



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, OCTOBER 13, 2015 - BARTLETT CITY HALL - 7:00 PM

INVOCATION

Opening Prayer

FUTURE MEETINGS

Historic Preservation Commission, October 19 at 7 p.m.

BPACC Advisory Board, October 20 at 6 p.m.

Bartlett Arts Council, October 20 at 6:30 p.m.

Design Review Commission, October 20 at 6:30 p.m.

RECOGNITIONS

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the September 22, 2015 Board of Mayor and Aldermen Regular Meeting

CONSENT AGENDA

1 Bid for two knuckleboom trucks. (Bill Yearwood, Director of Public Works)

Recommend accepting the lowest bid from Tag Truck Center at a cost of \$131,944.71 each, for a total cost of \$263,889.42. Funds are available in Account 122.48122.935.

2 Bid for vacuum leaf collector. (Bill Yearwood, Director of Public Works)

Recommend accepting the sole bid from ODB Municipal Products at a cost of \$44,245.00. Funds are available in Account 122.48122.935.

3 Bid for a one extendable-arm compact excavator. (Bill Yearwood, Director of Public Works)

Recommend accepting the lowest bid from Williams Equipment & Supply at a cost of \$62,995.00. Funds are available in Account 122.48122.935.

4 Bid for citywide pest control services. (Dick Phebus, Director of Finance)

Recommend accepting the lowest bid from NU ERA for annual pest control services in the amount of \$13,860. Funds are available in building maintenance accounts in various city departments.

5 Bid for semi-annual City Informational Brochures. (Debbie Gelineau, Director of Community Relations)

Recommend accepting the lowest bid from Kelley and Associates at a cost of \$990 per 1,000 copies, plus \$14,990.92 in estimated postage. Funds are available in Accounts 110.41220.311 and 110.41220.211.

6 Bid for eight Ford Explorers. (Gary Rikard, Chief of Police)

Recommend accepting the sole bid from Auto Nation Ford Memphis at a total cost of \$217,778.00. Three SUVs would be purchased from the Federal Drug Fund, Account 129.48129.935 for \$80,739.00, and five SUVs would be purchased from the Capital Fund Account 311.48311.785.30716 for \$137,039.00.

7 Purchase eight in-car video cameras for new police vehicles. (Gary Rikard, Chief of Police)

Request authorization to purchase eight Watchguard in-car video cameras from Watchguard at a total cost of \$38,560.00. Watchguard is a sole-source provider. Funds are available in Account 311.48311.785.30716.

8 Purchase eight radar units for new police vehicles. (Gary Rikard, Chief of Police)

Request authorization to purchase eight Stalker dual radar units from Applied Concepts, Inc. at a total cost of \$14,760.00. This purchase would be from a State bid contract. Funds are available in Account 311.48311.785.30716.

9 Contract for architectural design for Bartlett Soccer Park, Dixon Brewer Park, and Deermont Park restroom improvements. (Wade Towles, Assistant Director of Engineering)

Recommend accepting the architectural design contract with Ross Witt, PLLC in the amount of \$35,500.00. Funds are available in Account 311.48311.772.51416.

10 Contract for right-of-way appraisal review for Old Brownsville widening project. (Rick McClanahan, Director of Engineering)

Request contracting with Douglas Hall to review right-of-way appraisals along Old Brownsville Road for widening project. Maximum fee will be \$10,000. Funds are available in Account 311.48311.770.422.

I1 Contract for engineering design of a Yale Road water tower. (Rick McClanahan, Director of Engineering)

Recommend awarding the design contract to Fisher Arnold in the amount of \$44,300.
Funds are available in Account 311.48311.772.4721.

I2 Presentation of Form CT-0253 for 2015 Series General Obligation Bonds. (Dick Phebus, Director of Finance)

I3 Planning Commission Report for October 2015. (Terry Emerick, Director of Planning and Economic Development)

NEW BUSINESS

There is no New Business.

OPEN DISCUSSION

ADJOURNMENT



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, SEPTEMBER 22, 2015 - BARTLETT CITY HALL - 7:00 PM

CALL TO ORDER

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: Present.

INVOCATION

Opening Prayer by Mayor McDonald

FUTURE MEETINGS

City Beautiful Commission, October 1 at 7 p.m.

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

Planning Commission, October 5 at 7 p.m.

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

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

Bartlett Historical Society, October 12 at 7 p.m.

RECOGNITIONS

Firefighter promotion

Fire Chief Terry Wiggins presented Jeremy Herring with his promotion badge to lieutenant.

Presentation by Shelby County Trustee David Lenoir

Trustee Lenoir updates the Board twice a year to the financial health of Shelby County.

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

Minutes Acceptance: Minutes of Sep 22, 2015 7:00 PM (MINUTES ACCEPTANCE)

MINUTES ACCEPTANCE**Minutes of the September 8, 2015 Board of Mayor and Aldermen Regular Meeting**

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Bobby Simmons, Alderman
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

CONSENT AGENDA

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

- 1 Special event permit for New Hope Christian Church's Fallapalooza. (Jim Brown, Director of Code Enforcement)**
The event will be held on Sunday, October 25 from 3 to 6 p.m. at New Hope Christian Church.
- 2 Site Plan, grading, and erosion control contract for Fullview Missionary Baptist Church. (Wade Towles, Assistant Director of Engineering)**
The developer, Fullview Missionary Baptist Church, will pay \$6,901.23 in City fees. The bond is set at \$64,855.00.
- 3 Bid for one four-wheel drive front-deck mower. (Bill Yearwood, Director of Public Works)**
Recommend accepting the lowest bid from Barton Equipment in the amount of \$20,300.00. Funds are available in Account 311.48311.785.30716.
- 4 Bid for HVAC replacement. (Jason Sykes, Director of BPACC)**
Recommend accepting the lowest bid from National HVAC Service for a total cost of \$15,490.00 to replace three HVAC units. Funds are available in Account 11045400 921.
- 5 Purchase of four replacement mowers. (David Thompson, Director of Parks and Recreation)**
Recommend accepting state bid price for replacement of four mowers in Parks Maintenance. Insurance recovery will be used to offset the cost of \$38,760.00 under Tennessee State Contract bid list. The vendor is Bartlett Small Engines. Funds are available in Account 110.44300.939.
- 6 Contract for architectural design for City Hall remodeling. (Wade Towles, Assistant Director of Engineering)**
Recommend accepting the architectural design contract with Ross Witt, PLLC in the amount of \$45,200.00. Funds are available in Account 311.48311.772.11016.

Minutes Acceptance: Minutes of Sep 22, 2015 7:00 PM (MINUTES ACCEPTANCE)

- 7 Contract for survey and design work to lower hill east of Ellis and New Brunswick intersection. (Rick McClanahan, Director of Engineering)**
Recommend awarding the survey and design contract to Pickering Firm in the amount of \$49,300.98, plus a contingency amount of \$699.02 for a total cost of \$50,000. Funds are available in Account 311.48311.772.452.

NEW BUSINESS

- 1 Appeal of the Design Review Commission's decision regarding the proposed sign package for Krispy Kreme Doughnuts, to be located at 6072 Stage Road. (Terry Emerick, Director of Planning and Economic Development)**

Mr. Emerick explained that Krispy Kreme Donuts is requesting two wall signs and a ground sign. One wall sign would be on the front of the building facing Stage Road; the second wall sign would face the private drive into the shopping center.

The Design Review Commission was unable to approve the full sign package at its September 21 special-called meeting because the wall signs are 8 square feet larger than ordinance allows.

