AND MODEL _____

Delivered Price \$ _____

Time required for delivery: _____ days

Total Bid in Words:

**NOTE: BID PRICING TO BE FIRM FOR 180 DAYS, WITH AN OPTION TO PURCHASE
ADDITIONAL VEHICLES WITHIN ONE YEAR FROM BID DUE DATE AT THE SAME
PRICE**

NAME OF FIRM

Email

Authorized Representative
(Typed or Printed)

Telephone Number

Authorized Representative Signature

Date

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)

REGULAR CAB TRUCK WITH DUMP BED

Sealed Bid: FY2019-09-020

Due Date: October 4, 2018

PUBLIC ACTS 109

“By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalties of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.”

Full text of Public Chapters can be found on the Tennessee Secretary of State's website: [http://tnsos.org/acts/](http://tnsos.org/acts/PublicActs.109.php) PublicActs.109.php.

Print Name _____

Signed _____

Title _____

Subscribed and sworn before me this ____ day of _____, 20____.

Signed _____ Print Name _____

Title _____

My commission expires: _____, 20____.

NOTE: Bids cannot be considered nor awards made to anyone without the above required statement.

Attachment: Bid specs (2432 : Regular Cab Truck with Dump Bed)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/23/18 07:00 PM
Department: Public Works
Category: Bid
Prepared By: Jessica Vaughan
Department Head: Mike Adams

Bid for one hydraulic crawler excavator.

On September 19, 2018 an ad was placed in *The Daily News*. On October 4, 2018 the City of Bartlett received five bids, which were opened at City Hall.

Bids were received from the following companies:

**Briggs Equipment- Base Bid	\$176,500.00
**Briggs Equipment- Alternate	\$172,800.00
Century Equipment	\$207,965.00
H&E Equipment	No Bid
Stribling Equipment	\$180,145.00

** Bid does not meet specifications.

We recommend the bid be awarded to Stribling Equipment for a total price of \$180,145.00.

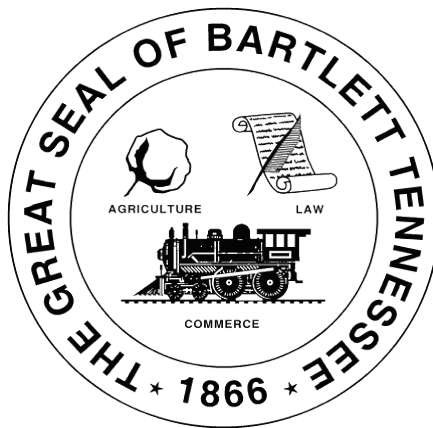
Funds are available in Account 311.48311.785.30719.

Thank you for your consideration.

CITY OF BARTLETT

*6400 STAGE ROAD
BARTLETT, TENNESSEE 38134*

A. Keith McDonald, Mayor
Mark Brown, Chief Administrator Officer
Dick Phebus, Finance Director
Michael J. Adams, Public Works Director



REQUEST FOR SEALED BIDS

SB # FY2019-09-017

DUE: Thursday, October 4, 2018, no later than 2:00 p.m. (CST)

HYDRAULIC CRAWLER EXCAVATOR

PUBLIC WORKS

The City of Bartlett Public Works - Fleet is seeking to purchase one (1) current year, Hydraulic Crawler Excavator, specifying John Deere 210G LC FT4 or equal as per the written specifications.

Attachment: FY2019-09-017 HYDRAULIC CRAWLER EXCAVATOR bid (2433 : bid for Excavator)

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

NOTICE TO BIDDERS

Sealed Bids are to be received no later than **2:00 P.M. on Thursday, October 4, 2018**. All bid packets, with an original, clearly identified, and two copies, must be labeled **“FY2019-09-017 “HYDRAULIC CRAWLER EXCAVATOR”** and addressed as follows:

**MAYOR A. KEITH MCDONALD
CITY OF BARTLETT
6400 STAGE ROAD
BARTLETT, TENNESSEE 38134**

The City reserves the right to reject any and all bids and to waive any informality in the bidding process. The City of Bartlett is an equal opportunity employer. If further information is desired, please contact Debbie Cairncross, Purchasing Agent at 901-385-6416 or email dcairncross@cityofbartlett.org

Please quote prices on attached bid sheet.

We propose to furnish the item(s) listed on attached form(s) at prices quoted and guarantee safe delivery FOB Delivery as specified.

These prices are submitted with a declaration that no Bartlett Aldermen or Employee has a financial or beneficial interest in this transaction.

NAME OF FIRM

EMAIL

ADDRESS

PHONE

SIGNATURE OF AUTHORIZED
REPRESENTATIVE

PRINT NAME

DATE

Attachment: FY2019-09-017 HYDRAULIC CRAWLER EXCAVATOR bid (2433 : bid for Excavator)

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

INTENT

The intent of these specifications is to provide sufficient specified information to permit prospective bidders to submit proposals for **one (1) current year, new and unused Hydraulic Crawler Excavator** as per the written specifications. The awarded supplier will be required to deliver the vehicle to the City of Bartlett Fleet Services located at 3583 Altruria Road, Bartlett, TN 38135.

STATEMENT OF INTENT – EQUALITY AND FAIRNESS

The City of Bartlett will not discriminate against any individual of any reason and will provide services to all citizens in a nondiscriminatory fashion. It is the intent of the city to fully comply with the provision of Title VI and Title VII of the Civil Rights Act of 1964. The City is committed to a moral, ethical, and legal responsibility to ensure equitable employment practices and the delivery of city services regardless of an individual's race, color, religion, national origin, age, disability, gender or political affiliation.

GENERAL SPECIFICATIONS

These specifications are intended as minimum requirements. However, it is recognized that each manufacturer has special features that make his equipment unique. Therefore, all bids will be considered, but every bidder must state, in detail, where his product fails to meet these specifications. Unless otherwise stated, these specifications are not intentionally written to favor any one Manufacturer, and are only for the purpose of indicating generally the type of work required of said bid items. It is the intention of the City to purchase quality products and not necessarily the products with the lowest initial cost.

1. All bidders must clearly identify any and all deviations from these specifications that their products may have; however, bids must meet or exceed specifications.
2. Bidder shall include the specification check list, along with the signed pricing sheet, the signed and notarized Public Acts 109 form (page 12) and a current year, signed W9 form.
Note: An original, clearly marked, and two copies shall be included in the bid package.
3. All prices are to be firm for **180** days from bid due date.
4. The City reserves the right to reject any and all bids.
5. The bid shall state the manufacturer's warranty, along with owner's manuals.
6. An Award Letter and purchase order will be issued to the successful vendor.
7. All charges for transportation and unloading are to be pre-paid by the successful bidder, and are not the responsibility of the City of Bartlett.
8. Unit delivered as a result of the award of this bid shall be a current year model, new and unused.

Note: Bidder may include any additional information or brochures on equipment being presented in the bid package.

DETAILED SPECIFICATIONS

(Include **one original** and **two copies** with bid pricing sheet and Public Acts 109 form)

Attachment: FY2019-09-017 HYDRAULIC CRAWLER EXCAVATOR bid (2433 : bid for Excavator)

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

**(Quantity of 1) New and Unused, Current Year, Hydraulic Crawler Excavator
Specifying John Deere Model 210G LC FT4 or equal**

DESCRIPTION	COMPLIANCE ANSWER		
	<u>YES</u>	<u>NO</u>	<u>OFFER</u>
General Specifications:			
Standard minimum operating weight to be in the range of 51,000 to 55,000 lbs.	_____	_____	_____
Overall height to top of cab to be no more than 9' - 8"	_____	_____	_____
Counterweight clearance to be approximately 3' - 6"	_____	_____	_____
Operating Specifications:			
ISO arm digging force with a 9'-7" arm to be in the range of 25,600 lbs.	_____	_____	_____
ISO bucket digging force with a 9'-7" arm to be in the range of 35,200 lbs.	_____	_____	_____
Lifting capacity (over the side at ground level 20-feet reach with 9'-7" arm, 1,468 lb bucket and 32-inch triple semi-grouser shoes) to be no less than 9,800 lbs.	_____	_____	_____
Maximum digging depth with 9'-7" arm should be in the range of 22'-0"	_____	_____	_____
Bucket to be at least 48"	_____	_____	_____
Hydraulic thumb kit, direct	_____	_____	_____

Initials

DESCRIPTION	COMPLIANCE ANSWER		
	<u>YES</u>	<u>NO</u>	<u>OFFER</u>
Engine Specifications:			

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

Rated net Power (ISO 9249) shall be no less than 159 HP at 2000 RPM (119KW) or equal

Must be certified to EPA Tier 4/Stage IV

6.8 L, six cylinders and displacement of no less than 415 cu in

Auto-idle mode (reduce engine speed when hydraulics not in use and reduce fuel consumption and noise)

Capable of auto-shutdown with adjustable delay periods to conserve fuel

Standard oil sampling valve

Oil interval shall have a scheduled 500 hour interval for reduced operating costs

Off-level capacity shall be no less than 35 degrees

Oil and fuel filters to be remotely mounted for ease of access

Cold-start aid, such as glow-plugs or equivalent

Accessory drive belt to have an automatic tension device

Cooling System:

Cool-on demand, to have a hydraulically driven fan operating at variable speed to reduce fuel consumption and noise

Hydraulic coolers and radiator cooling core to have a rating to resist plugging and for easier clean-out

Fan to have optional reverser actuated by operator at any time with shut-off (reverse direction and blow out screen periodically)

Pre-screening side shield for protection of debris

Initials

COMPLIANCE ANSWER

DESCRIPTION

YES

NO

OFFER

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

Power Train:

Two-speed propel with auto-shift

Shield or guard motor protection

Three (3) power modes and one (1) work mode

Drawbar pull shall be at least 45,636 lb

Brakes:Spring applied, hydraulically released for both the
Propel brake and Swing brake

Hydraulic System:

Reduced-drift valve for boom down, arm in for full control

Auxiliary hydraulic valve section

Hydraulic sight gauge for quick daily checks

Auxiliary hydraulic flow to be adjustable through the monitor

Capable of boosting power to increase digging forces when needed

Standard oil sampling valve

Return filter shall be positioned inside the hydraulic tank (for
protection from contamination when hydraulic oil is changed)

Swing speed capable of 13.5 rpm for maximum productivity

Swing torque shall be no less than 50,662 lb per foot

Maximum system operating pressure for implement circuit to
be no more than 4,975 psi