Mayor McDonald said the Board needs to address signage on corner lots within the City's sign ordinances.

Alderman Parsons asked if the administration is considering this property a corner lot. Mayor McDonald explained that because this lot is adjacent to a private drive, it has the same attributes as a corner lot.

Alderman Elliott, the Board's liaison to the Design Review Commission, said she appreciated Krispy Kreme Donuts and City staff working toward a compromise. She polled the Commission members and a majority was in favor of this proposal.

Mayor McDonald explained that the urgency in getting this sign package approved is because Krispy Kreme plans to close on the property by September 30 and needed to know whether it would get its signs beforehand.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	W.C. Pleasant, Alderman
SECONDER:	David Parsons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

- 2 Resolution 28-15, a resolution to accept bulletproof vest partnership grant from the U.S. Department of Justice FY15 Programs in the amount of \$2,680.25 and to amend the Fiscal Year 2014 Grant Operating Budget to appropriate the funds. (Dick Phebus, Director of Finance)**

Mr. Phebus noted that this is a fifty percent matching-grant from the U.S. Department of Justice.

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

- 3 Resolution 29-15, a resolution to open a deposit account with SunTrust Bank and authorizations for transactions relating to proceeds from 2015 General Obligation Bonds. (Dick Phebus, Director of Finance)**

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

OPEN DISCUSSION

Mayor McDonald said Bartlett's top crime problem is domestic violence; a woman was recently assaulted by her husband and is in critical condition. He encouraged citizens to have open discussions about domestic violence, to look for signs, and seek help.

Debbie Gelineau, Director of Community Relations, announced the Bartlett Festival will be held at W.J. Freeman Park Friday night, September 25 and Saturday, September 26.

Fire Chief Terry Wiggins invited the public to the 35th Annual Volunteer Firefighters Pancake Breakfast on Saturday, October 10 from 7 to 11 a.m. at the Bartlett Station Municipal Station.

ADJOURNMENT

Meeting adjourned at 7:30 PM

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

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Sep 22, 2015 7:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/13/15 07:00 PM

Department: Public Works

Category: Bid

Prepared By: Judy Willis

Department Head: Bill Yearwood

Bid for two knuckleboom trucks.

On August 27, 2015, an ad was placed in *The Daily News*. On September 17, the City of Bartlett received four bids, which were opened at City Hall.

Bids were received from the following companies:

Summit Truck Group	\$135,934.38
Tag Truck Center **	\$131,944.71
Tag Truck Center	\$132,537.62
Tri-State Truck	\$149,819.00

We recommend the bid be awarded to Tag Truck Center for a total price of \$ 263,889.42.

Funds are available in Account 122.48122.935.

Thank you for your consideration.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/13/15 07:00 PM

Department: Public Works

Category: Bid

Prepared By: Judy Willis

Department Head: Bill Yearwood

Bid for vacuum leaf collector.

On September 11, 2015, an ad was placed in The Daily News. On September 24, the City of Bartlett received one bid, which was opened at City Hall.

Bids were received from the following companies:

ODB Municipal Products **	\$44,245.00
(nine vendors notified, one replied)	

We recommend the bid be awarded to ODB Municipal Products for the price of \$44,245.00.

Funds are available in Account 122.48122.935.

Thank you for your consideration.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/13/15 07:00 PM

Department: Public Works

Category: Bid

Prepared By: Judy Willis

Department Head: Bill Yearwood

Bid for a one extendable-arm compact excavator.

On September 1, 2015, an ad was placed in the *The Daily News*. On September 24, the City of Bartlett received two bids, which were opened at City Hall.

Bids were received from the following companies:

Briggs Equipment	\$63,066.27
Williams Equipment & Supply **	\$62,995.00

We recommend the bid be awarded to Williams Equipment & Supply for a total price of \$62,995.00.

Funds are available in Account 122.48|22.935.

Thank you for your consideration.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/13/15 07:00 PM

Department: Finance

Category: Bid

Prepared By: Dick Phebus

Department Head: Dick Phebus

Bid for citywide pest control services.

A Request for Proposals (RFP) for Pest Control Services was advertised in *The Daily News* on July 31, 2015. Emails were sent to 12 prospective providers, along with an additional six by mail, including the current service provider. A mandatory pre-bid conference was held on August 14, 2015. Nine vendors attended the pre-bid meeting where the RFP was explained in depth, and the pricing sheet was given to each vendor for each location.

Six proposals were received. A scoring matrix was used to evaluate the proposals. The composite scores are listed in the table below. The overall high score was Nu Era Pest Control with an average score of 73.33, and a yearly cost of \$13,860.00. Nu Era demonstrated knowledge of pest control services by completing most of the requirements in the RFP and has excellent references. Also, Nu Era has a lower cost per treatment for ants, spiders and termites.

We recommend awarding the Pest Control Services to Nu Era effective upon execution of contract through June 30, 2016 with options to renew for two (2) one-term terms beginning July 1, 2016.

Company	Composite Score
NU ERA	73.33
Reed Extermination	70.67
Active Exterminating	64.33
HTP Termite & Pest	63.00
Terminix	57.67
Proven Pest	48.67

Funds are available in building maintenance Account 266 in various departments.

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 10/13/15 07:00 PM

Department: Community Relations

Category: Bid

Prepared By: Stefanie McGee

Department Head: Debbie Gelineau

Bid for semi-annual City Informational Brochures.

On August 18, 2015 an ad was placed in *The Daily News*. On September 10, the City of Bartlett received seven of bids, which were opened at City Hall.

Breakdowns of each bid are on the pages to follow.

We recommend the bid be awarded to Kelley and Associates at a cost of \$990 per 1,000 copies, plus \$14,990.92 in estimated postage.

Funds are available in Accounts 110.41220.311 and 110.41220.211.

Thank you for your consideration.

DATE: September 28, 2015

MEMO: Board of Mayor and Aldermen

FROM: Debbie Gelineau, Director of Community Relations

RE: Bids for City of Bartlett Informational Brochure

On August 18, 2015, Debbie Cairncross sent out an invitation for sealed bids for the City of Bartlett Informational Brochure. This bid is for one 6 issues of the brochure, which will be mailed out starting with the January/July 2016 Brochure and ending with the August/December 2018 Brochure. Seven companies responded to the bid request. This is a budgeted item. **Funds are available in account #110.41220.311 for the brochure.**

I would like to recommend the bid go to Kelley & Associates. They were the lowest bidder to meet all the bid requirements.

Lowest to highest

1. **NPC, INC**

13710 Dunnings Highway

Claysburg, PA 16625

Cost per 1,000 Option 1 - \$630.00 Option 2 - \$633.00

Estimate postage: \$15,130.00

Summary: **Did not meet all bid requirements**, there were no samples of any of their work and they did not submit a sample Cover Design option for us to review.

2. **K.B. Offset Printing, INC**

3500 E. College Ave

State College PA 16801

Cost per 1,000 Option 1 - \$688.90 Option 2 - \$705.03

Estimate postage: \$12,430.00

Summary: **Did not meet all bid requirements**, there were no samples of any of their work and they did not submit a sample Cover Design option for us to review

3. **Three Point Graphics**

4937 William Arnold Road

Cost per 1,000 Option 1 - \$875.00 Option 2 - \$845.00

Estimate postage: \$00.43.5 / 00.56.1 per piece

Summary: **Did not meet all bid requirements**, they did not submit a sample Cover Design option for us to review, and their first proof turn around was 20 business days, (which is long), they also quoted a 8.375 x 10.8125 finished size instead of the 8.5x11 which we had ask for.