Attachment: FY2019-09-017 HYDRAULIC CRAWLER EXCAVATOR bid (2433 : bid for Excavator)

Initials**COMPLIANCE ANSWER****DESCRIPTION****YES****NO****OFFER**

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

Maximum system operating pressure for swing circuits to be no more than 4,830 psi

Right joy stick controller to be factory, pre-wired for auxiliary hydraulics

Boom and arm shall be equipped with standard welded bosses or attachment lugs for auxiliary high flow lines

Cylindrical-shaped hydraulic tank (to promote oil mix on return and minimize potential for leaks)

Electrical:

24 Volt and 100 AMP alternator

Circuits to be blade-type, multi-fused

Battery to have a positive battery cover

Two (2) halogen work lights with one (1) mounted on boom and one (1) mounted on frame

Fuses to be color coded for correct amperage

Data-acquisition system with software to store utilization data

Operator Station:

Mounted on four silicone-filled cab mounts or equivalent for reduction of noise, vibration and operator fatigue

Cab with openable roof hatch and sunshade (for additional emergency escape path and clear visibility)

Cab to have glass right window

Cab door, fuel cap, service doors and tool box shall be lockable

Initials

COMPLIANCE ANSWER

DESCRIPTION

YESNOOFFER

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

Tool to break window in case of emergency (must be conveniently located for operator access)

Suspension deluxe seat, adjustable, with headrest, adjustable lumbar support and 4-inch adjustable armrests

Control positions and seat to be adjustable independently

Cab to have large beverage holder, and factory installed hot/cold beverage box

Horn and travel alarm to be operable when the machine is moving forward or in reverse

Cab provided with 12 volt, 60 watt, 5 amp power outlet

Air conditioner auto-climate control, heater and pressurizer

Easy-to-replace air conditioner filter, no special tools required and shall have extended replacement intervals

Cab fresh air filter must be accessible from the ground and outside of cab, no tools required for removal

Windshield wiper with intermittent speed, and washer

Operator Station Monitor

System shall retain and display active fault codes and incidents related to machine operating outside of the specified parameter

Capable of displaying information in different languages

Capable of storing maintenance/service interval information on items like engine oil, engine oil filter and air cleaner filter

Capable of showing machine diagnostic information including error messages, fault codes and system operating information. (Examples of operating information include engine rpm, pump pressures, hydraulic oil temperatures and pilot pressures)

Includes standard engine air cleaner restriction light

Initials
COMPLIANCE ANSWER

DESCRIPTION**YES****NO****OFFER**

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

Undercarriage:

Two (2) upper carrier rollers per side

Eight (8) lower rollers per side

Center track guide

Chain to be sealed and lubricated; track adjustment to be hydraulic

Upper Structure:

Bucket-to-arm joint shall be coated with an extremely wear resistant surface (i.e. Tungsten-Carbide thermal coating)

Machine shall have oil-impregnated bushings for durability and extend grease intervals to 500 hours on the arm-and-boom joint and 100 hours on the bucket joint

Boom shall be reinforced with three welded bulkhead plates for maximum strength and durability

Outer mainframe of the house to be constructed with a reinforced D-channel for durability

Mirrors, right hand, left hand, and counterweight mounted standard

Batteries must be located in a separate area (other than a designated storage area or toolbox)

Machine to have dirt seals on all bucket pins

Machine to have reinforced resin thrust plates

Training:

Provide necessary training to instruct the City of Bartlett fleet personnel in the proper operation and maintenance of the equipment

Initials**COMPLIANCE ANSWER****DESCRIPTION****YES****NO****OFFER**

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

Warranties:

Extended warranty- 5 year, 5,000 hour power train and hydraulics _____

Boom, arm and mainframes – 3 years or 10,000 hours _____

Specify ALL warranties available _____

ALL WARRANTY INFORMATION TO BE PROVIDED UPON DELIVERY OF VEHICLE.**ALL WARRANTY WORK TO BE DONE WITHIN 50 MILES OF BARTLETT CITY LIMITS****Owner's Manuals**

Furnish ALL manuals (two sets required) – DVD format preferred however book format is acceptable

Service/Repair Manual

Parts Manual

Operators Manual

DELIVERY - Must be delivered to:*City of Bartlett – Fleet Services**3583 Altruria Rd.**Bartlett, TN 38135***End of Specifications**_____
Initials**BID PRICING SHEET***(One original, clearly marked, and two copies, must include the specification check list,
Public Acts 109 form and IRS Rev 2017 signed W-9 form)*

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

**(1 each) New and unused, current year HYDRAULIC CRAWLER EXCAVATOR,
Specifying John Deere 210G LC FT4 or equal**

SPECIFY MAKE AND MODEL _____

Delivered Price \$ _____

Time required for delivery: _____ days

Total Bid in Words:

**NOTE: BID PRICING TO BE FIRM FOR 180 DAYS, WITH AN OPTION TO PURCHASE
ADDITIONAL VEHICLES WITHIN ONE YEAR FROM BID DUE DATE AT THE SAME
PRICE**

NAME OF FIRM

Email

Authorized Representative
(Typed or Printed)

Telephone Number

Authorized Representative Signature

Date

Attachment: FY2019-09-017 HYDRAULIC CRAWLER EXCAVATOR bid (2433 : bid for Excavator)

HYDRAULIC CRAWLER EXCAVATOR

Sealed Bid: FY2019-09-017

Due Date: October 4, 2018

PUBLIC ACTS 109

“By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalties of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.”

Full text of Public Chapters can be found on the Tennessee Secretary of State's website: [http://tnsos.org/acts/](http://tnsos.org/acts/PublicActs.109.php) PublicActs.109.php.

Print Name _____

Signed _____

Title _____

Subscribed and sworn before me this ____ day of _____, 20____.

Signed _____ Print Name _____

Title _____

My commission expires: _____, 20____.

NOTE: Bids cannot be considered nor awards made to anyone without the above required statement.

Attachment: FY2019-09-017 HYDRAULIC CRAWLER EXCAVATOR bid (2433 : bid for Excavator)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/23/18 07:00 PM

Department: Engineering

Category: Purchase

Prepared By: John Horne

Department Head: John Horne

Authorization to purchase sanitary sewer easements for the Covington Pike Sewer Project.

The City is seeking to acquire Sanitary Sewer Easements and Construction Easements from nine property owners on Covington Pike Road and Old Brownsville Road, just west of Billy Maher Road.

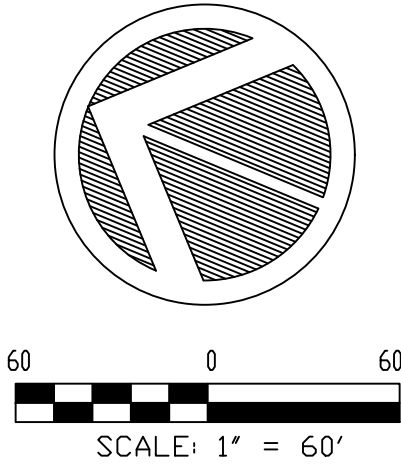
The following outlines the owner's names and appraised values for the acquisition:

Richard and Pamela Kendrick	\$4,231.00
Arnold Family Revocable Trust	\$5,729.00
Kyle A. Walker	\$4,139.00
Brian Murphree and Brigitte Davies	\$1,223.00
Stephen E. Hall	\$7,402.00
Jo A. Rimer	\$2,859.00
Rivercrest Baptist Church	\$177.00
David S & Lucinda H Ralston	\$1,993.00
St. Elisabeth's Episcopal Church	\$1,042.00
TOTAL	\$28,795.00

Please authorize \$28,795.00 for the Sanitary Sewer Easements and Construction Easements. Funds are available in Account 312.48312.780.81151.



- GENERAL NOTES:
1. NOTIFY THE CITY OF BARTLETT ENGINEERING DEPARTMENT BEFORE CONSTRUCTION BEGINS. (PHONE:385-6499)
 2. 98% COMPACTION, STANDARD PROCTOR, IS REQUIRED ON ALL ROAD SUBGRADE, TRENCHES, AND BUILDING AREAS OF LOTS.
 3. LOCATION OF EXISTING UNDERGROUND UTILITIES ARE APPROXIMATE AND ARE NOT NECESSARILY ALL OF THE SAME. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING 811 TO INITIATE THE APPROPRIATE UTILITY COMPANIES IN ORDER TO DETERMINE THE EXACT LOCATION OF ALL UTILITIES AND/OR UNDERGROUND STRUCTURES PRIOR TO THE INITIATION OF ANY CONSTRUCTION. CONTRACTOR SHALL ALSO ASSUME FULL RESPONSIBILITY FOR THE DAMAGE TO ANY UTILITIES ENCOUNTERED WITHIN THE CONSTRUCTION PERIMETERS. FOR SITE LOCATIONS OF EXISTING UTILITIES, PLEASE CALL 811.
 4. ALL NEWLY CUT AND/OR FILLED AREAS LACKING VEGETATION SHALL BE SEEDED, FERTILIZED, WATERED, MULCHED, AND/OR SODDED AS REQUIRED BY THE CITY OF BARTLETT TO EFFECTIVELY PREVENT SOIL EROSION.
 5. ALL EXISTING DRIVEWAYS THAT ARE DAMAGED BY THE CONTRACTOR SHALL BE REPLACED BY THE CONTRACTOR BACK TO THE NEAREST JOINT. THESE REPAIRS SHALL BE COORDINATED WITH THE CITY ENGINEER.
 6. CONTRACTOR SHALL PROVIDE CONTINUAL ACCESS FOR ALL DRIVEWAYS FOR HOMEOWNERS AND EMERGENCY VEHICLES.
 7. ANY NECESSARY WATER RELOCATION SHALL CONFORM TO CITY OF BARTLETT ENGINEERING DEPARTMENT SPECIFICATIONS.
 8. DURING CONSTRUCTION, CONTRACTOR SHALL BE RESPONSIBLE FOR RELOCATING ANY NECESSARY WATER SERVICES AND/OR METERS.
 9. INSTALLTION OF SMH #1, 6, & 7 RISERS AND CONES SHALL INSURE THAT EACH RIM & COVER IS OUTSIDE OF THE FUTURE SIDEWALK.