4. Kelley & Associates**8410 Wolf Lake Drive****Suite 104****Bartlett, TN 38133**Cost per 1,000 Option 1 - \$990.00 Option 2 - \$1,05.00Estimate postage: \$14,990.92

Summary: They meet all bid requirements. Included samples of their work and a sample Cover Design layout for our brochure. They would also include a web banner ad at no charge. Their first proof turnaround time was up to 7 days. They are also a Bartlett Business.

5. Revolution Printing and Graphics, LLC**4900 Outland Center Drive****Suite 103****Memphis, TN 38118**Cost per 1,000 Option 1 - \$1110.00 Option 2 - \$1070.00Estimate postage: \$4,691.00

Summary: **Did not meet all bid requirements**, they did not submit a sample Cover Design option for us to review

6. Mercury Printing**4650 Shelby Air Drive****Memphis, TN 38118**Cost per 1,000 Option 1 - \$1,239.00 Option 2 - \$1,485.00Estimate postage: \$14,425.00

Summary: They meet all bid requirements. Included a sample Cover Design layout for our brochure. No mention of what the first proof turnaround time is.

7. Direct FX Solutions**601 N. 3rd Street****Memphis, TN 38107**Cost per 1,000 Option 1 - \$1,262.15 Option 2 - \$1,315.15Estimate postage: \$9,950.00

Summary: They meet all bid requirements. Included a sample Cover Design layout for our brochure. No mention of what the first proof turnaround time is.

- **The difference is Option 1 & Option 2 is the weight of the paper used on the inside on the brochure.**

After reviewing all the bids and the requirements that were in the bid specs, I recommend that we award the bid to Kelley & Associates. They are the lowest bid for the printing of the brochure that met all the bid requirements and they are a Bartlett company.

Debbie Gelineau



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/13/15 07:00 PM

Department: Police

Category: Bid

Prepared By: Penny Medlock

Department Head: Gary Rikard

Bid for eight Ford Explorers.

On September 17, 2015, an ad was placed in *The Daily News*. On October 1, 2015, the City of Bartlett received two bids, which were opened at City Hall.

Bids were received from the following companies:

Auto Nation Ford, Memphis	\$217,778.00
Golden Circle Ford, Jackson, TN	Did not meet bid specifications

We recommend the bid be awarded to Auto Nation Ford Memphis for a total price of \$217,778.00.

Thank you for your consideration.

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 10/13/15 07:00 PM

Department: Police

Category: Purchase

Prepared By: Penny Medlock

Department Head: Gary Rikard

Purchase eight in-car video cameras for new police vehicles.

Capital Fund

311. 48311. 785. 30716

5.7.a

415 Century Parkway
Allen, TX 75013
(800) 605-6734
www.watchguardvideo.com



Agency Name: Bartlett PD, TN
Contact Person: Inspector Cox
Contact Info:
Date: October 6, 2015

4RE & VISTA Price Estimate

Provided By: J. Hudson
Contact #: 678-953-1333

TOTAL ESTIMATED AT
\$38,560.00

Evidence Library Server and Client Software

		Quantity
SFW-ELX-KIT-100	Evidence Library Express Standalone Software	1
SFW-ELB-CLI-300	Included Remote Client License Key, Evidence Library 3	0
SFW-ELB-CLI-301	Additional Remote Client License Key, Evidence Library 3	0
SFW-SQL-CAL-R25	Additional Software CALs, SQL Server 2008 R2, 5 CAL Pack	0
SFW-SQL-CAL-R21	Additional Software CAL, SQL Server 2008 R2, 1 CAL Pack	0

MSRP	Direct	Extended
\$ -	\$ -	\$ -
\$ 85.00	\$ -	\$ -
\$ 85.00	\$ 75.00	\$ -
\$ 460.00	\$ 410.00	\$ -
\$ 100.00	\$ 90.00	\$ -

Watch Commander Live Video Streaming Application

		Quantity
SFW-WCM-KIT-100	Watch Commander Live Video Streaming Application	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 1st Year (Months 1-12)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 2nd Year (Months 13-24)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 3rd Year (Months 25-36)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 4th Year (Months 37-48)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 5th Year (Months 49-60)	0

MSRP	Direct	Extended
\$ 2,900.00	\$ 2,500.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -

Server Hardware and Software

		Quantity
HDW-4RE-SRV-102	3U Rack Mount 16 SATA Drive Server, Intel Xeon E5-2609 2.4GHz Quad Core, 8GB RAM, 2x128GB SSD 6GB/S MLC drives (boot) 3x500GB SATA 7,200 RPM drives (sql), Windows Server 2008 R2 64-bit, SQL Server 2008 R2 (SCAL), 3-Year full service (on-site or reimbursed) warranty. Small to Medium sized agency. 6-15 concurrent systems. This server system does NOT include supporting equipment like keyboards, network switches, monitor, etc.	0

MSRP	Direct	Extended
\$ 7,715.00	\$ 6,940.00	\$ -

Video Storage Drives will be added to server and/or JBOD

		Quantity
HDW-4RE-HDD-4TB	4TB Hard Drives, Server Class, 7,200 rpm, 64MB Cache	0
HDW-4RE-JBD-000	Optional JBOD Enclosure	0
HDW-4RE-RBT-000	Optional DVD Robot	0

MSRP	Direct	Extended
\$ 555.00	\$ 490.00	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -

Wireless Access Points

		Quantity
WAP-BLD-245-001	Wi-Fi Access Point, 802.11n, 2.4/5GHz, Digital Steering	0
WAP-KIT-05G-001	WiFi Access Point Kit, 802.11n, 5GHz, Omni-Directional	0
WAP-BLD-05G-001	Wi-Fi Access Point, 802.11n, 5GHz, Sector Antenna	0

MSRP	Direct	Extended
\$ 3,270.00	\$ 3,270.00	\$ -
\$ 455.00	\$ 405.00	\$ -
\$ 285.00	\$ 250.00	\$ -

Total IT Hardware and Software \$ -

WatchGuard Video Technical Services

		Quantity
SVC-4RE-INS-100	4RE System Installation, In-Car (Per Unit Charge)	0
SVC-4RE-INS-101	4REm System Installation, Motorcycle (Per Unit Charge)	0
SVC-VID-REM-100	Video System Removal (Per Unit Charge)	0
SVC-4RE-000-000	4RE System Setup, Configuration, Testing and Training (Performed by WatchGuard Technical Services if selected)	0
SVC-WGV-ONS-300	Access Point installations including cable runs (Work may be performed by a sub-contractor)	0

MSRP	Direct	Extended
Quote	Quote	\$ -
Quote	Quote	\$ -
Quote	Quote	\$ -
\$ -	\$ -	\$ -
\$ 1,100.00	\$ 1,000.00	\$ -

Total Technical Services \$ -

Manual Adjustments

Description:		\$ -
Notes:	Applicable taxes may apply and are not necessarily accounted for on this estimate. Contact WatchGuard Video for a revised estimate. ESTIMATE VALID FOR 30 DAYS	Subtotal: \$ - UPS Ground Shipping: \$ - Taxes: 0.0% \$ - Software & Server TOTAL: \$ -

Financing

		Payments	3-Year	4-Year	5-Year
Estimate Only	Includes applicable warranty coverage	Monthly	\$ 1,257	\$ 1,049	\$ 947
Call for Detailed Quote	You take ownership immediately. Fully paid off at end of term	Quarterly	\$ 3,755	\$ 3,180	\$ 2,827
	For a detailed quote, call WatchGuard to determine final project price, approximate date of first payment, desired financing term, and basic agency information	Semi-Annual	\$ 7,464	\$ 6,229	\$ 5,619
Outside Texas		Annual	\$ 14,751	\$ 12,311	\$ 11,104

Note:

This is only an estimate for 4RE related hardware, software and WG Technical Services. Actual costs related to a turn-key operation requires more detailed discussion and analysis, which will define actual back-office costs and any costs associated with configuration, support and installation. Please contact your sales representative for more details.