KEY MAP

- LEGEND
- Existing Trees
 - Existing Elevation Contour
 - Existing Fence
 - Existing Overhead Electric Power
 - Existing Power Pole
 - Existing Gas Line
 - Existing UG Communication Line
 - Existing Water Line
 - Existing Drainage Line
 - Existing Sewer Forcemain
 - Existing Sewer Line
 - Road Right of Way
 - Existing Property Line
 - Existing Asphalt
 - Existing Gravel Driveway
 - Existing Water Meter
 - Existing Mail Box
 - Approx. Location of Septic Tank

REVISIONS		
ITEM	DESCRIPTION	DATE

**FOR
REVIEW
ONLY**



CITY OF BARTLETT
DEPARTMENT OF ENGINEERING
6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499

COVINGTON PIKE ROAD
Sanitary Sewer Project

DRAWN: J.HORNE DATE: 6/17

CITY ENGINEER: _____
DATE: _____

 Know what's below.
Call 811 before you dig.

SHEET

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

Meeting: 10/23/18 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Stefanie McGee

Department Head: Dick Phebus

AGENDA ITEM

**Presentation of Debt Obligation Form Related to General
Obligation Public Improvement Bonds, Series 2018 .**

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity:	
Name:	City of Bartlett, Tennessee
Address	6400 Stage Road
	Bartlett, TN 38134
Debt Issue Name:	General Obligation Public Improvement Bonds, Series 2018
If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.	

2. Face Amount:	\$ 5,295,000.00
Premium/Discount:	\$ 432,362.00

3. Interest Cost:	3.3621 %	☒ Tax-exempt	☐ Taxable
☒ TIC	☐ NIC		
☐ Variable:	Index _____ plus _____ basis points; or		
☐ Variable: Remarketing Agent	_____		
☐ Other:	_____		

4. Debt Obligation:		
☐ TRAN	☐ RAN	☐ CON
☐ BAN	☐ CRAN	☐ GAN
☒ Bond	☐ Loan Agreement	☐ Capital Lease
If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Office of State and Local Finance ("OSLF").		

5. Ratings:	
☐ Unrated	
Moody's	Aa1
Standard & Poor's	AAA
Fitch	

6. Purpose:							
☒ General Government	100.00 %						
☐ Education	_____ %						
☐ Utilities	_____ %						
☐ Other	_____ %						
☐ Refunding/Renewal	_____ %						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: black; color: white;">BRIEF DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>Public buildings, parks and road projects</td> </tr> <tr> <td> </td> </tr> <tr> <td> </td> </tr> <tr> <td> </td> </tr> <tr> <td> </td> </tr> </tbody> </table>		BRIEF DESCRIPTION	Public buildings, parks and road projects				
BRIEF DESCRIPTION							
Public buildings, parks and road projects							

7. Security:	
☒ General Obligation	☐ General Obligation + Revenue/Tax
☐ Revenue	☐ Tax Increment Financing (TIF)
☐ Annual Appropriation (Capital Lease Only)	☐ Other (Describe): _____

8. Type of Sale:	
☒ Competitive Public Sale	☐ Interfund Loan
☐ Negotiated Sale	☐ Loan Program
☐ Informal Bid	

9. Date:	
Dated Date:	10/18/2018
Issue/Closing Date:	10/18/2018

Attachment: CT-0253 (2443 : CT0253 CON 2018)

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

10. Maturity Dates, Amounts and Interest Rates *:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2019	\$ 165,000.00	5.0000 %	2030	\$ 280,000.00	4.0000 %
2020	\$ 170,000.00	5.0000 %	2031	\$ 290,000.00	4.0000 %
2021	\$ 180,000.00	5.0000 %	2032	\$ 300,000.00	4.0000 %
2022	\$ 190,000.00	5.0000 %	2033	\$ 315,000.00	4.0000 %
2023	\$ 200,000.00	5.0000 %	2034	\$ 325,000.00	4.0000 %
2024	\$ 210,000.00	5.0000 %	2035	\$ 340,000.00	4.0000 %
2025	\$ 220,000.00	5.0000 %	2036	\$ 355,000.00	4.0000 %
2026	\$ 230,000.00	5.0000 %	2037	\$ 370,000.00	4.0000 %
2027	\$ 245,000.00	5.0000 %	2038	\$ 385,000.00	4.0000 %
2028	\$ 255,000.00	5.0000 %		\$	%
2029	\$ 270,000.00	4.0000 %		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

* This section is not applicable to the Initial Report for a Borrowing Program.

11. Cost of Issuance and Professionals:☐ No costs or professionals

	AMOUNT (Round to nearest \$)	FIRM NAME
Financial Advisor Fees	\$ 20,000	PFM Financial Advisors LLC
Legal Fees	\$ 0	
Bond Counsel	\$ 15,500	Bass, Berry & Sims PLC
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
Paying Agent Fees	\$ 400	U.S. Bank
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 28,775	Standard & Poor's, Moody's
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount _____%		
Take Down	\$ 11,649	Raymond James & Associates, Inc.
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 6,250	i-Preo, The Commercial Appeal, Miscellaneous
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs	\$ 0	
TOTAL COSTS	\$ 82,574	

Attachment: CT-0253 (2443 : CT0253 CON 2018)

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

12. Recurring Costs:
☐ No Recurring Costs

	AMOUNT (Basis points/\$)	FIRM NAME (If different from #11)
Remarketing Agent		
Paying Agent / Registrar	400	
Trustee		
Liquidity / Credit Enhancement		
Escrow Agent		
Sponsorship / Program / Admin		
Other		

13. Disclosure Document / Official Statement:
☐ None Prepared

☒ EMMA link

<https://emma.msrb.org/ER1157048-ER904807-ER1305276.pdf> or

☐ Copy attached
14. Continuing Disclosure Obligations:

Is there an existing continuing disclosure obligation related to the security for this debt?