Quote valid for 30 days

415 Century Parkway
Allen, TX 75013
(800) 605-6734
www.watchguardvideo.com



Agency Name: **Bartlett PD, TN**
Contact Person: **Inspector Cox**
Contact Info:
Date: **October 6, 2015**

4RE & VISTA Price Estimate

Provided By: **J. Hudson**
Contact #: **678-953-1333**

TOTAL PROJECT ESTIMATED AT
\$38,560.00

VISTA HD Extended Capacity System

	Quantity
VIS-EXT-KIT-001 VISTA HD Extended Capacity Wearable Camera with 9 hours continuous HD recording. Includes 32 GB of storage, USB charge and upload docking base and 1 year warranty.	0

MSRP	Direct	Extended
\$ 1,075.00	\$ 895.00	\$ -

VISTA HD Standard Capacity System

	Quantity
VIS-STD-KIT-001 VISTA HD Standard Capacity Wearable Camera with 6 hours continuous HD recording. Includes 32 GB of storage, USB charge and upload docking base and 1 year warranty.	0

MSRP	Direct	Extended
\$ 955.00	\$ 795.00	\$ -

VISTA HD Options and Accessories

	Quantity
VIS-CHG-DTC-001 VISTA HD USB Charge and Upload Docking Base	0
VIS-MNT-KIT-001 VISTA HD Locking Magnetic Chest Mount	0
VIS-CHS-STP-001 VISTA HD Adjustable Chest Strap Kit	0
VIS-BLT-CLP-100 VISTA HD Shirt Clip with Slider	0
VIS-BLT-CLP-001 VISTA HD Duty Belt Clip	0
VIS-USB-HUB-001 VISTA HD 7 Port USB Hub	0
VIS-VTS-DTC-001 VISTA HD 8 Bay Ethernet Transfer Station	0
VIS-WRL-BAT-100 VISTA HD Extended Battery, LI-ION, 3.6V 4050mAh	0
VIS-WRL-BAT-001 VISTA HD Standard Battery, LI-ION, 3.6V 2700mAh	0

MSRP	Direct	Extended
\$ 114.00	\$ 95.00	\$ -
\$ 60.00	\$ 50.00	\$ -
\$ 24.00	\$ 20.00	\$ -
\$ 36.00	\$ 30.00	\$ -
\$ 24.00	\$ 20.00	\$ -
\$ 36.00	\$ 30.00	\$ -
\$ 1,794.00	\$ 1,495.00	\$ -
\$ 54.00	\$ 45.00	\$ -
\$ 42.00	\$ 35.00	\$ -

VISTA HD Hardware Warranties 1st year is included with a new 4RE purchase.

	Quantity
WAR-VIS-CAM-2ND VISTA HD Warranty, 2nd Year (Months 13-24)	0
WAR-VIS-CAM-3RD VISTA HD Warranty, 3rd Year (Months 25-36)	0
WAR-VIS-CAM-NOF VISTA HD NO Fault Warranty, Years 1 - 3	0

MSRP	Direct	Extended
\$ 235.00	\$ 195.00	\$ -
\$ 235.00	\$ 195.00	\$ -
\$ 830.00	\$ 690.00	\$ -

VISTA HD Software Protection Plan Create, amend or extend a Software Protection Plan

	Quantity
SFW-ELB-VIS-1ST VISTA HD, Evidence Library Software Protection, 1st Year	0
SFW-ELB-VIS-2ND VISTA HD, Evidence Library Software Protection, 2nd Year	0
SFW-ELB-VIS-3RD VISTA HD, Evidence Library Software Protection, 3rd Year	0

MSRP	Direct	Extended
\$ 180.00	\$ 150.00	\$ -
\$ 180.00	\$ 150.00	\$ -
\$ 180.00	\$ 150.00	\$ -

Total VISTA Equipment \$ -

Manual Adjustments

Description:		\$ -
Notes:	Applicable taxes may apply and are not necessarily accounted for on this estimate. Contact WatchGuard Video for a revised estimate. ESTIMATE VALID FOR 30 DAYS	Subtotal: \$ - UPS Ground Shipping: \$ - Taxes: 0.0% \$ - VISTA TOTAL: \$ -

415 Century Parkway
Allen, TX 75013
(800) 605-6734
www.watchguardvideo.com



Agency Name: **Bartlett PD, TN**
Contact Person: **Inspector Cox**
Contact Info:
Date: **October 6, 2015**

4RE & VISTA Price Estimate

Provided By: **J. Hudson**
Contact #: **678-953-1333**

TOTAL PROJECT ESTIMATED AT
\$38,360.00

4RE In-Car System and Options

		Quantity
4RE-200-GPS-ZSL	4RE In-Car Camera System. Includes GPS, High definition Zero Sightline (720P) forward facing camera, Infrared color cabin camera, DVR, integrated 200GB automotive grade hard drive, 16GB USB removable thumb drive, cabin microphone, 900 MHz Hi Fidelity wireless microphone, hardware & cabling, 1 yr. warranty.	8
4RE ELITE	Upgrade to 4RE Elite. Adds support for up to 6 cameras.	0
4RE Audio Expansion	Upgrade to Audio Expansion. Adds support for dual HiFi Mics.	0
MOBILE APP	4RE Mobile App. Laptop interface software.	0

MSRP	Direct	Extended
\$ 5,450.00	\$4,795.00	\$ 38,360.00
\$ 300.00	\$ 275.00	\$ -
\$ 125.00	\$ 100.00	\$ -
\$ 85.00	\$ 50.00	\$ -

4RE Interview System and Options

		Quantity
4RE-200-DOM-INT	4RE Interview Room Camera System. Includes dome camera, microphone, DVR, integrated 200GB automotive grade hard drive, 16GB USB removable thumb drive, desktop stand & cabling, 1 yr. warranty and remote viewing software. Supports the addition of a second camera. Price does not include installation.	0
CAM-BST-101-NEW	4RE Interview Room Dome Camera with audio	0
CAM-INT-PIR-COV	4RE Interview Room Covert Camera	0
CAM-INT-PIN-103	4RE Interview Room Pinhole Camera	0

MSRP	Direct	Extended
\$ 5,675.00	\$ 4,995.00	\$ -
\$ 240.00	\$ 200.00	\$ -
\$ 240.00	\$ 200.00	\$ -
\$ 210.00	\$ 175.00	\$ -

4RE Motorcycle System

		Quantity
4RE-64S-GPS-VTY	4RE Motorcycle Camera System. Includes GPS, Waterproof Display, Waterproof standard definition camera, DVR, integrated 64GB solid state hard drive, 16GB USB removable thumb drive, 900 MHz Hi Fidelity wireless microphone, hardware & cabling and 1 yr. warranty.	0
4RE-64S-GPS-HND		0
4RE-64S-GPS-HAR		0
4RE-64S-GPS-BMW		0

MSRP	Direct	Extended
\$ 5,830.00	\$ 5,295.00	\$ -

Wireless Video Transfer and Networking Options

		Quantity
4RE-WRL-KIT-05C	4RE In-Car 802.11n Wireless Kit, 5GHz (2.4GHz is available)	0
HDW-ETH-SWT-001	4RE, Power Over Ethernet / Gigabit 4-port Switch	0

MSRP	Direct	Extended
\$ 345.00	\$ 200.00	\$ -
\$ 180.00	\$ 150.00	\$ -

Camera Configuration Options

		Quantity
CAM-BST-102-NEW	Infrared Color Cabin Camera, Additional	0
WGA00485	Auxiliary Camera	0

MSRP	Direct	Extended
\$ 220.00	\$ 195.00	\$ -
\$ 220.00	\$ 195.00	\$ -

Microphone Options

		Quantity
DUAL MIC UPGRADE	Dual Wireless Mics. Includes second wireless microphone kit.	0
DESKTOP CHARGER	Desktop Charging unit for Wireless Transmitter	0
TRANSMITTER	Wireless Transmitter (additional / replacement)	0

MSRP	Direct	Extended
\$ 789.00	\$ 699.00	\$ -
\$ 110.00	\$ 99.00	\$ -
\$ 385.00	\$ 345.00	\$ -

4RE Hardware Warranties 1st year is included with a new 4RE purchase.

		Quantity
WAR-4RE-CAR-2ND	Warranty, 4RE, In-Car, 2nd Year (Months 13-24)	8
WAR-4RE-CAR-3RD	Warranty, 4RE, In-Car, 3rd Year (Months 25-36)	8
WAR-4RE-CAR-4TH	Warranty, 4RE, In-Car, 4th Year (Months 37-48)	0
WAR-4RE-CAR-5TH	Warranty, 4RE, In-Car, 5th Year (Months 49-60)	0

MSRP	Direct	Extended
\$ 155.00	\$ 100.00	\$ 800.00
\$ 255.00	\$ 200.00	\$ 1,600.00
\$ 380.00	\$ 325.00	\$ -
\$ 505.00	\$ 450.00	\$ -

4RE Software Protection Plan Create, amend or extend a Software Protection Plan

		Quantity
SFW-MNT-ELB-1YR	Software Protection, Evidence Library, 1st Year (per 4RE)	0
SFW-MNT-ELB-2YR	Software Protection, Evidence Library, 2nd Year (per 4RE)	0
SFW-MNT-ELB-3YR	Software Protection, Evidence Library, 3rd Year (per 4RE)	0
SFW-MNT-ELB-4YR	Software Protection, Evidence Library, 4th Year (per 4RE)	0
SFW-MNT-ELB-5YR	Software Protection, Evidence Library, 5th Year (per 4RE)	0

MSRP	Direct	Extended
\$ 180.00	\$ 150.00	\$ -
\$ 180.00	\$ 150.00	\$ -
\$ 180.00	\$ 150.00	\$ -
\$ 180.00	\$ 150.00	\$ -
\$ 180.00	\$ 150.00	\$ -

Miscellaneous Options and Accessories

		Quantity
RADAR CABLE	Radar Interface Cable (Stalker, Decatur Genesis I and II Select, Kustom Eagle or Raptor, MPH Bee 3)	0
Trade-In	Trade-In Credit, if applicable	0
NO CHARGE WARRTY	No Charge for years 2 and 3 of warranty	1

MSRP	Direct	Extended
\$ 85.00	\$ 75.00	\$ -
\$ -	\$ -	\$ -
\$ -	\$ (2,400.00)	\$ (2,400.00)

Total 4RE Equipment \$ 38,360.00

Manual Adjustments

Description:	\$ -
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Applicable taxes may apply and are not necessarily accounted for on this estimate. Contact WatchGuard Video for a revised estimate.

Subtotal: \$ 38,360.00
UPS Ground Shipping: \$ 200.00

Quote valid for 30 days

415 Century Parkway
 Allen, TX 75013
 (800) 605-6734
 www.watchguardvideo.com



Agency Name:	Bartlett PD, TN
Contact Person:	Inspector Cox
Contact Info:	
Date:	October 6, 2015

TERMS:

ESTIMATE VALID FOR 30 DAYS

4RE & VISTA Price Estimate

Provided By:	J. Hudson
Contact #:	678-953-1333

TOTAL PROJECT ESTIMATED AT:
\$38,560.00

Taxes:	0.0%	\$	-
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4RE TOTAL:	\$	38,560.00
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Attachment: Watchguard (1628 : In Car Video Camera Purchase for Police Inteceptors)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 10/13/15 07:00 PM

Department: Police

Category: Purchase

Prepared By: Penny Medlock

Department Head: Gary Rikard

Purchase eight radar units for new police vehicles.

Capitol

5.8.a

STALKER radar

QUOTE
182873

applied concepts, inc.

2609 Technology Dr.
Plano, TX 75074
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER

Page 1 of 1
Date: 10/02/15

Inside Sales Mgr | Donna Russell
972-801-4803

Reg Sales Mgr: | Debbie Aull
214-551-5538

Effective From : 10/01/2015

Valid Through: 12/30/2015

Lead Time: 21 working days

Bill To: Bartlett Police Dept 3730 Appling Rd Bartlett, TN 38133-2745	Customer ID: 381341 Accounts Payable	Ship To: Bartlett Police Dept 3730 Appling Rd Bartlett, TN 38133-2745	UPS Ground Crash Investigator / Reconstru Jon Williams
---	---	---	---

Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	6	805-0022-00	Dual - 2 Antenna Radar System	36	\$1,695.00	\$10,170.00

Ln	Qty	Part Number	Description	Price	Ext Price
1	6	200-0998-00*	Dual Enhanced Counting Unit, 1.5 PCB		\$0.00
2	6	200-0996-00	Dual Modular Display		\$0.00
3	12	200-0326-35	Dual Ka-band Antenna		\$0.00
4	6	200-0920-00	Dual SL Remote Control w/Screw Latch		\$0.00
5	6	200-0769-00	25 MPH/40 KPH KA Tuning Fork		\$0.00
6	6	200-0770-00	40 MPH/64 KPH KA Tuning Fork		\$0.00
7	6	200-0243-00	Counting/Display Tall Mount		\$0.00
8	6	200-0244-00	Antenna Dash Mount		\$0.00
9	6	200-0245-00	Antenna Tall Deck Mount		\$0.00
10	6	200-0648-00	Display Sun Shield		\$0.00
11	6	155-2055-04	Antenna Cable, 4 Ft		\$0.00
12	6	155-2055-20	Antenna Cable, 20 Ft		\$0.00
13	6	155-2283-70	CAN/VSS Cable, Automatic Car Power Detection		\$0.00
14	6	200-0820-00	Dual Manual Kit		\$0.00
15	6	035-0361-00	Shipping Container, Dash Mounted Radar		\$0.00
16	6	060-1000-36	36 Month Warranty		\$0.00

Group Total \$10,170.00

Product	\$10,170.00	Sub-Total:	\$10,170.00
Discount	\$0.00	Sales Tax 0%	\$0.00
		Shipping & Handling:	\$0.00
		Total:	\$10,170.00

TN State Contract 40843

2015 Dodge Chargers and 2015 FI SUV's

Payment Terms: Net 30 days

Attachment: Applied Concepts, Stalker (1629 : Radar Purchase for New Police Interceptors)

8 RADARS - 14,760.00

State Contract Price

STALKER^{radar}

applied concepts, inc.