☒ Yes ☐ No

Is there a continuing disclosure obligation agreement related to this debt?

☒ Yes ☐ No

 If yes to either question, date that disclosure is due Within 1 yr of FY end

 Name and title of person responsible for compliance Dick Phebus, Finance Director
15. Written Debt Management Policy:
 Governing Body's approval date of the current version of the written debt management policy 12/13/2011

Is the debt obligation in compliance with and clearly authorized under the policy?

☒ Yes ☐ No
16. Written Derivative Management Policy:
☒ No derivative

Governing Body's approval date of the current version of the written derivative management policy _____

Date of Letter of Compliance for derivative _____

Is the derivative in compliance with and clearly authorized under the policy?

☐ Yes ☐ No
17. Submission of Report:

To the Governing Body: on _____ and presented at public meeting held on _____

Copy to Director to OSLF: on _____ either by:

☐ Mail to:

 505 Deaderick Street, Suite 1600
James K. Polk State Office Building
Nashville, TN 37243-1402

OR

☒ Email to:

StateAndLocalFinance.PublicDebtForm@cot.tn.gov
18. Signatures:

	AUTHORIZED REPRESENTATIVE	PREPARER
Name	A. Keith McDonald	Lillian Blackshear
Title	Mayor	Attorney
Firm		Bass, Berry & Sims PLC
Email	kmcdonald@cityofbartlett.org	lblackshear@bassberry.com
Date	10/18/2018	10/18/2018

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 10/23/18 07:00 PM

Department: Finance

Category: Report

Prepared By: Eric Phan

Department Head: Dick Phebus

Treasurer's Report for September 2018.



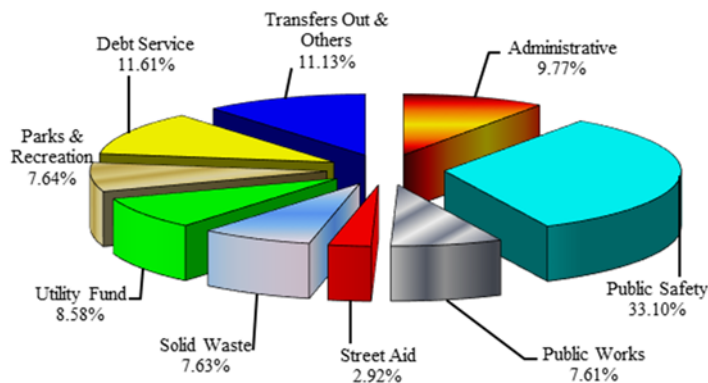
City of Bartlett

FINANCIAL REPORT

September 30, 2018

Total Expenditures, FY 2019 Budget: \$84,464,781

WHERE THE \$ GOES
(Does not include School)

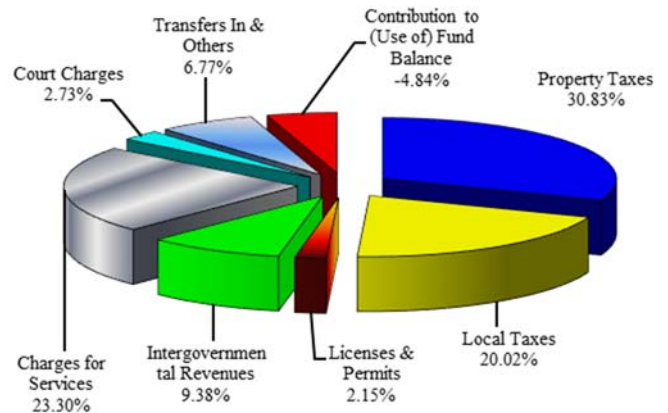


BUDGET HIGHLIGHTS

- June 30, 2018 year-to-date actual is unaudited.
- Information in this report is preliminary Fiscal Year 2018 year-end.
- Property tax bills will be mailed in November and are due February 28.
- Delinquent 2017 property taxes were submitted to the Trustee for collection.

Total Revenues, FY 2019 Budget: \$84,464,781

WHERE THE \$ COMES FROM
(Does not include School)



FY 2019 YEAR-TO-DATE
For The Period Ending September 30, 2018

	Adopted Budget	Year-to-Date Actual
General Fund Expenditures		
Administrative	\$ 7,671,514	\$ 1,466,962
Public Safety	27,266,139	6,568,344
Public Works	6,322,309	1,491,936
Parks and Recreation	5,865,151	1,408,553
Performing Arts	601,966	166,246
Transfers & Other Gen. Fund Items	6,534,019	1,737,826
Subtotal	\$ 54,261,098	\$ 12,839,867
General Fund Revenues		
Property Taxes	\$ 26,095,000	\$ 51,809
Local Taxes	13,565,418	1,165,257
Building and Development Fees	1,816,700	334,713
Intergovernmental	6,141,000	385,938
Charges for Services	4,238,830	1,014,584
Court Charges	1,965,000	468,843
Other Revenue	439,150	85,461
Subtotal	\$ 54,261,098	\$ 3,506,605
Special Rev. Funds-Expenditures	\$ 10,748,539	\$ 1,908,932
Special Rev. Funds-Revenues	\$ 10,748,539	\$ 1,534,456
Utility Expenses	\$ 11,168,744	\$ 2,114,443
Utility Revenues	\$ 11,168,744	\$ 2,405,558
Debt Service Expenditures	\$ 8,286,400	\$ 5,936,634
Debt Service Revenues	\$ 8,286,400	\$ 258,233
Total Expenditures	\$ 84,464,781	\$ 22,799,875
Total Revenues	\$ 84,464,781	\$ 7,704,851

Note: FY 2019 Adopted Budget includes use of fund balance in the Special Revenue Funds, Utility Fund and the Utility Fund.

Attachment: Sep18FinRpt (2440 : Treasurer's Report for September 2018.)



City of Bartlett -- Financial Summary For The Period Ending Sep 30, 2018

5.7.a



	FY 2018 Unaudited Actual	FY 2019 Adopted Budget	Increase/ Decrease in \$	Year-to-Date Actual FY 2018	Year-to-Date Actual FY 2019	Increase/ Decrease in \$	Percent of FY 2018 Actual	Percent of FY 2019 Budget	Increase/ Decrease in %
General Fund Expenditures									
Administrative	\$ 7,033,438	\$ 7,671,514	\$ 638,076	\$ 1,565,739	\$ 1,466,962	\$ (98,778)	22.26%	19.12%	-3.14%
Public Safety	26,002,682	27,266,139	1,263,457	6,164,273	6,568,344	404,071	23.71%	24.09%	0.38%
Public Works	5,917,177	6,322,309	405,132	1,409,210	1,491,936	82,726	23.82%	23.60%	-0.22%
Parks and Recreation	5,509,240	5,775,044	265,804	1,419,295	1,408,553	(10,741)	25.76%	24.39%	-1.37%
Performing Arts	694,404	692,073	(2,331)	212,229	166,246	(45,983)	30.56%	24.02%	-6.54%
Transfers & Other Gen. Fund Items	7,078,856	6,534,019	(544,837)	1,737,826	1,737,826	0	24.55%	26.60%	2.05%
Total General Fund Expenditures	\$ 52,235,798	\$ 54,261,098	\$ 2,025,300	\$ 12,508,571	\$ 12,839,867	\$ 331,296	23.95%	23.66%	-0.28%
General Fund Revenues									
Property Taxes	\$ 25,476,449	\$ 26,095,000	\$ 618,551	\$ 38,190	\$ 51,809	\$ 13,619	0.15%	0.20%	0.05%
Local Taxes	12,904,189	13,565,418	661,229	1,094,551	1,165,257	70,706	8.48%	8.59%	0.11%
Building and Development Fees	1,755,784	1,816,700	60,916	364,011	334,713	(29,298)	20.73%	18.42%	-2.31%
Intergovernmental	6,221,427	6,141,000	(80,427)	381,199	385,938	4,738	6.13%	6.28%	0.16%
Charges for Services	4,276,451	4,238,830	(37,621)	914,869	1,014,584	99,715	21.39%	23.94%	2.54%
Court Charges	1,983,487	1,965,000	(18,487)	505,848	468,843	(37,005)	25.50%	23.86%	-1.64%
Other Revenue	492,679	439,150	(53,529)	85,324	85,461	137	17.32%	19.46%	2.14%
Total General Fund Revenues	\$ 53,110,467	\$ 54,261,098	\$ 1,150,631	\$ 3,383,991	\$ 3,506,605	\$ 122,613	6.37%	6.46%	0.09%
Special Revenue Funds									
Street Aid Fund	\$ 1,524,326	\$ 2,475,000	\$ 950,674	\$ 246,050	\$ 246,890	\$ 840	16.14%	9.98%	-6.17%
Solid Waste Fund	6,187,894	6,614,577	426,683	1,166,742	1,389,606	222,864	18.86%	21.01%	2.15%
General Improvement Fund	710,168	768,800	58,632	370,428	249,789	(120,639)	52.16%	32.49%	-19.67%
Drug Enforcement Fund	219,291	473,500	254,209	37,341	50,548	13,207	17.03%	10.68%	-6.35%
DEA Enforcement Fund	21,736	279,200	181,881	109	22,424	22,315	0.50%	8.03%	7.53%
Drainage Control Fund	97,319	120,526	65,526	22,298	22,636	339	22.91%	18.78%	-4.13%
Park Improvement Fund	55,000	16,936	(4,800)	55,000	0	(55,000)	0.00%	0.00%	0.00%
Grant Funds	1,710,951	0	(1,710,951)	(196,331)	(72,961)	123,369	-11.47%	0.00%	11.47%
Special Revenue Funds - Expenditures	\$ 10,526,686	\$ 10,748,539	\$ 221,853	\$ 1,701,637	\$ 1,908,932	\$ 207,294	16.16%	17.76%	1.59%
Special Revenue Funds - Revenues	\$ 10,678,972	\$ 10,748,539	\$ 69,567	\$ 1,628,835	\$ 1,534,456	\$ (94,379)	15.25%	14.28%	-0.98%
Utility Fund									
Total Utility Operations	\$ 7,062,392	\$ 9,812,225	\$ 2,749,833	\$ 1,356,368	\$ 1,269,755	\$ (86,613)	19.21%	12.94%	-6.26%
Total Utility Debt Expenses	1,305,257	1,356,519	51,262	833,997	844,688	10,691	63.90%	62.27%	-1.63%
Total Utility Expenses	\$ 8,367,649	\$ 11,168,744	\$ 2,801,095	\$ 2,190,365	\$ 2,114,443	\$ (75,922)	26.18%	18.93%	-7.24%
Total Utility Revenues	\$ 8,503,886	\$ 11,168,744	\$ 2,664,858	\$ 2,222,942	\$ 2,405,558	\$ 182,616	26.14%	21.54%	-4.60%
Debt Service Fund									
Total Debt Service Expenditures	\$ 8,116,874	\$ 8,471,401	\$ 354,527	\$ 3,391,639	\$ 5,936,634	\$ 2,544,995	41.79%	70.08%	28.29%
Total Debt Service Revenues	\$ 11,281,685	\$ 8,471,401	\$ (2,810,284)	\$ 245,848	\$ 258,233	\$ 12,385	2.18%	3.05%	0.87%
Total Expenditures	\$ 79,247,007	\$ 84,649,782	\$ 5,402,775	\$ 19,792,212	\$ 22,799,875	\$ 3,007,663	24.98%	26.93%	1.96%
Total Revenues	\$ 83,575,009	\$ 84,649,782	\$ 1,074,773	\$ 7,481,616	\$ 7,704,851	\$ 223,235	8.95%	9.10%	0.15%