QUOTE
#182872

2609 Technology Dr.
Plano, TX 75074
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER

Page 1 of 1

Date: 10/01/15

Inside Sales Mgr Donna Russell
972-801-4803

Reg Sales Mgr: Debbie Aull
214-551-5538

Effective From : 10/01/2015

Valid Through: 12/30/2015

Lead Time: 21 working days

Bill To: Bartlett Police Dept 3730 Appling Rd Bartlett, TN 38133-2745	Customer ID: 381341 Accounts Payable	Ship To: Bartlett Police Dept 5868 Stage Rd Bartlett, TN 38134-4522	UPS Ground Crash Investigator / Reconstru Jon Williams
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Grp	Qty	Package	Description	Wmty/Mo	Price	Ext Price
1	2	806-0022-00	DSR - 2-Antenna Radar System	36	\$2,295.00	\$4,590.00
Ln	Qty	Part Number	Description		Price	Ext Price
1	2	200-0999-00	DSR Enhanced Counting Unit, 1.5 PCB			\$0.00
2	2	200-1000-00	DSR Modular Display			\$0.00
3	4	200-0326-30	DSR KA Antenna			\$0.00
4	2	200-0921-00	DSR Ergonomic Remote Control w/Screw Latch			\$0.00
5	2	200-0769-00	25 MPH/40 KPH KA Tuning Fork			\$0.00
6	2	200-0770-00	40 MPH/64 KPH KA Tuning Fork			\$0.00
7	2	200-0243-00	Counting/Display Tall Mount			\$0.00
8	2	200-0244-00	Antenna Dash Mount			\$0.00
9	2	200-0245-00	Antenna Tall Deck Mount			\$0.00
10	2	200-0648-00	Display Sun Shield			\$0.00
11	2	155-2055-04	Antenna Cable, 4 Ft			\$0.00
12	2	155-2055-20	Antenna Cable, 20 Ft			\$0.00
13	2	155-2283-50	CAN/VSS Power Cable			\$0.00
14	2	200-0821-00	DSR Manual Kit			\$0.00
15	2	035-0361-00	Shipping Container, Dash Mounted Radar			\$0.00
16	2	060-1000-36	36 Month Warranty			\$0.00
Group Total						\$4,590.00

Product	\$4,590.00	Sub-Total:	\$4,590.00
Discount	\$0.00	Sales Tax 0%	\$0.00
		Shipping & Handling:	\$0.00
		Total:	\$4,590.00

TN State Contract 40843

2015 FI SUV's

Payment Terms: Net 30 days

001

Attachment: Applied Concepts, Stalker (1629 : Radar Purchase for New Police Interceptors)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

Meeting: 10/13/15 07:00 PM

Department: Engineering

Category: Contract

Prepared By: Wade Towles

Department Head: Wade Towles

AGENDA ITEM

**Contract for architectural design for Bartlett Soccer Park,
Dixon Brewer Park, and Deermont Park restroom
improvements.**

Attached is the fee proposal from Ross Witt, PLLC for the architectural design work for the Americans with Disabilities Act of 1990 (ADA) and Exterior Renovations that are planned at the Bartlett Soccer Park, Dixon/Brewer Park and Deermont Park Restrooms.

The current design proposal addresses the following aspects at these Bartlett Parks:

1. Bartlett Soccer Park Restroom/ Concession Stand Area - ADA and Exterior Improvements.
2. Dixon/Brewer Park - ADA Replacement of existing restrooms.
3. Deermont Park Restrooms - ADA and Exterior Improvements.

This is a budgeted item with funding from Account 311.48311.772.51416. Please award this design contract to RossWitt, PLLC in the amount of \$35,500.00.



September 11, 2015

Mr. Wade Towles, P.E.
Assistant City Engineer
 City of Bartlett Engineering
 6382 Stage Road
 Bartlett, TN 38134

RE: **Bartlett Soccer Park, Dixon/Brewer, Deermont Park Restrooms –
 ADA Upgrades and Exterior Improvements**
 RWAID No 15-132

Dear **Mr. Towles,**

Thank you for the opportunity to provide our Fee Proposal for the above referenced project.

We propose to provide the following services for the design:

- Survey of area surrounding the existing restrooms at each of the three parks as needed to complete ADA design (Allen and Hoshall)
- Architectural and Engineering (HNA Engineering) design thru signed/sealed drawings and specifications
- Bidding

Fees for the above Scope are proposed for each individually as follows:

1	Bartlett Soccer Park Restrooms – ADA and Exterior Improvements	\$18,000.00
2	Dixon/Brewer Park – ADA Replacement of Existing Restrooms	\$ 7,750.00
3	Deermont Park Restrooms – ADA and Exterior Improvements	\$19,250.00

Total if all three are completed at one time and bid at one time would reduce overall fees to: \$35,500.00

If additional services beyond the above Scope are requested by the City, then we will negotiate an agreeable fee based on the following hourly rates for this project:

Benjamin Witt or Debbie Ross	\$141/hour
Drafting and Technical Support (Interns)	\$ 97/hour

We have not included any services related to Asbestos or Hazardous materials that may be present in the existing buildings. We will notify you should we believe any such materials may be present and we will work together to develop a plan to address this item at that time.

Also, we have not included time for DRC or Planning Commission meetings and submissions as we understand from you that these will not be required.

Should you have any questions please do not hesitate to contact me.

Thanks again and we look forward to hearing from you soon.

Sincerely,

Ross Witt Architecture

A handwritten signature in blue ink, appearing to read "Ben", is written over a horizontal line.

Benjamin Witt, AIA
Principal Architect

Approved by: _____
Signature and title date

Please let us know if one project or three?

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 10/13/15 07:00 PM

Department: Engineering

Category: Agreement

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Contract for right-of-way appraisal review for Old Brownsville widening project.

The City is beginning the Right of Way acquisition process for the Old Brownsville Road project. The first step as required by the Tennessee Department of Transportation is to have the review appraiser look at the plan sets and divide the properties into specific type appraisals.

Mr. Douglas Hall has been selected as our review appraiser, and will complete this work for a \$10,000 fee.

This is the first step in the appraisal of 40-plus properties. Once complete, we will be bringing forward full appraisal request for funding.

Funding will come from Account 311.48311.770.422

REAL ESTATE ADVISORS | **Douglas B. Hall & Associates, Inc.**

APPRAISALS
COUNSELING
FEASIBILITY
MARKET ANALYSIS

September 16, 2015

Mr. Rick McClanahan
Engineering Director
City of Bartlett
6400 Stage Road
Bartlett, Tennessee 38134

**RE: FY2015-06-052
Old Brownsville Road Widening Project
Review Appraiser Proposal**

Dear Mr. McClanahan:

Per your request, I submit the following cost proposal pertaining to providing professional real estate preliminary appraisal review services.

Preliminary Project Scope: In performing the duties of the project review appraiser, I will perform the following:

- review acquisition table in relation to the applicable present and proposed right-of-way plans
- inspect the project right-of-way and gather information necessary to complete the initial preliminary group inspection (PGI)
- based upon the PGI information, preliminarily assign affected tracts into Nominal Payment Parcels (NPP) and appraisal report groupings
- examine the appraisal report group to further divide the properties into formal appraisals and formal part-affected (FPA) appraisals
- review market data brochure for factual accuracy and perform cursory inspection of all comparables included in the brochure

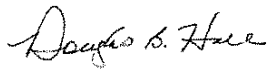
The review appraiser's continuing contract with the Tennessee Department of Transportation itemizes a rate of \$300/hour, \$2,400 per day maximum. For the benefit of the City of Bartlett, it is proposed that these services be billed at an hourly rate of \$250. It is estimated that up to 40 hours will be required to complete the preceding tasks resulting in a maximum fee of \$10,000.

Other Services:

Pre-trial conference, deposition, and court testimony, should the need for these services arise, will be billed at the rate of \$250 per hour, for actual time incurred. It is not possible to project a maximum number of hours to allocate for these services, or to determine whether or not these services will be required.

Thank you for allowing me to submit this proposal to you. If you have any questions, please do not hesitate to contact me.

Sincerely,



Douglas B. Hall, CRE, MAI



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/13/15 07:00 PM

Department: Engineering

Category: Proposal

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Contract for engineering design of a Yale Road water tower.

The City has selected Fisher Arnold to design a new water tank to serve the lower pressure plane on the west side of the City. This tank will improve storage in the older part of town and provide redundancy when maintenance must be performed on the North Hampton site.

Attached is a proposal to perform the design of the tank.

The fees are listed below:

1. Engineering Design including Geotechnical	\$44,300
2. Construction Administration	\$ 9,550
3. Construction Inspection not to exceed	\$30,000
	\$83,850

Possible additional services:

4. Booster pump design	\$ 7,750
5. Offsite water extension	\$ 4,430
TOTAL of all <i>possible</i> engineering	\$96,030

The project may not require Items 4 & 5, but I wanted the Board to see the possible complete costs.

Please award the contract to Fisher Arnold for Phase I (\$44,300), engineering design at this time. Construction administration and construction inspection will be executed once the project is bid. The booster pump and water extension will be evaluated by the initial engineer, and I will address this possible issue in the future after evaluation.

Funding to come from Account 312.48312.772.721



October 1, 2015

Mr. Rick McClanahan, P.E.
City Engineer
6382 Stage Road
Bartlett, Tennessee 38134

**RE: PROFESSIONAL SERVICE AGREEMENT
ELEVATED WATER TANK NO. 10
BARTLETT, TENNESSEE**

Dear Mr. McClanahan:

We appreciate this opportunity to provide professional engineering design and construction related services to the City for the proposed 500,000 gallon elevated water tank anticipated to be located within Nesbit Park. As we discussed previously, the City desires Fisher & Arnold, Inc. to develop necessary Contract Documents, Technical Specifications and Drawings to detail the requirements for the construction of this tank. Two options will be detailed for bid purposes; a composite tank utilizing a concrete base stem with steel tank and an all steel stem and tank. These two tanks will be bid simultaneously as a BASE BID and ALTERNATE BID. Alternative costs for each of these two types of tanks will also be obtained for a 750,000 gallon capacity. Additionally, the City desires Fisher & Arnold to provide all necessary geotechnical services required for the bid package along with construction administration and limited construction observation services after the Contract's award.

The different phases or components of our services for this project have been delineated so that we both understand the scope of services to be provided along with the cost for these services. Fisher & Arnold, Inc. can perform all components of this proposal, and if other services are requested, these can be negotiated at a later date.

Engineering, surveying and geotechnical services are lump sum based on scope of work. This proposal does include outside expenses incurred directly in connection with the project, e.g., printing, copying, mileage, and delivery services. These costs will not be reimbursable expenses, but will be included in the lump sum fee. Construction administration and observation services are offered on a cost plus basis with estimated ceiling.

6380 Centerville Hills Drive
Memphis, TN 38125

901.748.1811

Fax: 901.748.8115

1001 Hwy. 400B, Suite 9700

www.fisherarnold.com

Mr. Rick McClanahan, P.E.
 October 1, 2015
 Page 2

SCOPE OF SERVICES

I. ENGINEERING DESIGN

- A. Field surveying necessary to delineate City provided parcel in Nesbit Park (anticipated site) including topographic survey of area up to 200' by 200', staking of property that will be transferred from City to Utilities Department, providing a plat and description of the property to be transferred.
- B. Coordinate with City staff necessary requirements for the elevated tank including the type of telemetry and controls desired, tank overflow elevation, tank location and basic tank aesthetics.
- C. Obtain geotechnical information necessary for tank contractors to determine best suited foundation for tank (per IBC 2009).
- D. Develop site layout and piping plan.
- E. Prepare basic water system model to help better define the ability of the existing system head pressures to fill the proposed tank during an overnight period and, if the tank can't be filled by the system head pressure, provide system head characteristics for a booster pump(s) to be installed with this tank in order that the tank can be filled.
- F. Develop composite and all-steel tank sections for both 500,000 and 750,000 gallon capacities.
- G. Develop plans for basic site and tank lighting (aviation hazard lights atop the tank as well as interior lighting and exterior site lighting for staff use in accessing tank), tank electrical and tank level control.
- H. Develop technical specifications for elevated tank and appurtenances.
- I. Develop contract documents (based upon City of Bartlett Standard Conditions).
- J. Obtain approval from Division of Water Supply for Tank (Application Fee to be paid by City of Bartlett).
- K. Submit Notice of Proposed Construction or Alteration to FAA.
- L. Prepare Opinion of Probable Cost prior to Advertisement.
- M. Assist in Advertisement for Bids.
- N. Correspond with Bidders, issue Addenda as required.
- O. Assist Owner in opening of Bids as may be requested.
- P. Review Bids and recommend Award of Contract to Bidder deemed best for the City.

COST.....(LUMP SUM)..... \$44,300.00

Mr. Rick McClanahan, P.E.
 October 1, 2015
 Page 3

II. CONSTRUCTION ADMINISTRATION

- A. Conduct Pre-Construction Meeting.
- B. Review Shop Drawings and other submittals.
- C. Analyze and process monthly Applications for Payment.
- D. Assist Owner in Contract Close-out.
- E. Provide Record Drawings.

ESTIMATED COST(COST PLUS w/ EST CEILING) \$9,550.00

III. CONSTRUCTION OBSERVATION

- A. Provide part-time construction observation during phases deemed critical as mutually agreed upon between City and Fisher & Arnold, Inc.
- B. Provide inspection of tank interior and exterior coatings by a qualified tank coatings specialist including an inspection of the shop primed steel at the fabrication site prior to shipment

ESTIMATED COST(COST PLUS w/ EST CEILING) \$30,000.00

SUMMARY

I.	ENGINEERING SERVICES (LUMP SUM)	\$44,300.00
II.	CONSTRUCTION ADMINISTRATION (COST PLUS W/EST CEILING)	\$9,550.00
III.	CONSTRUCTION OBSERVATION (COST PLUS W/EST. CEILING).....	\$30,000.00
	Total.....	\$83,850.00

Please note that none of the fees referenced above include state and local review fees or advertisement costs. Also, fees stated above assumes that the City will provide to Fisher & Arnold necessary tank overflow elevation. Construction observation ceiling is based on a total of up to 150 hours of a quality control technician being on site during critical phases of construction. Additionally, a qualified tank coatings subconsultant will be retained by Fisher & Arnold with the actual cost of this sub-consultant plus 15% billed to the City under this phase. For the purposes of the estimated ceiling above, a total of 15 site inspections by coatings subconsultant are included.

Mr. Rick McClanahan, P.E.
 October 1, 2015
 Page 4

ADDITIONAL SERVICES IF REQUIRED

I. OFF-SITE WATER LINE EXTENSION

- A. Provide route surveying and engineering design of up to 1,000 LF off-site water line improvements to serve new elevated water tank.

COST.....(LUMP SUM).....\$4,430.00

II. BOOSTER PUMP SYSTEM

- A. Provide necessary design of booster pump system, including electrical and control systems, necessary to fill proposed elevated water tank.

COST.....(LUMP SUM).....\$7,750.00

It is recognized that additional work may be requested by you and if so desired, additional cost can be mutually agreed upon at that time.

We will bill you monthly until completion of the project (or upon completion of the project). Payment is due the 10th of each month. Interest in the amount of 1.5% per month on the outstanding balances (18% per annum) will be assessed the contracting party after the payment due date.

In the event of breach or non-payment, the contracting party agrees to pay reasonable expenses of enforcement including attorney fees and costs. Exclusive venue for enforcement of this Agreement shall be in Shelby County, Tennessee.

The obligation to provide further services under the Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of termination, Fisher & Arnold, Inc. will be paid for all services rendered to the date of termination and all reimbursable expenses.

The parties hereto agree that Fisher & Arnold, Inc. will be held harmless from any claims existing and future that may come forth from the use of any Boundary and Topographic Survey furnished to Fisher & Arnold, Inc. by the Owner or others.

Mr. Rick McClanahan, P.E.
October 1, 2015
Page 5

This proposal represents that the entire understanding between you and us in respect to the "Project" and may only be modified in writing signed by both of us. If this satisfactorily sets forth your understanding of the arrangement between us, we would appreciate you signing the enclosed copy of the Letter Agreement in the space provided and returning it to us.

We are looking forward to continuing working with you on this project. If you have any questions regarding this proposal agreement, please do not hesitate to call. We will be waiting for your approval to proceed.

Sincerely,

FISHER & ARNOLD, INC.



Tim Verner, P.E.
Vice President



Jeff Old, P.E.
(Reviewed By)

TV/mkg

O:\MARKETING\PROPOSAL\PLANNING\TIM\McClanahan 10-1-15.docx

Your signature on this copy will authorize us upon its receipt to commence work. Please sign, date and return one copy for our files.

BY:

City of Bartlett

Date

ATTEST:

City of Bartlett

Date

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

Meeting: 10/13/15 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Department Head: Dick Phebus

AGENDA ITEM

**Presentation of Form CT-0253 for 2015 Series General
Obligation Bonds.**

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 2015
If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.	
2. Face Amount: \$ 5,100,000.00	
Premium/Discount:	\$ 895,732.50
3. Interest Cost: 2.8380 %	
☒ 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:	
	BRIEF DESCRIPTION
☒ General Government 100.00 %	Financing various capital projects for City
☐ Education _____ %	_____
☐ Utilities _____ %	_____
☐ Other _____ %	_____
☐ Refunding/Renewal _____ %	_____
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: 10/01/2015	Issue/Closing Date: 10/01/2015

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
2016	\$ 170,000.00	2.0000 %	2027	\$ 255,000.00	5.0000 %
2017	\$ 190,000.00	2.0000 %	2029	\$ 550,000.00	5.0000 %
2018	\$ 190,000.00	4.0000 %	2030	\$ 295,000.00	5.0000 %
2019	\$ 200,000.00	2.0000 %	2031	\$ 310,000.00	5.0000 %
2020	\$ 205,000.00	2.0000 %	2032	\$ 325,000.00	5.0000 %
2021	\$ 205,000.00	2.0000 %	2033	\$ 340,000.00	5.0000 %
2022	\$ 210,000.00	2.0000 %	2034	\$ 360,000.00	5.0000 %
2023	\$ 215,000.00	4.0000 %	2035	\$ 375,000.00	5.0000 %
2024	\$ 225,000.00	4.0000 %		\$	%
2025	\$ 235,000.00	4.0000 %		\$	%
2026	\$ 245,000.00	5.0000 %		\$	%

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	\$ 15,000	Public Financial Management, Inc.
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	\$ 300	U.S. Bank
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 27,000	Standard & Poor's, Moody's
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount <u>0.68</u> %		
Take Down	\$ 34,621	FTN Financial Capital Markets
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 5,180	i-Preo, Wold Printing, The Commercial Appeal
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs	\$ 3,570	Miscellaneous expenses
TOTAL COSTS	\$ 101,171	

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	300	
Trustee		
Liquidity / Credit Enhancement		
Escrow Agent		
Sponsorship / Program / Admin		
Other _____		

13. Disclosure Document / Official Statement:	
☐ None Prepared	
☒ EMMA link	http://emma.msrb.org/ER917800-ER717061-ER1118468.pdf
☐ 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 <u>Within 1 yr of FY end</u>	
Name and title of person responsible for compliance <u>Dick Phebus, Finance Director</u>	

15. Written Debt Management Policy:	
Governing Body's approval date of the current version of the written debt management policy	<u>12/13/2011</u>
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	☐ Email to: StateAndLocalFinance.PublicDebtForm@cot.tn.gov

18. Signatures:			
	AUTHORIZED REPRESENTATIVE		PREPARER
Name	A. Keith McDonald <i>A. Keith McDonald</i>		Lillian Blackshear
Title	Mayor		Attorney
Firm			Bass, Berry & Sims PLC
Email	kmcdonald@cityofbartlett.org		lblackshear@bassberry.com
Date	<u>10/01/2015</u>		<u>10/01/2015</u>



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 10/13/15 07:00 PM
Department: Planning and Economic Development
Category: Report
Prepared By: Sam Harris
Department Head: Terry Emerick

Planning Commission Report for October 2015.

NEW BUSINESS **FINAL PLAN**

1. Bartlett Logistics Planned Development, 8370, 8380, 8390, 8400, 8410 and 8420 Wolf Lake Drive (Brenda Solomito, Solomito Land Planning)

INTRODUCTION: Ms. Brenda Solomito with Solomito Land Planning is requesting Planning Commission approval of a Final Plan for the Bartlett Logistics Planned Development (P.D.). The subject property is located at 8370, 8380, 8390, 8400, 8410 and 8420 Wolf Lake Drive within the "I-P" Planned Industrial Park Zoning District.

BACKGROUND: On July 6, 2015, the Planning Commission recommended approval of the Bartlett Logistics Planned Development (PD) to the Board of Mayor and Aldermen (BMA). On August 11, 2015, the BMA granted approval of the PD. The subject property was originally part of the Bartlett Logistics Center Phase 2 subdivision, approved by the Planning Commission on February 5, 2001.

DISCUSSION: The specific request by the applicant is for the approval of the Final Plan for the Bartlett Logistics PD. The approved PD consists of three (3) re-subdivided lots into six (6) lots each with an existing building. The lot sizes range from 1.9-acres to 3.3-acres in size. The existing 22-foot wide driveways will remain, and provide cross access to each of the six (6) lots. Addressing and main access to all of the lots will remain from Wolf Lake Drive.

Approved with conditions of staff.

PUBLIC HEARINGS

2. Ordinance 15-05, an ordinance to Amend Zoning Ordinance, Article VI, Section 10 Parking and Storage of Certain Vehicles

Motion to forward to the Board of Mayor and Aldermen with a recommendation to approve.

3. Ordinance 15-06, an ordinance to amend Zoning Ordinance, Article VI, Section 12 (B) Off-street Parking and Loading Space Requirements

Motion to forward to the Board of Mayor and Aldermen with a recommendation to approve.