Attachment: Sep18FinRprt (2440 : Treasurer's Report for September 2018.)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 2434)

Meeting: 10/23/18 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 2434

Resolution 30-18, a resolution authorizing the City of Bartlett to participate in The Pool's Property Conservation Matching Grant Program.

WHEREAS, the citizens of the City of Bartlett have entrusted this administration with the care and custody of city-owned property; and

WHEREAS, all efforts shall be made to protect city-owned property from various perils that may arise for the City of Bartlett; and

WHEREAS, The Pool seeks to encourage members with property coverage to develop and implement a property conservation program by offering the *Property Conservation Matching Grant Program*; and

WHEREAS, the City of Bartlett now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE the following:

SECTION 1. That the City of Bartlett is hereby authorized to submit application for the *Property Conservation Matching Grant Program* through the Loss Control Department of The Pool.

SECTION 2. That the City of Bartlett is further authorized to provide a matching sum to serve as a match for any monies provided by this grant.

Adopted this day of October 23, 2018

W. C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 2442)

Meeting: 10/23/18 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 2442

Resolution 31-18, a resolution to accept a grant from the State of Tennessee Highway Safety Office in the amount of \$20,000 and amend the Fiscal Year 2019 Grant Fund Budget to appropriate the grant funds.

WHEREAS, the Police Department did apply for and receive a 100 percent funded grant from the State of Tennessee Highway Safety Office in the amount of \$20,000 for overtime costs and operating expenses for the 2019 State and Community Highway Safety Grant; and

WHEREAS, it is necessary to accept the grant and amend the Fiscal Year 2019 Grant Fund budget to appropriate the grant revenues and expenditures; and

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen that the State of Tennessee Community Highway Safety Grant in the amount of \$20,000 is accepted and the Fiscal Year 2019 Grant Fund Budgets shall be amended to appropriate the grant as follow:

Org Code	Object Code	Project	Description	Expenditure	Revenue
13142100	994	02119	Transfers to Gen Fund	20,000.00	
13130000	33683	02119	TDOT Grants		20,000.00
11042100	122		Overtime Wages	16,000.00	
11042100	163		Travel	2,000.00	
11042100	341		Supplies	1,800.00	
11042100	36705		Transfers from Grant		20,000.00

Adopted this day of October 23, 2018

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 2431)

Meeting: 10/23/18 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 2431

Resolution 32-18, a resolution to accept a Bulletproof Vest Partnership Grant from the U.S. Department of Justice FY18 Programs in the amount of \$9,120 and to amend the Fiscal Year 2019 Grant Fund to appropriate the funds.

WHEREAS, the City of Bartlett police department did apply for and receive a FY18 Bulletproof Vest Partnership (BVP) Grant from the U.S. Department of Justice in the amount of \$9,120 which will fund 50 percent of the cost to purchase bulletproof vests for the police department; and

WHEREAS, the terms of the grant require a 50 percent match by the recipient; and

WHEREAS, the City of Bartlett has funds available in the Fiscal Year 2019 police department budget to fund the 50 percent local match; and

WHEREAS, it is necessary to accept the BVP grant of \$9,120 and amend the Fiscal Year 2019 Grant Fund operating budget to appropriate the \$18,240 grant funds for the police department.

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen, that the U.S. Department of Justice Bulletproof Vest Partnership Grants be accepted in the amount of \$9,120 and that the Fiscal Year 2019 Grant Fund operating budget be amended to appropriate funds for the purchase of the vests in the amount of \$18,240.

Adopted this day of October 23, 2018

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk