



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, MAY 28, 2019 - BARTLETT CITY HALL - 7:00 PM

INVOCATION

Opening Prayer by Michael Blaylock, Calvary Baptist Church

FUTURE MEETINGS

Family Assistance Commission, June 3 at 6 p.m.

Planning Commission, June 3 at 7 p.m.

Bartlett Station Commission, June 5 at 7:30 a.m.

City Beautiful Commission, June 6 at 6:30 p.m.

Bartlett Historical Society, June 10 at 7 p.m.

RECOGNITIONS

Distinguished Budget Presentation Award

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the May 14, 2019 Board of Mayor and Aldermen Regular Meeting

PUBLIC HEARING

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

- I. Resolution 10-19, a resolution approving a Special Use Permit for World Acceptance Corporation to operate a consumer lending establishment to be located at 6824 Stage Road within the "C-H" Highway Commercial Zoning District.

UNFINISHED BUSINESS

- I **Resolution 10-19, a resolution approving a Special Use Permit for World Acceptance Corporation to operate a consumer lending establishment to be located at 6824 Stage Road within the "C-H" Highway Commercial Zoning District. (Kim Taylor, Director of Planning and Economic Development)**

- 2 **Second Reading of Ordinance 19-02, an ordinance to adopt the 2019-2020 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, E-Citation Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund And Capital Improvements Fund Budgets. (Dick Phebus, Director of Finance)** The public hearing is set for June 11, 2019.
- 3 **Second Reading of Ordinance 19-03, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the Tax Year 2019. (Dick Phebus, Director of Finance)** The public hearing is set for June 11, 2019.

CONSENT AGENDA

- 1 **Bid for lane addition on Brother Blvd at Highway 64. (Rick McClanahan, Director of Engineering)**

Recommend accepting the lower bid for Brother Blvd at US 64 Improvements from Ensco, LLC in the amount of \$212,355.00, plus a contingency amount of \$37,645.00 for a total cost of \$250,000.00. The project is to add a second southbound left turn lane and lengthen the existing lane to allow more vehicles to stack outside of the thru lanes, as well as some associated signal modifications. Funds are available in Account 311.31148311.780.454.
- 2 **Bid for traffic signal improvements at Stage and Elmore Park intersection. (Rick McClanahan, Director of Engineering)**

Recommend accepting the lower bid for Stage at Elmore Park Signal Improvements from Shelby Electric Company, Inc. in the amount of \$350,091.00, plus the alternate bid for an additional \$8,800.00, plus a contingency amount of \$61,109.00 for a total construction cost of \$420,000.00. In addition, recommend approving Pickering to conduct CEI services for this project in the amount of \$31,830.00. Funds are available in Signal Maintenance and CIP.
- 3 **Treasurer's Report for April 2019. (Dick Phebus, Director of Finance)**

NEW BUSINESS

- 1 **Appoint Joe Bledsoe to City Beautiful Commission. (A. McDonald, Mayor)**

OPEN DISCUSSION

ADJOURNMENT



City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, MAY 14, 2019 - 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: Absent, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

INVOCATION

Opening Prayer by Vice Mayor Jack Young

FUTURE MEETINGS

Historic Preservation Commission, May 20 at 7 p.m.

Bartlett Arts Council, May 21 at 6 p.m.

BPACC Advisory Board, May 21 at 6 p.m.

Design Review Commission, May 21 at 6:30 p.m.

Board of Education, May 23 at 7 p.m.

RECOGNITIONS

Mayor McDonald and the Aldermen recognized Boy Scouts from Troops 265 and 27. The scouts attended the meeting to earn their Communications Merit Badges.

National Public Works Week Proclamation

Mayor McDonald proclaimed the week of May 19 as National Public Works Week. The theme of this year's celebration is It Starts Here.

Parks and Recreation check presentation to Youth Villages

Michael Goldberg, Bartlett Recreation Center Manager, and representatives from the Pickleball crew presented Pat Lawler, Youth Villages CEO, with a check for \$15,795. These funds were raised from the sixth annual Pickleball Tournament.

Minutes Acceptance: Minutes of May 14, 2019 7:00 PM (MINUTES ACCEPTANCE)

*****Official Business of the Day*******MINUTES ACCEPTANCE****Minutes of the April 23, 2019 Board of Mayor and Aldermen Regular Meeting**

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

CONSENT AGENDA

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

- 1 Special Event for Legend of Stanky Creek Mountain Bike Race. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, August 17 and Sunday, August 18 from 6 a.m. to 9 p.m. at Nesbit Park.
- 2 Authorization to auction surplus property. (Dick Phebus, Director of Finance)**
Twenty five items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com.
- 3 Purchase of a Poligon pavilion for W.J. Freeman Park, Phase III. (Shan Criswell, Director of Parks and Recreation)**
Recommend the purchase of one Poligon pavilion for the W.J. Freeman Park, Phase III, project. The purchase will be made via Sourcewell, a cooperative purchasing agency, from Porter Corporation for a price of \$280,561.99, plus a contingency amount of \$42,084.30, for a total cost of \$322,646.29. Funds are available in Account 311.48311.780.51401.
- 4 Purchase Life Fitness cardio equipment. (Shan Criswell, Director of Parks and Recreation)**
Recommend the purchase of new cardio equipment from Life Fitness, which is a single source provider, at a cost of \$54,976.25, with trade in for existing equipment at the Bartlett Recreation Center. Funds are available in Accounts 311.48311.785.54318 and 311.48311.785.54319.
- 5 Annual bid for compression fittings and water main repair clamps. (Mike Adams, Director of Public Works)**
Recommend accepting the lower bid from Core & Main. Funds are available in Account 510.51300.355.

Minutes Acceptance: Minutes of May 14, 2019 7:00 PM (MINUTES ACCEPTANCE)

- 6 Bid for annual concrete replacement project. (Rick McClanahan, Director of Engineering)**
Recommend awarding the Yearly Concrete Replacement project to Nickson General Contractors.
- 7 Site plan contract for Humphreys Summer Subdivision, Lot 2. (John Horne, Assistant Director of Engineering)**
The developer, New Development, LLC, will pay \$125,473.44 in City Fees. The Bond is set at \$321,865.50.

NEW BUSINESS

- I Resolution 14-19, a resolution to amend the Fiscal Year 2019 Bartlett City Schools Education Capital Project Fund and General Purpose School Fund. (Dick Phebus, Director of Finance)**

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

- 2 First Reading of Ordinance 19-02, an ordinance to adopt the 2019-2020 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, E-Citation Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund And Capital Improvements Fund Budgets. (Dick Phebus, Director of Finance)**

RESULT:	APPROVED ON FIRST READING [UNANIMOUS]	Next: 5/28/2019 7:00 PM
MOVER:	Jack Young, Vice Mayor	
SECONDER:	W.C. Pleasant, Alderman	
AYES:	Pleasant, Elliott, Parsons, Young, Sedgwick	

- 3 First Reading of Ordinance 19-03, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the Tax Year 2019. (Dick Phebus, Director of Finance)**

Mr. Phebus noted that the City's tax rate will remain at \$1.83 per \$100 of assessed value.

RESULT:	APPROVED ON FIRST READING [UNANIMOUS]	Next: 5/28/2019 7:00 PM
MOVER:	Emily Elliott, Alderman	
SECONDER:	W.C. Pleasant, Alderman	
AYES:	Pleasant, Elliott, Parsons, Young, Sedgwick	

- 4 Appoint Penny Medlock as City Clerk, effective September 21, 2019. (A. McDonald, Mayor)**

City Clerk Stefanie McGee will be retiring September 20 after 15 years of service.

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

OPEN DISCUSSION

Aldermen Elliott announced that the Farmer's Market begins this weekend at W.J. Freeman Park.

Parks and Recreation Director Shan Criswell invited the public to Kids in the Park event on May 18 at W.J. Freeman Park. This is a national event encouraging families to enjoy their local parks. There will be carnival games, crafts, and inflatables.

Michael Bollinger, BPACC Director, announced that the 2020 Season is set, and will feature Mark Cohn, Sandi Patty, and Rodney Crowell.

Glen Williamson, Chief of Police, thanked citizens and businesses for all the food and well wishes during Police Memorial Week.

ADJOURNMENT

Meeting adjourned at 7:20 PM

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

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of May 14, 2019 7:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 2554)

Meeting: 05/28/19 07:00 PM

Department: Planning and Economic Development

Category: Special use permit

Prepared By: Stefanie McGee

Initiator: Kim Taylor

Sponsors:

DOC ID: 2554

Resolution 10-19, a resolution approving a Special Use Permit for World Acceptance Corporation to operate a consumer lending establishment to be located at 6824 Stage Road within the "C-H" Highway Commercial Zoning District.

WHEREAS, an application for a Special Use Permit for a Consumer Lending Establishment to be located at 6824 Stage Road. This property is in the C-H Highway Commercial Zoning District.

WHEREAS, the Planning Commission held a public hearing and reviewed the proposed application for the Special Use Permit for World Acceptance Corporation (Consumer Lending Establishment) to be located at 6824 Stage Road on Monday, April 1, 2019, in accordance with their regulations and recommended the Special Use Permit; and

WHEREAS, the Board of Mayor and Aldermen held a Public Hearing on the 28th day of May 2019 and approved the Special Use Permit for World Acceptance Corporation (Consumer Lending Establishment) to be located at 6824 Stage Road, subject to the following conditions:

Engineering Conditions: None

Planning Conditions:

1. The applicant shall provide information to the Planning Commission relative to the operation of the business on the subject property (i.e., staffing, hours of operation).
2. The applicant shall obtain Design Review Commission approval prior to installing/changing any signage and making any changes to the exterior storefront.
3. The owner/applicant shall be present at the meeting in order to make decisions relative to any changes that may be suggested by the Planning Commission.
4. The applicant shall be present at the corresponding Board of Mayor and Aldermen meetings to make decisions relative to any changes that may be suggested by the Board of Mayor and Aldermen.

WHEREAS, the Board of Mayor and Aldermen have determined that this Special Use Permit should be approved;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE, that the Special Use Permit for a World Acceptance Corporation (Consumer Lending Establishment) to be located at 6824 Stage Road, incorporating the above listed conditions, is approved.

ADOPTED THIS 28th DAY OF MAY 2019.

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

A. Keith McDonald, Mayor

Stefanie McGee, City Clerk

Bartlett Planning and
Economic Development Department
6382 Stage Road, P.O. Box 341148
Bartlett, TN 38184-1148
901-385-6417 FAX 901-385-6419
www.cityofbartlett.org

Bartlett Planning Commission
Application for Special Use Permit Approval

Consultation with the staff is encouraged prior to the completion of this application form.

Requested Special Use Consumer Lending Establishment

Property Address 6824 Stage Road, Bartlett, TN 38134

Present Zoning _____

Owner/Developer Contact Alex Turkey Phone 901-255-2133

Company Name Henry Turkey Company Fax _____

Address 65 Union Avenue Suite 1200 Memphis, TN 38103

Email Address atutley@henryturkey.com

Architect Contact N/A Phone _____

Company Name _____ Fax _____

Address _____

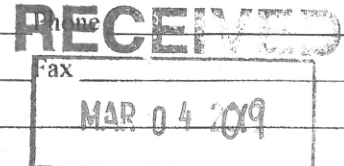
Email Address _____

Engineer Contact N/A

Company Name _____

Address _____

Email Address _____



Submitted by Karen Hayes (printed name) Karen Hayes (signature) 2/26/19 (date)

Email Address Karen.Hayes@WorldAcceptance.com Phone 731-511-0753 Fax 901-388-2603

Acknowledge (by initials in the blank to the left) that the "Application Instructions: Planning Commission" were obtained and read prior to submitting this application.

Attach a checked-off "Special Use Permit Checklist" and all items required therein.

Provide 18-folded ($\pm 10'' \times 13''$) sets of plans with a copy of the signed application attached to each set.

Provide an electronic PDF file of the plans. Note that an updated electronic file is required when plans are revised. The electronic file shall be labeled with the project name and accurately dated.

Include a fee with this application (check payable to the City of Bartlett) of \$500.00 for five (5) acres or less, plus \$50.00 per acre (after the first five) to a maximum of \$3,000.00. The fee is not refundable.

I, the property owner(s) hereby authorize the filing of this application.

Alex Turkey (print name) [Signature] (signature) 2/8/19 (date)

**Bartlett Planning and
Economic Development Department**
6382 Stage Road, P.O. Box 341148
Bartlett, TN 38184-1148
901-385-6417 FAX 901-385-6419
www.cityofbartlett.org

Special Use Permit Checklist

Plot Plan and Legal Description (each parcel, if more than one)

- ☒ Plot plan, drawn to scale, showing the following information for each parcel (several parcels may be included on one sheet):
- ☐ Adjoining public street rights-of-way
 - ☐ Area (acres)
 - ☐ Present zoning
 - ☐ Requested special use, including purpose (attach statement, one page maximum)
 - ☐ Area in which buildings are proposed to be located, showing setback dimensions from line.
 - ☐ Drainage
 - ☐ Driveways
 - ☐ Parking area
 - ☐ Buffer planting areas
 - ☐ Type and location of any easements
 - ☐ If Site Plan application and approval are necessary, conformance to Tree Ordinance is required.

☐ Other pertinent information as required through staff consultation.

☐ Legal description (may be attached to plot plan).

☐ One (1) PDF file of the plot plan, for display at the Planning Commission meeting.

Vicinity Map

☒ Vicinity map, drawn to a convenient scale, showing the subject property and all parcels within a 1,000-foot radius. Every parcel shall indicate owner's name and the streets, roads or alleys that each parcel fronts upon.

☒ One (1) PDF file of the vicinity map, for display at the Planning Commission meeting.

Property Owners

☒ List of all property owners within 1,000 feet or a minimum of fifty (50) property owners, whichever results in the greater number of owners. A xerographic copy of the mailing labels may serve as the list.

☒ Self-adhesive mailing labels for the list of property owners (two sets).

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

**World Finance Corporation**

2965 N. GERMANTOWN ROAD, SUITE 127
BARTLETT, TN 38133
(901) 388-2334

February 27, 2019

Dear Sir or Madam:

World Acceptance Corporation is a Consumer Finance Company that wants to move our current location to 6824 Stage Road, Bartlett, TN 38134. We want to apply for the code special use permit to operate at the new location.

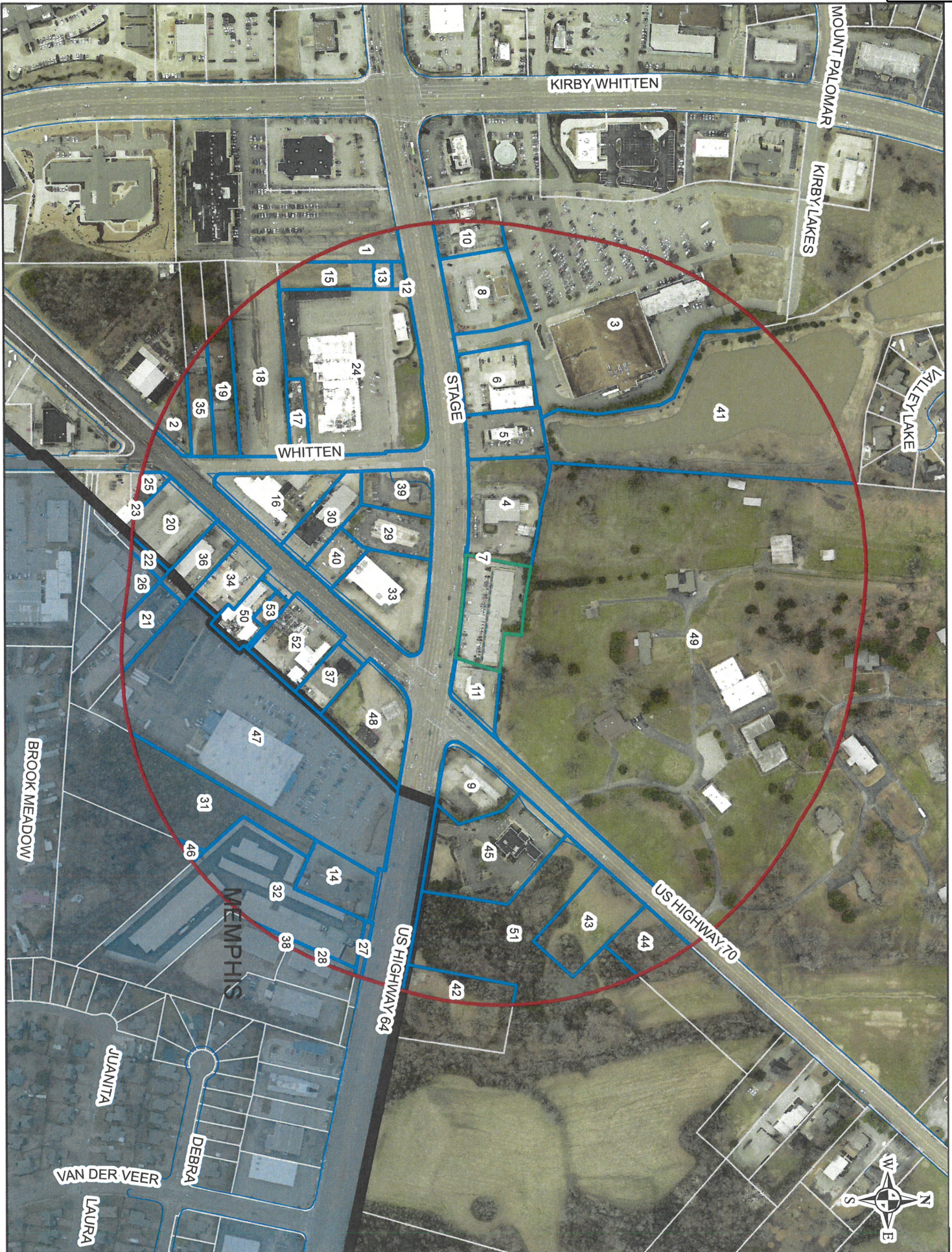
If you have any questions, please feel free contact Karen Hayes at 731-571-0753.

Thank you,

Walter Fouse

cc: Karen Hayes

Attachment: World Finance SUP app (2554 : Resolution 10-19, SUP for World Acceptance Corporation at 6824 Stage.)



Attachment: World Finance SUP app (2554 : Resolution 10-19, SUP for World Acceptance Corporation at 6824 Stage.)

PARCEL ID	OWNER NAME	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIP	PARCEL ADDRESS
1	BO157 00902	BARTLETT CINEMA LLC	CORDOVA	TN	38088	6711 STAGE RD
2	BO157 00951C	GARRY MORRISON	BARTLETT	TN	38134	6780 HIGHWAY 70
3	BO157 00879C	KROGER LIMITED PARTNERSHIP ATTN: PROPERTY TAX - 7TH FLOOR	CINCINNATI	OH	45202	2942 KIRBY WHITTEN PKWY
4	BO157 00684C	WASH DEPOT VI INC ATTN: DAVID G MORRELL	MAIDEN	MA	02148	6800 STAGE RD
5	BO157 00814	F & L ENTERPRISES INC ATTN: LISA GARVEY	ALAMO	TN	38001	6780 STAGE RD
6	BO157 00765	AUTOZONE INC #94	MEMPHIS	TN	38101	6770 STAGE RD
7	BO157 00459C	HENRY M TURLEY JR AND MARIAN H KELLY TRUST	MEMPHIS	TN	38103	6822 STAGE RD
8	BO157 00881	JUNIOR FOOD STORES OF WEST FLORIDA INC DBA KWIK SHOP #203	BARTLETT	TN	38134	6740 STAGE RD
9	BO157 00626	RADIANT GROUP OF PROPERTIES LLC	COLLEENVILLE	TN	38017	6861 HIGHWAY 70
10	BO157 00763	TACO BELL OF AMERICA INC	INDIANAPOLIS	IN	46280	6720 STAGE RD
11	BO157 00525	SEVEN BROTHERS PROPERTIES LLC	MEMPHIS	TN	38141	6870 STAGE RD
12	BO157 00459	BARTLETT CINEMA LLC	CORDOVA	TN	38088	0 STAGE RD
13	BO157 002872	BARTLETT CINEMA LLC	CORDOVA	TN	38133	6923 STAGE RD
14	092001 00007	ROBERT W PARKER	MEMPHIS	TN	38088	6731 STAGE RD
15	BO157 00287	BARTLETT CINEMA LLC	CORDOVA	TN	72560	6816 SUMMER AVE
16	BO157 00290	NOLEN W CLEAVES TRUST AND MARY N CLEAVES REVOCABLE TRUST	AR	TN	38134	2881 WHITTEN RD
17	BO157 00291	C GARY WILKES	BARTLETT	TN	38088	2873 WHITTEN RD
18	BO157 00292	BARTLETT CINEMA LLC	CORDOVA	TN	37602	2857 WHITTEN RD
19	BO157 00520	VERNON ROBERT L VERNON JR AND MELINDA B V CRICHTON (RS)	JOHNSON CITY	TN	38134	6801 SUMMER AVE
20	BO201 00123	MARIK J HUGHES JR AND ANGIEA HOOTEN-HUGHES	BARTLETT	TN	38134	6807 SUMMER AVE
21	092001 00005	STEWART DAVID	BARTLETT	TN	38134	0 HIGHWAY 70
22	092001 00002	MARIK J HUGHES JR AND ANGIEA HOOTEN-HUGHES	ARLINGTON	TN	38002	2830 WHITTEN RD
23	BO201 00122	DANIEL L & SHIRLEY M ABERNATHY	ARLINGTON	TN	38002	6771 STAGE RD
24	BO157 00460C	BOYD & SONS REAL ESTATE & INVESTMENTS INC	ARLINGTON	TN	38134	6793 SUMMER AVE
25	BO201 00013	DANIEL L ABERNATHY	MEMPHIS	TN	38133	2820 WHITTEN RD
26	092001 00003	ARTHUR G TERHUNE DBA GLENN TERHUNE PLUMBING INC	MEMPHIS	TN	38088	0 HIGHWAY 64
27	092001 00017	M K RICE	CORDOVA	TN	38025	6949 STAGE RD
28	092001 00022	SECURITY BANK ATTN: LOAN OPERATIONS-DOE HART	DYERSBURG	TN	38133	6815 STAGE RD
29	BO157 00753	GUADALUPE PEREZ	MEMPHIS	TN	38637	6838 SUMMER AVE
30	BO157 00717	GRUMPY LLC A TENNESSEE LIMITED LIABILITY COMPANY ATTN: MICHAEL E GORDIN	HORN LAKE	MS	38324	0 HIGHWAY 64
31	092001 00025	DAVID STEWARD	MEMPHIS	TN	48331	6937 STAGE RD
32	092001 00009	ESS PRISA LLC DBA PARADIGM TAX GROUP	FARMINGTON HILLS	MI	70130	6860 SUMMER AVE
33	BO157 00775	CATHERINE PARTNERSHIP	NEW ORLEANS	LA	38088	6819 SUMMER AVE
34	BO201 0016C	DAVID F STEWARD	CORDOVA	TN	37601	2851 WHITTEN RD
35	BO157 00521	ROBERT L VERNON JR AND MELINDA B V CRICHTON (RS)	JOHNSON CITY	TN	38134	6809 SUMMER AVE
36	BO201 00015	DAVID STEWARD	BARTLETT	TN	38134	6843 SUMMER AVE
37	BO201 00019	DUSTIN L & AMANDA G SMITH	ARLINGTON	TN	38002	6955 STAGE RD
38	092001 00023	DAVID B NICHOLSON	LEXINGTON	KY	40509	2912 WHITTEN RD
39	BO157 00454C	VALVOLINE LLC	HORN LAKE	MS	38637	6840 HIGHWAY 70
40	BO157 00776	GRUMPY LLC A TENNESSEE LIMITED LIABILITY COMPANY ATTN: MICHAEL E GORDIN	MEMPHIS	TN	38134	0 KIRBY WHITTEN PKWY
41	BO157 00783	CITY OF BARTLETT	MEMPHIS	TN	38117	6948 STAGE RD
42	BO157 00188	JOHN B MAXWELL JR (TR)	MEMPHIS	TN	38117	0 HIGHWAY 70
43	BO157 00192	JOHN B MAXWELL JR (TR)	MEMPHIS	TN	38117	0 HIGHWAY 70
44	BO157 00434	JOHN B MAXWELL JR (TR)	MEMPHIS	TN	38119	6891 SUMMER AVE
45	BO157 00635C	FIRST TENN BANK NATIONAL ASSN	MEMPHIS	TN	38088	6892 SUMMER AVE
46	092001 00024	M K RICE	CORDOVA	TN	38133	0 HIGHWAY 64
47	092001 00006	MEMPHIS GOODWILL INC	MEMPHIS	TN	38134	6899 HIGHWAY 64
48	BO201 00020	AHMED SHADI	MEMPHIS	TN	38134	6859 SUMMER AVE
49	BO157 00802	TENN BAPTIST CHILDRENS HOMES INC	BRENTWOOD	TN	37024	6866 HIGHWAY 70
50	BO201 00177	JAMES E FERGUSON	BARTLETT	TN	38134	6821 SUMMER AVE
51	BO157 00672	MAXWELL JOHN B MAXWELL JR (TR)	MEMPHIS	TN	38117	0 HIGHWAY 70
52	BO201 00062	GEORGE JERAM AND ANDREA RICHARDS (RS)	STEWART	TN	37175	6841 SUMMER AVE
53	BO201 00063	JAMES E FERGUSON	BARTLETT	TN	38134	6825 SUMMER AVE



Proposed Location



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 2544)

Meeting: 05/28/19 07:00 PM

Department: Finance

Category: Budget

Prepared By: Eric Phan

Initiator: Dick Phebus

Sponsors:

DOC ID: 2544

Ordinance 19-02, an ordinance to adopt the 2019-2020 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, E-Citation Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund And Capital Improvements Fund Budgets.

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2019-2020 Fiscal Year for the City of Bartlett are as follows:

	Fiscal Year
	19/20
GENERAL FUND EXPENDITURES:	
ADMINISTRATIVE:	
Legislative Board	\$ 865,387
Mayor's Office	\$ 814,472
Community Affairs	\$ 331,820
Building and Grounds	\$ 367,744
Bartlett Station Municipal Center	\$ 419,813
Library	\$ 1,385,360
Finance and Administration	\$ 1,751,101
City Court	\$ 1,129,422
Personnel	\$ 565,715
Planning and Economic Development	\$ 496,555
Total Administrative	\$ 8,127,389
PUBLIC SAFETY:	
Police Department	\$ 16,106,731
Fire Department	\$ 7,810,437
Ambulance Department	\$ 3,712,420
Code Enforcement	\$ 1,031,139
Total Public Safety	\$ 28,660,727
PUBLIC WORKS:	
Administration	\$ 602,096
City Shop	\$ 1,098,941
General Maintenance	\$ 1,719,610
General Services	\$ 322,601
Grounds Maintenance	\$ 1,537,446
Animal Control	\$ 872,377
Engineering Administration	\$ 433,440
Engineering & Inspection	\$ 645,333
Total Public Works	\$ 7,231,844
PARKS AND RECREATION:	
Administration	\$ 320,373

Community Center	\$	948,532	
Athletics	\$	812,194	
Maintenance	\$	1,636,216	
School Ground Maintenance	\$	353,508	
Senior Citizen Center	\$	465,812	
Recreation Center	\$	1,744,592	
Total Parks and Recreation	\$	6,281,227	
PERFORMING ARTS:			
Performing Arts Center	\$	724,634	
Total Performing Arts	\$	724,634	
OTHER GENERAL FUND ITEMS /TRANSFERS OUT			
Transfer Out Bartlett City School	\$	1,737,826	
Transfer Out Shelby County Board of Education	\$	608,193	
Transfer Out DARE Program	\$	33,000	
Transfer Out Drainage Fund	\$	100,000	
Transfer Out Debt Service	\$	3,055,000	
Total Transfers Out	\$	5,534,019	
TOTAL GENERAL FUND EXPENDITURES	\$	56,559,840	
GENERAL FUND REVENUES/TRANSFERS:			
Property Taxes	\$	26,380,000	
Local Taxes	\$	13,663,410	
Licenses & Privileges	\$	1,592,700	
Intergovernmental	\$	6,312,000	
General Charges for Services	\$	4,497,190	
Department Revenues	\$	1,626,279	
Court Charges	\$	1,945,000	
Other Revenue	\$	375,261	
Transfer In from General Improvement Fund	\$	168,000	
TOTAL GENERAL FUND REVENUES/TRANSFERS	\$	56,559,840	
SPECIAL REVENUE FUNDS EXPENDITURES			
Street Aid Fund	\$	2,585,000	
Solid Waste Fund	\$	7,185,191	
General Improvement Fund	\$	831,500	
Drug Enforcement Fund	\$	294,200	
DEA Enforcement Fund	\$	124,700	
Drainage Control Fund	\$	127,374	
Park Improvement Fund	\$	22,700	
E-Citation Fund	\$	38,400	
Bartlett City School Fund	\$	88,748,754	
TOTAL SPECIAL REVENUE FUNDS EXPENDITURES	\$	99,957,819	

SPECIAL REVENUE FUNDS REVENUES/SOURCES

Special Revenue Funds Revenue	\$	96,869,519
Use of Fund Balance	\$	3,088,300

TOTAL SPECIAL REVENUE FUNDS REV./SOURCES \$ 99,957,819

UTILITY FUND EXPENDITURES

Administration	\$	2,547,498
Water & Wastewater Services	\$	1,942,034
Plant Operations	\$	1,928,182
Sewer Treatment	\$	1,039,432
Total Utility Operation Expenditures	\$	7,457,146

Utility Debt -- Principal	\$	980,000
Utility Debt -- Interest & Charges	\$	244,570
Total Utility Debt Expenditures	\$	1,224,570

Transfer to Capital Improvement Fund	\$	650,000
Contribution to Fund Balance	\$	402,784

TOTAL UTILITY FUND EXPENDITURES **\$ 9,734,500**

UTILITY FUND REVENUES/SOURCES

Utility Fund Revenues	\$	9,725,000
Department Revenues	\$	9,500

TOTAL UTILITY FUND REVENUES/SOURCES **\$ 9,734,500**

GENERAL DEBT SERVICE FUND EXPENDITURES

Principal	\$	5,518,000
Interest and Other Charges	\$	3,214,551

TOTAL GENERAL DEBT SERVICE EXPENDITURES **\$ 8,732,551**

GENERAL DEBT SERVICE REVENUES/SOURCES

Debt Service Revenues	\$	8,187,000
Use of Fund Balance	\$	545,551

TOTAL GENERAL DEBT SERVICE REV/SOURCES **\$ 8,732,551**

SECTION 2: SOLID WASTE FEE -- BE IT FURTHER ORDAINED that the Solid Waste Fee shall be \$30 per month for residential pickup; \$30 for 1 cart, \$35 for 2 carts, and \$40 for 3 carts for commercial pickup. Other charges for Solid Waste services are listed in the Solid Waste Fee Schedule found in Exhibit B and made part of this ordinance by reference. All monthly and separate fee charges shall become effective July 1, 2019.

SECTION 3: ELECTRONIC CITATION FEE -- BE IT FURTHER ORDAINED that the electronic traffic citation fee of \$5 authorized by T.C.A. 55-10-207(e) for each ticket that results in conviction is imposed in City Court effective July 1, 2019. The \$5 fee shall be distributed as follows: \$1 for the City Court Clerk, restricted use for computer hardware and related expenses as authorized in the above T.C.A. citation, and \$4 designated for Special Revenue E-Citation Fund and used for electronic citation system and related expenses for the City of Bartlett Police Department law enforcement activities. The E-citation fee will expire on June 30, 2024.

SECTION 4: CAPITAL IMPROVEMENT PLAN -- BE IT FURTHER ORDAINED that "Exhibit A" represents the capital improvements plan for the City of Bartlett, Tennessee. The items listed as 2019-2020 are to be included in the budget, while new projects in future years represent "Planned" expenditures, and will require formal appropriation in future years. Unexpended project revenues and expenditures/expenses for existing projects may be

administratively transferred to other CIP projects by the Finance Director with the approval of the Mayor and/or the Chief Administrative Officer.

SECTION 5: CAPITAL IMPROVEMENT PLAN BORROWING -- BE IT FURTHER ORDAINED that the borrowing required as scheduled with the Capital Improvements Plan will take additional, specific authorization from the Board of Mayor and Aldermen in accordance with Tennessee Law.

SECTION 6: The CITY WATER RATE -- BE IT FURTHER ORDAINED that the City Water Rates be assessed according to the following schedule:

	<u>Rates</u>
Residential -- City Customers -- The first 2,000 gallons	\$ 7.80
Residential -- City Customers - Over 2,000 gallons, per 1,000 gallons	\$ 1.80
Residential -- Rural Customers -- The first 2,000 gallons	\$ 10.70
Residential -- Rural Customers -- Over 2,000 gallons, per 1,000 gallons	\$ 2.70
Commercial -- City Customers -- The first 2,000 gallons	\$ 12.88
Commercial -- City Customers - Over 2,000 gallons, per 1,000 gallons	\$ 2.10
Commercial -- Rural Customers -- The first 2,000 gallons	\$ 17.59
Commercial -- Rural Customers -- Over 2,000 gallons, per 1,000 gallons	\$ 3.15

SECTION 7: The CITY SEWER RATE -- BE IT FURTHER ORDAINED that the City Sewer Rates be assessed according to the following schedule:

	<u>Rates</u>
Residential -- City Customers -- The first 2,000 gallons	\$ 8.19
Residential -- City Customers -- each additional 1,000 gallons	\$ 1.64
Residential -- Rural Customers -- The first 2,000 gallons	\$ 11.09
Residential -- Rural Customers -- each additional 1,000 gallons	\$ 1.79
Commercial -- City Customers -- The first 2,000 gallons	\$ 16.89
Commercial -- City Customers -- each additional 1,000 gallons	\$ 1.79
Commercial -- Rural Customers -- The first 2,000 gallons	\$ 24.14
Commercial -- Rural Customers -- each additional 1,000 gallons	\$ 1.93

SECTION 8: WATER/SEWER IN LIEU OF AD VALOREM TAX PAYMENTS -- BE IT FURTHER ORDAINED that the Treasurer is directed to transfer and deliver to the general fund from the Water/Sewer Department, revenues equivalent to the property tax rate per each \$100 of Net Book Value of assets of the Bartlett Water/Sewer Department in lieu of property taxes on the day and date regularly that property taxes are collected.

SECTION 9: BARTLETT CITY SCHOOL SPECIAL REVENUE AND CAPITAL BUDGET -- BE IT FURTHER ORDAINED that The Bartlett City Board of Education has approved and presented Special Revenue Funds for FY2019-20 for its Title Funds, School Nutrition Fund, Education Capital Projects Fund and other various funds administered by the Bartlett City Board of Education. These budget documents, "Exhibit B&C", are presented in the FY2019-20 Approved Special Revenue Budget and the FY2019-20 Approved Capital Budget documents as attached and made part of the enacting City of Bartlett budget ordinance by reference.

SECTION 10: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED that "Exhibit D" represents the fiscal year 2019-2020 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2019-2020. Any rate or fee not included in the attached 2019-2020 schedule established by previous resolution, ordinance or administrative action will remain in effect.

SECTION 11: INTERNAL SERVICE FUNDS -- BE IT FURTHER ORDAINED that the Internal Service Funds for Health and Welfare and Worker's Compensation be continued, with the City's portion of the funding to be included in each fund's budget.

SECTION 12: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED that Operating budgets not spent or formally encumbered expire at June 30, 2020. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

SECTION 13: NO APPROPRIATION EXCEEDED -- BE IT FURTHER ORDAINED that no appropriation listed above may be exceeded without appropriate ordinance action to amend the budget.

SECTION 14: AFTER THE FISCAL YEAR-END -- BE IT FURTHER ORDAINED that the Mayor is authorized to transfer appropriations within funds as needed to balance the budget after all year-end entries have been recorded in the fiscal year 2020 budget. All transfers will be reported to the Board of Mayor and Aldermen at the time of the reporting of the year-end financial results in the Comprehensive Annual Financial Report for the year ended June 30, 2020.

SECTION 15: DETAILED LINE-ITEM -- BE IT FURTHER ORDAINED that a detailed line-item financial plan shall be prepared in support of the budget.

SECTION 16: GENERAL FUND OPERATING RESERVES AT JUNE 30 -- BE IT FURTHER ORDAINED that the policy of the Board of Mayor and Aldermen establishes at 20%, the General Fund Balance as a percent of the next year's operations, and \$1,000,000 established as an emergency fund. Below this level, unspent budgets will accrue toward this. Amounts above this level may be used as directed by the Board.

SECTION 17: SEVERABILITY -- BE IT FURTHER ORDAINED that all Ordinances heretofore passed in conflict herewith are hereby repealed insofar as they are in conflict with this Ordinance.

SECTION 18: EFFECTIVE DATE -- BE IT FURTHER ORDAINED that this Ordinance becomes effective July 1, 2019.

FIRST READING: May 14, 2019

SECOND READING: May 28, 2019

THIRD READING: June 11, 2019

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

A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk

HISTORY:

05/14/19 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 05/28/19



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 7,739,286	\$ 8,815,000	\$ 6,405,000	\$ 7,240,000	\$ 4,800,000	\$ 34,999,286
Capital Note	2,440,000	1,245,000	1,480,000	1,255,000	1,375,000	7,795,000
FD311 Use of Fund Balance	550,714	0	0	0	0	550,714
Transfer In from Park Imp. Fund	22,700	0	0	0	0	22,700
TDOT 80% match	440,000	6,120,000	2,620,000	4,500,000	0	13,680,000
Utility Bonds	0	1,725,000	1,250,000	400,000	400,000	3,775,000
Utility Retained Earnings	650,000	0	0	0	0	650,000
Total Funding Sources	\$ 11,842,700	\$ 17,905,000	\$ 11,755,000	\$ 13,395,000	\$ 6,575,000	\$ 61,472,700
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 30,000	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 60,000
City Hall Renovations	250,000	250,000	0	0	0	500,000
Transfer to Debt Service Fund	550,000	0	0	0	0	550,000
Total Administrative	\$ 830,000	\$ 250,000	\$ 30,000	\$ 0	\$ 0	\$ 1,110,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 470,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,210,000
Justice Center Maintenance	110,000	120,000	120,000	120,000	120,000	590,000
Total Police	\$ 580,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,800,000
<u>Fire</u>						
Fire Vehicles	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
Fire Ambulances	210,000	0	220,000	0	220,000	650,000
Self-Contained Breathing Apparatus	550,000	0	0	0	0	550,000
Fire Truck	0	0	800,000	0	0	800,000
Total Fire	\$ 800,000	\$ 40,000	\$ 1,060,000	\$ 40,000	\$ 260,000	\$ 2,200,000
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 50,000
Total Code Inspection	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 50,000

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
Public Works						
Public Works Vehicles & Equip	\$ 615,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,615,000
City Shop	2,650,000	1,500,000	0	0	0	4,150,000
Total Public Works	\$ 3,265,000	\$ 2,000,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 6,765,000
Engineering						
Engineering Vehicle	\$ 60,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
City Wide Overlay	2,999,286	3,000,000	3,000,000	3,000,000	3,000,000	14,999,286
FD311 Use of Fund Balance	714	0	0	0	0	714
ADA Transition	40,000	360,000	250,000	2,000,000	250,000	2,900,000
ADA Transition TDOT	160,000	1,440,000	0	0	0	1,600,000
Bartlett Blvd Overpass	600,000	0	0	0	0	600,000
Old Brownsville West	0	500,000	600,000	370,000	0	1,470,000
Old Brownsville TDOT	0	2,000,000	2,400,000	1,480,000	0	5,880,000
Appling Road Improvements	200,000	600,000	0	0	0	800,000
Fletcher Creek Greenway Ph4	0	40,000	0	260,000	0	300,000
Fletcher Creek Ph4 TDOT	0	160,000	0	1,040,000	0	1,200,000
STP Overlay Projects	70,000	630,000	55,000	495,000	0	1,250,000
STP Overlay Projects TDOT	280,000	2,520,000	220,000	1,980,000	0	5,000,000
Signal Pole Replacement	100,000	350,000	350,000	350,000	350,000	1,500,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 4,910,000	\$ 12,030,000	\$ 7,305,000	\$ 11,405,000	\$ 4,030,000	\$ 39,680,000
Parks						
Parks Vehicles & Equipment	155,000	65,000	65,000	65,000	0	\$ 350,000
Recreation Ctr Equipment/Repairs	95,000	0	0	0	0	95,000
Senior Center Equipment/Repairs	0	30,000	40,000	40,000	30,000	140,000
Parks Maintenances	430,000	135,000	650,000	90,000	0	1,305,000
Parks Maintenances	22,700	0	0	0	0	22,700
Parks Restroom Renovations-ADA	0	350,000	300,000	275,000	0	925,000
W.J. Freeman Park Project	0	700,000	0	0	800,000	1,500,000
Total Parks	\$ 702,700	\$ 1,280,000	\$ 1,055,000	\$ 470,000	\$ 830,000	\$ 4,337,700

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
<u>Performing Arts Center</u>						
BPACC Repairs & Improvements	\$ 105,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 105,000
Total Performing Arts Center	\$ 105,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 105,000
<u>Water</u>						
Old Brownsville Water Line	\$ 0	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 600,000
Water Extension Kirby Whitten	250,000	0	0	0	0	250,000
Transfer to Utility Funds	0	0	0	0	0	0
Total Water	\$ 250,000	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 850,000
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Covington Pike Sewer	400,000	0	0	0	0	400,000
Hatch Lane Eagle's Nest Sewer	0	400,000	600,000	0	0	1,000,000
Westbrook Sewer Extension	0	325,000	0	0	0	325,000
Upgrade Sewage Plant #2	0	0	250,000	0	0	250,000
Total Sewers	\$ 400,000	\$ 1,125,000	\$ 1,250,000	\$ 400,000	\$ 400,000	\$ 3,575,000
TOTAL CIP	\$ 11,842,700	\$ 17,905,000	\$ 11,755,000	\$ 13,395,000	\$ 6,575,000	\$ 61,472,700

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	\$ 600.00	\$100 x 6 (2 hrs. free)
	Banquet Hall (all day)	\$ 750.00	\$125 x 6 (2 hrs. free)
	Boardroom (all day)	\$ 210.00	\$35 x 6 (2 hrs. free)
	Chapel (all day)	\$ 480.00	\$80 x 6 (2 hrs. free)
	Meeting Room (all day)	\$ 180.00	\$30 x 6 (2 hrs. free)
	Reception Hall (all day)	\$ 390.00	\$65/hr. x 6 (2 hrs. free)
	Weekend and Evening Rates		
	Auditorium	\$125/hr.	4-hr. minimum
	Banquet Hall	\$150/hr.	4-hr. minimum
	Boardroom	\$40/hr.	3-hr. minimum
	Chapel	\$95/hr.	4-hr. minimum
	Meeting Room	\$35/hr.	3-hr. minimum
	Reception Hall	\$75/hr.	3-hr. minimum
	Equipment Rental		
	Sound System (Includes Sound Tech)	\$125/\$175	\$125 - R.H./\$175 - B.H. All Day
	Sound Technician	\$ 20.00	Per hour with 4-hr. minimum
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	\$ 1,200.00	8 hours
	Reception Hall	\$ 600.00	8 hours
	Wedding only		
	Auditorium	\$ 995.00	\$125/hr. + Sound Tech at \$120
	Chapel	\$ 785.00	\$95/hr + Sound Tech at \$120
	Wedding & Reception (Sound Tech Included)		
	Auditorium & Banquet Hall	\$ 2,375.00	7 hrs. in Aud/10 hrs. in B.H.
	Auditorium & Reception Hall	\$ 1,625.00	7 hrs. in Aud/10 hrs. in R.H.
	Chapel & Banquet Hall	\$ 2,165.00	7 hrs. in Chapel/10 hrs. in B.H.
	Chapel & Reception Hall	\$ 1,415.00	7 hrs. in Chapel/10 hrs. in R.H.
Finance	Alcoholic Beverage Application Fee	\$ 500.00	
	Alcoholic Beverage Duplicate License Fee	\$ 10.00	Each
	Alcoholic Beverage Renewal Fee	\$ 500.00	Annual
	Auto Tag Renewal Fee	\$ 25.00	Annual
	Beer Permit Application Fee	\$ 250.00	Each
	Beer Privilege Tax	\$ 100.00	Annual
	City Service Fee	\$ 2.50	Monthly
	Copy fees	\$ 0.15	Only applies to 20 pages and more
	Legal Notice	\$ 100.00	Each
	Liquor Privilege Tax License	\$ 600.00	\$600 - \$1,000 Annual Based on Seatin
	Lost Payroll Check Fee	\$ 25.00	Each
	Outdoor Sales Permit Fee	\$ 55.00	Each
	Penalty Personalty Property Taxes	5%	
	Penalty Real Property Taxes	5%	

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
City Court	Returned Check Fee	\$ 20.00	Each or Amt of check, whichever is less
	Taxicab Permit Fee, per cab	\$ 80.00	Annual
	Wholesale Beer Tax	17%	Reported Monthly
	Wholesale Liquor Tax	5%	Reported Monthly
	Wine Only Privilege Tax License	\$ 120.00	\$120 - \$200 Annual Based on Seating
	Cable Franchise Fee	5%	Annual(Applied to Gross Revenues)
	Cable Application/Bid Fee	\$ 5,000.00	Per Application
	Cable Bid Copy Fee	\$ 25.00	Per Cable Bid
	Alcohol/Drug Treatment Fee	\$ 100.00	Set by State
	Breath Alcohol Test Charge	\$ 17.50	Set by State
	Cash Bond Forfeiture Fee	\$ 13.75	Set by State
	City Court Costs	\$ 86.00	Set by City
	City Litigation Tax	\$ 13.75	Can be no more than State Lit. Tax
	County Drug Treatment Fee	\$ 70.00	Set by State
	County Veteran Fee	\$ 50.00	Set by State
	Criminal Privilege Tax on Litigation	\$ 29.50	Set by State
	DA Crime Fee	\$ 75.00	Set by State
	DUI-Interlock Fee	\$ 40.00	Set by State
	DUI-Blood Test Charge	\$ 250.00	Set by State
	Drug Test Fee	\$ 10.00	Set by City
	E-Ticket Fee	\$ 5.00	Set by State
	Expungement Fee-City	\$ 100.00	Set by City
	Expungement Fee-State	\$ 350.00	Set by State
	Indigent Tax	\$ 12.50	Set by State
	Probation Fee	\$ 250.00	Set by City
	Reinstatement Fees From State	\$ 10.00	Per person when DL Reinstated
	Sexual Assault Fee	\$ 200.00	Set by State
	State Court Costs (Criminal Charge)	\$ 62.00	Set by State
	State Court Costs (Traffic Charge)	\$ 42.00	Set by State
	State Drug Treatment Fee	\$ 10.00	Set by State
	State Impair Driv. Fund Fees	\$ 5.00	Set by State
	State Litigation Tax	\$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	\$ 26.50	Or \$50.00 (Set by State)
	Traffic Privilege Tax on Litigation	\$ 17.75	Set by State
	Traumatic Brain Injury Fund	\$15 or \$30	Set by State
	No Drivers License Fee	\$ 15.00	Set by State
	Late Fee on Traffic Citation-(1st FTA Ord.3-406)	\$ 50.00	Set by City
Planning	11 X 17 COLOR MAPS Copy Fee	\$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	\$ 2.50	Each
	Handbook Copy Fee	\$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	\$ 3.50	Each
	Re-Record Plat Fees	\$ 50.00	Each
	Sign Ordinance Copy Fee	\$ 18.00	Each

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	\$ 1.25	Each
	Subdivision Ordinance Copy Fee	\$ 7.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	\$ 29.25	Each
	Board of Zoning Appeals		
	Variances	\$ 300.00	Each
	Design Review Fees		
	Sign Review	\$ 100.00	Each
	Site Plan Review	\$ 200.00	Each
	Site Plan - Planning Commission		
	Site Plan Review (without contract)	\$ 200.00	Each
	Site Plan Review (with contract)	\$ 300.00	Each
	Subdivision		
	Construction Plan	\$ 100.00	Each
	Plus	\$ 10.00	Per lot
	Dedication of Street	\$ 300.00	Each
	Final Plan	\$ 300.00	Each
	Plus	\$ 20.00	Per lot
	Master Plan	\$ 300.00	Each
	Plus	\$ 20.00	Per lot
	Rerecording	\$ 50.00	Each
	Revocations	\$ 300.00	Each
	Street Name Change	\$ 300.00	Each
	Road, Street, Alley Closure	\$ 300.00	Each
	Zoning		
	Planned Development: Outline Plan	\$ 300.00	Five acres or less, \$30 per acre after first five and maximum fee of \$2,000
	Rerecording	\$ 50.00	Each
	Renotification Fee	\$ 100.00	Up to 100 labels and \$1.00 per label over first 100
		\$ 1.00	
	Reprocessing of Applications	\$ 150.00	Five acres or less, \$15 per acre after first five and maximum fee of \$1,000
	Rezoning and Special Use Permits	\$ 500.00	Five acres or less, \$50 per acre after first five and maximum fee of \$3,000
Police	Background Checks	\$ 15.00	Each
	Beer Server Permits	\$ 10.00	Each
	DUI Tapes/Video	\$ 15.00	Each
	Fingerprints	\$ 15.00	Per card
	Sexual Offender Registry	\$ 150.00	Each
	Sexual Oriented Business Employee Permit Fee	\$ 15.00	Annual
	Sexual Oriented Business Permit Fee	\$ 500.00	Annual
	Tow fees	\$ 125.00	Each

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Fire	Ambulance Transport Fee for BLS	\$ 650.00	For BLS
	Ambulance Transport Fee for ALS I	\$ 750.00	For ALS I
	Ambulance Transport Fee for ALS II	\$ 850.00	For ALS II
	Plus a mileage fee	\$ 8.00	Per mile
	Copy fees	\$ 0.15	Only applies to 20 pages and more
	CPR Classes	\$ 20.00	Per person per class
Code Enf.	Building Fees		
	Addition not exceeding 400 square feet	\$ 40.00	Minimum fee (1&2 family dwelling)
	Addition of more than 400 square feet	\$ 90.00	Minimum fee (1&2 family dwelling)
	Alteration and repair-per \$1,000	\$ 4.00	One & Two Family Dwelling
	Minimum fee of	\$ 60.00	
	Certificate of Occupancy	\$ 60.00	
	Commercial curb-cuts, driveway entrances & exits	\$ 0.06	Minimum \$30
	Commercial sidewalks	\$ 30.00	On public right of way
	Conveyor Systems, Racking Systems	\$ 60.00	First \$250,000
	Per \$1,000 for more than \$250,000	\$ 1.00	
	Decks & spas	\$ 40.00	
	Demolition-for each 25,000 cubic feet	\$ 7.00	
	Demolition-Maximum Fee	\$ 500.00	
	Demolition-Minimum Fee	\$ 60.00	
	Detached building <= 100 sq ft	\$ 20.00	Minimum fee one story
	Detached building > 600 sq ft	\$ 0.05	Per square feet
	Detached exceeding 100 sq ft <= 600 sq ft	\$ 30.00	Minimum fee one story
	Fees for Amending Permits	\$ 20.00	
	Fees for Issuing Permits	\$ 4.00	
	Fees for miscellaneous construction	\$ 8.00	Per \$1,000
	Fences one-two family dwelling	\$ 10.00	
	Minimum fee	\$ 60.00	
	First Re-inspection Fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	Gates, wall fence, or others	\$ 20.00	Minimum
	Per \$1,000	\$ 4.00	
	Hazardous occupancies	\$ 200.00	
	Imploded Structures-flat fee	\$ 1,000.00	
	New construction & additions	\$ 40.00	Minimum Fee (not 1&2 family dwellin
	Less than \$25,000-per \$1,000	\$ 4.00	
	\$25,000 to \$1,000,000-per \$1,000	\$ 3.00	Plus one-time \$100
	\$1,000,001 to \$25 million-per \$1,000	\$ 2.00	Plus one-time \$3,025
	\$25,000,001 & above-per \$1,000	\$ 1.50	Plus one-time \$51,025
	New construction of or addition to existing	\$ 0.05	Per square foot (1&2 family dwelling)
	Minimum fee of	\$ 125.00	
	Removal or moving of structures	\$ 200.00	
	Special events	\$ 60.00	
	Temporary construction trailer (6 months)	\$ 60.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Work commencing before permit issued	Double Fee	
	Electrical Permit Fees		
	0-150 amperes	\$ 70.00	
	151-400 amperes	\$ 125.00	
	Over 400 amperes	\$ 250.00	
	277 to 480 volt phase	\$ 2.00	Per Amp
	Amending Permit Fee	\$ 20.00	
	Circuits with capacity of more than 1 KW		
	For the first 5 KW	\$ 5.00	
	For each additional KW	\$ 3.00	
	Empty Conduits	\$ 10.00	For each 50' of conduit or bank of conduits
	Existing Residential Occupancies		
	1 to 5 circuits	\$ 30.00	
	Over 5 circuits	\$ 45.00	
	Fee for issuing permits	\$ 4.00	
	Filing of Board of Appeals	\$ 100.00	
	First Re-inspection fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	General Inspection (not a complaint)	\$ 50.00	
	Installed Motors		
	1st H.P.	\$ 6.00	
	Each additional H.P.	\$ 1.00	
	Fuel Pumps	\$ 20.00	
	Motors moved at same address	\$ 15.00	
	Low Voltage (Non-Residential)	\$ 15.00	Per System/Per Floor
	Minimum permit fee	\$ 15.00	
	Miscellaneous Items		
	Meter Put Back	\$ 15.00	
	Recalls	\$ 15.00	
	Underground or overhead low voltage cable	\$ 20.00	Per 100 ft
	Miscellaneous Fees		
	Battery Charger up to 100 amperes	\$ 15.00	
	Battery Charger-more than 100 amperes	\$ 15.00	
	Electric welder	\$ 25.00	
	Fire Ruling	\$ 50.00	
	Lighting and Convenience Outlet Circuits	\$ 4.00	
	Modular Res. Buildings	\$ 50.00	
	Motion picture machine	\$ 30.00	
	Panels	\$ 15.00	
	Power Rectifier-more than 100 amperes	\$ 3.00	Each unit
	Power Rectifier-up to 100 amperes	\$ 15.00	
	Relocated Houses	\$ 50.00	
	X-ray unit-120 volt	\$ 15.00	
	X-ray unit-208/240 volt	\$ 50.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Mobile Homes (manufactured)	\$ 50.00	
	Reconnecting Signs		
	1st circuit	\$ 15.00	
	Each additional circuit	\$ 2.00	
	Mercury Vapor Light P.O.L.	\$ 15.00	
	Re-inspection of interior wiring	\$ 50.00	Out of service for 90 days or more
	Residential Low Voltage		
	After Electrical-roughin	\$ 50.00	
	Before Electrical-roughin	\$ 30.00	
	Residential Temporary Meter Center	\$ 25.00	
	Service, Feeder, & Panel Replacement	\$ 50.00	Residential
	Signs and Decorative Circuits		
	1st circuit	\$ 6.00	
	Each additional circuit	\$ 4.00	
	Conduit installed for the sign circuit	\$ 15.00	
	Swimming Pools		
	Above Ground Pools	\$ 30.00	
	Inground Pools	\$ 100.00	
	Transformers & Capacitors		
	Installations-100 watts up to 5 KVA	\$ 15.00	
	Installations-each additional > 5 KVA	\$ 0.50	
	Replacement	\$ 20.00	
	Up to 240 volt phase	\$ 1.00	Per Amp
	Work commencing before permit issued	Double Fee	
	Voltage excess of 480 volts per KVA		
	First 10,000 KVA	\$ 1.50	Per KVA
	Additional KVA over 10,000 up to 50,000	\$ 0.50	Each
	Each additional KVA above 50,000	\$ 0.25	Each
	Gas Permit Fees		
	Fee for Amending Permits	\$ 20.00	
	Fees for issuing permits	\$ 4.00	
	Filing Application for Board of Appeals	\$ 100.00	
	First re-inspection fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	For \$1 to \$1,000 valuation of installation	\$ 15.00	
	For each gas outlet	\$ 2.50	Single Family Residence
	Gas meter put back	\$ 15.00	
	Minimum Permit Fee	\$ 15.00	
	Per each additional \$1,000	\$ 8.00	
	Work commencing before permit issued	Double Fee	
	Liquidation/Special Sale Application Fee	\$ 25.00	Each
	Mechanical Permit Fees		
	Fee for Amending Permits	\$ 20.00	
	Fees for Issuing permits	\$ 4.00	

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Filing for Board of Appeals	\$ 100.00	
	First re-inspection Fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	For 1st \$1,000	\$ 15.00	
	For 1st \$1,000	\$ 16.00	
	For each additional \$1,000 >\$1 mil	\$ 3.00	
	For each additional \$1,000 <\$1 mil	\$ 8.00	
	Minimum Permit Fee	\$ 15.00	
	Work commencing before permit issued	Double Fee	
	Plan Review Fee		
	\$0-\$25,000 total valuation	\$ 50.00	
	\$25,001-\$50,000 total valuation	\$ 100.00	
	\$50,001-\$100,000 total valuation	\$ 150.00	
	\$100,001-\$200,000 total valuation	\$ 200.00	
	\$200,001-\$300,000 total valuation	\$ 300.00	
	\$300,001-\$400,000 total valuation	\$ 400.00	
	\$400,001-\$500,000 total valuation	\$ 500.00	
	\$500,001 and up	\$ 600.00	
	Signs (New)	\$ 25.00	
	Plumbing Permit Fees		
	Amending Permit Fee	\$ 20.00	
	Fees for issuing permits	\$ 4.00	
	Filing to Board of Appeals	\$ 100.00	
	First re-inspection fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	Installation of Plumbing Fixtures	\$ 7.50	
	Minimum Permit fee	\$ 15.00	Each Fixture
	Sewer Repair	\$ 100.00	
	Per \$1,000	\$ 8.00	Commercial Minimum
	Sewer Replacement or Connections	\$ 30.00	
	Sewer Turnaround	\$ 1,500.00	
	Water Heater	\$ 15.00	
	Water Service-< 1 inch > 2 inch	\$ 30.00	
	Water Service-< 2 inch	\$ 200.00	
	Water Service-> 1 inch	\$ 20.00	
	Work commencing before permit issued	Double Fee	
Public Works	Adoption Fee	\$ 65.00	Each
	Animal License Fee	\$ 6.00	Each (altered)
		\$ 16.00	Each (non-altered)
		\$ 3.00	Replacement Cost
	Boarding Fees	\$ 10.00	Per Day
	Capture Fees		
	1st offense	\$ 30.00	Each
	2nd offense	\$ 60.00	Each

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	3rd offense	\$ 90.00	Each
	Grass Cutting of Vacant Houses	Actual Cost	Materials, Equipments & Labor Cost
	Shelter Misc. Revenue	\$ 25.00	Owner surrender
		\$ 25.00	Cremation fee
		\$ 15.00	Micro-chipping
Solid Waste	Appliance Pickup	\$ 30.00	Each
	Commercial Pickup-Set Up Fee	\$ 20.00	Each
	Commercial Pickup - Charge for Cart	\$ 55.00	Each
	Commercial Pickup - Monthly Charges:		
	For 1 Cart	\$ 30.00	Monthly
	For 2 Carts	\$ 35.00	Monthly
	For 3 Carts	\$ 40.00	Monthly
	Residential Cart Replacement Cost	\$ 55.00	Each
	Residential Cart Additional Purchase	\$ 55.00	Each
	Residential Pickup	\$ 30.00	Monthly
	Yard Waste Cart Purchase	\$ 55.00	Each - While Grant carts are available
Water/Wastewater			
	Barrel Locks to Contractors	\$ 7.50	Each
	Refundable User Fee for Fire Hydrant Meter	\$ 1,000.00	Each
	Rental for Fire Hydrant Meter	\$ 25.00	Monthly
	Water usage of Fire Hydrant Meter		Current City rates for water usage
	City Water Rates		
	Residential -- City Customers	\$ 7.80	The first 2,000 gallons
	Residential -- City Customers	\$ 1.80	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 10.70	The first 2,000 gallons
	Residential -- Rural Customers	\$ 2.70	each additional 1,000 gallons
	Commercial -- City Customers	\$ 12.88	The first 2,000 gallons
	Commercial -- City Customers	\$ 2.10	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 17.59	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 3.15	each additional 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	\$ 8.19	The first 2,000 gallons
	Residential -- City Customers	\$ 1.64	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 11.09	The first 2,000 gallons
	Residential -- Rural Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- City Customers	\$ 16.89	The first 2,000 gallons
	Commercial -- City Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 24.14	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 1.93	each additional 1,000 gallons

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Engineering	Fee for Plans and Specifications (for copies)		
	From \$100,000 to \$250,000	\$ 25.00	
	From \$250,001 to \$500,000	\$ 50.00	
	From \$500,001 to \$750,000	\$ 75.00	
	Greater than \$750,000	\$ 100.00	
	Commercial & Industrial		
	City Subdivision Inspection		
	Minimum, per lot	\$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detention basin	\$ 500.00	Per half acre
	For those lots served by a detention basin	\$ 250.00	Per half acre
	Sewer Connection Charge		
	Per Acre	\$ 2,333.00	Whichever is greater
	Per Front Foot	\$ 33.00	Whichever is greater
	Sewer Review Fee		
	Minimum	\$ 25.00	Per contract
	Per lot	\$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	\$ 25.00	Whichever is greater
	Subdivision and site plan review		
	Minimum	\$ 175.00	Whichever is greater
	Or % of Public Improvement Cost	1.5%	Whichever is greater
	Water Connection Fee	\$ 3,000.00	Per lot
	Water Plant Expansion % of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Residential		
	City Subdivision Inspection		
	Minimum, per lot	\$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detention basin	\$ 500.00	Per lot
	For those lots served by a detention basin	\$ 250.00	Per lot
	Park Land Development Fee	\$ 700.00	Per lot
	Sewer Connection Charge	\$ 2,000.00	
	Sewer Review Fee		
	Minimum	\$ 25.00	Per contract
	Per lot	\$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	\$ 25.00	Whichever is greater
	Subdivision and site plan review	\$ 175.00	Per lot
	Water Connection Fee	\$ 2,000.00	Per lot
	Water Plant Expansion Percent of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Street Cut Permit per 25 feet of cut	\$ 10.00	

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Parks	Facility Rental		
	Dixon-Brewer Park Gazebo	\$ 40.00	Residents (1/2 day/\$80 all day)
		\$ 60.00	Non-Residents(1/2 day/\$120 all day)
	Ellendale Park Pavilion	\$ 50.00	Residents (1/2 day/\$90 all day)
		\$ 70.00	Non-Residents (1/2 day/\$140 all day)
	W. J. Freeman Park - Gazebo	\$ 30.00	Residents (1/2 day/\$60 all day)
		\$ 45.00	Non-Residents(1/2 day/\$90 all day)
	W. J. Freeman Park - Pavilion	\$ 50.00	Residents(1/2 day/\$100 all day)
		\$ 75.00	Non-Residents(1/2 day/\$150 all day)
Athletics	Adult Sports	\$ 525.00	Softball
		\$ 400.00	Fall Softball
		\$ 525.00	Basketball
		\$ 210.00	Volleyball
	Facility Rental		
	Deermont	\$ 2,000.00	Weekend
	Ellendale	\$ 250.00	Per facility/day
	Appling	\$ 500.00	Per facility/day
	Late Registration	\$ 20.00	Per person
	Lights	\$ 30.00	Per 1.5hr, non league teams
	Tennis/Cricket & non BPRD group	\$ 15.00	Per player
	Tournament Fees	\$ 200.00	Per team
	Youth Sports-per person	\$ 80.00	Baseball, Softball & Basketball
		\$ 50.00	Volleyball
	Plus Non-Resident fee	\$ 15.00	Per person
	Youth Sports-per team		
	6 & u basketball	\$ 350.00	
	8 & u to 14&u basketball	\$ 425.00	
	17 & u basketball	\$ 525.00	
	6 & u 8 & u baseball	\$ 325.00	
	10 & u to 14 & u baseball	\$ 425.00	
	Per person fees for non BPRD Programs	\$ 15.00	per person
Singleton C.C.	Adult Classes		
	Bench Aerobics	\$ 5.00	Per class
	Belly Dancing	\$ 75.00	Resident per session
		\$ 80.00	Nonresident per session
	Zumba	\$ 5.00	Per class or 8 classes for \$35.00
	Yoga	\$ 5.00	Per class
	Chair Yoga	\$ 5.00	Per class
	Line Dancing	\$ 25.00	Resident per Month
		\$ 30.00	Non-Resident per Month
	Clogging	\$ 25.00	Resident per month
		\$ 30.00	Nonresident per month
		\$ 15.00	Senior per month

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Pottery with Susie	\$ 145.00	Resident per session
		\$ 150.00	Nonresident per session
Art Programs			
	Toddler Art	\$ 60.00	Per Session
	Children's Art Classes	\$ 275.00	Resident Per session (Ages 9-14)
		\$ 275.00	Nonresident Per session (Ages 9-14)
		\$ 225.00	Resident per session (Ages 5-8)
		\$ 225.00	Nonresident per session (Ages 5-8)
	Saturday Artists	\$ 225.00	Resident Per Session (Ages 5-8)
		\$ 225.00	Non Res. Per Session (Ages 5-8)
		\$ 250.00	Resident Per Session (Ages 9-14)
		\$ 250.00	Non Res. Per Session (Ages 9-14)
Dance			
	Bartlett Dance Factory	\$ 45.00	Resident per month
		\$ 50.00	Non-resident per month
	Bartlett Dance Factory - Summer Dance	\$ 90.00	Resident per session
		\$ 100.00	Non-resident per session
	Fall Break Camp	\$ 125.00	Resident/Non-Resident per week
	Spring Break Camp	\$ 125.00	Resident/Non-Resident per week
	Summer Day Camp	\$ 800.00	Resident
		\$ 850.00	Non-resident
Facility Rental			
	Regular Hours		
	Classroom	\$ 30.00	Resident per hour
		\$ 40.00	Non-resident per hour
	Stage Room	\$ 40.00	Resident per hour
		\$ 50.00	Non-resident per hour
	Auditorium	\$ 60.00	Resident per hour
		\$ 70.00	Non-resident per hour
	Kitchen	\$ 50.00	Resident per hour
		\$ 60.00	Non-resident per hour
	Gymnasium, one side only	\$ 65.00	Resident per hour
		\$ 75.00	Non-resident per hour
	Gymnasium, whole gym	\$ 130.00	Resident per hour
		\$ 150.00	Non-resident per hour
	Concession Stand	\$ 100.00	Resident Flat Fee
		\$ 125.00	Non-Resident Flat Fee
	Basketball Tournament	\$ 1,750.00	3 Day Resident
		\$ 1,900.00	3 Day Non-Resident
After Hours			
	Classroom	\$ 65.00	Resident per hour
		\$ 75.00	Non-resident per hour
	Stage Room	\$ 80.00	Resident per hour
		\$ 90.00	Non-resident per hour

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Auditorium	\$ 125.00	Resident per hour
		\$ 145.00	Non-resident per hour
	Kitchen	\$ 60.00	Resident per hour
		\$ 70.00	Non-resident per hour
	Gymnasium, one side only	\$ 145.00	Resident per hour
		\$ 165.00	Non-resident per hour
	Gymnasium, whole gym	\$ 290.00	Resident per hour
		\$ 350.00	Non-resident per hour
	Deposit Auditorium, Classrooms, Gym & Stage Rm	\$ 200.00	
	Deposit Teen Parties	\$ 500.00	Cash
	Rectangle Tables	\$ 6.00	
	Round Tables	\$ 8.00	
	Metal Chairs	\$ 0.75	
	White Chairs	\$ 1.00	
	Flamingo's	\$ 45.00	
	IDs	\$ 25.00	Resident per year
		\$ 40.00	Non-resident per year
		\$ 5.00	Day Pass
	Martial Arts		
	Kendo	\$ 25.00	Per month
	Preschool		
	Literature-4 & 5 yrs old (Fridays)	\$ 50.00	Resident per session
		\$ 55.00	Non-resident per session
	Preschool-2 yrs old	\$ 100.00	Resident per month
		\$ 105.00	Non-resident per month
	Preschool-3 & 4 yrs old	\$ 90.00	Resident per month
		\$ 95.00	Non-resident per month
	Preschool Summer Funtime-2 & 3 yrs old	\$ 90.00	Resident per month
		\$ 95.00	Non-resident per month
	Preschool Summer Funtime - 4-5 yrs old	\$ 90.00	Resident per month
		\$ 95.00	Non-resident per month
	Special Events		
	Halloween	\$ 1.00	Per adult
	Pet Show	\$ 10.00	Each pet
	Valentine's 5K/10K Run	\$ 25.00	Each
	Valentine's 5K/10K Run	\$ 40.00	Couples
	Turkey Shoot	\$ 1.00	Each
	Youth Classes		
	Acrobatics & Tumbling	\$ 15.00	Resident Per class
		\$ 20.00	Nonresident per class
	Babysitter Workshop	\$ 85.00	Per session
	Beginner Guitar	\$ 20.00	Per 1/2 hr session

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Baton	\$ 109.00	Resident per Session
		\$ 114.00	Non-Resident per Session
		\$ 35.00	Non-Resident per session
	Drawing - Children	\$ 90.00	
		\$ 95.00	
	ACT Prep	\$ 200.00	Resident per session
		\$ 205.00	Nonresident per session
	Adult Art	\$ 105.00	Resident per session - 4 weeks
		\$ 105.00	Non-resident per session - 4 weeks
	Driver Education	\$ 480.00	Resident per session
		\$ 485.00	Nonresident per session
	Piano with Shirley (Ages 6-High School)	\$ 20.00	Per 1/2 hr session
	Piano with with Vickie (Ages 6-Adults)	\$ 80.00	Per Month
	Tennis (Ages 7-17)	\$ 60.00	Resident - 1 Lesson Per Week
		\$ 65.00	Non Resident - 1 Lesson Per Week
	Tutoring/Elementary	\$ 325.00	per semester
	Tutoring/Middle School	\$ 325.00	per semester
	Summer Tutoring	\$ 30.00	Per Week
	Tutoring/High School	\$ 325.00	per semester
	Beginner Running	\$ 45.00	Resident - New Class
		\$ 55.00	Non-Resident - New Class
	Fun with Drums	\$ 60.00	Resident - New Class
		\$ 65.00	Non-Resident - New Class
	Stained Glass Class	\$ 130.00	Resident - New Class
		\$ 135.00	Non-Resident - New Class
Senior Center	AM Stretch Exercise Class	\$ 3.00	Per Class
	Ballroom Dance Day Class	\$ 3.00	Per class
	Ballroom Dance Night Class	\$ 10.00	Per Class
	Belly Dancing	\$ 3.00	Per Class
	Bridge Lessons	\$ 6.00	Per Class
	Calligraphy Workshops	\$ 35.00	Per Session
	Ceramics	\$ 10.00	Per month
	Computer Class	\$ 50.00	Per Session
	Computer Workshop	\$ 40.00	4-8 hours
	Computer Workshop	\$ 25.00	4 hours or less
	Dance - Afternoon	\$ 3.00	Members Per Dance
		\$ 5.00	Non-Members Per Dance
	Dance - Evening	\$ 5.00	Members Per Dance
		\$ 6.00	Non-Members Per Dance
	Duplicate Bridge	\$ 1.00	Per session
	Duplicate Bridge Additional Fee	\$ 1.50	Non-Members per Session
	Exercise Punch Card	\$ 30.00	Per Punch Card

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Facility Rental			
Classroom (except #2)		\$ 40.00	Resident Per Hour / Two Hour Min.
		\$ 45.00	Non-Resident Per Hour / 2 Hr Min.
Classroom # 2		\$ 45.00	Resident Per Hour / Two Hour Min.
		\$ 50.00	Non-Resident Per Hour / 2 Hr Min.
Auditorium		\$ 90.00	Resident Per Hour / Two Hour Min.
		\$ 95.00	Non-Resident Per Hour / 2 Hr Min.
Auditorium Deposit		\$ 200.00	Per Auditorium Rental
Classroom & Room 2 Deposit		\$ 50.00	Per Classroom or Room 2 Rental
Kitchen (Type-Catering)		\$ 75.00	Additional Flat Fee for Rental
For Profit Rentals		\$ 5.00	Per Hour Added to Standard Rental Fee
Equipment - Podium		\$ 25.00	Additional Flat Fee for Rental
Equipment - Mic over PA		\$ 25.00	Additional Flat Fee for Rental (Aud. On
Equipment - TV w/ DVD		\$ 50.00	Additional Flat Fee for Rental
Rental Cleanup - Classroom		\$ 25.00	Additional Flat Fee Per Classroom Rental
Rental Cleanup - Room 2		\$ 50.00	Additional Flat Fee Per Rm 2 Rental
Rental Cleanup - Auditorium		\$ 95.00	Additional Flat Fee Per Auditorium Rental
Tablecloths - 60"x120" or 108" Round		\$ 17.50	Per Table Cloth
Tablecloths - 90"x132" or 132" Round		\$ 22.50	Per Table Cloth
Tablecloths - 120"		\$ 20.00	Per Table Cloth
Tablecloth Overlay - 72"x72" or 90"x90"		\$ 15.00	Per Overlay with Table Cloth Rental
Chair Cover with Sash		\$ 4.00	Per Chair
Jewelry Class		\$ 3.00	Per class
Language Classes		\$ 30.00	Per Session
Leather Class		\$ 3.00	Per class
Line Dance Class		\$ 3.00	Per class
Manicure		\$ 15.00	
Pedicure		\$ 21.00	
Special Care Fee		\$ 10.00	Additional (case-by-case)
Massage - Chair			
15-minutes		\$ 16.00	Per 15-minute appointment
30-minutes		\$ 32.00	Per 30-minute appointment
Memberships			
Basic Membership		\$ 15.00	Per Year
All-Inclusive Membership		\$ 19.00	Per Month
Newsletter Ad Space			
Business card size ad		\$ 15.00	Per issue
Quarter page ad		\$ 25.00	Per issue
Half page ad		\$ 45.00	Per issue
Full page ad		\$ 80.00	Per issue
Half page ad - outside back cover		\$ 100.00	Per issue
Oil Painting Class		\$ 10.00	Per Month
Photography Workshop		\$ 35.00	Per Session
Piano/Music Lessons		\$ 80.00	Per Month

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Pottery Class	\$ 15.00	Per Month
	Sketching/Art Class	\$ 10.00	Per Month
	Sewing Class	\$ 10.00	Per Month
	Tai Chi	\$ 3.00	Per class
	Yoga	\$ 3.00	Per class
	Zumba Class	\$ 3.00	Per class
Recreation Center			
	Corporate Household	\$ 690.00	Yearly
	Corporate Senior Household	\$ 580.00	Yearly
	Corporate Senior Single	\$ 382.00	Yearly
	Corporate Single	\$ 456.00	Yearly
	Corporate Household	\$ 64.00	Monthly
	Corporate Senior Household	\$ 54.00	Monthly
	Corporate Senior Single	\$ 35.00	Monthly
	Corporate Single	\$ 42.00	Monthly
	Employee Household	\$ 384.00	Yearly
	Employee Senior Household	\$ 276.00	Yearly
	Employee Senior Single	\$ 192.00	Yearly
	Employee Single	\$ 252.00	Yearly
	Non-Resident College Membership	\$ 161.00	Yearly
	Non-Resident Day Pass Daily	\$ 15.00	Daily
	Non-Resident Day Pass Weekly	\$ 40.00	Weekly
	Non-Resident Household	\$ 837.00	Yearly
	Non-Resident Senior Household	\$ 752.00	Yearly
	Non-Resident Senior Single	\$ 493.00	Yearly
	Non-Resident Single	\$ 555.00	Yearly
	Resident College Membership	\$ 143.75	Yearly
	Resident Day Pass Daily	\$ 10.00	Daily
	Resident Day Pass Weekly	\$ 26.00	Weekly
	Resident Household	\$ 555.00	Yearly
	Resident Senior Household	\$ 406.00	Yearly
	Resident Senior Single	\$ 272.00	Yearly
	Resident Single	\$ 357.00	Yearly
	Resident Single - Monthly	\$ 33.00	Monthly
	Resident Household - Monthly	\$ 52.00	Monthly
	Resident Senior Single - Monthly	\$ 25.00	Monthly
	Resident Senior Household - Monthly	\$ 38.00	Monthly
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Non-Resident Single	\$ 52.00	Monthly
	Non-Resident Household	\$ 78.00	Monthly
	Non-Resident Senior Single	\$ 46.00	Monthly

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Non-Resident Senior Household	\$ 70.00	Monthly
	Resident Single	\$ 113.00	3-Month
	Resident Household	\$ 178.00	3-Month
	Resident Senior Single	\$ 86.00	3-Month
	Resident Senior Household	\$ 130.00	3-Month
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Corporate Single	\$ 148.00	3-Month
	Corporate Household	\$ 219.00	3-Month
	Corporate Senior Single	\$ 124.00	3-Month
	Corporate Senior Household	\$ 185.00	3-Month
	Aquatics		
	Splash Pad Resident - Daily	\$ 5.00	Daily
	Splash Pad Non-Resident - Daily	\$ 12.00	Daily
	Splash Pad Resident - Yearly	\$ 90.00	Yearly
	1 student 1 lesson per mem	\$ 45.00	
	1 student 1 lesson per non-mem	\$ 75.00	
	1 student 4 lessons per mem	\$ 100.00	
	1 student 4 lessons per non-mem	\$ 130.00	
	Lifeguard Instructor mem	\$ 225.00	
	Lifeguard Instructor non- mem	\$ 250.00	
	Lifeguard recert mem fee	\$ 75.00	
	Lifeguard recert non-mem fee	\$ 100.00	
	Lifeguard training mem fee	\$ 200.00	
	Lifeguard training non-mem fee	\$ 230.00	
	Masters swim mem daily	\$ 40.00	Monthly
	Masters swim non-mem daily	\$ 55.00	Monthly
	Swim class member fee	\$ 80.00	
	Swim class non-member fee	\$ 110.00	
	Swim club registration	\$ 10.00	
	WSI class mem	\$ 225.00	
	WSI class non-mem	\$ 250.00	
	Daycare		
	Daycare mem 12 sessions	\$ 20.00	
	Daycare mem 6 sessions	\$ 10.00	
	Daycare mem daily	\$ 2.00	
	Daycare non-mem 12 sessions	\$ 20.00	
	Daycare non-mem 6 sessions	\$ 10.00	
	Daycare non-mem daily	\$ 2.00	
	Unlimited childcare 1 mo.	\$ 30.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Facility Rental			
	Basketball court rental	\$ 55.00	1/2 Court - 1 Hour Member
		\$ 75.00	1/2 Court - 2 Hour Member
		\$ 85.00	1/2 Court - 1 Hour Non-Member
		\$ 110.00	1/2 Court - 2 Hour Non-Member
		\$ 110.00	Full Court - 1 Hour Member
		\$ 165.00	Full Court - 2 Hour Member
		\$ 145.00	Full Court - 1 Hour Non-Member
		\$ 215.00	Full Court - 2 Hour Non-Member
	Large Meeting Room Rental	\$ 125.00	2 hour Member
		\$ 155.00	3 hour Member
		\$ 185.00	4 hour Member
		\$ 155.00	2 hour Non-Member
		\$ 185.00	3 hour Non-Member
		\$ 210.00	4 hour Non-Member
	Meeting Room 2	\$ 95.00	2 hour Member
		\$ 125.00	3 hour Member
		\$ 155.00	4 hour Member
		\$ 125.00	2 hour Non-Member
		\$ 155.00	3 hour Non-Member
		\$ 185.00	4 hour Non-Member
	Choose 1 Package	\$ 115.00	Member
		\$ 150.00	Non-Member
	Choose 2 Package	\$ 150.00	Member
		\$ 200.00	Non-Member
	Home School Swim	\$ 3.00	
	HS Lap Lane Rental fee	\$ 6.00	
	Lock-In Rental Balance	\$ 800.00	
	Lock-In Rental Deposit	\$ 150.00	
	Pool Lane Rental member	\$ 15.00	
	Pool Lane Rental nonmember	\$ 20.00	
	Racquetball court rental	\$ 25.00	Per hour
	Scuba	\$ 10.00	Per person
	Yearly locker rental	\$ 60.00	
	Inflatable - Giant Slide - Member	\$ 95.00	
	Inflatable - Castle - Member	\$ 70.00	
	Inflatable - Basketball Hoops - Member	\$ 60.00	
	Inflatable - Giant Slide - Non-Member	\$ 125.00	
	Inflatable - Castle - Non-Member	\$ 95.00	
	Inflatable - Basketball Hoops - Non-Member	\$ 65.00	
	Rental Security Deposit (Refundable)	\$ 150.00	
Fitness			
	Fire Workout - 4 Weeks - Member	\$ 120.00	
	Fire Workout - 4 Weeks - Non-Member	\$ 140.00	

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Fire Workout - 1 Class - Member	\$ 20.00	
	Fire Workout - 1 Class - Non-Member	\$ 25.00	
	Golf Fitness - Member	\$ 50.00	
	Golf Fitness - Non-Member	\$ 75.00	
	1 Hr Personal Training Member	\$ 50.00	
	1 Hr Personal Training Non-Member	\$ 65.00	
	12 Hrs Personal Training Member	\$ 513.00	
	12 Hrs Personal Training Non-Member	\$ 684.00	
	2 Hr Update Personal Training	\$ 75.00	
	20 Hrs Personal Training Member	\$ 800.00	
	20 Hrs Personal Training Non-Member	\$ 1,000.00	
	20/20/20 Senior Member	\$ 130.00	
	20/20/20 Senior Non-Member	\$ 170.00	
	3 Hr Personal Training Member	\$ 100.00	
	3 Hr Personal Training Non-Member	\$ 145.00	
	30 Hrs Personal Training Member	\$ 1,050.00	
	30 Hrs Personal Training Non-Member	\$ 1,350.00	
	6 Hrs Personal Training Member	\$ 270.00	
	6 Hrs Personal Training Non-Member	\$ 360.00	
	Eager To Exercise Mem	\$ 30.00	
	Eager To Exercise Non-Mem	\$ 40.00	
	Fast Track	\$ 225.00	
	Fitness Assessment	\$ 25.00	
	Indoor Triathlon	\$ 20.00	
	Just For Teens Member	\$ 65.00	
	Just For Teens Non-Member	\$ 85.00	
	Small Group Training Member	\$ 130.00	
	Small Group Training Non-Member	\$ 170.00	
	Quest 4 Fitness member	\$ 65.00	
	Quest 4 Fitness nonmember	\$ 85.00	
	Sports Conditioning member	\$ 65.00	
	Sports Conditioning nonmember	\$ 85.00	
	Team Training 1 Mem & 1 Non- Mem 1 session	\$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	\$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	\$ 540.00	
	Team Training 2 Members 1 session	\$ 60.00	
	Team Training 2 Members 8 sessions	\$ 400.00	
	Team Training 2 Members 12 sessions	\$ 480.00	
	Team Training 2 Non-Mem 1 session	\$ 70.00	
	Team Training 2 Non-mem 8 sessions	\$ 480.00	
	Team Training 2 Non-mem 12 sessions	\$ 600.00	
	Next Level Training Member	\$ 35.00	
	Next Level Training Non-Member	\$ 40.00	
	Martial Arts Contract Monthly	\$ 400.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Other Recreation Center			
	Basketball league registration	\$ 40.00	
	Camp 1 wk mem	\$ 135.00	
	Camp 1 wk mem 1st sibling	\$ 125.00	
	Camp 1 wk mem 2nd sibling	\$ 110.00	
	Camp 1 wk non-mem	\$ 160.00	
	Camp 1 wk non-mem 1st sibling	\$ 150.00	
	Camp 1 wk non-mem 1nd sibling	\$ 135.00	
	Camp day rate member	\$ 35.00	
	Camp day rate non-member	\$ 40.00	
	Health Non-Profit Booth	\$ 30.00	
	Health Profit Booth	\$ 35.00	
	Junior Youth members	\$ 20.00	
	JYM special	\$ 50.00	
	Kickball Team	\$ 375.00	
	Kids Night Out mem	\$ 10.00	
	Kids Night Out Non-Mem	\$ 15.00	
	Lock-in Member	\$ 20.00	
	Lock-in member additional child	\$ 15.00	
	Lock-in non member	\$ 25.00	
	Lock-in non member additional child	\$ 20.00	
	Racquetball league mem	\$ 20.00	
	Racquetball league non-mem	\$ 25.00	
	Racquetball slam add level	\$ 10.00	
	Racquetball slam mem	\$ 20.00	
	Softball registration	\$ 45.00	
	Tanning 1 session	\$ 5.00	
	Tanning punch card 10 sessions	\$ 30.00	
	Tanning unlimited tanning 1 mo.	\$ 30.00	
	Triathlon individual	\$ 25.00	
	Triathlon insurance individual	\$ 10.00	
	Triathlon late fee individual	\$ 5.00	
	Trunk N Treat	\$ 25.00	
Swim Competition			
	BXST 101 Member	\$ 40.00	
	BXST 101 Member - 2nd	\$ 30.00	
	BXST 101 Non-Member	\$ 55.00	
	BXST 101 Non-Member - 2nd	\$ 45.00	
	Late fee	\$ 10.00	
	Black team mem	\$ 60.00	Monthly
	Black team non-mem	\$ 75.00	Monthly
	Black 2nd swimmer mem	\$ 50.00	Monthly
	Black 2nd swimmer non-mem	\$ 65.00	Monthly
	Red team mem	\$ 70.00	Monthly

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Red team non-mem	\$ 85.00	Monthly
	Red 2nd swimmer mem	\$ 60.00	Monthly
	Red 2nd swimmer non-mem	\$ 75.00	Monthly
	Senior member	\$ 80.00	Monthly
	Senior non-mem	\$ 95.00	Monthly
	Senior 2nd swimmer mem	\$ 70.00	Monthly
	Senior 2nd swimmer non-mem	\$ 85.00	Monthly
	USS transfer fee in LSC	\$ 5.00	
	USS transfer fee out of LSC	\$ 10.00	
	White team mem	\$ 45.00	Monthly
	White team non-mem	\$ 65.00	Monthly
	White 2nd swimmer mem	\$ 40.00	Monthly
	White 2nd swimmer non-mem	\$ 55.00	Monthly
	Yearly registration fee	\$ 110.00	
	Yearly US reg fee	\$ 72.00	
Performing Arts	BOX OFFICE		
	Credit card processing - per subscription	\$ 5.00	On Total Order
	Credit card processing - per ticket	\$2 & \$4	Depending on Ticket Price
	Tickets - Buy 5 or More Shows Subscription	\$7.50 / \$11.25	5 Shows - 25% off
		\$ 15.00	5 Shows - 25% off
		\$18.75 - \$26.25	5 Shows - 25% off
	Tickets - Subscribers - Headliner Series	\$40 / \$50	
	Theatre - Public - Headliner Series	\$ 50.00	
	Tickets - Public - Showcase Series	\$ 35.00	
	Theatre - Public - Live Theatre Series	\$ 20.00	
	Tickets - Subscriber - Family Series	\$10 / \$15	Youth & Adult
	CLASSES & INSTRUCTION		
	Summer camp - per participant	\$ 125.00	Fee - includes deposit
	CONCESSIONS		
	BPACC events - per item	\$ 2.00	
	Client Coffee Statin - per event	\$ 20.00	
	Client Coffee Refill - per event	\$ 5.00	
	Client - Hospitality Coordination Fee		Varies - Based on needs & volume
	Client merchandise - per event	15% - of gross	Applies to BPACC series artists
	EQUIPMENT RENTAL		
	Banquet table w/cloth & skirt - per event	\$ 10.00	
	Banquet table with cloth only - per event	\$ 5.00	
	Corded Mics - up to 10 - per mic	\$ 10.00	
	Facility piano & bench - per event	\$ 50.00	
	Facility piano tuning - per event	\$ 150.00	
	Follow spot light - per event	\$ 25.00	Operator Add'l - \$20.00 per hr
	Podium Only - per event	\$ 15.00	
	Podium w Mic - per event	\$ 25.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Removal of seats - per row/event	\$ 50.00	
	Stage Audio --- Lighting Techs per hour	\$35 -- \$20	
	Stage risers - per event	\$ 100.00	
	Stage screen only - per event	\$ 25.00	
	Wireless Mics - per event - per mic	\$ 85.00	
	SPACE RENTAL		
	Auditorium (per hr, 4-hour minimum)	\$ 125.00	Includes House Manager
	Lobby (per hr, 4-hour minimum)	\$ 85.00	Includes House Manager
	Green Room (per hr, 4-hour minimum)	\$ 40.00	Includes House Manager
	Studio (per hr, 4-hour minimum)	\$ 60.00	Includes House Manager
	Conference Room (per hr, 4-hr minimum)	\$ 50.00	Includes House Manager
	Sponsorship	\$ 1,000.00	& Up
	Special Partnerships	\$ 500.00	\$500 to \$999

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 7,739,286	\$ 8,815,000	\$ 6,405,000	\$ 7,240,000	\$ 4,800,000	\$ 34,999,286
Capital Note	2,440,000	1,245,000	1,480,000	1,255,000	1,375,000	7,795,000
FD311 Use of Fund Balance	550,714	0	0	0	0	550,714
Transfer In from Park Imp. Fund	22,700	0	0	0	0	22,700
TDOT 80% match	440,000	6,120,000	2,620,000	4,500,000	0	13,680,000
Utility Bonds	0	1,725,000	1,250,000	400,000	400,000	3,775,000
Utility Retained Earnings	650,000	0	0	0	0	650,000
Total Funding Sources	\$ 11,842,700	\$ 17,905,000	\$ 11,755,000	\$ 13,395,000	\$ 6,575,000	\$ 61,472,700
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 30,000	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 60,000
City Hall Renovations	250,000	250,000	0	0	0	500,000
Transfer to Debt Service Fund	550,000	0	0	0	0	550,000
Total Administrative	\$ 830,000	\$ 250,000	\$ 30,000	\$ 0	\$ 0	\$ 1,110,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 470,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,210,000
Justice Center Maintenance	110,000	120,000	120,000	120,000	120,000	590,000
Total Police	\$ 580,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,800,000
<u>Fire</u>						
Fire Vehicles	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
Fire Ambulances	210,000	0	220,000	0	220,000	650,000
Self-Contained Breathing Apparatus	550,000	0	0	0	0	550,000
Fire Truck	0	0	800,000	0	0	800,000
Total Fire	\$ 800,000	\$ 40,000	\$ 1,060,000	\$ 40,000	\$ 260,000	\$ 2,200,000
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 50,000
Total Code Inspection	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 50,000

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
Public Works						
Public Works Vehicles & Equip	\$ 615,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,615,000
City Shop	2,650,000	1,500,000	0	0	0	4,150,000
Total Public Works	\$ 3,265,000	\$ 2,000,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 6,765,000
Engineering						
Engineering Vehicle	\$ 60,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
City Wide Overlay	2,999,286	3,000,000	3,000,000	3,000,000	3,000,000	14,999,286
FD311 Use of Fund Balance	714	0	0	0	0	714
ADA Transition	40,000	360,000	250,000	2,000,000	250,000	2,900,000
ADA Transition TDOT	160,000	1,440,000	0	0	0	1,600,000
Bartlett Blvd Overpass	600,000	0	0	0	0	600,000
Old Brownsville West	0	500,000	600,000	370,000	0	1,470,000
Old Brownsville TDOT	0	2,000,000	2,400,000	1,480,000	0	5,880,000
Appling Road Improvements	200,000	600,000	0	0	0	800,000
Fletcher Creek Greenway Ph4	0	40,000	0	260,000	0	300,000
Fletcher Creek Ph4 TDOT	0	160,000	0	1,040,000	0	1,200,000
STP Overlay Projects	70,000	630,000	55,000	495,000	0	1,250,000
STP Overlay Projects TDOT	280,000	2,520,000	220,000	1,980,000	0	5,000,000
Signal Pole Replacement	100,000	350,000	350,000	350,000	350,000	1,500,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 4,910,000	\$ 12,030,000	\$ 7,305,000	\$ 11,405,000	\$ 4,030,000	\$ 39,680,000
Parks						
Parks Vehicles & Equipment	155,000	65,000	65,000	65,000	0	\$ 350,000
Recreation Ctr Equipment/Repairs	95,000	0	0	0	0	95,000
Senior Center Equipment/Repairs	0	30,000	40,000	40,000	30,000	140,000
Parks Maintenances	430,000	135,000	650,000	90,000	0	1,305,000
Parks Maintenances	22,700	0	0	0	0	22,700
Parks Restroom Renovations-ADA	0	350,000	300,000	275,000	0	925,000
W.J. Freeman Park Project	0	700,000	0	0	800,000	1,500,000
Total Parks	\$ 702,700	\$ 1,280,000	\$ 1,055,000	\$ 470,000	\$ 830,000	\$ 4,337,700

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
<u>Performing Arts Center</u>						
BPACC Repairs & Improvements	\$ 105,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 105,000
Total Performing Arts Center	\$ 105,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 105,000
<u>Water</u>						
Old Brownsville Water Line	\$ 0	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 600,000
Water Extension Kirby Whitten	250,000	0	0	0	0	250,000
Transfer to Utility Funds	0	0	0	0	0	0
Total Water	\$ 250,000	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 850,000
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Covington Pike Sewer	400,000	0	0	0	0	400,000
Hatch Lane Eagle's Nest Sewer	0	400,000	600,000	0	0	1,000,000
Westbrook Sewer Extension	0	325,000	0	0	0	325,000
Upgrade Sewage Plant #2	0	0	250,000	0	0	250,000
Total Sewers	\$ 400,000	\$ 1,125,000	\$ 1,250,000	\$ 400,000	\$ 400,000	\$ 3,575,000
TOTAL CIP	\$ 11,842,700	\$ 17,905,000	\$ 11,755,000	\$ 13,395,000	\$ 6,575,000	\$ 61,472,700

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

Bartlett City Schools



2019-2020 Approved Special Revenue Budget

BARTLETT CITY SCHOOLS
Title Funds

Title Funds			
Revenue		2018-19	2019-20
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
142-47141	Title I-A	1,089,064	2,371,866
142-47141	Consolidated Administration	144,388	385,463
142-47141	Title I-Neglected	331,002	738,986
142-47141	Title I- Delinquent	21,740	41,295
142-47189	Title II-A	93,718	204,117
142-47141	Title III - ELA	6,326	17,077
142-47590	Title IV	39,888	256,618
Total Title Funds		1,726,126	4,015,422

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

BARTLETT CITY SCHOOLS

Title I-A

Title I-A

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	4	231,457
138	Instructional Computer Personnel	1	58,738
169	Part Time Salaries	6	195,536
189	Other Salaries	7	565,122
195	Substitute Teachers		4,800
201	Social Security		65,451
204	State Retirement		90,626
206	Life insurance		2,880
207	Medical insurance		118,409
212	Medicare		15,307
311	Contracts other Systems		53,939
355	Mileage		1,500
399	Other Contracted Services		0
429	Instructional Supplies & Materials		194,658
524	Inservice/ Staff Development		36,115
599	Other Charges- 15% carryover		118,619
722	Equipment		491,822
	Indirect Costs		<u>126,887</u>
	Total Title I-A		2,371,866

Informational Note:

Title I, Part A of the Every Student Succeeds Act (ESSA) provides financial assistance to schools with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards.

BARTLETT CITY SCHOOLS Title I- Consolidated Administration

Title Consolidated Administration

		2019-20	2019-20
<u>ACCT</u>	<u>Description</u>	<u>PERS</u>	<u>BUDGET</u>
105	Supervisor	1.6	157,829
138	Computer Instruction Personnel	0.5	26,527
162	Clerical Personnel	1	44,790
189	Other Salaries	0.5	30,392
201	Social Security		16,091
204	State Retirement		22,053
206	Life insurance		777
207	Medical insurance		30,240
212	Medicare		3,763
355	Mileage		1,500
499	Other Supplies & Materials		2,000
524	Inservice/ Staff Development		12,000
790	Other Equipment		4,500
	Indirect Costs		<u>33,001</u>
	Total Title Consolidated Administration		385,463

Informational Note:

Consolidated Administration reflects employees who spend 100% of their time administering ther federally funded Title I-A, Title I-A Neglected, Title II-A, and Title III grants. Funded 50% by Title I-A, 48% by Title I-A Neglected, 1.4% by Title II-A, and 0.6% by

BARTLETT CITY SCHOOLS

Title I-A Neglected

Title I-A Neglected

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
169	Part Time Salaries	11	225,000
189	Other Salaries & Wages	1	63,715
201	Social Security		17,900
204	State Retirement		6,697
206	Life Insurance		206
207	Medical Insurance		8,400
212	Medicare		4,186
355	Travel		1,600
399	Other Contracted Services		70,000
429	Instructional Supplies & Materials		141,011
524	In-Service/Staff Development		78,430
722	Regular Instruction Equipment		75,000
	Indirect Costs		<u>46,841</u>
	Total Title I-A Neglected		738,986

Informational Note:
Title I-A, Neglected

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

BARTLETT CITY SCHOOLS
Title I Part D

Title I Part D

<u>ACCT</u>	<u>Description</u>	2019-20 <u>PERS</u>	2019-20 <u>BUDGET</u>
169	Part-Time Employees	0.5	19,100
201	Social Security		1,176
212	Medicare		275
399	Other Contracted Services		2,960
429	Instructional Supplies & Materials		0
722	Regular Instructional Equipment		16,000
	Indirect Costs		<u>1,784</u>
	Total Title I Part D		41,295

Informational Note:
Title I, Part D

BARTLETT CITY SCHOOLS

Title II-A

Title II-A

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
169	Part-Time Employees	1	30,112
189	Other Salaries (and Stipends)	21	86,848
195	Substitute Teachers		7,609
201	Social Security		7,723
204	State Retirement		9,232
206	Life insurance		215
212	Medicare		1,806
399	Other Contracted Services		11,500
524	Inservice/ Staff Development		30,025
722	Equipment		5,000
	Indirect Costs		<u>14,047</u>
	Total Title II-A		204,117

Informational Note:

Title II, Part A funds are used to recruit, train, prepare and retain high quality teachers and to provide professional development. Includes cost of salaries, benefits, materials, supplies and services used in the Title II-A program.Title II funds are used to recruit, train, prepare, and retain high quality teachers and to provide professional development. Includes cost of salaries, benefits, materials, supplies, and services used in the Title

BARTLETT CITY SCHOOLS
Title III -English Language Learners

Title III

<u>ACCT</u>	<u>Description</u>	2019-20 <u>PERS</u>	2019-20 <u>BUDGET</u>
196	In-Service Training		393
429	Instructional Supplies & Materials		11,447
524	Inservice/ Staff Development		3,753
599	Other Charges		0
722	Regular Instructional Equipment		300
	Indirect Costs		1,184
	Total Title III - ELL		17,077

Informational Note:
Title III funds support instructional services for English Language Learners.

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

BARTLETT CITY SCHOOLS
Title IV

Title IV

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
130	Social Workers	2	122,119
189	Other Salaries & Wages	1	60,000
201	Social Security		11,291
204	State Retirement		18,543
206	Life insurance		659
207	Medical insurance		25,200
212	Medicare		2,640
355	Mileage		2,100
524	In-Service/Staff Development		7,695
	Indirect Costs		<u>6,371</u>
	Total Title IV		256,618

Informational Note:

Title IV, is used to fund Well-rounded Educational Opportunities to support STEM classes, supplies and materials; and student competitions; Safe and Healthy Students by use of a social worker to support schools to promote the attendance and graduation initiatives; and Effective Use of Technology to provide professional development to teachers on the use of technology in the classroom.

BARTLETT CITY SCHOOLS
IDEA Pt. B

IDEA - Revenue

<u>ACCT</u>	<u>Description</u>	<u>2018-19</u> <u>BUDGET</u>	<u>2019-20</u> <u>BUDGET</u>
142-47143	IDEA Pt B	1,227,410	1,919,784
142-47143	IDEA Preschool	14,430	32,302
142-47143	IDEA Supplemental	<u>5,961</u>	<u>6,651</u>
Total IDEA Revenue		1,247,801	1,958,737

Informational Note:

IDEA Pt B funds provide for support of children eligible for special education between the ages of 3 and 21. Includes cost of salaries, benefits, materials, supplies, and services used in the IDEA program.

BARTLETT CITY SCHOOLS
IDEA Pt. B

IDEA Pt. B

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
105	Supervisor/Director	1	96,543
124	Psychological Personnel	1	81,775
131	Medical Personnel	5	202,507
163	Educational Assistants	13	331,500
171	Speech Pathologist	5	280,500
189	Other Salaries - Disproportionality	4.5	338,893
201	Social Security		82,566
204	State Retirement		137,053
206	Life insurance		4,818
207	Medical insurance		227,494
212	Medicare		19,310
	Indirect Costs		116,825
	Total IDEA Pt. B		1,919,784

Informational Note:

IDEA Pt B funds provide for support of children eligible for special education between the ages of 3 and 21. Includes cost of salaries, benefits, materials, supplies, and services used in

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

BARTLETT CITY SCHOOLS
IDEA Preschool

IDEA Preschool

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
429	Instructional Supplies & Materials		12,000
524	In-Service/Staff Development		3,787
599	Other Charges		200
725	Special Education Equipment		15,102
	Indirect Costs		1,213
	Total IDEA Preschool		32,302

Informational Note:

IDEA Preschool is for support of preschool children under the IDEA program. Includes materials, supplies and services used in the IDEA Preschool program.

BARTLETT CITY SCHOOLS
IDEA Supplemental

IDEA Supplemental

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2018-19</u> <u>BUDGET</u>
499	Other Supplies & Materials		6,651
	Total IDEA Supplemental		6,651

Informational Note:
The IDEA Supplemental/Discretionary Funds are used to purchase programs to progress monitor and benchmark students with disabilities. In addition, professional development will be provided to support interventions and

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

BARTLETT CITY SCHOOLS
Discretionary Grants

Revenue

<u>ACCT</u>	<u>Description</u>	<u>2019-20 BUDGET</u>
44990	SCEF Pre-K	49,774
45690	Voluntary Pre-K	64,083
46590	Coordinated School Health	22,858
46981	Safe Schools	47,753
46981	School Safety	118,739
46980	Arts Students Ticket Subsidies	46
46980	TN Arts Commission Arts 360	8,996
47590	Read to be Ready Summer Grant	28,434
46590	Read to be Ready Coaching Network	1,494
47131	CTE Perkins Basic	48,181
47131	Perkins Reserve Consolidated Grant	7,735
	TOTAL	398,093

BARTLETT CITY SCHOOLS
Shelby County Schools Education Foundation Voluntary Pre-K

SCEF Pre-K

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	1	15,972
163	Educational Assistants	1	4,748
195	Substitute Teachers		0
201	Social Security		1,845
204	State Retirement		2,120
206	Life insurance		91
207	Medical insurance		5,849
212	Medicare		429
399	Other Contracted Services		18,720
	Indirect Costs		
	Total SCSEF Pre-K		49,774

Informational Note:

The Shelby County Schools Educational Foundation (SCSEF) Pre-K grant is used to create an early childhood education program for "at-risk" children and their families served by BCS to coordinate and provide the services to develop school readiness skills in an environment that fosters learning and promotes success in kindergarten and throughout the child's life.

BARTLETT CITY SCHOOLS
Voluntary Pre-K

Voluntary Pre-K

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
116	Teachers	1	42,448
201	Social Security		2,970
204	State Retirement		4,440
206	Life insurance		173
207	Medical insurance		3,780
212	Medicare		695
422	Food Supplies		100
429	Instructional Supplies & Materials		159
524	In-Service/Staff Development		1,000
599	Other Charges		350
	Indirect Costs		7,968
	Total Voluntary Pre-K		64,083

Informational Note:

The Voluntary Pre-K grant is used to create an early childhood education program for "at-risk" children and their families served by BCS to coordinate and provide the services to develop school readiness skills in an environment that fosters learning and promotes success in kindergarten and throughout the child's life.

BARTLETT CITY SCHOOLS
Coordinated School Health

Coordinated School Health

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
105	Supervisor/Director	1	18,580
201	Social Security		1,228
204	State Retirement		1,722
206	Life insurance		99
212	Medicare		287
355	Travel		35
499	Other Supplies & Materials		29
524	In-Service/Staff Development		878
	Total Coordinated School Health		22,858

Informational Note:
Coordinated School Health supports and integrates components which work together to develop and reinforce health-related knowledge, skills, attitudes and behavior and make health an important priority at schools. It focuses on

BARTLETT CITY SCHOOLS
Safe Schools

Safe Schools

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
309	Contract With Government Agencies		12,500
790	Other Equipment		35,253
	Total Safe Schools		47,753

Informational Note:
Safe Schools Funds are provided to decrease the likelihood of violent or disruptive behavior and to protect students and staff from harm when such behavior may occur. BCS is using these funds to provide for a Schools Resource Officer and security cameras.

BARTLETT CITY SCHOOLS

School Safety

School Safety

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
790	Other Equipment		118,739
	Total Safe Schools		118,739

Informational Note:
School Safety Funds are provided for the use of safety equipment to improve video surveillance systems in schools and related computer devices, provide computers for security personnel, provide card/badge access and implement appropriate intervention and prevention programs to meet the needs of students.

BARTLETT CITY SCHOOLS
Arts Students Ticket Subsidies

Arts Students Ticket Subsidies

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
599	Other Charges		46
	Total Arts Students Ticket Subsidies		46

Informational Note:
The Arts Students Tickets Subsidy grant is applied for by teachers within the school.
Funds received are used to provide admission to events that expose students to arts and cultural events either inside or outside the classroom setting.

BARTLETT CITY SCHOOLS
TN Arts Commission Arts 360

TAC Arts 360

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
399	Other Contracted Services		1,872
499	Other Supplies and Materials		4,281
599	Other Charges		871
	Indirect Costs		1,972
	Total TAC Arts 360		8,996

Informational Note:
The Tennessee Arts Commission Arts 360 grant is used to integrate the arts into basic school curriculum at Bartlett and Rivercrest Elementary and to provide arts activities and educational opportunities to under-served and at-risk youth in Tennessee. Emphasis on exposure to, experience in, and appreciation of the arts and awakening of natural creativity.

BARTLETT CITY SCHOOLS

Read To Be Ready - Summer Program

Read To Be Ready - Summer Program

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
105	Supervisor/Director	1	3,060
116	Teachers		12,116
131	Medical Personnel		1,861
162	Clerical Personnel		566
201	Social Security		1,098
204	State Retirement		1,832
212	Medicare		255
312	Contracts with Private Agencies (Buses)		654
422	Food Supplies		150
429	Instructional Supplies		6,620
499	Other Supplies & Materials		67
524	In-Service/Staff Development		24
533	Background Checks		131
Total Read to Be Ready - Summer Program			28,434

Informational Note:

The Read to Be Ready Summer Grant is used to increase reading and writing achievement of students involved in the Bartlett Elementary School summer literacy program and to provide all attending students with a small library of age appropriate books at or above the child's current reading level.

BARTLETT CITY SCHOOLS
Read to Be Ready Coaching Network

Read to Be Ready - Coaching Network

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
429	Instructional Supplies & Materials		0
524	In-Service/Staff Development		1,494
	Total Read to Be Ready - Coaching		1,494

Informational Note:

The Read to Be Ready Coaching Network is used to support the LEA's effort to improve reading in grades K-3 through coaching. The State provides training for supervisors of instruction and principals who will redeliver the training content .

BARTLETT CITY SCHOOLS
CTE Perkins Basic

CTE Perkins Basic

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
355	Travel		22,878
499	Other Supplies & Materials		20,089
524	In-Service/Staff Development		3,073
730	Vocational Equipment		1,282
790	Other Equipment		548
	Indirect Costs		311
	Total Read to Be Ready - Coaching		48,181

Informational Note:
CTE Perkins Basic Grant is used to support the LEA's effort to improve the secondary and postsecondary career and technical education programs.

BARTLETT CITY SCHOOLS

Perkins Reserve Consolidated

Perkins Reserve Consolidated

<u>ACCT</u>	<u>Description</u>	2019-20 <u>PERS</u>	2019-20 <u>BUDGET</u>
499	Other Supplies & Materials		7,735
	Indirect Costs		0
	Total Read to Be Ready - Coaching		7,735

Informational Note:
Perkins Reserve Consolidated Grant is used to purchase materials and services outside of the normal resources that benefit our students who are involved in technical pathways.

BARTLETT CITY SCHOOLS

School Nutrition

School Nutrition

Revenue		2018-19	2019-20
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
143-43521	Lunch Payments - Children	770,000	901,175
143-43522	Lunch Payments - Adults	62,295	67,275
143-43523	Income from Breakfast	70,000	75,562
143-43525	Ala Carte Sales	525,000	700,096
143-47111	USDA School Lunch Program	1,030,000	1,216,018
143-47113	USDA Breakfast	206,000	241,174
143-46520	State Matching	45,000	45,000
143-44165	Commodity Rebates	3721	3,925
Total School Nutrition Revenue		2,712,016	3,250,225

BARTLETT CITY SCHOOLS
School Nutrition

School Nutrition

Expenditures

<u>ACCT</u>	<u>Description</u>	2018-19	2018-19	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>	<u>PERS</u>	<u>BUDGET</u>
143-73100-16500	Cafeteria Managers	11	388,772	10.5	377,167
143-73100-16500	School Nutrition Technicians	53	748,903	53	748,680
143-73100-18900	Other Salaries & Wages	0.5	30,000	1.5	124,350
143-73100-20100	Social Security		72,396		77,512
143-73100-20400	State Retirement		104,878		46,491
143-73100-20600	Life insurance		1,336		4,297
143-73100-20700	Medical insurance		120,000		115,000
143-73100-21200	Medicare		16,931		18,128
143-73100-33600	Maintenance & Repair Equipment		8,500		8,500
143-73100-35400	Transportation- Food		3,000		5,000
143-73100-35400	Other Contracted Services		160,000		746,300
143-73100-42200	Food Supplies		935,000		850,000
143-73100-43500	Office Supplies		1,000		1,000
143-73100-49900	Other Supplies and Materials		95,000		95,000
143-73100-59900	Other Charges		1,300		1,300
143-73100-71000	Food Service Equipment		25,000		31,500
Total School Nutrition Expenditures			2,712,016		3,250,225

Informational Note:
Includes cost of materials, supplies, and services used in the School Nutrition Program.

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

Bartlett City Schools



2019-2020 Approved Capital Budget

BARTLETT CITY SCHOOLS

Capital Budget

Revenue		2018-19	2019-20
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
177-44990	Other Local Revenue (County Commission)		1,935,000
	TOTAL		1,935,000

BARTLETT CITY SCHOOLS

Capital Budget

Expenditures		2018-19	2019-20
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
177-91300-30400	Architects	0	110,250
177-91300-32100	Enigneers	0	180,000
177-91300-70600	Building Construction	0	212,500
177-91300-70700	Building Improvements	0	<u>1,432,250</u>
TOTAL			1,935,000

Bartlett City Schools 2019-20 Capital Budget						
Project Description	Estimated Costs	Architect 15% of Est. Costs	Engineer 15% of Est. Costs	Building Construction	Building Improvement	Project Total
Bartlett Ninth Grade Academy Football Dressing Room	\$250,000	\$37,500		\$212,500		\$250,000
Bartlett Ninth Grade Academy Abate and Renovate South End of "A" Building	\$750,000		\$112,500		\$637,500	\$750,000
Altruria Elementary Abate and Replace Flooring in Classrooms and Gym	\$250,000		\$37,500		\$212,500	\$250,000
Bartlett Elementary Replace Flooring	\$85,000	\$12,750			\$72,250	\$85,000
Central Office Convert Annex to Warehouse	\$100,000	\$15,000			\$85,000	\$100,000
Ellendale Elementary Abate and Replace Flooring in Classrooms	\$200,000		\$30,000		\$170,000	\$200,000
Ellendale Elementary Front Office Renovation	\$300,000	\$45,000			\$255,000	\$300,000
TOTAL COUNTY COMMISSION (Capital Budget)		\$110,250	\$180,000	\$212,500	\$1,432,250	\$1,935,000

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	\$ 600.00	\$100 x 6 (2 hrs. free)
	Banquet Hall (all day)	\$ 750.00	\$125 x 6 (2 hrs. free)
	Boardroom (all day)	\$ 210.00	\$35 x 6 (2 hrs. free)
	Chapel (all day)	\$ 480.00	\$80 x 6 (2 hrs. free)
	Meeting Room (all day)	\$ 180.00	\$30 x 6 (2 hrs. free)
	Reception Hall (all day)	\$ 390.00	\$65/hr. x 6 (2 hrs. free)
	Weekend and Evening Rates		
	Auditorium	\$125/hr.	4-hr. minimum
	Banquet Hall	\$150/hr.	4-hr. minimum
	Boardroom	\$40/hr.	3-hr. minimum
	Chapel	\$95/hr.	4-hr. minimum
	Meeting Room	\$35/hr.	3-hr. minimum
	Reception Hall	\$75/hr.	3-hr. minimum
	Equipment Rental		
	Sound System (Includes Sound Tech)	\$125/\$175	\$125 - R.H./\$175 - B.H. All Day
	Sound Technician	\$ 20.00	Per hour with 4-hr. minimum
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	\$ 1,200.00	8 hours
	Reception Hall	\$ 600.00	8 hours
	Wedding only		
	Auditorium	\$ 995.00	\$125/hr. + Sound Tech at \$120
	Chapel	\$ 785.00	\$95/hr + Sound Tech at \$120
	Wedding & Reception (Sound Tech Included)		
	Auditorium & Banquet Hall	\$ 2,375.00	7 hrs. in Aud/10 hrs. in B.H.
	Auditorium & Reception Hall	\$ 1,625.00	7 hrs. in Aud/10 hrs. in R.H.
	Chapel & Banquet Hall	\$ 2,165.00	7 hrs. in Chapel/10 hrs. in B.H.
	Chapel & Reception Hall	\$ 1,415.00	7 hrs. in Chapel/10 hrs. in R.H.
Finance	Alcoholic Beverage Application Fee	\$ 500.00	
	Alcoholic Beverage Duplicate License Fee	\$ 10.00	Each
	Alcoholic Beverage Renewal Fee	\$ 500.00	Annual
	Auto Tag Renewal Fee	\$ 25.00	Annual
	Beer Permit Application Fee	\$ 250.00	Each
	Beer Privilege Tax	\$ 100.00	Annual
	City Service Fee	\$ 2.50	Monthly
	Copy fees	\$ 0.15	Only applies to 20 pages and more
	Legal Notice	\$ 100.00	Each
	Liquor Privilege Tax License	\$ 600.00	\$600 - \$1,000 Annual Based on Seatin
	Lost Payroll Check Fee	\$ 25.00	Each
	Outdoor Sales Permit Fee	\$ 55.00	Each
	Penalty Personalty Property Taxes	5%	
	Penalty Real Property Taxes	5%	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
City Court	Returned Check Fee	\$ 20.00	Each or Amt of check, whichever is less
	Taxicab Permit Fee, per cab	\$ 80.00	Annual
	Wholesale Beer Tax	17%	Reported Monthly
	Wholesale Liquor Tax	5%	Reported Monthly
	Wine Only Privilege Tax License	\$ 120.00	\$120 - \$200 Annual Based on Seating
	Cable Franchise Fee	5%	Annual(Applied to Gross Revenues)
	Cable Application/Bid Fee	\$ 5,000.00	Per Application
	Cable Bid Copy Fee	\$ 25.00	Per Cable Bid
	Alcohol/Drug Treatment Fee	\$ 100.00	Set by State
	Breath Alcohol Test Charge	\$ 17.50	Set by State
	Cash Bond Forfeiture Fee	\$ 13.75	Set by State
	City Court Costs	\$ 86.00	Set by City
	City Litigation Tax	\$ 13.75	Can be no more than State Lit. Tax
	County Drug Treatment Fee	\$ 70.00	Set by State
	County Veteran Fee	\$ 50.00	Set by State
	Criminal Privilege Tax on Litigation	\$ 29.50	Set by State
	DA Crime Fee	\$ 75.00	Set by State
	DUI-Interlock Fee	\$ 40.00	Set by State
	DUI-Blood Test Charge	\$ 250.00	Set by State
	Drug Test Fee	\$ 10.00	Set by City
	E-Ticket Fee	\$ 5.00	Set by State
	Expungement Fee-City	\$ 100.00	Set by City
	Expungement Fee-State	\$ 350.00	Set by State
	Indigent Tax	\$ 12.50	Set by State
	Probation Fee	\$ 250.00	Set by City
	Reinstatement Fees From State	\$ 10.00	Per person when DL Reinstated
	Sexual Assault Fee	\$ 200.00	Set by State
	State Court Costs (Criminal Charge)	\$ 62.00	Set by State
	State Court Costs (Traffic Charge)	\$ 42.00	Set by State
	State Drug Treatment Fee	\$ 10.00	Set by State
	State Impair Driv. Fund Fees	\$ 5.00	Set by State
	State Litigation Tax	\$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	\$ 26.50	Or \$50.00 (Set by State)
	Traffic Privilege Tax on Litigation	\$ 17.75	Set by State
	Traumatic Brain Injury Fund	\$15 or \$30	Set by State
	No Drivers License Fee	\$ 15.00	Set by State
	Late Fee on Traffic Citation-(1st FTA Ord.3-406)	\$ 50.00	Set by City
Planning	11 X 17 COLOR MAPS Copy Fee	\$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	\$ 2.50	Each
	Handbook Copy Fee	\$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	\$ 3.50	Each
	Re-Record Plat Fees	\$ 50.00	Each
	Sign Ordinance Copy Fee	\$ 18.00	Each

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	\$ 1.25	Each
	Subdivision Ordinance Copy Fee	\$ 7.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	\$ 29.25	Each
	Board of Zoning Appeals		
	Variances	\$ 300.00	Each
	Design Review Fees		
	Sign Review	\$ 100.00	Each
	Site Plan Review	\$ 200.00	Each
	Site Plan - Planning Commission		
	Site Plan Review (without contract)	\$ 200.00	Each
	Site Plan Review (with contract)	\$ 300.00	Each
	Subdivision		
	Construction Plan	\$ 100.00	Each
	Plus	\$ 10.00	Per lot
	Dedication of Street	\$ 300.00	Each
	Final Plan	\$ 300.00	Each
	Plus	\$ 20.00	Per lot
	Master Plan	\$ 300.00	Each
	Plus	\$ 20.00	Per lot
	Rerecording	\$ 50.00	Each
	Revocations	\$ 300.00	Each
	Street Name Change	\$ 300.00	Each
	Road, Street, Alley Closure	\$ 300.00	Each
	Zoning		
	Planned Development: Outline Plan	\$ 300.00	Five acres or less, \$30 per acre after first five and maximum fee of \$2,000
	Rerecording	\$ 50.00	Each
	Renotification Fee	\$ 100.00	Up to 100 labels and \$1.00 per label over first 100
		\$ 1.00	
	Reprocessing of Applications	\$ 150.00	Five acres or less, \$15 per acre after first five and maximum fee of \$1,000
	Rezoning and Special Use Permits	\$ 500.00	Five acres or less, \$50 per acre after first five and maximum fee of \$3,000
Police	Background Checks	\$ 15.00	Each
	Beer Server Permits	\$ 10.00	Each
	DUI Tapes/Video	\$ 15.00	Each
	Fingerprints	\$ 15.00	Per card
	Sexual Offender Registry	\$ 150.00	Each
	Sexual Oriented Business Employee Permit Fee	\$ 15.00	Annual
	Sexual Oriented Business Permit Fee	\$ 500.00	Annual
	Tow fees	\$ 125.00	Each

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Fire	Ambulance Transport Fee for BLS	\$ 650.00	For BLS
	Ambulance Transport Fee for ALS I	\$ 750.00	For ALS I
	Ambulance Transport Fee for ALS II	\$ 850.00	For ALS II
	Plus a mileage fee	\$ 8.00	Per mile
	Copy fees	\$ 0.15	Only applies to 20 pages and more
	CPR Classes	\$ 20.00	Per person per class
Code Enf.	Building Fees		
	Addition not exceeding 400 square feet	\$ 40.00	Minimum fee (1&2 family dwelling)
	Addition of more than 400 square feet	\$ 90.00	Minimum fee (1&2 family dwelling)
	Alteration and repair-per \$1,000	\$ 4.00	One & Two Family Dwelling
	Minimum fee of	\$ 60.00	
	Certificate of Occupancy	\$ 60.00	
	Commercial curb-cuts, driveway entrances & exits	\$ 0.06	Minimum \$30
	Commercial sidewalks	\$ 30.00	On public right of way
	Conveyor Systems, Racking Systems	\$ 60.00	First \$250,000
	Per \$1,000 for more than \$250,000	\$ 1.00	
	Decks & spas	\$ 40.00	
	Demolition-for each 25,000 cubic feet	\$ 7.00	
	Demolition-Maximum Fee	\$ 500.00	
	Demolition-Minimum Fee	\$ 60.00	
	Detached building <= 100 sq ft	\$ 20.00	Minimum fee one story
	Detached building > 600 sq ft	\$ 0.05	Per square feet
	Detached exceeding 100 sq ft <= 600 sq ft	\$ 30.00	Minimum fee one story
	Fees for Amending Permits	\$ 20.00	
	Fees for Issuing Permits	\$ 4.00	
	Fees for miscellaneous construction	\$ 8.00	Per \$1,000
	Fences one-two family dwelling	\$ 10.00	
	Minimum fee	\$ 60.00	
	First Re-inspection Fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	Gates, wall fence, or others	\$ 20.00	Minimum
	Per \$1,000	\$ 4.00	
	Hazardous occupancies	\$ 200.00	
	Imploded Structures-flat fee	\$ 1,000.00	
	New construction & additions	\$ 40.00	Minimum Fee (not 1&2 family dwellin
	Less than \$25,000-per \$1,000	\$ 4.00	
	\$25,000 to \$1,000,000-per \$1,000	\$ 3.00	Plus one-time \$100
	\$1,000,001 to \$25 million-per \$1,000	\$ 2.00	Plus one-time \$3,025
	\$25,000,001 & above-per \$1,000	\$ 1.50	Plus one-time \$51,025
	New construction of or addition to existing	\$ 0.05	Per square foot (1&2 family dwelling)
	Minimum fee of	\$ 125.00	
	Removal or moving of structures	\$ 200.00	
	Special events	\$ 60.00	
	Temporary construction trailer (6 months)	\$ 60.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Work commencing before permit issued	Double Fee	
	Electrical Permit Fees		
	0-150 amperes	\$ 70.00	
	151-400 amperes	\$ 125.00	
	Over 400 amperes	\$ 250.00	
	277 to 480 volt phase	\$ 2.00	Per Amp
	Amending Permit Fee	\$ 20.00	
	Circuits with capacity of more than 1 KW		
	For the first 5 KW	\$ 5.00	
	For each additional KW	\$ 3.00	
	Empty Conduits	\$ 10.00	For each 50' of conduit or bank of conduits
	Existing Residential Occupancies		
	1 to 5 circuits	\$ 30.00	
	Over 5 circuits	\$ 45.00	
	Fee for issuing permits	\$ 4.00	
	Filing of Board of Appeals	\$ 100.00	
	First Re-inspection fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	General Inspection (not a complaint)	\$ 50.00	
	Installed Motors		
	1st H.P.	\$ 6.00	
	Each additional H.P.	\$ 1.00	
	Fuel Pumps	\$ 20.00	
	Motors moved at same address	\$ 15.00	
	Low Voltage (Non-Residential)	\$ 15.00	Per System/Per Floor
	Minimum permit fee	\$ 15.00	
	Miscellaneous Items		
	Meter Put Back	\$ 15.00	
	Recalls	\$ 15.00	
	Underground or overhead low voltage cable	\$ 20.00	Per 100 ft
	Miscellaneous Fees		
	Battery Charger up to 100 amperes	\$ 15.00	
	Battery Charger-more than 100 amperes	\$ 15.00	
	Electric welder	\$ 25.00	
	Fire Ruling	\$ 50.00	
	Lighting and Convenience Outlet Circuits	\$ 4.00	
	Modular Res. Buildings	\$ 50.00	
	Motion picture machine	\$ 30.00	
	Panels	\$ 15.00	
	Power Rectifier-more than 100 amperes	\$ 3.00	Each unit
	Power Rectifier-up to 100 amperes	\$ 15.00	
	Relocated Houses	\$ 50.00	
	X-ray unit-120 volt	\$ 15.00	
	X-ray unit-208/240 volt	\$ 50.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Mobile Homes (manufactured)	\$ 50.00	
	Reconnecting Signs		
	1st circuit	\$ 15.00	
	Each additional circuit	\$ 2.00	
	Mercury Vapor Light P.O.L.	\$ 15.00	
	Re-inspection of interior wiring	\$ 50.00	Out of service for 90 days or more
	Residential Low Voltage		
	After Electrical-roughin	\$ 50.00	
	Before Electrical-roughin	\$ 30.00	
	Residential Temporary Meter Center	\$ 25.00	
	Service, Feeder, & Panel Replacement	\$ 50.00	Residential
	Signs and Decorative Circuits		
	1st circuit	\$ 6.00	
	Each additional circuit	\$ 4.00	
	Conduit installed for the sign circuit	\$ 15.00	
	Swimming Pools		
	Above Ground Pools	\$ 30.00	
	Inground Pools	\$ 100.00	
	Transformers & Capacitors		
	Installations-100 watts up to 5 KVA	\$ 15.00	
	Installations-each additional > 5 KVA	\$ 0.50	
	Replacement	\$ 20.00	
	Up to 240 volt phase	\$ 1.00	Per Amp
	Work commencing before permit issued	Double Fee	
	Voltage excess of 480 volts per KVA		
	First 10,000 KVA	\$ 1.50	Per KVA
	Additional KVA over 10,000 up to 50,000	\$ 0.50	Each
	Each additional KVA above 50,000	\$ 0.25	Each
	Gas Permit Fees		
	Fee for Amending Permits	\$ 20.00	
	Fees for issuing permits	\$ 4.00	
	Filing Application for Board of Appeals	\$ 100.00	
	First re-inspection fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	For \$1 to \$1,000 valuation of installation	\$ 15.00	
	For each gas outlet	\$ 2.50	Single Family Residence
	Gas meter put back	\$ 15.00	
	Minimum Permit Fee	\$ 15.00	
	Per each additional \$1,000	\$ 8.00	
	Work commencing before permit issued	Double Fee	
	Liquidation/Special Sale Application Fee	\$ 25.00	Each
	Mechanical Permit Fees		
	Fee for Amending Permits	\$ 20.00	
	Fees for Issuing permits	\$ 4.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Filing for Board of Appeals	\$ 100.00	
	First re-inspection Fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	For 1st \$1,000	\$ 15.00	
	For 1st \$1,000	\$ 16.00	
	For each additional \$1,000 >\$1 mil	\$ 3.00	
	For each additional \$1,000 <\$1 mil	\$ 8.00	
	Minimum Permit Fee	\$ 15.00	
	Work commencing before permit issued	Double Fee	
	Plan Review Fee		
	\$0-\$25,000 total valuation	\$ 50.00	
	\$25,001-\$50,000 total valuation	\$ 100.00	
	\$50,001-\$100,000 total valuation	\$ 150.00	
	\$100,001-\$200,000 total valuation	\$ 200.00	
	\$200,001-\$300,000 total valuation	\$ 300.00	
	\$300,001-\$400,000 total valuation	\$ 400.00	
	\$400,001-\$500,000 total valuation	\$ 500.00	
	\$500,001 and up	\$ 600.00	
	Signs (New)	\$ 25.00	
	Plumbing Permit Fees		
	Amending Permit Fee	\$ 20.00	
	Fees for issuing permits	\$ 4.00	
	Filing to Board of Appeals	\$ 100.00	
	First re-inspection fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	Installation of Plumbing Fixtures	\$ 7.50	
	Minimum Permit fee	\$ 15.00	Each Fixture
	Sewer Repair	\$ 100.00	
	Per \$1,000	\$ 8.00	Commercial Minimum
	Sewer Replacement or Connections	\$ 30.00	
	Sewer Turnaround	\$ 1,500.00	
	Water Heater	\$ 15.00	
	Water Service-< 1 inch > 2 inch	\$ 30.00	
	Water Service-< 2 inch	\$ 200.00	
	Water Service-> 1 inch	\$ 20.00	
	Work commencing before permit issued	Double Fee	
Public Works	Adoption Fee	\$ 65.00	Each
	Animal License Fee	\$ 6.00	Each (altered)
		\$ 16.00	Each (non-altered)
		\$ 3.00	Replacement Cost
	Boarding Fees	\$ 10.00	Per Day
	Capture Fees		
	1st offense	\$ 30.00	Each
	2nd offense	\$ 60.00	Each

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	3rd offense	\$ 90.00	Each
	Grass Cutting of Vacant Houses	Actual Cost	Materials, Equipments & Labor Cost
	Shelter Misc. Revenue	\$ 25.00	Owner surrender
		\$ 25.00	Cremation fee
		\$ 15.00	Micro-chipping
Solid Waste	Appliance Pickup	\$ 30.00	Each
	Commercial Pickup-Set Up Fee	\$ 20.00	Each
	Commercial Pickup - Charge for Cart	\$ 55.00	Each
	Commercial Pickup - Monthly Charges:		
	For 1 Cart	\$ 30.00	Monthly
	For 2 Carts	\$ 35.00	Monthly
	For 3 Carts	\$ 40.00	Monthly
	Residential Cart Replacement Cost	\$ 55.00	Each
	Residential Cart Additional Purchase	\$ 55.00	Each
	Residential Pickup	\$ 30.00	Monthly
	Yard Waste Cart Purchase	\$ 55.00	Each - While Grant carts are available
Water/Wastewater			
	Barrel Locks to Contractors	\$ 7.50	Each
	Refundable User Fee for Fire Hydrant Meter	\$ 1,000.00	Each
	Rental for Fire Hydrant Meter	\$ 25.00	Monthly
	Water usage of Fire Hydrant Meter		Current City rates for water usage
	City Water Rates		
	Residential -- City Customers	\$ 7.80	The first 2,000 gallons
	Residential -- City Customers	\$ 1.80	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 10.70	The first 2,000 gallons
	Residential -- Rural Customers	\$ 2.70	each additional 1,000 gallons
	Commercial -- City Customers	\$ 12.88	The first 2,000 gallons
	Commercial -- City Customers	\$ 2.10	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 17.59	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 3.15	each additional 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	\$ 8.19	The first 2,000 gallons
	Residential -- City Customers	\$ 1.64	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 11.09	The first 2,000 gallons
	Residential -- Rural Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- City Customers	\$ 16.89	The first 2,000 gallons
	Commercial -- City Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 24.14	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 1.93	each additional 1,000 gallons

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Engineering	Fee for Plans and Specifications (for copies)		
	From \$100,000 to \$250,000	\$ 25.00	
	From \$250,001 to \$500,000	\$ 50.00	
	From \$500,001 to \$750,000	\$ 75.00	
	Greater than \$750,000	\$ 100.00	
	Commercial & Industrial		
	City Subdivision Inspection		
	Minimum, per lot	\$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detention basin	\$ 500.00	Per half acre
	For those lots served by a detention basin	\$ 250.00	Per half acre
	Sewer Connection Charge		
	Per Acre	\$ 2,333.00	Whichever is greater
	Per Front Foot	\$ 33.00	Whichever is greater
	Sewer Review Fee		
	Minimum	\$ 25.00	Per contract
	Per lot	\$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	\$ 25.00	Whichever is greater
	Subdivision and site plan review		
	Minimum	\$ 175.00	Whichever is greater
	Or % of Public Improvement Cost	1.5%	Whichever is greater
	Water Connection Fee	\$ 3,000.00	Per lot
	Water Plant Expansion % of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Residential		
	City Subdivision Inspection		
	Minimum, per lot	\$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detention basin	\$ 500.00	Per lot
	For those lots served by a detention basin	\$ 250.00	Per lot
	Park Land Development Fee	\$ 700.00	Per lot
	Sewer Connection Charge	\$ 2,000.00	
	Sewer Review Fee		
	Minimum	\$ 25.00	Per contract
	Per lot	\$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	\$ 25.00	Whichever is greater
	Subdivision and site plan review	\$ 175.00	Per lot
	Water Connection Fee	\$ 2,000.00	Per lot
	Water Plant Expansion Percent of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Street Cut Permit per 25 feet of cut	\$ 10.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Parks	Facility Rental		
	Dixon-Brewer Park Gazebo	\$ 40.00	Residents (1/2 day/\$80 all day)
		\$ 60.00	Non-Residents(1/2 day/\$120 all day)
	Ellendale Park Pavilion	\$ 50.00	Residents (1/2 day/\$90 all day)
		\$ 70.00	Non-Residents (1/2 day/\$140 all day)
	W. J. Freeman Park - Gazebo	\$ 30.00	Residents (1/2 day/\$60 all day)
		\$ 45.00	Non-Residents(1/2 day/\$90 all day)
	W. J. Freeman Park - Pavilion	\$ 50.00	Residents(1/2 day/\$100 all day)
		\$ 75.00	Non-Residents(1/2 day/\$150 all day)
Athletics	Adult Sports	\$ 525.00	Softball
		\$ 400.00	Fall Softball
		\$ 525.00	Basketball
		\$ 210.00	Volleyball
	Facility Rental		
	Deermont	\$ 2,000.00	Weekend
	Ellendale	\$ 250.00	Per facility/day
	Appling	\$ 500.00	Per facility/day
	Late Registration	\$ 20.00	Per person
	Lights	\$ 30.00	Per 1.5hr, non league teams
	Tennis/Cricket & non BPRD group	\$ 15.00	Per player
	Tournament Fees	\$ 200.00	Per team
	Youth Sports-per person	\$ 80.00	Baseball, Softball & Basketball
		\$ 50.00	Volleyball
	Plus Non-Resident fee	\$ 15.00	Per person
	Youth Sports-per team		
	6 & u basketball	\$ 350.00	
	8 & u to 14&u basketball	\$ 425.00	
	17 & u basketball	\$ 525.00	
	6 & u 8 & u baseball	\$ 325.00	
	10 & u to 14 & u baseball	\$ 425.00	
	Per person fees for non BPRD Programs	\$ 15.00	per person
Singleton C.C.	Adult Classes		
	Bench Aerobics	\$ 5.00	Per class
	Belly Dancing	\$ 75.00	Resident per session
		\$ 80.00	Nonresident per session
	Zumba	\$ 5.00	Per class or 8 classes for \$35.00
	Yoga	\$ 5.00	Per class
	Chair Yoga	\$ 5.00	Per class
	Line Dancing	\$ 25.00	Resident per Month
		\$ 30.00	Non-Resident per Month
	Clogging	\$ 25.00	Resident per month
		\$ 30.00	Nonresident per month
		\$ 15.00	Senior per month

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Pottery with Susie	\$ 145.00	Resident per session
		\$ 150.00	Nonresident per session
Art Programs			
	Toddler Art	\$ 60.00	Per Session
	Children's Art Classes	\$ 275.00	Resident Per session (Ages 9-14)
		\$ 275.00	Nonresident Per session (Ages 9-14)
		\$ 225.00	Resident per session (Ages 5-8)
		\$ 225.00	Nonresident per session (Ages 5-8)
	Saturday Artists	\$ 225.00	Resident Per Session (Ages 5-8)
		\$ 225.00	Non Res. Per Session (Ages 5-8)
		\$ 250.00	Resident Per Session (Ages 9-14)
		\$ 250.00	Non Res. Per Session (Ages 9-14)
Dance			
	Bartlett Dance Factory	\$ 45.00	Resident per month
		\$ 50.00	Non-resident per month
	Bartlett Dance Factory - Summer Dance	\$ 90.00	Resident per session
		\$ 100.00	Non-resident per session
	Fall Break Camp	\$ 125.00	Resident/Non-Resident per week
	Spring Break Camp	\$ 125.00	Resident/Non-Resident per week
	Summer Day Camp	\$ 800.00	Resident
		\$ 850.00	Non-resident
Facility Rental			
	Regular Hours		
	Classroom	\$ 30.00	Resident per hour
		\$ 40.00	Non-resident per hour
	Stage Room	\$ 40.00	Resident per hour
		\$ 50.00	Non-resident per hour
	Auditorium	\$ 60.00	Resident per hour
		\$ 70.00	Non-resident per hour
	Kitchen	\$ 50.00	Resident per hour
		\$ 60.00	Non-resident per hour
	Gymnasium, one side only	\$ 65.00	Resident per hour
		\$ 75.00	Non-resident per hour
	Gymnasium, whole gym	\$ 130.00	Resident per hour
		\$ 150.00	Non-resident per hour
	Concession Stand	\$ 100.00	Resident Flat Fee
		\$ 125.00	Non-Resident Flat Fee
	Basketball Tournament	\$ 1,750.00	3 Day Resident
		\$ 1,900.00	3 Day Non-Resident
After Hours			
	Classroom	\$ 65.00	Resident per hour
		\$ 75.00	Non-resident per hour
	Stage Room	\$ 80.00	Resident per hour
		\$ 90.00	Non-resident per hour

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Auditorium	\$ 125.00	Resident per hour
		\$ 145.00	Non-resident per hour
	Kitchen	\$ 60.00	Resident per hour
		\$ 70.00	Non-resident per hour
	Gymnasium, one side only	\$ 145.00	Resident per hour
		\$ 165.00	Non-resident per hour
	Gymnasium, whole gym	\$ 290.00	Resident per hour
		\$ 350.00	Non-resident per hour
	Deposit Auditorium, Classrooms, Gym & Stage Rm	\$ 200.00	
	Deposit Teen Parties	\$ 500.00	Cash
	Rectangle Tables	\$ 6.00	
	Round Tables	\$ 8.00	
	Metal Chairs	\$ 0.75	
	White Chairs	\$ 1.00	
	Flamingo's	\$ 45.00	
	IDs	\$ 25.00	Resident per year
		\$ 40.00	Non-resident per year
		\$ 5.00	Day Pass
	Martial Arts		
	Kendo	\$ 25.00	Per month
	Preschool		
	Literature-4 & 5 yrs old (Fridays)	\$ 50.00	Resident per session
		\$ 55.00	Non-resident per session
	Preschool-2 yrs old	\$ 100.00	Resident per month
		\$ 105.00	Non-resident per month
	Preschool-3 & 4 yrs old	\$ 90.00	Resident per month
		\$ 95.00	Non-resident per month
	Preschool Summer Funtime-2 & 3 yrs old	\$ 90.00	Resident per month
		\$ 95.00	Non-resident per month
	Preschool Summer Funtime - 4-5 yrs old	\$ 90.00	Resident per month
		\$ 95.00	Non-resident per month
	Special Events		
	Halloween	\$ 1.00	Per adult
	Pet Show	\$ 10.00	Each pet
	Valentine's 5K/10K Run	\$ 25.00	Each
	Valentine's 5K/10K Run	\$ 40.00	Couples
	Turkey Shoot	\$ 1.00	Each
	Youth Classes		
	Acrobatics & Tumbling	\$ 15.00	Resident Per class
		\$ 20.00	Nonresident per class
	Babysitter Workshop	\$ 85.00	Per session
	Beginner Guitar	\$ 20.00	Per 1/2 hr session

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Baton	\$ 109.00	Resident per Session
		\$ 114.00	Non-Resident per Session
		\$ 35.00	Non-Resident per session
	Drawing - Children	\$ 90.00	
		\$ 95.00	
	ACT Prep	\$ 200.00	Resident per session
		\$ 205.00	Nonresident per session
	Adult Art	\$ 105.00	Resident per session - 4 weeks
		\$ 105.00	Non-resident per session - 4 weeks
	Driver Education	\$ 480.00	Resident per session
		\$ 485.00	Nonresident per session
	Piano with Shirley (Ages 6-High School)	\$ 20.00	Per 1/2 hr session
	Piano with with Vickie (Ages 6-Adults)	\$ 80.00	Per Month
	Tennis (Ages 7-17)	\$ 60.00	Resident - 1 Lesson Per Week
		\$ 65.00	Non Resident - 1 Lesson Per Week
	Tutoring/Elementary	\$ 325.00	per semester
	Tutoring/Middle School	\$ 325.00	per semester
	Summer Tutoring	\$ 30.00	Per Week
	Tutoring/High School	\$ 325.00	per semester
	Beginner Running	\$ 45.00	Resident - New Class
		\$ 55.00	Non-Resident - New Class
	Fun with Drums	\$ 60.00	Resident - New Class
		\$ 65.00	Non-Resident - New Class
	Stained Glass Class	\$ 130.00	Resident - New Class
		\$ 135.00	Non-Resident - New Class
Senior Center	AM Stretch Exercise Class	\$ 3.00	Per Class
	Ballroom Dance Day Class	\$ 3.00	Per class
	Ballroom Dance Night Class	\$ 10.00	Per Class
	Belly Dancing	\$ 3.00	Per Class
	Bridge Lessons	\$ 6.00	Per Class
	Calligraphy Workshops	\$ 35.00	Per Session
	Ceramics	\$ 10.00	Per month
	Computer Class	\$ 50.00	Per Session
	Computer Workshop	\$ 40.00	4-8 hours
	Computer Workshop	\$ 25.00	4 hours or less
	Dance - Afternoon	\$ 3.00	Members Per Dance
		\$ 5.00	Non-Members Per Dance
	Dance - Evening	\$ 5.00	Members Per Dance
		\$ 6.00	Non-Members Per Dance
	Duplicate Bridge	\$ 1.00	Per session
	Duplicate Bridge Additional Fee	\$ 1.50	Non-Members per Session
	Exercise Punch Card	\$ 30.00	Per Punch Card

Attachment: Exhibit ABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Facility Rental			
	Classroom (except #2)	\$ 40.00	Resident Per Hour / Two Hour Min.
		\$ 45.00	Non-Resident Per Hour / 2 Hr Min.
	Classroom # 2	\$ 45.00	Resident Per Hour / Two Hour Min.
		\$ 50.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium	\$ 90.00	Resident Per Hour / Two Hour Min.
		\$ 95.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium Deposit	\$ 200.00	Per Auditorium Rental
	Classroom & Room 2 Deposit	\$ 50.00	Per Classroom or Room 2 Rental
	Kitchen (Type-Catering)	\$ 75.00	Additional Flat Fee for Rental
	For Profit Rentals	\$ 5.00	Per Hour Added to Standard Rental Fee
	Equipment - Podium	\$ 25.00	Additional Flat Fee for Rental
	Equipment - Mic over PA	\$ 25.00	Additional Flat Fee for Rental (Aud. On
	Equipment - TV w/ DVD	\$ 50.00	Additional Flat Fee for Rental
	Rental Cleanup - Classroom	\$ 25.00	Additional Flat Fee Per Classroom Rental
	Rental Cleanup - Room 2	\$ 50.00	Additional Flat Fee Per Rm 2 Rental
	Rental Cleanup - Auditorium	\$ 95.00	Additional Flat Fee Per Auditorium Rental
	Tablecloths - 60"x120" or 108" Round	\$ 17.50	Per Table Cloth
	Tablecloths - 90"x132" or 132" Round	\$ 22.50	Per Table Cloth
	Tablecloths - 120"	\$ 20.00	Per Table Cloth
	Tablecloth Overlay - 72"x72" or 90"x90"	\$ 15.00	Per Overlay with Table Cloth Rental
	Chair Cover with Sash	\$ 4.00	Per Chair
	Jewelry Class	\$ 3.00	Per class
	Language Classes	\$ 30.00	Per Session
	Leather Class	\$ 3.00	Per class
	Line Dance Class	\$ 3.00	Per class
	Manicure	\$ 15.00	
	Pedicure	\$ 21.00	
	Special Care Fee	\$ 10.00	Additional (case-by-case)
	Massage - Chair		
	15-minutes	\$ 16.00	Per 15-minute appointment
	30-minutes	\$ 32.00	Per 30-minute appointment
Memberships			
	Basic Membership	\$ 15.00	Per Year
	All-Inclusive Membership	\$ 19.00	Per Month
Newsletter Ad Space			
	Business card size ad	\$ 15.00	Per issue
	Quarter page ad	\$ 25.00	Per issue
	Half page ad	\$ 45.00	Per issue
	Full page ad	\$ 80.00	Per issue
	Half page ad - outside back cover	\$ 100.00	Per issue
	Oil Painting Class	\$ 10.00	Per Month
	Photography Workshop	\$ 35.00	Per Session
	Piano/Music Lessons	\$ 80.00	Per Month

Attachment: Exhibit ABCD Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Pottery Class	\$ 15.00	Per Month
	Sketching/Art Class	\$ 10.00	Per Month
	Sewing Class	\$ 10.00	Per Month
	Tai Chi	\$ 3.00	Per class
	Yoga	\$ 3.00	Per class
	Zumba Class	\$ 3.00	Per class
Recreation Center			
	Corporate Household	\$ 690.00	Yearly
	Corporate Senior Household	\$ 580.00	Yearly
	Corporate Senior Single	\$ 382.00	Yearly
	Corporate Single	\$ 456.00	Yearly
	Corporate Household	\$ 64.00	Monthly
	Corporate Senior Household	\$ 54.00	Monthly
	Corporate Senior Single	\$ 35.00	Monthly
	Corporate Single	\$ 42.00	Monthly
	Employee Household	\$ 384.00	Yearly
	Employee Senior Household	\$ 276.00	Yearly
	Employee Senior Single	\$ 192.00	Yearly
	Employee Single	\$ 252.00	Yearly
	Non-Resident College Membership	\$ 161.00	Yearly
	Non-Resident Day Pass Daily	\$ 15.00	Daily
	Non-Resident Day Pass Weekly	\$ 40.00	Weekly
	Non-Resident Household	\$ 837.00	Yearly
	Non-Resident Senior Household	\$ 752.00	Yearly
	Non-Resident Senior Single	\$ 493.00	Yearly
	Non-Resident Single	\$ 555.00	Yearly
	Resident College Membership	\$ 143.75	Yearly
	Resident Day Pass Daily	\$ 10.00	Daily
	Resident Day Pass Weekly	\$ 26.00	Weekly
	Resident Household	\$ 555.00	Yearly
	Resident Senior Household	\$ 406.00	Yearly
	Resident Senior Single	\$ 272.00	Yearly
	Resident Single	\$ 357.00	Yearly
	Resident Single - Monthly	\$ 33.00	Monthly
	Resident Household - Monthly	\$ 52.00	Monthly
	Resident Senior Single - Monthly	\$ 25.00	Monthly
	Resident Senior Household - Monthly	\$ 38.00	Monthly
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Non-Resident Single	\$ 52.00	Monthly
	Non-Resident Household	\$ 78.00	Monthly
	Non-Resident Senior Single	\$ 46.00	Monthly

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Non-Resident Senior Household	\$ 70.00	Monthly
	Resident Single	\$ 113.00	3-Month
	Resident Household	\$ 178.00	3-Month
	Resident Senior Single	\$ 86.00	3-Month
	Resident Senior Household	\$ 130.00	3-Month
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Corporate Single	\$ 148.00	3-Month
	Corporate Household	\$ 219.00	3-Month
	Corporate Senior Single	\$ 124.00	3-Month
	Corporate Senior Household	\$ 185.00	3-Month
	Aquatics		
	Splash Pad Resident - Daily	\$ 5.00	Daily
	Splash Pad Non-Resident - Daily	\$ 12.00	Daily
	Splash Pad Resident - Yearly	\$ 90.00	Yearly
	1 student 1 lesson per mem	\$ 45.00	
	1 student 1 lesson per non-mem	\$ 75.00	
	1 student 4 lessons per mem	\$ 100.00	
	1 student 4 lessons per non-mem	\$ 130.00	
	Lifeguard Instructor mem	\$ 225.00	
	Lifeguard Instructor non- mem	\$ 250.00	
	Lifeguard recert mem fee	\$ 75.00	
	Lifeguard recert non-mem fee	\$ 100.00	
	Lifeguard training mem fee	\$ 200.00	
	Lifeguard training non-mem fee	\$ 230.00	
	Masters swim mem daily	\$ 40.00	Monthly
	Masters swim non-mem daily	\$ 55.00	Monthly
	Swim class member fee	\$ 80.00	
	Swim class non-member fee	\$ 110.00	
	Swim club registration	\$ 10.00	
	WSI class mem	\$ 225.00	
	WSI class non-mem	\$ 250.00	
	Daycare		
	Daycare mem 12 sessions	\$ 20.00	
	Daycare mem 6 sessions	\$ 10.00	
	Daycare mem daily	\$ 2.00	
	Daycare non-mem 12 sessions	\$ 20.00	
	Daycare non-mem 6 sessions	\$ 10.00	
	Daycare non-mem daily	\$ 2.00	
	Unlimited childcare 1 mo.	\$ 30.00	

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Facility Rental			
	Basketball court rental	\$ 55.00	1/2 Court - 1 Hour Member
		\$ 75.00	1/2 Court - 2 Hour Member
		\$ 85.00	1/2 Court - 1 Hour Non-Member
		\$ 110.00	1/2 Court - 2 Hour Non-Member
		\$ 110.00	Full Court - 1 Hour Member
		\$ 165.00	Full Court - 2 Hour Member
		\$ 145.00	Full Court - 1 Hour Non-Member
		\$ 215.00	Full Court - 2 Hour Non-Member
	Large Meeting Room Rental	\$ 125.00	2 hour Member
		\$ 155.00	3 hour Member
		\$ 185.00	4 hour Member
		\$ 155.00	2 hour Non-Member
		\$ 185.00	3 hour Non-Member
		\$ 210.00	4 hour Non-Member
	Meeting Room 2	\$ 95.00	2 hour Member
		\$ 125.00	3 hour Member
		\$ 155.00	4 hour Member
		\$ 125.00	2 hour Non-Member
		\$ 155.00	3 hour Non-Member
		\$ 185.00	4 hour Non-Member
	Choose 1 Package	\$ 115.00	Member
		\$ 150.00	Non-Member
	Choose 2 Package	\$ 150.00	Member
		\$ 200.00	Non-Member
	Home School Swim	\$ 3.00	
	HS Lap Lane Rental fee	\$ 6.00	
	Lock-In Rental Balance	\$ 800.00	
	Lock-In Rental Deposit	\$ 150.00	
	Pool Lane Rental member	\$ 15.00	
	Pool Lane Rental nonmember	\$ 20.00	
	Racquetball court rental	\$ 25.00	Per hour
	Scuba	\$ 10.00	Per person
	Yearly locker rental	\$ 60.00	
	Inflatable - Giant Slide - Member	\$ 95.00	
	Inflatable - Castle - Member	\$ 70.00	
	Inflatable - Basketball Hoops - Member	\$ 60.00	
	Inflatable - Giant Slide - Non-Member	\$ 125.00	
	Inflatable - Castle - Non-Member	\$ 95.00	
	Inflatable - Basketball Hoops - Non-Member	\$ 65.00	
	Rental Security Deposit (Refundable)	\$ 150.00	
Fitness			
	Fire Workout - 4 Weeks - Member	\$ 120.00	
	Fire Workout - 4 Weeks - Non-Member	\$ 140.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Fire Workout - 1 Class - Member	\$ 20.00	
	Fire Workout - 1 Class - Non-Member	\$ 25.00	
	Golf Fitness - Member	\$ 50.00	
	Golf Fitness - Non-Member	\$ 75.00	
	1 Hr Personal Training Member	\$ 50.00	
	1 Hr Personal Training Non-Member	\$ 65.00	
	12 Hrs Personal Training Member	\$ 513.00	
	12 Hrs Personal Training Non-Member	\$ 684.00	
	2 Hr Update Personal Training	\$ 75.00	
	20 Hrs Personal Training Member	\$ 800.00	
	20 Hrs Personal Training Non-Member	\$ 1,000.00	
	20/20/20 Senior Member	\$ 130.00	
	20/20/20 Senior Non-Member	\$ 170.00	
	3 Hr Personal Training Member	\$ 100.00	
	3 Hr Personal Training Non-Member	\$ 145.00	
	30 Hrs Personal Training Member	\$ 1,050.00	
	30 Hrs Personal Training Non-Member	\$ 1,350.00	
	6 Hrs Personal Training Member	\$ 270.00	
	6 Hrs Personal Training Non-Member	\$ 360.00	
	Eager To Exercise Mem	\$ 30.00	
	Eager To Exercise Non-Mem	\$ 40.00	
	Fast Track	\$ 225.00	
	Fitness Assessment	\$ 25.00	
	Indoor Triathlon	\$ 20.00	
	Just For Teens Member	\$ 65.00	
	Just For Teens Non-Member	\$ 85.00	
	Small Group Training Member	\$ 130.00	
	Small Group Training Non-Member	\$ 170.00	
	Quest 4 Fitness member	\$ 65.00	
	Quest 4 Fitness nonmember	\$ 85.00	
	Sports Conditioning member	\$ 65.00	
	Sports Conditioning nonmember	\$ 85.00	
	Team Training 1 Mem & 1 Non- Mem 1session	\$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	\$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	\$ 540.00	
	Team Training 2 Members 1 session	\$ 60.00	
	Team Training 2 Members 8 sessions	\$ 400.00	
	Team Training 2 Members 12 sessions	\$ 480.00	
	Team Training 2 Non-Mem 1 session	\$ 70.00	
	Team Training 2 Non-mem 8 sessions	\$ 480.00	
	Team Training 2 Non-mem 12 sessions	\$ 600.00	
	Next Level Training Member	\$ 35.00	
	Next Level Training Non-Member	\$ 40.00	
	Martial Arts Contract Monthly	\$ 400.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Other Recreation Center			
	Basketball league registration	\$ 40.00	
	Camp 1 wk mem	\$ 135.00	
	Camp 1 wk mem 1st sibling	\$ 125.00	
	Camp 1 wk mem 2nd sibling	\$ 110.00	
	Camp 1 wk non-mem	\$ 160.00	
	Camp 1 wk non-mem 1st sibling	\$ 150.00	
	Camp 1 wk non-mem 1nd sibling	\$ 135.00	
	Camp day rate member	\$ 35.00	
	Camp day rate non-member	\$ 40.00	
	Health Non-Profit Booth	\$ 30.00	
	Health Profit Booth	\$ 35.00	
	Junior Youth members	\$ 20.00	
	JYM special	\$ 50.00	
	Kickball Team	\$ 375.00	
	Kids Night Out mem	\$ 10.00	
	Kids Night Out Non-Mem	\$ 15.00	
	Lock-in Member	\$ 20.00	
	Lock-in member additional child	\$ 15.00	
	Lock-in non member	\$ 25.00	
	Lock-in non member additional child	\$ 20.00	
	Racquetball league mem	\$ 20.00	
	Racquetball league non-mem	\$ 25.00	
	Racquetball slam add level	\$ 10.00	
	Racquetball slam mem	\$ 20.00	
	Softball registration	\$ 45.00	
	Tanning 1 session	\$ 5.00	
	Tanning punch card 10 sessions	\$ 30.00	
	Tanning unlimited tanning 1 mo.	\$ 30.00	
	Triathlon individual	\$ 25.00	
	Triathlon insurance individual	\$ 10.00	
	Triathlon late fee individual	\$ 5.00	
	Trunk N Treat	\$ 25.00	
Swim Competition			
	BXST 101 Member	\$ 40.00	
	BXST 101 Member - 2nd	\$ 30.00	
	BXST 101 Non-Member	\$ 55.00	
	BXST 101 Non-Member - 2nd	\$ 45.00	
	Late fee	\$ 10.00	
	Black team mem	\$ 60.00	Monthly
	Black team non-mem	\$ 75.00	Monthly
	Black 2nd swimmer mem	\$ 50.00	Monthly
	Black 2nd swimmer non-mem	\$ 65.00	Monthly
	Red team mem	\$ 70.00	Monthly

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Red team non-mem	\$ 85.00	Monthly
	Red 2nd swimmer mem	\$ 60.00	Monthly
	Red 2nd swimmer non-mem	\$ 75.00	Monthly
	Senior member	\$ 80.00	Monthly
	Senior non-mem	\$ 95.00	Monthly
	Senior 2nd swimmer mem	\$ 70.00	Monthly
	Senior 2nd swimmer non-mem	\$ 85.00	Monthly
	USS transfer fee in LSC	\$ 5.00	
	USS transfer fee out of LSC	\$ 10.00	
	White team mem	\$ 45.00	Monthly
	White team non-mem	\$ 65.00	Monthly
	White 2nd swimmer mem	\$ 40.00	Monthly
	White 2nd swimmer non-mem	\$ 55.00	Monthly
	Yearly registration fee	\$ 110.00	
	Yearly US reg fee	\$ 72.00	
Performing Arts	BOX OFFICE		
	Credit card processing - per subscription	\$ 5.00	On Total Order
	Credit card processing - per ticket	\$2 & \$4	Depending on Ticket Price
	Tickets - Buy 5 or More Shows Subscription	\$7.50 / \$11.25	5 Shows - 25% off
		\$ 15.00	5 Shows - 25% off
		\$18.75 - \$26.25	5 Shows - 25% off
	Tickets - Subscribers - Headliner Series	\$40 / \$50	
	Theatre - Public - Headliner Series	\$ 50.00	
	Tickets - Public - Showcase Series	\$ 35.00	
	Theatre - Public - Live Theatre Series	\$ 20.00	
	Tickets - Subscriber - Family Series	\$10 / \$15	Youth & Adult
	CLASSES & INSTRUCTION		
	Summer camp - per participant	\$ 125.00	Fee - includes deposit
	CONCESSIONS		
	BPACC events - per item	\$ 2.00	
	Client Coffee Statin - per event	\$ 20.00	
	Client Coffee Refill - per event	\$ 5.00	
	Client - Hospitality Coordination Fee		Varies - Based on needs & volume
	Client merchandise - per event	15% - of gross	Applies to BPACC series artists
	EQUIPMENT RENTAL		
	Banquet table w/cloth & skirt - per event	\$ 10.00	
	Banquet table with cloth only - per event	\$ 5.00	
	Corded Mics - up to 10 - per mic	\$ 10.00	
	Facility piano & bench - per event	\$ 50.00	
	Facility piano tuning - per event	\$ 150.00	
	Follow spot light - per event	\$ 25.00	Operator Add'l - \$20.00 per hr
	Podium Only - per event	\$ 15.00	
	Podium w Mic - per event	\$ 25.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Removal of seats - per row/event	\$ 50.00	
	Stage Audio --- Lighting Techs per hour	\$35 -- \$20	
	Stage risers - per event	\$ 100.00	
	Stage screen only - per event	\$ 25.00	
	Wireless Mics - per event - per mic	\$ 85.00	
	SPACE RENTAL		
	Auditorium (per hr, 4-hour minimum)	\$ 125.00	Includes House Manager
	Lobby (per hr, 4-hour minimum)	\$ 85.00	Includes House Manager
	Green Room (per hr, 4-hour minimum)	\$ 40.00	Includes House Manager
	Studio (per hr, 4-hour minimum)	\$ 60.00	Includes House Manager
	Conference Room (per hr, 4-hr minimum)	\$ 50.00	Includes House Manager
	Sponsorship	\$ 1,000.00	& Up
	Special Partnerships	\$ 500.00	\$500 to \$999

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 2545)

Meeting: 05/28/19 07:00 PM

Department: Finance

Category: Budget

Prepared By: Eric Phan

Initiator: Dick Phebus

Sponsors:

DOC ID: 2545

Ordinance 19-03, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the Tax Year 2019.

WHEREAS, Tennessee Code Annotated, Section 67-5-103, authorizes municipalities in Tennessee to impose taxes for municipal purposes, and to fix the rates thereof; and

WHEREAS, Article X, Section I of the Bartlett Municipal Charter grants authority by the Board of Mayor and Aldermen to levy taxes for all corporate purposes upon the taxable property, real, personal, and mixed; and

WHEREAS, all property within the city not exempt by general law shall be assessed for taxation based on the assessments made by the Shelby County Assessor's Office;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Alderman of the City of Bartlett, Tennessee, that the 2019 Tax Rate shall be levied as follows:

SECTION 1: TAX RATE -- There is hereby levied upon all real property in the City of Bartlett pursuant to TCA 67-5-101 et sec., a tax calculated upon a rate of \$1.83 for each \$100.00 of assessed valuation and there is hereby levied upon all taxable personal property a tax calculated upon a rate of \$1.83 for each \$100.00 of assessed valuation.

SECTION 2: SEVERABILITY -- to the extent that any prior Ordinance, assessment or tax rate specification conflicts with this Ordinance the same is repealed.

SECTION 3: EFFECTIVE DATE -- Be it further ordained that this Ordinance take effect July 1, 2019.

FIRST READING: May 14, 2019

SECOND READING: May 28, 2019

THIRD READING: June 11, 2019

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

A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk

HISTORY:

05/14/19 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 05/28/19

Mr. Phebus noted that the City's tax rate will remain at \$1.83 per \$100 of assessed value.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 05/28/19 07:00 PM

Department: Engineering

Category: Bid

Prepared By: Becky Bailey

Department Head: Rick McClanahan

Bid for lane addition on Brother Blvd at Highway 64.

The Brother Blvd at US 64 Improvement project was advertised in *The Daily News* on April 16, 2019. The contractors that picked up Bid Documents are as follows:

Desoto County Electric Company
Encor, LLC
Wagner General Contractors
Dixieland Contractors

On May 9, the City received two bids for the construction of the **Brother Blvd at US 64 Improvement Project**. The apparent low bidder, Encor, LLC submitted a total base bid of **\$212,355.00**. Based on the bid prices submitted, the Engineering Department recommends awarding this bid based on the base bid price, plus an additional amount of **\$37,645.00** for items that may need to be added during construction (including possible additional concrete work or signal inspection by external parties) for a total cost not to exceed **\$250,000.00**. Funding is available in Account 311.31148311.780.454.

Bidder	Total Base Bid	
Encor	\$212,355.00	
Wagner General	\$245,290.21	

A copy of the bid document and bid results are attached.

BROTHER BLVD AT US 64 INTERSECTION IMPROVEMENTS

FY2019-04-035

DUE: MAY 9, 2019

7.1.a

ENSCOR

WAGNER GENERAL

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT	TOTAL	UNIT	TOTAL
105-01	CONSTRUCTION STAKES, LINES AND GRADES	LS	1	5,000.00	5,000.00	6,518.00	6,518.00
202-08.10	REMOVAL OF CURB	L.F.	521	6.00	3,126.00	11.73	6,111.33
203-01	ROAD & DRAINAGE EXCAVATION, (UNCLASSIFIED)	C.Y.	565	10.00	5,650.00	39.11	22,097.15
203-04	PLACING AND SPREADING TOPSOIL	C.Y.	75	20.00	1,500.00	26.07	1,955.25
203-06	WATER	M.G.	10	100.00	1,000.00	97.77	977.70
203-10	EMBANKMENT (COMPACTED IN PLACE)	C.Y.	10	25.00	250.00	65.18	651.80
209-03.22	FILTER SOCK (18 INCH)	L.F.	550	33.00	18,150.00	9.45	5,197.50
209-05	SEDIMENT REMOVAL	C.Y.	6	30.00	180.00	78.22	469.32
209-40.34	CATCH BASIN PROTECTION (TYPE D)	EACH	1	500.00	500.00	521.44	521.44
307-03.01	ASPHALT CONCRETE MIX (PG76-22) (BPMB-HM) GRADING A	TON	288	161.00	46,368.00	228.13	65,701.44
307-03.08	ASPHALT CONCRETE MIX (PG76-22) (BPMB-HM) GRADING B-M2	TON	95	140.00	13,300.00	280.27	26,625.65
309-01.01	MINERAL AGGREGATE (A-CBC)	TON	450	35.00	15,750.00	54.75	24,637.50
309-01.02	PORTLAND CEMENT (A-CBC)	TON	22	600.00	13,200.00	358.49	7,886.78
309-02	BITUMINOUS MATERIAL (A-CBC)	TON	0.8	720.00	576.00	4,171.52	3,337.22

Attachment: FY2019-04-035 BROTHER BLVD AT US 64 INTERSECTION IMPROVEMENTS line items

BROTHER BLVD AT US 64 INTERSECTION IMPROVEMENTS

FY2019-04-035

DUE: MAY 9, 2019

7.1.a

ENSCOR

WAGNER GENERAL

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT	TOTAL	UNIT	TOTAL
402-01	BITUMINOUS MATERIAL FOR PRIME COAT (PC)	TON	1.5	720.00	1,080.00	4,106.34	6,159.51
402-02	AGGREGATE FOR COVER MATERIAL (PC)	TON	5	40.00	200.00	534.48	2,672.40
403-01	BITUMINOUS MATERIAL FOR TACK COAT (TC)	TON	0.74	720.00	532.80	3,715.26	2,749.29
411-03.10	ACS MIX(PG76-22) GRADING D	TON	54	126.00	6,804.00	361.75	19,534.50
702-01	CONCRETE CURB	C.Y.	16	600.00	9,600.00	39.11	625.76
712	TRAFFIC CONTROL	LS	1	25,000.00	25,000.00	2,802.74	2,802.74
712-04.01	FLEXIBLE DRUMS (CHANNELIZING)	EACH	50	50.00	2,500.00	52.14	2,607.00
712-06	SIGNS (CONSTRUCTION)	S.F.	359	20.00	7,180.00	10.43	3,744.37
713-15.02	REMOVAL & RELOCATION OF SIGN & SUPPORT	EACH	1	500.00	500.00	325.90	325.90
713-16.20	SIGNS (R10-10)	EACH	2	500.00	1,000.00	671.68	1,343.36
713-16.21	SIGNS (R3-5L)	EACH	1	500.00	500.00	671.68	671.68
713-16.50	REMOVE AND REPLACE SIGN (R10-3bL and R10-3bR)	EACH	8	500.00	4,000.00	130.36	1,042.88
716-02.08	PLASTIC PAVEMENT MARKING (8" DOTTED LINE)	L.F.	150	7.20	1,080.00	7.82	1,173.00
716-05.01	PAINTED PAVEMENT MARKING (4" LINE)	L.M.	0.1	12,000.00	1,200.00	13,036.00	1,303.60
716-05.02	PAINTED PAVEMENT MARKING (8" BARRIER LINE)	L.F.	700	1.56	1,092.00	1.69	1,183.00

Attachment: FY2019-04-035 BROTHER BLVD AT US 64 INTERSECTION IMPROVEMENTS line items

BROTHER BLVD AT US 64 INTERSECTION IMPROVEMENTS

FY2019-04-035

DUE: MAY 9, 2019

7.1.a

ENSCOR

WAGNER GENERAL

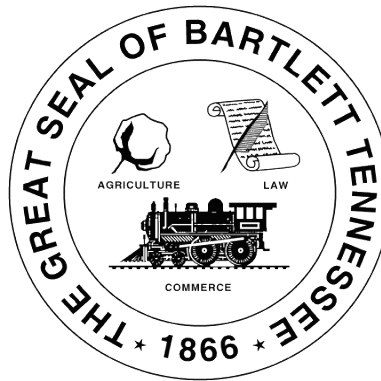
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT	TOTAL	UNIT	TOTAL
716-05.03	PAINTED PAVEMENT MARKING (CROSS-WALK)	L.F.	24	12.00	288.00	13.04	312.96
716-05.05	PAINTED PAVEMENT MARKING (STOP LINE)	L.F.	24	18.00	432.00	19.55	469.20
716-05.06	PAINTED PAVEMENT MARKING (TURN LANE ARROW)	EACH	6	120.00	720.00	130.36	782.16
717-01	MOBILIZATION	LS	1	10,000.00	10,000.00	8,864.48	8,864.48
730-01.02	REMOVAL OF SIGNAL EQUIPMENT	EACH	3	500.00	1,500.00	564.46	1,693.38
730-01.04	MODIFICATION OF EXISTING TRAFFIC SIGNAL EQUIPMENT	LS	1	600.00	600.00	1,081.99	1,081.99
730-02.08	SIGNAL HEAD ASSEMBLY (130 POLE MOUNTED)	EACH	1	1,000.00	1,000.00	1,065.04	1,065.04
730-02.09	SIGNAL HEAD ASSEMBLY (130 WITH BACKPLATE)	EACH	2	1,000.00	2,000.00	1,177.15	2,354.30
730-02.30	SIGNAL HEAD ASSEMBLY (DESCRIPTION)	EACH	2	1,000.00	2,000.00	1,170.63	2,341.26
730-08.02	SIGNAL CABLE - 5 CONDUCTOR	L.F.	290	3.78	1,096.20	3.74	1,084.60
730-08.03	SIGNAL CABLE - 7 CONDUCTOR	L.F.	160	5.00	800.00	5.85	936.00
801-03	WATER (SEEDING & SODDING)	M.G.	1	100.00	100.00	97.77	97.77
803-01	SODDING (NEW SOD)	S.Y.	1000	5.00	5,000.00	3.58	3,580.00
				212,355.00		245,290.21	

Attachment: FY2019-04-035 BROTHER BLVD AT US 64 INTERSECTION IMPROVEMENTS line items

CITY OF BARTLETT

**FINANCE DEPARTMENT
6400 STAGE ROAD
BARTLETT, TENNESSEE 38134**

**A. Keith McDonald, Mayor
Mark Brown, Chief Administrative Officer
Dick Phebus, Finance Director
Rick McClanahan, Engineering Director**



REQUEST FOR SEALED BIDS

SB # FY2019-04-035

DUE: Thursday, May 9, 2019, no later than 2:00 p.m. (CST)

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

The City of Bartlett Engineering Department is seeking bids for widening and improvements of Brother Blvd. at the intersection of US 64 (Stage Rd.) as per the written specifications.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

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BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

NOTICE TO BIDDERS

Sealed Bids are to be received no later than **2:00 P.M.** on May 9, 2019. All bid packets with an **original, clearly identified, and two copies**, must be labeled **“FY2019-04-035 BROTHER BLVD AT US 64 INTERSECTION IMPROVEMENTS”** and addressed to:

**MAYOR A. KEITH MCDONALD
 CITY OF BARTLETT
 6400 STAGE ROAD
 BARTLETT, TENNESSEE 38134-1148**

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 and will not discriminate against any individual for any reason.

Bid Book, plans and related documents can be downloaded at www.cityofbartlett.org. Once these documents have been downloaded from the City of Bartlett Website, each Bidder **MUST** fill out the Bid Document Received Form, and **email** it to City of Bartlett Engineering Department: Dena Hathaway (901-385-6499) at dhathaway@cityofbartlett.org. This document must be received no later than 4:00PM CST on Thursday May 2, 2019. Failure to submit this form may disqualify you as a bidder.

Questions regarding the Construction Plans and Bid Book must be emailed to Patrick Leap, PE at Patrick.Leap@bargedesign.com and also must be received no later than noon (CST), May 3, 2019. For general bid information please contact Debbie Cairncross, Purchasing Agent at 901-385-6416 or by email at dcairncross@cityofbartlett.org.

Please quote prices on attached sheet

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

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

 NAME OF FIRM

 E-MAIL ADDRESS

 ADDRESS

 SIGNATURE OF AUTHORIZED
 REPRESENTATIVE

 TELEPHONE

 PRINT NAME

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

INSTRUCTIONS TO BIDDER

PROJECT SCOPE

This project consists of grading, paving, striping and signal improvements needed for the widening of Brother Blvd. at US 64 to provide an additional left turn lane. Contractor shall provide all materials and labor required to complete the project as per the written specifications

1. USE OF BID FORMS

These Contract documents include a complete set of Bidding and Contract forms, which are for the convenience of bidders.

2. INSPECTION OF SITE

The Bidder should thoroughly examine and familiarize himself with the drawings, The City of Bartlett Technical Specifications, and all other contract documents. The Contractor, by the execution of the Contract, shall in no way be relieved of any obligation under it due to his failure to receive or examine any form or legal instrument or to visit the site and acquaint himself with the conditions there existing and the City of Bartlett (City) will be justified in rejecting any claim based on facts regarding which he should have been on notice as a result thereof.

3. ALTERNATIVE BIDS

There are NO alternates to this bid.

4. BIDS

- a. All Bids must be submitted on forms supplied by City of Bartlett and shall be subject to all requirements of the Contract Documents, including the Drawings, and these INSTRUCTIONS TO BIDDERS. All Bids must be regular in every respect and no inter-lineations, excisions or special conditions shall be made or included in the Bid Form by the Bidder.
- b. Bid Documents (**one original and two copies**) including the Bid, the Bid Guaranty, and the Statement of Bidder's Qualifications (if requested) shall be enclosed in envelopes which shall be sealed and clearly labeled as required by the GENERAL CONTRACTOR'S LICENSING ACT OF 1976.
- c. The City may consider as irregular any bid on which there is an alteration of or departure from the Bid Form hereto attached and at its option may reject the same.

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- d. If the Contract is awarded, the City will award it to a responsible Bidder on the Basis of the lowest and/or best Bid and the selected Alternative Bid Items, if any. The Contract will require the completion of the work according to the Contract Documents.
- e. Each Bidder shall include in his Bid the following information:

Firm: Name
 Address, including City, State and Zip Code
Principals: Names and Title

- f. Bids to be submitted in sealed envelopes and **must** have the following **marked on the outside**:

License: Name of Project – **Brother Blvd. at US 64 Intersection Improvements**
 Date of Bid Opening – **May 9, 2019**
 Name of Contractor/Company
 Tennessee License Number and Classification and
 Licenses Expiration Date
 Sub-contractors license number and classification, if applicable
 Acknowledgement of Each Applicable Addendum

5. **BID GUARANTY**

- a. The Bid must be accompanied by a Bid Guaranty which shall not be less than **FIVE** percent (5%) of the amount of the Bid. At the option of the Bidder, the guaranty may be a certified check, bank draft, negotiable U.S. Government Bonds (at par value), or a Bid Bond in the form attached. The Bid Bond shall be secured by a guaranty or a surety company listed in the latest issue of U.S. Treasury Circular 570. The amount of such Bid Bond shall be within the maximum amount specified for such Company in said Circular 570. No Bid will be considered unless it is accompanied by the required guaranty. Certified check or bank draft must be made payable to the order of the **City of Bartlett**. Cash deposits will not be accepted. The Bid Guaranty shall insure the execution of the successful Bidder, all as required by the Contract Documents. As soon as the Bid prices have been compared, the City will return the check or bond of all except the three lowest responsible bidders. When the contract is executed and delivered, the checks or bonds of the two remaining unsuccessful Bidders will be returned.
- b. Revised Bids submitted before the opening of Bids, whether forwarded by mail or telegram, if representing an increase in excess of two percent (2%) of the original Bid, must have the Bid Guaranty adjusted accordingly; otherwise the Bid will not be considered.
- c. If bid contains multiple items, the bid bond must be for the highest dollar amount of the bid.

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6. COLLUSIVE AGREEMENTS

Each Bidder submitting a Bid to the City for any portion of the work contemplated by the documents on which bidding is based shall execute and attach thereto, an affidavit substantially in the form herein provided, to the effect that he has not entered into a collusive agreement with any other person, firm or corporation in regard to any Bid submitted.

7. STATEMENT OF BIDDER'S QUALIFICATIONS

Each Bidder shall, upon request of the City, submit on the form furnished for that purpose (a copy of which is included in the Contract Documents), a statement of the Bidder's Qualifications, his experience, record in constructing the type improvements embraced in the project contemplated by the Contract.

The City shall have the right to take such steps as deemed necessary to determine the ability of the Bidder to perform his obligations under the Contract and the Bidder shall furnish the City all such information and data for this purpose as it may request. The right is reserved to reject any Bid where an investigation of the available evidence or information does not satisfy the City that the Bidder is qualified to carry out properly the terms of the Contract.

8. CORRECTIONS

Erasures or other changes in the Bids must be explained or noted over the signature of the Bidder.

9. TIME FOR RECEIVING BIDS

- a. Bids received prior to **2:00 P.M. May 9, 2019** will be securely kept sealed. The Purchasing Agent, whose duty it is to open them will decide when the specified time has arrived, and no Bid received thereafter will be considered; except that when a Bid arrives by mail after the time fixed for opening, but before the reading of all other bids is completed, and it is shown to the satisfaction of the City that the non-arrival on time was due solely to delay in the mails for which the Bidder was not responsible, such Bid will be received and considered.
- b. Bidders are cautioned that, while telegraphic modification of Bids may be received as provided above, such modifications, if not explicit and if in any sense subject to misinterpretation, shall make the Bid so modified or amended subject to rejection.

10. OPENING OF BIDS

At the time and place fixed for the opening of Bids, the City will cause to be opened and publicly read aloud every Bid received within the time set for receiving Bids, irrespective of any irregularities therein. Bidders and other persons properly interested may be present, in person or by representative.

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11. WITHDRAWAL OF BIDS

Bids may be withdrawn on written or telegraphic request dispatched by the Bidder in time for delivery in the normal course of business to the time fixed for opening; provided, that written confirmation of any telegraphic withdrawal over the signature of the Bidder is placed in the mail and postmarked prior to the time set for Bid opening. The Bid Guaranty of any Bidder withdrawing his bid in accordance with the foregoing conditions will be returned promptly.

12. AWARD OF CONTRACT: REJECTION OF BIDS

- a. The Contract will be awarded to the responsible Bidder Submitting the lowest and/or best bid complying with the conditions of the Invitation for Bids. The Bidder to whom the award is made will be notified at the earliest possible date. The City, however, reserves the right to reject any and all Bids and to waive any informality in Bids received whenever such rejection or waiver is in its interest.
- b. The City reserves the right to consider as unqualified to do the work of general construction any Bidder who does not habitually perform with his own forces the major portion of the work involved in construction of the Improvements contemplated by the Contract Documents.

13. STATEMENT OF INTENT – EQUITY AND FAIRNESS

Attention of Bidders is particularly called to the requirements for ensuring that employees and applicants for employment are treated with equity and fairness. The City of Bartlett will not discriminate against any individual for 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. The City of Bartlett agrees to comply with Title VI regulations.

GENERAL CONDITIONS:

A. INSURANCE

A.1. General Requirements - The contractor shall be responsible from the time of signing the contract or from the time of the beginning of the first work, whichever shall be earlier, for all injury or damage of any kind resulting from this work to persons or property. In addition to the liability imposed upon the contractor on account of bodily injury (including death) or property damage suffered through the Contractor's negligence, which liability is not impaired or otherwise affected hereby, the Contractor assumes the obligation to protect, defend, indemnify and hold the **City of Bartlett and the State of Tennessee**, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of any kind and character in connection with or arising directly or indirectly out of this Contract and/or the performance hereof by act or omission of the Contractor or Subcontractor, or anyone either (a) directly or indirectly employed or (b) under the supervision of any of them in the execution of the Work included in this Contract.

A.2. In addition to the indemnification provided in paragraph A.1, the Contractor, upon award of the Contract, shall provide, at his own cost and expense, the following insurance to the City of Bartlett with insurance companies acceptable to the City and licensed in the State of Tennessee, which insurance shall be evidenced by certificates and/or policies as determined by the City. All policies will provide for thirty (30) days written notice to the City of Bartlett of cancellation of coverage provided. **Note: A ten (10) day notice applicable to non-payment of premium.** If insurer is not required by the policy terms and conditions to provide written notice of cancellation to the City of Bartlett, the Contractor is responsible and must provide immediate notice to the City, in writing, of cancellation of the policies and evidence of replacement coverage with no lapse in coverage. The notice thereof shall be "by registered mail, return receipt requested," for all the following stated insurance policies. If any of the Property and Casualty Insurance requirements are not complied with at their renewal dates, payments to the Contractor may be withheld until those requirements have been met, or at the option of the City, the City may pay the renewal premiums and withhold such payments from any monies due the Contractor.

A.3 Worker's Compensation and Employers Liability - The Contractor shall maintain in force Worker's Compensation coverage in accordance with the Statutory Requirements and Limits of the State of Tennessee and shall require all Subcontractors to do likewise. ALL STATE ENDORSEMENT IS REQUIRED OR a Certificate of the State Worker's Compensation Board showing proof of ability to pay compensation directly.

A.4 Business Automobile Liability Insurance – Single limit of no less than \$1,000,000 each accident for bodily injury and property damage. Coverage is to be provided on all Owned/Leased autos, non-owned autos and hired autos. The City of Bartlett, its elected officials, aldermen, appointees, employees and members of boards, agencies and commissions shall be named as additional insureds.

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A.5 Commercial General Liability Insurance - a) Insurance is to be taken out in the name of the Contractor as named insured. With minimum limits of \$1,000,000 limit per occurrence bodily injury (including death) and Property Damage/\$1,000,000 personal and advertising injury/\$2,000,000 General Aggregate/\$2,000,000 Products - Completed Operations Aggregate. The City of Bartlett, its elected officials, appointees, employees and members of boards, agencies and commissions shall be named as additional insureds. b) Insurance coverage shall include a)Premises/Operations, b)Products/Completed Operations, c)Contractual, d)Independent Contractors, e)Broad Form Property Damage, f)Personal Injury and Advertising Liability, g) Comprehensive Form; h)XCU (Explosion, Collapse, and Underground), if applicable to the project.

B. SAFETY, PROTECTION, AND EMERGENCIES

B.1 The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work. He shall take all necessary precautions for the safety of and provide the necessary protection to prevent damage, injury, or loss to:

- a) The public and to vehicular and pedestrian traffic
- b) All employees on the Work and other persons who may be affected thereby
- c) All the Work and all materials or equipment to be incorporated therein, whether in storage on or off the site
- d) Other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.

B.2 The Contractor shall comply with all applicable laws, ordinances, rules, regulations, and orders of any public body having jurisdiction for the safety of persons or property or to protect them from damage, injury, or loss. He shall erect and maintain, as required by the conditions and progress of the Work, all necessary safeguards for safety, protection, and guidance of traffic in accordance with the Tennessee Manual on Uniform Traffic Control Devices. All work, conditions, operations, procedures, and actions of every nature shall be performed in strict conformance with requirements of the "Occupational Safety and Health Act of 1970" as revised and amended. The Contractor shall notify owners of adjacent utilities and railroad facilities when execution of the Work may affect them. All damage, injury, or loss to any property referred to in Subparagraph B.1.c or B.1.d caused directly or indirectly, in whole or in part, by the Contractor, and Subcontractor, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, shall be remedied by the Contractor at his expense.

B.3 The Contractor shall designate a responsible member of his organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's Superintendent unless otherwise designated in writing by the Contractor to the City and shall be responsible for notification to the City of all instances of damage, injury or loss related to the project.

B.4 In emergencies affecting the safety of persons or the Work or property at the site or adjacent thereto, the Contractor, without special instruction or authorization from the Engineer or the City, is obligated to act, at his discretion, to prevent threatened damage, injury, or loss. He shall give the Engineer prompt written notice of any significant changes in the Work or deviations from the Contract Documents caused thereby. If the Contractor believes that additional Work done by him in an emergency which arose from causes beyond his control, shall entitle him to an increase in the Contract Price or to an extension of the Contract Time.

C. CONSTRUCTION MATERIALS

C.1 All construction materials and specifications are to be in accordance with the City of Bartlett Construction Specifications and Code Requirements. Copies of these specifications are available at Bartlett Engineering Department, 6382 Stage Road, Bartlett, Tennessee 38134.

D. TIME OF COMPLETION

D.1 Construction is to begin within ten (10) days after Notice to Proceed is issued and all construction is to be completed within one hundred and twenty **(120) days** after notice to proceed.

E. PERFORMANCE BOND

E.1 Subsequent to the award and **within ten (10) days** after the prescribed forms are presented for signature, the successful Bidder shall execute and deliver to the City an Agreement on the form included in the Contract documents in such number of copies as the City may require. **Note: No waiver or cashier's check will be accepted in lieu of Performance Bond.**

E.2 Having satisfied all conditions of award as set forth elsewhere in these documents, the successful Bidder shall, within the period specified in paragraph "1F.1" above, furnish a surety bond in a penal sum not less than the amount of the Contract as awarded, as security for the faithful performance of the Contract, and for the payment of all persons, firms or corporations to whom the Contractor may become legally indebted for labor, materials, tools, equipment, or services of any nature including utility and transportation services, employed or used by him in performing the work. Such bond shall be in the same form as that included in the Contract Documents and shall bear the same date as, or a date subsequent to that of the Agreement. The current power of attorney for the person who signs for any surety company shall be attached to such bond. This bond shall be signed by a guaranty or surety company listed in the latest issue of the U. S. Treasury Circular 570 and the penal sum shall be within the maximum specified for such company.

E.3 The failure of the successful Bidder to execute such Agreement and to supply the required bond or bonds within ten (10) days after the prescribed forms and presented for signature, or within such extended period as the City may grant, based upon reasons determined sufficient by the City shall constitute a default, and the City may either award the Contract to the next lowest responsible Bidder or re-advertise for bids, and may charge against the Bidder the difference between the amount of the bid and the amount for which a Contract for work is subsequently executed, irrespective of whether the amount thus due exceeds the amount of the Bid Bond. If a more favorable bid is received by re-advertising the defaulting Bidder shall have no claim against the City for a refund.

F. INSPECTION AND TESTING OF MATERIALS

F.1 All materials and equipment used in the construction of the project shall be subject to adequate inspection and testing in accordance with accepted standards. The laboratory or inspection agency shall be selected by the City. The City will pay for all laboratory inspection service direct, and not as a part of the contract.

F.2 Materials of construction, particularly those upon which the strength and durability of the structure may depend, shall be subject to inspection and testing to establish conformance with specifications and suitability for uses intended.

G. TIME FOR COMPLETION AND LIQUIDATED DAMAGES

G.1 It is hereby understood and mutually agreed, by and between the Contractor and the City, that the date of beginning and the time for completion as specified in the contract of the work to be done hereunder are ESSENTIAL CONDITIONS of this contract; and it is further mutually understood and agreed that the work embraced in this contract shall be commenced on a date to be specified in the "Notice to Proceed".

G.2 The Contractor agrees that said work shall be executed regularly, diligently, and uninterruptedly at such rate of progress as will insure full completion thereof within the time specified. It is expressly understood and agreed, by and between the Contractor and the City, that the time for the completion of the work described herein is a reasonable time for the completion of the same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality. If the said Contractor shall neglect, fail or refuse to complete the work within the time herein specified, or any proper extension thereof granted by the City, then the Contractor does hereby agree, as a part consideration for the awarding of this contract, to pay to the City the amount of **\$200.00** per day, not as a penalty but as liquidated damages for such breach of contract as hereinafter set forth, for each and every calendar day that the Contractor shall be in default after the time stipulated in the contract for completing the work.

G.3 The said amount is fixed and agreed upon by and between the Contractor and the City because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the City would in such event sustain, and said amount is agreed to be the amount of damages which the City would sustain and said amount shall be retained from time to time by the City or current periodical estimates.

G.4 It is further agreed that time is of the essence of each and every portion of this contract and of the specifications wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the contract an additional time is allowed for the completion of any work, the new time limit fixed by such extension shall be of the essence of this contract. **Provided**, that the Contractor shall not be charged with liquidated damages or any excess cost when the City determines that the Contractor is without fault and the Contractor's reasons for the time extension are acceptable to the City; **Provided, further**, that the Contractor shall not be charged with liquidated damages or any excess cost when the delay of completion of the work is due;

G.5 Furthermore:

- a) To any preference, priority or allocation order duly issued by the Government;
- b) To unforeseeable cause beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God, or of the public enemy, acts of the City, acts of another Contractor in the performance of a contract with the City, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and severe weather; and
- c) To any delays of Subcontractors or suppliers occasioned by any of the causes specified in subsections (a) and (b) of this article;

Provided, further, that the Contractor shall, within ten (10) days from the beginning of such delay, (unless the City shall grant a further period of time prior to the date of final settlement of the contract), shall notify the City, in writing, the causes of the delay. The City shall ascertain the facts and extent of the delay and notify the Contractor within a reasonable time of its decision in the matter.

H. SUBSURFACE CONDITIONS FOUND DIFFERENT

H.1 Should the Contractor encounter sub-surface and/or latent conditions at the site materially differing from those shown on the Plans or indicated in the Specifications, he shall immediately give notice to the Engineer of such conditions before they are disturbed. The Engineer will thereupon promptly investigate the conditions, and if he finds that they materially differ from those shown on the Plans or indicated in the Specifications, he will at once make such changes in the Plans and/or Specifications as he may find necessary, and increase or decrease the costs resulting from such changes.

I. PAYMENTS TO CONTRACTOR

I.1 If applicable, all material and work covered by partial payments made shall thereupon become the sole property of the City, but this provision shall not be construed as relieving the Contractor from the sole responsibility for the care and protection of materials and work upon which payments have been made or the restoration of any damaged work, or as a waiver of the right of the City to require the fulfillment of all of the terms of the contract.

J. SUBCONTRACTING

J.1 The Contractor may utilize the services of specialty subcontractors on those parts of the work which, under normal contracting practices, are performed by specialty subcontractors.

J.2 The Contractor shall not award any work to any subcontractor without prior written approval of the City, which approval will not be given until the Contractor submits to the City a written statement concerning the proposed award to the subcontractor, which statement shall contain such information as the City may require.

J.3 The Contractor shall be as fully responsible to the City for the acts and omissions of his subcontractors, and of persons either directly or indirectly employed by them, as he is for the acts and omissions of persons directly employed by him.

J.4 The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind subcontractors to the Contractor by the terms of the General Conditions and other contract documents insofar as applicable to the work of subcontractors and to give the Contractor the same power as regards terminating any subcontract that the City may exercise over the Contractor under any provision of the contract documents.

J.5 This contract shall not contain anything that shall create any contractual relation between any subcontractor and the City.

K. FINAL ACCEPTANCE AND WARRANTY PERIOD

K.1 The acceptance by the Contractor of final payment shall be and shall operate as a release to the City of all claims and all liability to the Contractor for all things done or furnished in connection with the Work and shall constitute the beginning of the warranty period.

No payment, however, final or otherwise shall operate to release the Contractor or his sureties from any obligations under this contract or the Performance and Payment Bond. The Contractor shall remedy any defects in work and repair any damage to other work resulting therefrom which shall appear within a period of one (1) year from the date of final written approval and acceptance. The City shall give notice of observed defects with reasonable promptness. The surety will provide bond at one half of project amount until the end of the one year warranty period. The City will then reduce the bond to zero if all defects have been remedied by the Contractor.

L. UTILITIES

L.1 Utilities shown were located in the field, and by referring to, existing maps. Additional utilities could be present. The Contractor is responsible of contacting the appropriate utility companies to determine the exact location of all utilities and/or construction.

M. DRUG PROGRAM

M.1 State TCA Title 50, Chapter 9, Part 1, requires all bids to be accompanied by the following statements and requires a signed affidavit attesting to the following statements:

- a) The City of Bartlett has a drug and alcohol testing program for testing employees for workplace drug and alcohol use.
- b) Full documentation of the program can be found on the City's website, Personnel Department, Chapter 10 of the Personnel Manual. This program is described by the following statement:

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M.2 Drug Testing - It is the City's policy to require a drug test in the following situations:

- a) New Employee (Post offer testing)
- b) Employee being advanced in job or salary, or both
- c) Random under U.S. DOT regulations (may also include alcohol test).
- d) Random for Fire, EMS or Law Enforcement employees (at the Fire or Police Chief's discretion with approval by the Mayor).
- e) When an employee is at fault in a vehicle or equipment accident. The department head has the option to require testing when not at fault or when at fault is not evident.
- f) When the department head determines there is reasonable suspicion or reasonable cause to warrant testing.

M.3 Drugs to be tested for - When drug and alcohol screening is required under the provisions of this policy, a urinalysis test will be given to detect the presence of the drug groups listed below. This list is not intended as an exhaustive inventory of every drug for which an employee can be tested. The selection of drugs subject to testing will be based upon known abuse in the community and the ability of any drug to affect job performance.

- a) Alcohol (Ethyl)
- b) Amphetamines (e.g. Speed)
- c) Barbiturates (e.g. Amobarbital, Butabarbital, Phenobarbital, Secobarbital)
- d) Cocaine
- e) Methaqualone (e.g. Quaalude)
- f) Opiates (e.g. Codeine, Heroin, Morphine, Hydromorphone, Hydrocodone)
- g) Phencyclidine (PCP)
- h) THC (Marijuana)
- i) Other illegal substances as requested by the City.

NOTE: All bidders responding to this bid must have affidavit signed by the officer of the company stating the company has a drug testing program for its employees at least as stringent as the government's program. See attached affidavit.

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AFFIDAVIT OF EQUIVALENT DRUG TESTING PROGRAM

State of _____)

S.S.

County of _____)

_____, being first duly sworn, deposes and says that:

- (1) He/She is _____ of the company submitting this bid and has authority to sign this affidavit.
- (2) He/She is fully informed of the City of Bartlett's drug policy as outlined in this bid.
- (3) His/Her company has a testing program in place equal to or greater than the City's program

Print Name _____

Signed _____

Title _____

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

Signed _____ Print Name _____

Title _____

My commission expires: _____, 20_____.

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PUBLIC ACTS 109
(Iran Divestment Act)

“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: FY2019-03-035 BROTHER BLVD AT US64 INTERSECTION IMPROVEMENTS bid book (2550 : Bid for Brother Blvd at US 64

SUSPENSION AND DEBARMENT CERTIFICATION

NOTE: *This form is required for all Federal and State funded bids and is optional for all other bids.*

Definitions:

- Debarment** In general, an exclusion from federal government contracting and subcontracting for a reasonable specified period of time because an individual or vendor failed to perform or their performance was inadequate.
- Suspension** A disqualification from federal government contracting and subcontracting for a temporary period of time occurs when a company or individual is suspected of engaging in criminal, fraudulent, or seriously improper conduct. Suspension is to be used on an interim basis pending debarment proceedings.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989 Federal Register (pages 4722-4733). Copies of the regulation may be obtained by contacting the USDA agency with which the transaction originated.

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the prospective lower tier participant (Contractor) is providing the certification set out below in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant (Contractor) **knowingly** rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant (Contractor) shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant (Contractor) learns that their certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

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4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant (Contractor) agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant (Contractor) further agrees by submitting this form that it will include this clause title "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction; unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
 - (a) The prospective lower tier participant (Contractor) certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by a Federal department or agency.
 - (b) Where the prospective lower tier participant (Contractor) is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signatures on next page

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

Suspension and Debarment Certification

(Signature page)

Company/Firm _____

Print Name _____

Signed _____

Title _____

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

Signed _____ Print Name _____

Title _____

My commission expires: _____, 20_____.

NOTE: This form is required for all Federal and State funded bids and is optional for all other bids.

NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

State of _____) S.S.
County of _____)

_____, being first duly sworn, deposes and says that:

- (1) He/She is _____ of _____, the Bidder that has submitted the attached BID;
- (2) He/She is fully informed respecting the preparation and contents of the attached BID and of all pertinent circumstances respecting such BID;
- (3) Such Bid is genuine and is not a collusive or sham BID;
- (4) Neither the said Bidder nor any of its officers, partners owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder firm or person to fix the price of prices in the attached Bid, or of any other Bidder, or to fix any overhead, profit or cost element or the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the **CITY OF BARTLETT** or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) _____

(Title) _____

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

(Title)

My commission expires _____ 20____.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

Due Date: May 9, 2019

CONTRACT MONITORING

The **Tennessee Department of Transportation** requires the City of Bartlett to maintain records of those ethnic and gender groups who are awarded bids on projects.

You are asked for **voluntary disclosure** of the following information as it pertains to the ownership of the bidding company:

Company Name: _____ Date: _____

Gender: Male __ Female __

Race: Caucasian __

African American __

Hispanic __

Other (please specify) _____.

_____ I have reviewed this request and have decided **NOT** to provide the requested information.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

CONTRACT MONITORING – PART 2

All contractors, consultants, and suppliers that receive funds from state or federal projects (through Bartlett) must comply with Title VI guidelines. All contractors/consultants/suppliers will have to follow many of the same guidelines that apply to the City of Bartlett. The City's Title VI coordinator will perform compliance reviews of each entity as the selection for the award to receive funds and then reviews will be performed a minimum of every 3 years during the life of the contract while they are receiving funds.

The following self-survey will be the tool used by the City of Bartlett to ensure the selected contractor/consultant/supplier compliance; if found to be non-compliant, the City's Title VI Coordinator will attempt to bring into compliance. If continued to be non-compliant, the contract will be cancelled and the City's our association will be discontinued.

Title VI Self Survey for Contractors/Consultants/Suppliers

Name of Contractor: _____ Date Completed: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

This should be completed annually while the contract is active and submitted to the sub-recipient's Title VI Coordinator for review.

1. Are Title VI posters visible to staff? If yes, where? _____

2. Are all Physical Areas (i.e. restrooms, dining rooms, waiting rooms, etc.) provided without regard to race, color, or national origin? _____
3. How is Title VI information disseminated to new/current employees? _____

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

Due Date: May 9, 2019

4. Describe how certified Disadvantaged Business Enterprises (DBEs), other small, minority and women-owned businesses are solicited to participate on contracts.

5. What process has been established to track and monitor ethnicity and gender of any contractors awarded contracts/sub-contracts?

6. Provide documentation to show that contracts contain non-discrimination assurance language.

7. Provide complaint procedures and attach complaint log form.

8. Provide Limited English Proficiency Communications Plan (i.e. how do you communicate with persons that speak a language other than English.)

The Title VI Assurance (below) is to **be submitted on Company (selected bidder's) Letterhead:**

Contractor/Consultant Name assures that no person on the grounds of race, color, national origin, or sex, as provided by the Title VI of the Civil Rights Act of 1964 and from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Tennessee Department of Transportation (TDOT).

DECLARATION OF RESPONDENT: I declare that I have completed this form to the best of my knowledge and believe it to be true and correct.

Signature of Authorized Official

Date

PUBLIC NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The State Department of Military provides benefits and services such as emergency management assistance, National Guard protection services and facility construction and maintenance, and disaster assistance following a major Presidential declaration. The federal assistance administered by the Military Department are pass through funds to local governments, other state agencies, and certain private non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Local Title VI Coordinator:

Ted Archdeacon, Director of Personnel,
City of Bartlett; 901-385-6430

**MILITARY DEPARTMENT
TITLE VI COMPLAINT HOTLINE:
1-800-367-9635**

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

Due Date: May 9, 2019

SPECIAL CONDITIONS

1. All work done must be in accordance with the City of Bartlett Technical Specifications, unless otherwise specified and can be purchased from the City of Bartlett's Engineering Department at 6382 Stage Road, 901-385-6499, for \$15 each.
2. Contractor shall be responsible for obtaining all necessary Building Permits required for this project from the City of Bartlett Codes Enforcement, located at 6382 Stage Road. The permits will be issued at **NO** costs but **must be obtained prior** to beginning any construction activity.
3. Contractor shall be responsible for keeping a clean work area and remove all excess construction debris and packing from site daily.
4. Contractor will be responsible for all materials and tools used/stored at the job site and must be kept in a secure area.
5. Any damage to existing items to remain occurring during the work will be the responsibility of Contractor for repair or replacement. Repairs shall be equal to or better than existing conditions and shall be to the satisfaction of the City of Bartlett. Contractor shall document any existing damage with photos, videos, etc., and notify the owner prior to commencing construction in the area of the existing
6. **EXCAVATION AND/OR EMBANKMENT** items will include all labor, materials and equipment necessary for excavating, filling and compacting to provide the finished lines, grades and cross sections indicated and required for the project. Contractor shall provide sufficient material to construct the embankments to the lines, elevations and cross sections as shown on the drawings from borrow areas. Work shall be in accordance with the City of Bartlett Technical Specifications. Payment will be made at the unit price per **C.Y.**, of **ROAD & DRAINAGE EXCAVATION (UNCL)** or **EMBANKMENT (COMPACTED IN PLACE)**.
7. **FILTER SOCK (18 INCH)** and **CATCH BASIN PROTECTION (TYPE D)** will include all labor, materials and equipment to install and maintain the devices at locations as shown on the plans. Payment will be made for the removal of sediment under **SEDIMENT REMOVAL, PER C.Y.** Contractor will remove devices and stabilize any disturbed areas prior to completion of the project. All work shall be in accordance with the City of Bartlett Technical Specifications. Payment will be made at the unit price per **L.F.** of **FILTER SOCK (18 INCH)** and per **EACH** of **CATCH BASIN PROTECTION (TYPE D)** installed, in place and removed from the project.
8. **TACK AND PRIME COAT** will be used at rates as shown on the plans. All work shall be in accordance with the City of Bartlett Technical Specifications. Payment will be made at the unit price per **TON** of **TACK COAT** and **PRIME COAT**, accepted and in place.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

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9. All **PAVEMENT MARKING** items will include all labor, materials, surface preparation, and equipment to install specified pavement markings as shown on the plans. Removal of existing pavement markings which conflict with proposed striping shall be considered incidental to the work and will not be paid for separately. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per respective item, accepted and in place.
10. **TRAFFIC CONTROL** shall include all material labor and equipment required to install and maintain the traffic control devices as shown on the plans and as required by the Manual of Uniform Traffic Control Devices (MUTCD) current edition. This item shall also include all expenses for removing any existing signs which conflict with the improvements shown on the plans. The contractor may, at his option and expense, provide an alternate plan of traffic control. Contractor shall submit his alternate plan to the owner. Said plan shall conform to all requirements in the MUTCD. No road closures will be allowed, however during the various construction activities one lane of Brother Blvd. may be closed with the use of the approved signage and flaggers and with the approval of the owner. Contractor will maintain access to all properties at all times during the work day. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment shall be made at the LUMP SUM basis for TRAFFIC CONTROL and unit price per each for other traffic control devices necessary for this project.
11. **MOBILIZATION** will include all cost for site layout, engineering, cost of insurance and bonds required for the execution of project described in these documents including all addenda, change orders and other adjustments to the contract. No additional payment will be made under this item. Payment will be made on a **LUMP SUM** basis for **MOBILIZATION** shown in this contract and shall include all labor, materials and equipment to mobilize on site.
12. All **SIGNALIZATION** items will include all labor, materials, and equipment to install and/or remove specified items as shown on the plans. All work shall be in accordance with the TDOT, City of Bartlett and City of Memphis Technical Specifications. Payment will be made at the unit price per respective item, accepted and in place.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
Sealed Bid #: FY2019-04-035
Due Date: May 9, 2019

BID SUBMITTAL FORM

The following forms shall be completed and submitted with the bid.

(Include an original, clearly identified, and two complete copies)

1. Notice to Bidders—NB-1
2. Drug and Alcohol Affidavit—DAA-1
3. Public Acts 109 Form – PA-1
4. Suspension and Debarment Certification Form – DCF-1 to DCF-3
5. Non-Collusion Affidavit of Principal Bidder—NCA-1
6. Contract Monitoring –CM-1
7. Title VI Plan – Title Vi-1 to Title VI-2
8. Bid Bond—BB-1 AND BB-2, or other approved forms
9. Bid Pricing Sheet—BPS-1 to BPS-4
10. Current year, signed W-9 form (IRS Form Rev. 10-2018)
11. Past Project References of Similar Work

Note: Failure to include these forms with the bid submittal may be grounds for rejecting the bid as incomplete.

REMINDER: The Outside Of The Bid Envelope Must List The Required Information As Specified On Page IB-2, Section “f” in this Bid Document.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

BID PRICING SHEET

(Must include an original, clearly identified, and two complete copies of all required documents.)

Project: **FY2019-04-035 BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS**

Proposal of _____ (hereinafter called "Bidder")¹ a corporation, organized and existing under the laws of the State of _____, partnership, or an individual doing business as _____.

To: City of Bartlett TN (hereinafter called "Owner")

Gentlemen:

The Bidder, in compliance with your invitation for bids for the construction of **Brother Blvd. at US 64 Intersection Improvements**, having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the contract documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

Bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within **120** consecutive calendar days thereafter as stipulated in the specifications. Bidder further agrees to pay as liquidated damages the sum of **\$200.00** for each consecutive calendar day thereafter as hereinafter provided in Paragraph 3.c. of the Supplemental General Conditions.

Bidder acknowledges receipt of the following addendum:

* * * *

¹ Insert corporation, partnership or individual as applicable.

Initial_____

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

Due Date: May 9, 2019

Bidder agrees to perform all the work described in the specifications and shown on the plans, for the following unit prices:

ESTIMATED ROADWAY QUANTITIES					
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
105-01	CONSTRUCTION STAKES, LINES AND GRADES	LS	1		
202-08.10	REMOVAL OF CURB	L.F.	521		
203-01	ROAD & DRAINAGE EXCAVATION (UNCLASSIFIED)	C.Y.	565		
203-04	PLACING AND SPREADING TOPSOIL	C.Y.	75		
203-06	WATER	M.G.	10		
203-10	EMBANKMENT (COMPACTED IN PLACE)	C.Y.	10		
209-03.22	FILTER SOCK (18 INCH)	L.F.	550		
209-05	SEDIMENT REMOVAL	C.Y.	6		
209-40.34	CATCH BASIN PROTECTION (TYPE D)	EACH	1		
307-03.01	ASPHALT CONCRETE MIX (PG76-22) (BPMB-HM) GRADING A	TON	288		
307-03.08	ASPHALT CONCRETE MIX (PG76-22) (BPMB-HM) GRADING B-M2	TON	95		
309-01.01	MINERAL AGGREGATE (A-CBC)	TON	450		
309-01.02	PORTLAND CEMENT (A-CBC)	TON	22		
309-02	BITUMINOUS MATERIAL (A-CBC)	TON	0.8		
402-01	BITUMINOUS MATERIAL FOR PRIME COAT (PC)	TON	1.5		
402-02	AGGREGATE FOR COVER MATERIAL (PC)	TON	5		
403-01	BITUMINOUS MATERIAL FOR TACK COAT (TC)	TON	0.74		
411-03.10	ACS MIX(PG76-22) GRADING D	TON	54		
702-01	CONCRETE CURB	C.Y.	16		
712-04.01	FLEXIBLE DRUMS (CHANNELIZING)	EACH	12		
712-06	SIGNS (CONSTRUCTION)	S.F.	146		
713-15.02	REMOVAL & RELOCATION OF SIGN & SUPPORT	EACH	1		
713-16.50	REMOVE AND REPLACE SIGN (R10-3bL and R10-3bR)	EACH	8		

Initial_____

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

Due Date: May 9, 2019

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
716-02.08	PLASTIC PAVEMENT MARKING (8" DOTTED LINE)	L.F.	150		
716-05.01	PAINTED PAVEMENT MARKING (4" LINE)	L.M.	0.1		
716-05.02	PAINTED PAVEMENT MARKING (8" BARRIER LINE)	L.F.	700		
716-05.03	PAINTED PAVEMENT MARKING (CROSS-WALK)	L.F.	24		
716-05.05	PAINTED PAVEMENT MARKING (STOP LINE)	L.F.	24		
716-05.06	PAINTED PAVEMENT MARKING (TURN LANE ARROW)	EACH	6		
717-01	MOBILIZATION	LS	1		
730-01.02	REMOVAL OF SIGNAL EQUIPMENT	EACH	3		
730-01.04	MODIFICATION OF EXISTING TRAFFIC SIGNAL EQUIPMENT	LS	1		
730-02.08	SIGNAL HEAD ASSEMBLY (130 POLE MOUNTED)	EACH	1		
730-02.09	SIGNAL HEAD ASSEMBLY (130 WITH BACKPLATE)	EACH	2		
730-02.30	SIGNAL HEAD ASSEMBLY (DESCRIPTION)	EACH	2		
730-08.02	SIGNAL CABLE - 5 CONDUCTOR	L.F.	290		
730-08.03	SIGNAL CABLE - 7 CONDUCTOR	L.F.	160		
801-03	WATER (SEEDING & SODDING)	M.G.	1		
803-01	SODDING (NEW SOD)	S.Y.	1000		

Initial_____

Attachment: FY2019-03-035 BROTHER BLVD AT US64 INTERSECTION IMPROVEMENTS bid book (2550 : Bid for Brother Blvd at US 64

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

Due Date: May 9, 2019

TOTAL BID = \$ _____**TOTAL BASE BID IN WORDS:**

Show dollar amount in both words and figures. In case of discrepancy, the amount in words shall govern.

Note: "Total Base Bid" shall include all materials, labor, subcontracting costs, permits (except those issued by Bartlett Codes Enforcement), bonds, and/or insurance, allowances, bailing, shoring, removal, overhead, profit, et cetera to cover the finished work of the project.

The bidder agrees that this bid shall be good and may not be withdrawn for a period of 60 days after the scheduled closing time for receiving bids.

Respectfully submitted:

NAME OF FIRM_____
Email_____
Authorized Representative
(Typed or Printed)_____
Phone Number_____
Authorized Representative Signature
(Required)_____
Date

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned _____
 _____ As Principal, and
 _____ as Surety, are hereby held and firmly bound
 unto _____ as OWNER in the penal sum of _____
 5% of BID _____ for the payment of which, well and truly to be
 made, we hereby jointly and severally bind successors, assigns and ourselves.

Signed, this _____ day of _____, 2019.

The Condition of the above obligation is such that whereas the Principal has submitted to a certain BID
 attached hereto and hereby made a part hereof to enter into a contract in writing, for the

NOW, THEREFORE,

- (a) If said BID shall be rejected, or
- (b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

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The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Print Name _____

_____(L.S.)
Principal

Surety

By: _____ Print Name: _____

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

Due Date: May 9, 2019

NOTICE OF AWARD

To:

PROJECT Description: **FY2019-04-035 Brother Blvd. at US 64 Intersection Improvements**

The CITY has considered the BID submitted by _____ for the above-described WORK in response to its Advertisement for Bids dated _____, 2019 and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of \$_____.

You are required by the Information for Bidders to furnish the required CONTRACTOR'S Performance BOND, Payment BOND, if required, and Certificates of Insurance **within ten (10) calendar** days from the date of the Notice to you.

If you fail to furnish said BONDS within ten (10) days from the date of this Notice, said CITY will be entitled to consider all your rights arising out of the CITY'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The CITY will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the CITY.

Dated this ____ day of _____, 2019.

CITY OF BARTLETT

Name: _____

Print Name: A. Keith McDonald

Title: Mayor, City of Bartlett

ACCEPTANCE OF NOTICE

Receipt of the above **NOTICE OF AWARD** is hereby acknowledged

by _____ this

the _____ day of _____, 2019.

Name: _____

Print Name: _____

Title: _____

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

PERFORMANCE PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS: That We _____
 (Name of Contractor)
 called "Principal" and _____ of _____,
 (Surety),
 State of _____ herein-after called the "Surety", are held and firmly bound
 unto _____ of _____,
 (Owner) (City)
 _____ herein-after called "Owner" in the penal sum of _____
 (State)
 _____ Dollars (\$ _____) in
 lawful money of the United States, for the payment of which sum well and truly to be made, we bind
 ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these
 presents.

THE CONDITION OF THIS OBLIGATION is such that Whereas, the Principal entered into
 a certain contract with the City, dated the _____ day of _____, 2019 a copy of which is
 hereto attached and made a part hereof for the construction of:

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all
 undertakings, covenants, terms, conditions, and agreements of said contract during the original term
 thereof, and any extensions thereof which may be granted by the City, with or without notice to the
 Surety, and if he shall satisfy all claims and demands incurred under such contract, and shall fully
 indemnify and same harmless the City from all costs and damages which may suffer by reason of failure
 to do so, and shall reimburse and repay the City all outlay and expense which the City may incur in
 making good and default, and shall promptly make payment to all persons, firms, subcontractors, and
 corporations furnishing materials for or performing labor in the execution of the work provided for in
 such contract, and may authorize extension or modifications thereof, including all amounts due for
 materials, used in connection with the construction of such work, and all insurance premiums on said
 work, and for all labor, performed in such work whether by subcontractor or otherwise, then this
 obligation shall be void; otherwise remain in full force and effect.

PROVIDED, FURTHER, that the said Surety, for value received hereby stipulates and agrees that
 no change, extension of time, alteration or addition to the terms of the contract or to the work to be
 performed thereunder or the specifications accompanying the same shall in any wise affect its obligation
 on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition
 to the terms of the contract or to the work or to the specifications.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

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PROVIDED, FURTHER, that no final settlement between the City and Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in three (3) counterparts, each one of which shall be deemed an original, this ____ day of _____, 2019.

ATTEST:

Print Name

Principal

By: _____(s)

(Principal) Secretary

(SEAL)

Address - Zip Code

Witness as to Principal

Address - Zip Code

Surety

ATTEST:

By: _____
Attorney-in-Fact

(Surety) Secretary

(SEAL)

Address - Zip Code

Witness as to Surety

Address - Zip Code

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

Due Date: May 9, 2019

NOTE: Date of Bond must not be prior to date of Contract. If Contractor is partnership, all partners should execute Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

NOTICE TO PROCEED

TO:

PROJECT: FY2019-04-035 BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

You are hereby notified in accordance with the Agreement dated _____, 2019 to commence WORK on or before _____, 2019 and you are to complete the WORK within 120 (one hundred and twenty) consecutive calendar days thereafter. The date of completion of all WORK is therefore _____, 2019.

CITY OF BARTLETT

By: _____

Print Name: A. Keith McDonald.

Title: Mayor, City of Bartlett.

ACCEPTANCE OF NOTICE

Receipt of the above **NOTICE TO PROCEED** is hereby acknowledged by

this the _____ day of _____ 20____.

By: _____

Print Name: _____

Title: _____

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS
 Sealed Bid #: FY2019-04-035
 Due Date: May 9, 2019

CONTRACT AGREEMENT

THIS AGREEMENT, made this ____ day of _____, 2019 by and between City of Bartlett, hereinafter called "CITY" and _____, doing business as (an individual,) or (a Partnership,) or (a Corporation) hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the construction of **FY2019-04-035 BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS.**
2. The CONTRACTOR will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT described herein.
3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS within 10 calendar days after the date of the NOTICE TO PROCEED and will complete the same within one hundred and twenty (120) calendar days unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS.
4. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of \$_____, or as shown in the Bid schedule.
5. The term "CONTRACT DOCUMENT" means and includes the following:
 - (A) Advertisement for Bids
 - (B) Instructions to Bidders
 - (C) General Conditions
 - (D) Special Conditions
 - (E) Bid Specifications
 - (F) Bid Bond
 - (G) Notice of Award
 - (H) Payment Bond
 - (I) Performance Bond
 - (J) Notice To Proceed
 - (K) Contract Agreement
 - (L) ADDENDA: NO._____, Dated _____, 2019

BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

Sealed Bid #: FY2019-04-035

Due Date: May 9, 2019

6. The CITY will pay to the CONTRACTOR in the manner and at such time as set forth in the General Conditions such amount as required by the CONTRACT DOCUMENTS.
12. This Agreement shall be binding upon all parties hereto and their respectable heirs, executors, administrators, successors, and assigns.
13. The City will provide the Awarded Contractor with up to (3) three sets of plans and specifications.
Note: Any additional sets will be provided at the cost of reproduction.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, the Agreement in (5), each of which shall be deemed an original on the date first above written.

CITY OF BARTLETT

BY: _____

PRINT NAME: A. Keith McDonaldTITLE: Mayor, City of Bartlett

CONTRACTOR:

BY: _____

PRINT NAME: _____

TITLE: _____

(SEAL-Contractor's Notary) Required
ATTEST:

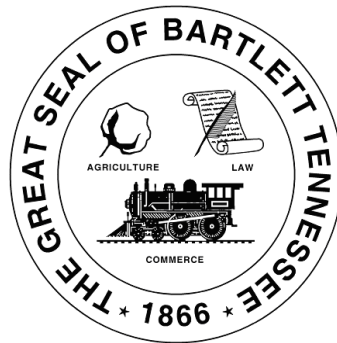
Print Name: _____

TITLE: _____ My Commission expires _____, 20____

CITY OF BARTLETT

6400 STAGE ROAD
BARTLETT, TENNESSEE 38134

A. Keith McDonald, Mayor
Mark Brown, Chief Administrator Officer
Dick Phebus, Finance Director
Rick McClanahan, Engineering Director



BROTHER BLVD. AT US 64 INTERSECTION IMPROVEMENTS

SB # FY2019-04-035

DUE: Thursday, May 9, 2019, no later than 2:00 p.m. (CST)

ADDENDUM # 1

Issued May 7, 2019

The above described sealed bid has been modified to reflect the following changes and clarifications.

CHANGES AND ADDITIONS

PLAN REVISIONS: (See Addendum 1 plans on website)

- Sheet 2A: Added items numbers 712-01, 713-16.20 and 713-16.21, and updated quantities for item numbers 712-04.01 and 716-06
- Sheet 4A: Added note for location of sign to be added
- Sheet 6: Updated “TRAFFIC CONTROL SIGN TABULATION” table
 - Updated both quantities on the “TABULATED TRAFFIC CONTROL QUANTITIES” table
 - Added additional signs for lane closures
- Sheet 6A: Modified “PHASE 1 NOTES”

BID BOOK CHANGES AND REVISIONS

BID PRICING SHEET CHANGES – Please replace BPS-2 with the attached BPS-2 (Rev.)

Updated the following: (in red on BPS-2)

Updated quantity for item number 712-04.01
Updated quantity for item number 712-06
Added item 712-01 (Traffic Control)
Added item 713-16.20 (Signs (R10-10))
Added item 713-16.21 (Sign (R3-5L))

Note: All other bid specifications and documents are to remain the same.

The bidder shall acknowledge receipt of this addendum by placing the addenda dates and addenda numbers on the outside of their proposal envelope.

Bidder agrees to perform all the work described in the specifications and shown on the plans, for the following unit prices: (Replace this page in the bid pricing section BPS1-BPS-4)

ESTIMATED ROADWAY QUANTITIES					
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
105-01	CONSTRUCTION STAKES, LINES AND GRADES	LS	1		
202-08.10	REMOVAL OF CURB	L.F.	521		
203-01	ROAD & DRAINAGE EXCAVATION (UNCLASSIFIED)	C.Y.	565		
203-04	PLACING AND SPREADING TOPSOIL	C.Y.	75		
203-06	WATER	M.G.	10		
203-10	EMBANKMENT (COMPACTED IN PLACE)	C.Y.	10		
209-03.22	FILTER SOCK (18 INCH)	L.F.	550		
209-05	SEDIMENT REMOVAL	C.Y.	6		
209-40.34	CATCH BASIN PROTECTION (TYPE D)	EACH	1		
307-03.01	ASPHALT CONCRETE MIX (PG76-22) (BPMB-HM) GRADING A	TON	288		
307-03.08	ASPHALT CONCRETE MIX (PG76-22) (BPMB-HM) GRADING B-M2	TON	95		
309-01.01	MINERAL AGGREGATE (A-CBC)	TON	450		
309-01.02	PORTLAND CEMENT (A-CBC)	TON	22		
309-02	BITUMINOUS MATERIAL (A-CBC)	TON	0.8		
402-01	BITUMINOUS MATERIAL FOR PRIME COAT (PC)	TON	1.5		
402-02	AGGREGATE FOR COVER MATERIAL (PC)	TON	5		
403-01	BITUMINOUS MATERIAL FOR TACK COAT (TC)	TON	0.74		
411-03.10	ACS MIX(PG76-22) GRADING D	TON	54		
702-01	CONCRETE CURB	C.Y.	16		
712	TRAFFIC CONTROL	LS	1		
712-04.01	FLEXIBLE DRUMS (CHANNELIZING)	EACH	50		
712-06	SIGNS (CONSTRUCTION)	S.F.	359		
713-15.02	REMOVAL & RELOCATION OF SIGN & SUPPORT	EACH	1		
713-16.20	SIGNS (R10-10)	EACH	2		
713-16.21	SIGNS (R3-5L)	EACH	1		
713-16.50	REMOVE AND REPLACE SIGN (R10-3bL and R10-3bR)	EACH	8		

BPS-2 (Rev.)

Initial _____



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 05/28/19 07:00 PM

Department: Engineering

Category: Bid

Prepared By: Becky Bailey

Department Head: Rick McClanahan

Bid for traffic signal improvements at Stage and Elmore Park intersection.

The Stage Road at Elmore Park Road Signal Improvement project was advertised in *The Daily News* on April 25, 2019. The contractors that picked up Bid Documents are as follows:

Desoto County Electric Company
Shelby Electric Company
McCrory Electric Company

On May 16, the City received two bids for the construction of the **Stage Rd and Elmore Park Signal Improvement Project**. The existing signal has wiring damage in two signal poles due to animal infestations and needs to be completely re-wired. This project is to replace the existing signal with a new decorative mast-arm signal. The apparent low bidder, Shelby Electric Company submitted a total base bid of **\$350,091.00 plus an alternate bid of \$8,800.00**.

Based on the bid prices submitted, the Engineering Department recommends awarding this bid based on the base bid prices, plus an additional amount of **\$61,109.00** for items that may need to be added during construction for a total construction cost not to exceed **\$420,000.00**. In Addition, Pickering Firm, Inc., who did the design also submitted a lump sum price for Construction Engineering and Inspection (CEI) services. The Engineering Department recommends awarding the CEI services to Pickering to complete the project in the amount of **\$31,830.00**.

Bidder	Total Base Bid	Alternate Bid
Shelby Electric Company	\$350,091.00	\$8,800.00
McCrory Electric Company	\$410,212.50	\$9,780.00

A copy of the bid document and bid results are attached, as well as the proposal from Pickering (CEI fee proposal is on final page).



August 27, 2018

Ms. Rebecca A. Bailey, PE
Traffic Engineer
City of Bartlett
6382 Stage Road
Bartlett, TN 38134

**RE: Professional Services for Stage Road and Elmore Park Road Signal Upgrade
Bartlett, TN**

Dear Becky:

Pickering Firm, Inc., herein known as Pickering (the "Consultant"), is pleased to submit this scope of work to the City of Bartlett, herein known as the City (the "Client"), to provide professional survey, design, and construction engineering and inspection (CEI) services for the development of the referenced project. The project will be developed in accordance with City of Bartlett, City of Memphis, and TDOT standards and specifications as applicable. Our scope of services is shown below.

SCOPE OF SERVICES

Task A – NEPA Documents and Environmental Permitting

1. Environmental documents, permitting, and studies of any kind are not included.

Task B - Field Surveys

1. Limited topography, including edges of pavement, curb and gutter, sidewalk, curb ramps, etc. in the immediate vicinity of the intersection will be obtained using industry standard ground, not aerial, mapping methods. Survey will be on state plane coordinates.
2. Existing utilities will be added to the survey from available mapping, as-built plans, etc. Existing features visible at grade will be located along with any paint from one-call locates. Subsurface utility exploration is not included.
3. Property/boundary surveys are not included; however, property lines and existing R.O.W./easements will be added to the survey based on property maps, subdivision plans, and other records.

Task C - Geotechnical Investigation

1. Geotechnical investigations are not included.

Task D - Roadway Designs

1. Roadway designs are not included; however, if the existing curb ramps are affected by the

proposed signal pole locations, then Pickering will modify the ramps accordingly to match current City of Memphis and/or TDOT standards.

Task E - Traffic Designs

1. Pickering will incorporate applicable traffic control standard drawings and notes required for construction. Traffic control plans are not included.
2. Roadside, overhead, and private signs are not included.
3. Pickering will incorporate permanent pavement markings (if required).
4. Traffic signal plans will be prepared for Stage Road and Elmore Park Road. The signal plans will be prepared at one inch equals 20 feet scale and will contain required notes, details, and otherwise as required in conformance with standard TDOT and City of Memphis practice. Phasing, sequencing, and signal timings will be provided by the City since the signal will continue to operate as-is currently installed.
5. Designs for networking or signal interconnection with other signals in the vicinity of the site are not included.
6. TDOT standard drawings and specifications, supplemented with City of Memphis and MUTCD details and specifications as required, will be used for all traffic designs.

Task F - Miscellaneous

1. Erosion control plans and storm water pollution prevention plans are not included.
2. Landscaping plans and landscape irrigation plans are not included.
3. All plans shall be in accordance with TDOT and City of Memphis standards. Final plans shall be submitted on 4 mil mylar. The plans shall become City of Bartlett property after design completion. A MicroStation or AutoCAD compatible disk of the drawings will be furnished to the City of Bartlett at design completion if requested. Pickering will print plans for project review meetings, approvals, and bidding.
4. Street lighting designs are not included.
5. All proposed design is to be contained within the existing ROW and/or easements; however, four small easements may be required for new pole locations. Plats and legal descriptions for four easements is included.
6. Pickering will attend project related meetings and field reviews as required and will prepare written minutes of meetings as necessary.
7. Pickering will review shop drawings and submittals as outlined in the project specifications.

Task G - Bid Phase

1. Pickering will prepare the project bid book using the template provided by the City. The bid book will include specifications and general conditions for TDOT, City of Memphis, and the City.
2. Pickering will determine required construction quantities and prepare a quantities listing for inclusion in the project bid book. The roadway quantity item numbers will be in TDOT format and in accordance with TDOT construction specifications.
3. Pickering will assist the City with the bidding process, including advertisement, plans issuance, bid opening and analysis, and recommendation for contract award.

Task H – Construction Phase

The Engineer will provide Construction Engineering and Inspection (CEI) services as requested by the Client. The Engineer will provide the appropriate field and office staff required to assist the Client in achieving compliance with the standards and specifications for the project. The Engineer assumes that the length of construction for this project will not exceed **270** calendar days from the Contractor's contractual notice to proceed. CEI services provided by the Engineer for construction activities that exceed **270** calendar days will be considered Additional Services. A general breakdown of CEI services are as follows:

A. Meetings**1) Pre-Bid Conference**

The Engineer will attend the pre-bid conference at the time and location as determined by the Client.

2) Pre-Construction Conference

The Engineer will prepare for and conduct the Pre-Construction Conference at the time and location determined by the Client. The Engineer will work with the Client to identify the parties to be invited to the Pre-Construction Conference and will send out notices to those individuals announcing this meeting. The Engineer will respond to issues that arise at the meeting. The Engineer will prepare and distribute meeting minutes to all attendees.

3) Project Progress Meetings

The Engineer will prepare for and conduct project progress meetings with the Client, the Contractor, and others monthly as needed. The Engineer will respond to issues that arise at the meetings. The Engineer will prepare and distribute meeting minutes to all attendees.

B. Construction Inspection

The Engineer will provide construction inspection services and assistance to monitor the work provided under this contract. Field technicians will be certified in the applicable activity being inspected.

The Engineer will provide inspection services to determine if the work is in conformance to Plans and Specifications for items that are being incorporated into the project. The Engineer will observe, measure, and record all quantities for payment. The Engineer will record field measurements in project records for review by the Client, and others as required. The records will be recorded on a standard form (field book) as normally used by TDOT and/or on field inspection forms to be submitted to the Client. The Engineer will check traffic control daily, and additionally as required or requested, and will notify the contractor of deficiencies or problems observed. The Engineer will document weekly (or as often as necessary) project traffic control on forms normally used by TDOT and distribute as required. The Engineer will inspect daily erosion control items for conformance to the plans as well as effectiveness in the field and will notify the contractor of deficiencies. The Engineer will prepare to justify pay quantities in the case of questions by the contractor or the Client. The Engineer will maintain an accurate daily diary, signed by the inspector, consisting of:

- A record of the contractors on the project
- Their personnel (number and classification)
- Equipment (number and type or size)
- Location and work performed by each contractor or subcontractor
- Orders given the contractor
- Events of note on the project
- Accidents on the project and any details surrounding the accident such as police report number, fatalities, causes, time, etc. Obtain a copy of the police report for the project records whenever possible.
- Weather, amount of precipitation, temperature at morning, noon, and evening, cloudy, clear, etc.
- Days charged, with explanation if not charged
- Equipment arriving or leaving the project, idle equipment
- Any other details that may be important later in the project life

C. Supplemental Agreements – Construction Change Orders

The Engineer will notify the Client of the necessity for any Supplemental Agreements or Construction Changes. The Engineer will negotiate prices for additional pay items with the contractor and coordinate acceptance of prices with the Client. The Engineer will prepare the Supplemental Agreement/Construction Change Order and submit to the Client for final review and submittal for processing.

D. Shop Drawings and Submittals

The Engineer will forward Shop Drawings and Submittals to the designer of record for review and approval.

E. Progress Payments

The Engineer will document and assemble quantities for Monthly Progress Payments to the prime Contractor from actual project field records, as directed by Special Provisions in the contract or from Supplemental Agreements/ Construction Change Orders. The quantities for payment will be referenced to field records prior to submission for payment. Test reports will be on file prior to payment. Pay quantities will be submitted to the Client for review and payment. Payments for stockpiled

material may be made as defined in the TDOT Standard Specifications and approved by the Project Supervisor. Estimate "cut-off" will be the end of each month. Copies of approved subcontracts will be on file prior to the first Progress Payment.

F. Distribution of Correspondence

The Engineer will submit to the Client a copy of all correspondence between the Engineer, contractor, and subcontractors concerning matters related to the project. The Engineer will maintain an office file copy for submission with the project Final Records.

G. Final Records

The Engineer will submit a compilation of project records in TDOT standard format to the Client after project completion. The Engineer will make corrections when/if notified and resubmit the records and a final estimate for the project at the appropriate time.

Schedule for Basic Services

The Consultant will develop the survey and design services within a 90 – 120 day period after receipt of fully executed contractual agreement and NTP. Schedule does not account for excessive review periods, right-of-way acquisitions, utility relocations, or other factors outside of our control.

The Consultant will provide CEI services in accordance with the contractor's schedule. Due to the nature of inspection services, there will be additional time required ahead of the contractor's notice to proceed as well as to close out the project. Estimated total CEI schedule is **330** calendar days.

Compensation for Basic Services

We will invoice you monthly based on a percentage of work completed. We propose to complete the work in the scope of services for a lump sum fee. Any unknown customer reimbursable expenses will be billed at actual cost.

Survey and Design (see Attachment 1) Lump Sum Fee \$33,770.00

CEI (see Attachment 2) Lump Sum Fee \$31,830.00

Please review and advise accordingly.

Sincerely,

PICKERING FIRM INCORPORATED



Patrick W. Neal, PE
Principal/Project Manager

MAN-HOUR ESTIMATE/FEE PROPOSAL
for
Stage Road and Elmore Park Road Signal Upgrade
Bartlett, TN

August 27, 2018

MAN-HOURS PER CLASSIFICATION								
ITEM (See Scope of Work)	Senior Project Manager	Senior Engineer	Engineer	Senior Designer	Senior Tech	4-Man Surv. Crew	Direct Expenses	Item Subtotal
NEPA Documents and Environmental Permitting								
A.1	-	-	-	-	-	-		
Man-Hour Total Per Class	0.0	0.0	0.0	0.0	0.0	0.0		
Man-Hour Rate Per Class	\$185	\$175	\$140	\$125	\$100	\$215		
Subtotal Fee Per Class	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Field Surveys								
B.1	1.0	1.0	-	2.0	4.0	20.0		
B.2	-	0.5	1.0	2.0	2.0	2.0		
B.3	-	0.5	1.0	2.0	2.0	2.0		
Man-Hour Total Per Class	1.0	2.0	2.0	6.0	8.0	24.0		
Man-Hour Rate Per Class	\$185	\$175	\$140	\$125	\$100	\$215		
Subtotal Fee Per Class	\$185	\$350	\$280	\$750	\$800	\$5,160	\$0	\$7,525
Geotechnical Investigation								
C.1	-	-	-	-	-	-	-	\$0
Roadway Designs								
D.1	-	-	1.0	2.0	4.0	-	-	
Man-Hour Subtotal	0.0	0.0	1.0	2.0	4.0	0.0		
Man-Hour Rate Per Class	\$185	\$175	\$140	\$125	\$100	\$215		
Subtotal Fee Per Class	\$0	\$0	\$140	\$250	\$400	\$0	\$0	\$790
Traffic Designs								
E.1	-	-	1.0	2.0	4.0	-		
E.2	-	-	-	-	-	-		
E.3	-	-	1.0	2.0	4.0	-		
E.4	4.0	12.0	24.0	36.0	48.0	-		
E.5	-	-	-	-	-	-		
E.6	-	-	-	-	-	-		
Man-Hour Subtotal	4.0	12.0	26.0	40.0	56.0	0.0		
Man-Hour Rate Per Class	\$185	\$175	\$140	\$125	\$100	\$215		
Subtotal Fee Per Class	\$740	\$2,100	\$3,640	\$5,000	\$5,600	\$0	\$0	\$17,080
Miscellaneous								
F.1	-	-	-	-	-	-		
F.2	-	-	-	-	-	-		
F.3	-	-	-	2.0	4.0	-	\$500 (Mylars, Printing)	
F.4	-	-	-	-	-	-		
F.5	-	-	1.0	2.0	4.0	-		
F.6	2.0	2.0	-	-	-	-		
F.7	-	2.0	4.0	-	-	-		
Man-Hour Subtotal	2.0	4.0	5.0	4.0	8.0	0.0		
Man-Hour Rate Per Class	\$185	\$175	\$140	\$125	\$100	\$215		
Subtotal Fee Per Class	\$370	\$700	\$700	\$500	\$800	\$0	\$500	\$3,570
Bid Phase								
G.1	4.0	8.0	-	-	-	-		
G.2	-	1.0	2.0	4.0	8.0	-		
G.3	-	2.0	4.0	-	-	-		
Man-Hour Subtotal	4.0	11.0	6.0	4.0	8.0	0.0		
Man-Hour Rate Per Class	\$185	\$175	\$140	\$125	\$100	\$215		
Subtotal Fee Per Class	\$740	\$1,925	\$840	\$500	\$800	\$0	\$0	\$4,805
SURVEY AND DESIGN PROJECT TOTAL							\$33,770	

Attachment: Signal Scope & Fee (2552 : Bid for Stage Rd at Elmore Park Rd Signal Improvements)

MAN-HOUR ESTIMATE/FEE PROPOSAL
for
Stage Road and Elmore Park Road Signal Upgrade
Bartlett, TN

August 27, 2018

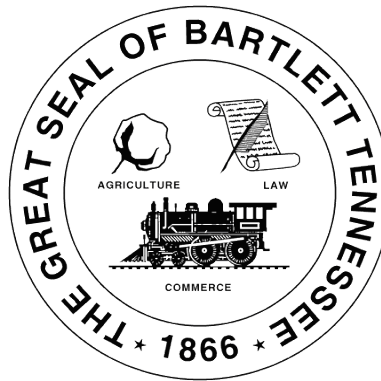
MAN-HOURS PER CLASSIFICATION						
ITEM H (See Scope of Work)	Senior Project Manager	Senior Engineer	Engineer	Senior Inspector	Inspector	Direct Expenses
Meetings						
A.1	2.0	-	-	-	-	-
A.2	2.0	-	-	2.0	2.0	-
A.3	-	8.0	-	8.0	8.0	-
Construction Inspection						
B	4.0	8.0	12.0	120.0	100.0	-
Supplemental Agreements - Construction Change Orders						
C	-	2.0	-	4.0	-	-
Shop Drawings and Submittals						
D	-	-	2.0	-	4.0	-
Progress Payments						
E	-	2.0	-	4.0	8.0	-
Distribution of Correspondence						
F	-	2.0	-	4.0	-	-
Final Records						
G	-	-	-	8.0	16.0	-
Man-Hour Subtotal	8.0	22.0	14.0	150.0	138.0	
Man-Hour Rate Per Class	\$185	\$175	\$140	\$90	\$80	
Subtotal Fee Per Class	\$1,480	\$3,850	\$1,960	\$13,500	\$11,040	\$0
CEI PROJECT TOTAL						\$31,830

Attachment: Signal Scope & Fee (2552 : Bid for Stage Rd at Elmore Park Rd Signal Improvements)

CITY OF BARTLETT

**FINANCE DEPARTMENT
6400 STAGE ROAD
BARTLETT, TENNESSEE 38134**

**A. Keith McDonald, Mayor
Mark Brown, Chief Administrative Officer
Dick Phebus, Finance Director
Rick McClanahan, Engineering Director**



REQUEST FOR SEALED BIDS

SB # FY2019-04-037

DUE: Thursday, May 16, 2019, no later than 2:00 p.m. (CST)

SIGNAL PLANS STAGE RD. AT ELMORE PARK RD.

The City of Bartlett Engineering Department is seeking bids for the removal of the existing span wire signal at Stage Rd. and Elmore Park Rd. and installation of a new mast arm signal as per the written specifications.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
 Sealed Bid #: FY2019-04-037
 Due Date: May 16, 2019

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Bid Submittal Form	BSF-1
Bid Pricing Sheet	BPS-1 to BPS-6
Bid Bond	BB-1 to BB-2
Notice of Award	NA-1
Performance Payment Bond	PPB-1 to PPB-3
Notice to Proceed	NP-1
Contract Agreement	CA-1 to CA-2

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
 Sealed Bid #: FY2019-04-037
 Due Date: May 16, 2019

NOTICE TO BIDDERS

Sealed Bids are to be received no later than **2:00 P.M.** on May 16, 2019. All bid packets with an **original, clearly identified, and two copies**, must be labeled **"FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD."** and addressed to:

**MAYOR A. KEITH MCDONALD
 CITY OF BARTLETT
 6400 STAGE ROAD
 BARTLETT, TENNESSEE 38134-1148**

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 and will not discriminate against any individual for any reason.

Bid Booklet and related documents can be downloaded at www.cityofbartlett.org. Once these documents have been downloaded from the City of Bartlett Website, each Bidder **MUST** fill out the Bid Document Received Form, and **email** it to City of Bartlett Engineering Department: Dena Hathaway (901-385-6499) at dhathaway@cityofbartlett.org. This document must be received by Dena no later than 5:00PM CST on May 10, 2019. Failure to submit this form may disqualify you as a bidder.

For general bid information please contact Debbie Cairncross, Purchasing Agent at 901-385-6416 or by email at dcairncross@cityofbartlett.org. Questions regarding the Construction Plans and Bid Book must be emailed to Patrick Neal, PE at pneal@pickeringfirm.com and also must be received no later than noon (CST), May 10, 2019.

Please quote prices on attached sheets

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

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

 NAME OF FIRM

 E-MAIL ADDRESS

 ADDRESS

 SIGNATURE OF AUTHORIZED
 REPRESENTATIVE

 TELEPHONE

 PRINT NAME

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
 Sealed Bid #: FY2019-04-037
 Due Date: May 16, 2019

INSTRUCTIONS TO BIDDER

PROJECT SCOPE

This project consists of the removal of the existing span wire signal and installation of a new mast arm signal as well as ADA improvements. Contractor shall provide all materials and labor required to complete the project as per the written specifications

1. USE OF BID FORMS

These Contract documents include a complete set of Bidding and Contract forms, which are for the convenience of bidders.

2. INSPECTION OF SITE

The Bidder should thoroughly examine and familiarize himself with the drawings, The City of Bartlett Technical Specifications, and all other contract documents. The Contractor, by the execution of the Contract, shall in no way be relieved of any obligation under it due to his failure to receive or examine any form or legal instrument or to visit the site and acquaint himself with the conditions there existing and the City of Bartlett (City) will be justified in rejecting any claim based on facts regarding which he should have been on notice as a result thereof.

3. ALTERNATIVE BIDS

There is one bid alternative to include Applied Information Glance Connected Traffic Cabinet System.

4. BIDS

- a. All Bids must be submitted on forms supplied by City of Bartlett and shall be subject to all requirements of the Contract Documents, including the Drawings, and these INSTRUCTIONS TO BIDDERS. All Bids must be regular in every respect and no inter-lineations, excisions or special conditions shall be made or included in the Bid Form by the Bidder.
- b. Bid Documents (**one original and two copies**) including the Bid, the Bid Guaranty, and the Statement of Bidder's Qualifications (if requested) shall be enclosed in envelopes which shall be sealed and clearly labeled as required by the GENERAL CONTRACTOR'S LICENSING ACT OF 1976.
- c. The City may consider as irregular any bid on which there is an alteration of or departure from the Bid Form hereto attached and at its option may reject the same.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.

Sealed Bid #: FY2019-04-037

Due Date: May 16, 2019

- d. If the Contract is awarded, the City will award it to a responsible Bidder on the Basis of the lowest and/or best Bid and the selected Alternative Bid Items, if any. The Contract will require the completion of the work according to the Contract Documents.

- e. Each Bidder shall include in his Bid the following information:

Firm: Name
Address, including City, State and Zip Code
Principals: Names and Title

- f. Bids to be submitted in sealed envelopes and **must** have the following **marked on the outside**:

License: Name of Project – **FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.**
Date of Bid Opening – **May 16, 2019**
Name of Contractor/Company
Tennessee License Number and Classification and
Licenses Expiration Date
Sub-contractors license number and classification, if applicable
Acknowledgement of Each Applicable Addendum

5. **BID GUARANTY**

- a. The Bid must be accompanied by a Bid Guaranty which shall not be less than **FIVE** percent (5%) of the amount of the Bid. At the option of the Bidder, the guaranty may be a certified check, bank draft, negotiable U.S. Government Bonds (at par value), or a Bid Bond in the form attached. The Bid Bond shall be secured by a guaranty or a surety company listed in the latest issue of U.S. Treasury Circular 570. The amount of such Bid Bond shall be within the maximum amount specified for such Company in said Circular 570. No Bid will be considered unless it is accompanied by the required guaranty. Certified check or bank draft must be made payable to the order of the **City of Bartlett**. Cash deposits will not be accepted. The Bid Guaranty shall insure the execution of the successful Bidder, all as required by the Contract Documents. As soon as the Bid prices have been compared, the City will return the check or bond of all except the three lowest responsible bidders. When the contract is executed and delivered, the checks or bonds of the two remaining unsuccessful Bidders will be returned.
- b. Revised Bids submitted before the opening of Bids, whether forwarded by mail or telegram, if representing an increase in excess of two percent (2%) of the original Bid, must have the Bid Guaranty adjusted accordingly; otherwise the Bid will not be considered.
- c. If bid contains multiple items, the bid bond must be for the highest dollar amount of the bid.

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6. COLLUSIVE AGREEMENTS

Each Bidder submitting a Bid to the City for any portion of the work contemplated by the documents on which bidding is based shall execute and attach thereto, an affidavit substantially in the form herein provided, to the effect that he has not entered into a collusive agreement with any other person, firm or corporation in regard to any Bid submitted.

7. STATEMENT OF BIDDER'S QUALIFICATIONS

Each Bidder shall, upon request of the City, submit on the form furnished for that purpose (a copy of which is included in the Contract Documents), a statement of the Bidder's Qualifications, his experience, record in constructing the type improvements embraced in the project contemplated by the Contract.

The City shall have the right to take such steps as deemed necessary to determine the ability of the Bidder to perform his obligations under the Contract and the Bidder shall furnish the City all such information and data for this purpose as it may request. The right is reserved to reject any Bid where an investigation of the available evidence or information does not satisfy the City that the Bidder is qualified to carry out properly the terms of the Contract.

8. CORRECTIONS

Erasures or other changes in the Bids must be explained or noted over the signature of the Bidder.

9. TIME FOR RECEIVING BIDS

- a. Bids received prior to **2:00 P.M. May 16, 2019** will be securely kept sealed. The Purchasing Agent, whose duty it is to open them will decide when the specified time has arrived, and no Bid received thereafter will be considered; except that when a Bid arrives by mail after the time fixed for opening, but before the reading of all other bids is completed, and it is shown to the satisfaction of the City that the non-arrival on time was due solely to delay in the mails for which the Bidder was not responsible, such Bid will be received and considered.
- b. Bidders are cautioned that, while telegraphic modification of Bids may be received as provided above, such modifications, if not explicit and if in any sense subject to misinterpretation, shall make the Bid so modified or amended subject to rejection.

10. OPENING OF BIDS

At the time and place fixed for the opening of Bids, the City will cause to be opened and publicly read aloud every Bid received within the time set for receiving Bids, irrespective of any irregularities therein. Bidders and other persons properly interested may be present, in person or by representative.

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11. WITHDRAWAL OF BIDS

Bids may be withdrawn on written or telegraphic request dispatched by the Bidder in time for delivery in the normal course of business to the time fixed for opening; provided, that written confirmation of any telegraphic withdrawal over the signature of the Bidder is placed in the mail and postmarked prior to the time set for Bid opening. The Bid Guaranty of any Bidder withdrawing his bid in accordance with the foregoing conditions will be returned promptly.

12. AWARD OF CONTRACT: REJECTION OF BIDS

- a. The Contract will be awarded to the responsible Bidder Submitting the lowest and/or best bid complying with the conditions of the Invitation for Bids. The Bidder to whom the award is made will be notified at the earliest possible date. The City, however, reserves the right to reject any and all Bids and to waive any informality in Bids received whenever such rejection or waiver is in its interest.
- b. The City reserves the right to consider as unqualified to do the work of general construction any Bidder who does not habitually perform with his own forces the major portion of the work involved in construction of the Improvements contemplated by the Contract Documents.

13. STATEMENT OF INTENT – EQUITY AND FAIRNESS

Attention of Bidders is particularly called to the requirements for ensuring that employees and applicants for employment are treated with equity and fairness. The City of Bartlett will not discriminate against any individual for 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. The City of Bartlett agrees to comply with Title VI regulations.

GENERAL CONDITIONS:

A. INSURANCE

A.1. General Requirements - The contractor shall be responsible from the time of signing the contract or from the time of the beginning of the first work, whichever shall be earlier, for all injury or damage of any kind resulting from this work to persons or property. In addition to the liability imposed upon the contractor on account of bodily injury (including death) or property damage suffered through the Contractor's negligence, which liability is not impaired or otherwise affected hereby, the Contractor assumes the obligation to protect, defend, indemnify and hold the **City of Bartlett and the State of Tennessee**, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of any kind and character in connection with or arising directly or indirectly out of this Contract and/or the performance hereof by act or omission of the Contractor or Subcontractor, or anyone either (a) directly or indirectly employed or (b) under the supervision of any of them in the execution of the Work included in this Contract.

A.2. In addition to the indemnification provided in paragraph A.1, the Contractor, upon award of the Contract, shall provide, at his own cost and expense, the following insurance to the City of Bartlett with insurance companies acceptable to the City and licensed in the State of Tennessee, which insurance shall be evidenced by certificates and/or policies as determined by the City. All policies will provide for thirty (30) days written notice to the City of Bartlett of cancellation of coverage provided. **Note: A ten (10) day notice applicable to non-payment of premium.** If insurer is not required by the policy terms and conditions to provide written notice of cancellation to the City of Bartlett, the Contractor is responsible and must provide immediate notice to the City, in writing, of cancellation of the policies and evidence of replacement coverage with no lapse in coverage. The notice thereof shall be "by registered mail, return receipt requested," for all the following stated insurance policies. If any of the Property and Casualty Insurance requirements are not complied with at their renewal dates, payments to the Contractor may be withheld until those requirements have been met, or at the option of the City, the City may pay the renewal premiums and withhold such payments from any monies due the Contractor.

A.3 Worker's Compensation and Employers Liability - The Contractor shall maintain in force Worker's Compensation coverage in accordance with the Statutory Requirements and Limits of the State of Tennessee and shall require all Subcontractors to do likewise. **ALL STATE ENDORSEMENT IS REQUIRED OR** a Certificate of the State Worker's Compensation Board showing proof of ability to pay compensation directly.

A.4 Business Automobile Liability Insurance – Single limit of no less than \$1,000,000 each accident for bodily injury and property damage. Coverage is to be provided on all Owned/Leased autos, non-owned autos and hired autos. The City of Bartlett, its elected officials, aldermen, appointees, employees and members of boards, agencies and commissions shall be named as additional insureds.

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A.5 Commercial General Liability Insurance - a) Insurance is to be taken out in the name of the Contractor as named insured. With minimum limits of \$1,000,000 limit per occurrence bodily injury (including death) and Property Damage/\$1,000,000 personal and advertising injury/\$2,000,000 General Aggregate/\$2,000,000 Products - Completed Operations Aggregate. The City of Bartlett, its elected officials, appointees, employees and members of boards, agencies and commissions shall be named as additional insureds. b) Insurance coverage shall include a)Premises/Operations, b)Products/Completed Operations, c)Contractual, d)Independent Contractors, e)Broad Form Property Damage, f)Personal Injury and Advertising Liability, g) Comprehensive Form; h)XCU (Explosion, Collapse, and Underground), if applicable to the project.

B. SAFETY, PROTECTION, AND EMERGENCIES

B.1 The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work. He shall take all necessary precautions for the safety of and provide the necessary protection to prevent damage, injury, or loss to:

- a) The public and to vehicular and pedestrian traffic
- b) All employees on the Work and other persons who may be affected thereby
- c) All the Work and all materials or equipment to be incorporated therein, whether in storage on or off the site
- d) Other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.

B.2 The Contractor shall comply with all applicable laws, ordinances, rules, regulations, and orders of any public body having jurisdiction for the safety of persons or property or to protect them from damage, injury, or loss. He shall erect and maintain, as required by the conditions and progress of the Work, all necessary safeguards for safety, protection, and guidance of traffic in accordance with the Tennessee Manual on Uniform Traffic Control Devices. All work, conditions, operations, procedures, and actions of every nature shall be performed in strict conformance with requirements of the "Occupational Safety and Health Act of 1970" as revised and amended. The Contractor shall notify owners of adjacent utilities and railroad facilities when execution of the Work may affect them. All damage, injury, or loss to any property referred to in Subparagraph B.1.c or B.1.d caused directly or indirectly, in whole or in part, by the Contractor, and Subcontractor, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, shall be remedied by the Contractor at his expense.

B.3 The Contractor shall designate a responsible member of his organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's Superintendent unless otherwise designated in writing by the Contractor to the City and shall be responsible for notification to the City of all instances of damage, injury or loss related to the project.

B.4 In emergencies affecting the safety of persons or the Work or property at the site or adjacent thereto, the Contractor, without special instruction or authorization from the Engineer or the City, is obligated to act, at his discretion, to prevent threatened damage, injury, or loss. He shall give the Engineer prompt written notice of any significant changes in the Work or deviations from the Contract Documents caused thereby. If the Contractor believes that additional Work done by him in an emergency which arose from causes beyond his control, shall entitle him to an increase in the Contract Price or to an extension of the Contract Time.

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C. CONSTRUCTION MATERIALS

C.1 All construction materials and specifications are to be in accordance with the City of Bartlett Construction Specifications and Code Requirements as well as the City of Memphis Standard Construction Specifications, and the State of Tennessee (TDOT) Standard Specifications for Road and Bridge Construction, Dated January 1, 2015 or the latest revision, whichever is the most stringent. City of Memphis Standard Construction Specifications shall govern for all signal items. The City of Bartlett Technical Specifications can be purchased from the City of Bartlett's Engineering Department at 6382 Stage Road, 901-385-6499, for \$15 each.

D. TIME OF COMPLETION

D.1 Construction is to begin within ten (10) days after Notice to Proceed is issued and all construction is to be completed within two hundred and seventy **(270) days** after notice to proceed.

E. PERFORMANCE BOND

E.1 Subsequent to the award and **within ten (10) days** after the prescribed forms are presented for signature, the successful Bidder shall execute and deliver to the City an Agreement on the form included in the Contract documents in such number of copies as the City may require. **Note: No waiver or cashier's check will be accepted in lieu of Performance Bond.**

E.2 Having satisfied all conditions of award as set forth elsewhere in these documents, the successful Bidder shall, within the period specified in paragraph "1F.1" above, furnish a surety bond in a penal sum not less than the amount of the Contract as awarded, as security for the faithful performance of the Contract, and for the payment of all persons, firms or corporations to whom the Contractor may become legally indebted for labor, materials, tools, equipment, or services of any nature including utility and transportation services, employed or used by him in performing the work. Such bond shall be in the same form as that included in the Contract Documents and shall bear the same date as, or a date subsequent to that of the Agreement. The current power of attorney for the person who signs for any surety company shall be attached to such bond. This bond shall be signed by a guaranty or surety company listed in the latest issue of the U. S. Treasury Circular 570 and the penal sum shall be within the maximum specified for such company.

E.3 The failure of the successful Bidder to execute such Agreement and to supply the required bond or bonds within ten (10) days after the prescribed forms and presented for signature, or within such extended period as the City may grant, based upon reasons determined sufficient by the City shall constitute a default, and the City may either award the Contract to the next lowest responsible Bidder or re-advertise for bids, and may charge against the Bidder the difference between the amount of the bid and the amount for which a Contract for work is subsequently executed, irrespective of whether the amount thus due exceeds the amount of the Bid Bond. If a more favorable bid is received by re-advertising the defaulting Bidder shall have no claim against the City for a refund.

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F. INSPECTION AND TESTING OF MATERIALS

F.1 All materials and equipment used in the construction of the project shall be subject to adequate inspection and testing in accordance with accepted standards. The laboratory or inspection agency shall be selected by the City. The City will pay for all laboratory inspection service direct, and not as a part of the contract.

F.2 Materials of construction, particularly those upon which the strength and durability of the structure may depend, shall be subject to inspection and testing to establish conformance with specifications and suitability for uses intended.

G. TIME FOR COMPLETION AND LIQUIDATED DAMAGES

G.1 It is hereby understood and mutually agreed, by and between the Contractor and the City, that the date of beginning and the time for completion as specified in the contract of the work to be done hereunder are ESSENTIAL CONDITIONS of this contract; and it is further mutually understood and agreed that the work embraced in this contract shall be commenced on a date to be specified in the "Notice to Proceed".

G.2 The Contractor agrees that said work shall be executed regularly, diligently, and uninterruptedly at such rate of progress as will insure full completion thereof within the time specified. It is expressly understood and agreed, by and between the Contractor and the City, that the time for the completion of the work described herein is a reasonable time for the completion of the same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality. If the said Contractor shall neglect, fail or refuse to complete the work within the time herein specified, or any proper extension thereof granted by the City, then the Contractor does hereby agree, as a part consideration for the awarding of this contract, to pay to the City the amount of **\$200.00** per day, not as a penalty but as liquidated damages for such breach of contract as hereinafter set forth, for each and every calendar day that the Contractor shall be in default after the time stipulated in the contract for completing the work.

G.3 The said amount is fixed and agreed upon by and between the Contractor and the City because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the City would in such event sustain, and said amount is agreed to be the amount of damages which the City would sustain and said amount shall be retained from time to time by the City or current periodical estimates.

G.4 It is further agreed that time is of the essence of each and every portion of this contract and of the specifications wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the contract an additional time is allowed for the completion of any work, the new time limit fixed by such extension shall be of the essence of this contract. **Provided**, that the Contractor shall not be charged with liquidated damages or any excess cost when the City determines that the Contractor is without fault and the Contractor's reasons for the time extension are acceptable to the City; **Provided, further**, that the Contractor shall not be charged with liquidated damages or any excess cost when the delay of completion of the work is due;

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G.5 Furthermore:

- a) To any preference, priority or allocation order duly issued by the Government;
- b) To unforeseeable cause beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God, or of the public enemy, acts of the City, acts of another Contractor in the performance of a contract with the City, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and severe weather; and
- c) To any delays of Subcontractors or suppliers occasioned by any of the causes specified in subsections (a) and (b) of this article;

Provided, further, that the Contractor shall, within ten (10) days from the beginning of such delay, (unless the City shall grant a further period of time prior to the date of final settlement of the contract), shall notify the City, in writing, the causes of the delay. The City shall ascertain the facts and extent of the delay and notify the Contractor within a reasonable time of its decision in the matter.

H. SUBSURFACE CONDITIONS FOUND DIFFERENT

H.1 Should the Contractor encounter sub-surface and/or latent conditions at the site materially differing from those shown on the Plans or indicated in the Specifications, he shall immediately give notice to the Engineer of such conditions before they are disturbed. The Engineer will thereupon promptly investigate the conditions, and if he finds that they materially differ from those shown on the Plans or indicated in the Specifications, he will at once make such changes in the Plans and/or Specifications as he may find necessary, and increase or decrease the costs resulting from such changes.

I. PAYMENTS TO CONTRACTOR

I.1 If applicable, all material and work covered by partial payments made shall thereupon become the sole property of the City, but this provision shall not be construed as relieving the Contractor from the sole responsibility for the care and protection of materials and work upon which payments have been made or the restoration of any damaged work, or as a waiver of the right of the City to require the fulfillment of all of the terms of the contract.

J. SUBCONTRACTING

J.1 The Contractor may utilize the services of specialty subcontractors on those parts of the work which, under normal contracting practices, are performed by specialty subcontractors.

J.2 The Contractor shall not award any work to any subcontractor without prior written approval of the City, which approval will not be given until the Contractor submits to the City a written statement concerning the proposed award to the subcontractor, which statement shall contain such information as the City may require.

J.3 The Contractor shall be as fully responsible to the City for the acts and omissions of his subcontractors, and of persons either directly or indirectly employed by them, as he is for the acts and omissions of persons directly employed by him.

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J.4 The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind subcontractors to the Contractor by the terms of the General Conditions and other contract documents insofar as applicable to the work of subcontractors and to give the Contractor the same power as regards terminating any subcontract that the City may exercise over the Contractor under any provision of the contract documents.

J.5 This contract shall not contain anything that shall create any contractual relation between any subcontractor and the City.

K. FINAL ACCEPTANCE AND WARRANTY PERIOD

K.1 The acceptance by the Contractor of final payment shall be and shall operate as a release to the City of all claims and all liability to the Contractor for all things done or furnished in connection with the Work and shall constitute the beginning of the warranty period.

No payment, however, final or otherwise shall operate to release the Contractor or his sureties from any obligations under this contract or the Performance and Payment Bond. The Contractor shall remedy any defects in work and repair any damage to other work resulting therefrom which shall appear within a period of one (1) year from the date of final written approval and acceptance. The City shall give notice of observed defects with reasonable promptness. The surety will provide bond at one half of project amount until the end of the one year warranty period. The City will then reduce the bond to zero if all defects have been remedied by the Contractor.

L. UTILITIES

L.1 Utilities shown were located in the field, and by referring to, existing maps. Additional utilities could be present. The Contractor is responsible of contacting the appropriate utility companies to determine the exact location of all utilities and/or construction.

M. DRUG PROGRAM

M.1 State TCA Title 50, Chapter 9, Part 1, requires all bids to be accompanied by the following statements and requires a signed affidavit attesting to the following statements:

- a) The City of Bartlett has a drug and alcohol testing program for testing employees for workplace drug and alcohol use.
- b) Full documentation of the program can be found on the City's website, Personnel Department, Chapter 10 of the Personnel Manual. This program is described by the following statement:

M.2 **Drug Testing** - It is the City's policy to require a drug test in the following situations:

- a) New Employee (Post offer testing)
- b) Employee being advanced in job or salary, or both
- c) Random under U.S. DOT regulations (may also include alcohol test).

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- d) Random for Fire, EMS or Law Enforcement employees (at the Fire or Police Chief's discretion with approval by the Mayor).
- e) When an employee is at fault in a vehicle or equipment accident. The department head has the option to require testing when not at fault or when at fault is not evident.
- f) When the department head determines there is reasonable suspicion or reasonable cause to warrant testing.

M.3 Drugs to be tested for - When drug and alcohol screening is required under the provisions of this policy, a urinalysis test will be given to detect the presence of the drug groups listed below. This list is not intended as an exhaustive inventory of every drug for which an employee can be tested. The selection of drugs subject to testing will be based upon known abuse in the community and the ability of any drug to affect job performance.

- a) Alcohol (Ethyl)
- b) Amphetamines (e.g. Speed)
- c) Barbiturates (e.g. Amobarbital, Butabarbital, Phenobarbital, Secobarbital)
- d) Cocaine
- e) Methaqualone (e.g. Quaalude)
- f) Opiates (e.g. Codeine, Heroin, Morphine, Hydromorphone, Hydrocodone)
- g) Phencyclidine (PCP)
- h) THC (Marijuana)
- i) Other illegal substances as requested by the City.

NOTE: All bidders responding to this bid must have affidavit signed by the officer of the company stating the company has a drug testing program for its employees at least as stringent as the government's program. See attached affidavit.

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AFFIDAVIT OF EQUIVALENT DRUG TESTING PROGRAM

State of _____)

S.S.

County of _____)

_____, being first duly sworn, deposes and says that:

- (1) He/She is _____ of the company submitting this bid and has authority to sign this affidavit.
- (2) He/She is fully informed of the City of Bartlett's drug policy as outlined in this bid.
- (3) His/Her company has a testing program in place equal to or greater than the City's program

Print Name _____

Signed _____

Title _____

NOTARY

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

Signed _____ Print Name _____

Title _____

My commission expires: _____, 20_____.

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PUBLIC ACTS 109
(Iran Divestment Act)

“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 _____

NOTARY

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.

SUSPENSION AND DEBARMENT CERTIFICATION

NOTE: *This form is required for all Federal and State funded bids and is optional for all other bids.*

Definitions:

Debarment In general, an exclusion from federal government contracting and subcontracting for a reasonable, specified period of time because an individual or vendor failed to perform or their performance was inadequate.

Suspension A disqualification from federal government contracting and subcontracting for a temporary period of time occurs when a company or individual is suspected of engaging in criminal, fraudulent, or seriously improper conduct. Suspension is to be used on an interim basis pending debarment proceedings.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989 Federal Register (pages 4722-4733). Copies of the regulation may be obtained by contacting the USDA agency with which the transaction originated.

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the prospective lower tier participant (Contractor) is providing the certification set out below in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant (Contractor) **knowingly** rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant (Contractor) shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant (Contractor) learns that their certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

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4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant (Contractor) agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant (Contractor) further agrees by submitting this form that it will include this clause title "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction; unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
 - (a) The prospective lower tier participant (Contractor) certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by a Federal department or agency.
 - (b) Where the prospective lower tier participant (Contractor) is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signatures on next page

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Suspension and Debarment Certification

(Signature page)

Company/Firm _____

Print Name _____

Signed _____

Title _____

NOTARY

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

Signed _____ Print Name _____

Title _____

My commission expires: _____, 20____.

NOTE: *This form is required for all Federal and State funded bids and is optional for all other bids.*

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NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

State of _____)

s.s.

County of _____)

_____, being first duly sworn, deposes and says that:

- (1) He/She is _____ of _____, the Bidder that has submitted the attached BID;
- (2) He/She is fully informed respecting the preparation and contents of the attached BID and of all pertinent circumstances respecting such BID;
- (3) Such Bid is genuine and is not a collusive or sham BID;
- (4) Neither the said Bidder nor any of its officers, partners owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder firm or person to fix the price or prices in the attached Bid, or of any other Bidder, or to fix any overhead, profit or cost element or the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the **CITY OF BARTLETT** or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) _____

(Title) _____

NOTARY

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

_____(Title)_____

My commission expires _____ 20_____.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
 Sealed Bid #: FY2019-04-037
 Due Date: May 16, 2019

CONTRACT MONITORING

The **Tennessee Department of Transportation** requires the City of Bartlett to maintain records of those ethnic and gender groups who are awarded bids on projects.

You are asked for **voluntary disclosure** of the following information as it pertains to the ownership of the bidding company:

Company Name: _____ Date: _____

Gender: Male __ Female __

Race: Caucasian __

African American __

Hispanic __

Other (please specify) _____.

_____ I have reviewed this request and have decided **NOT** to provide the requested information.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
 Sealed Bid #: FY2019-04-037
 Due Date: May 16, 2019

CONTRACT MONITORING – PART 2

All contractors, consultants, and suppliers that receive funds from state or federal projects (through Bartlett) must comply with Title VI guidelines. All contractors/consultants/suppliers will have to follow many of the same guidelines that apply to the City of Bartlett. The City's Title VI coordinator will perform compliance reviews of each entity as the selection for the award to receive funds and then reviews will be performed a minimum of every 3 years during the life of the contract while they are receiving funds.

The following self-survey will be the tool used by the City of Bartlett to ensure the selected contractor/consultant/supplier compliance; if found to be non-compliant, the City's Title VI Coordinator will attempt to bring into compliance. If continued to be non-compliant, the contract will be cancelled and the City's our association will be discontinued.

Title VI Self Survey for Contractors/Consultants/Suppliers

Name of Contractor: _____ Date Completed: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

This should be completed annually while the contract is active and submitted to the sub-recipient's Title VI Coordinator for review.

1. Are Title VI posters visible to staff? If yes, where? _____

2. Are all Physical Areas (i.e. restrooms, dining rooms, waiting rooms, etc.) provided without regard to race, color, or national origin? _____
3. How is Title VI information disseminated to new/current employees? _____

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.

Sealed Bid #: FY2019-04-037

Due Date: May 16, 2019

4. Describe how certified Disadvantaged Business Enterprises (DBEs), other small, minority and women-owned businesses are solicited to participate on contracts.

5. What process has been established to track and monitor ethnicity and gender of any contractors awarded contracts/sub-contracts?

6. Provide documentation to show that contracts contain non-discrimination assurance language.

7. Provide complaint procedures and attach complaint log form.

8. Provide Limited English Proficiency Communications Plan (i.e. how do you communicate with persons that speak a language other than English.)

The Title VI Assurance (below) is to **be submitted on Company (selected bidder's) Letterhead:**

Contractor/Consultant Name assures that no person on the grounds of race, color, national origin, or sex, as provided by the Title VI of the Civil Rights Act of 1964 and from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Tennessee Department of Transportation (TDOT).

DECLARATION OF RESPONDENT: I declare that I have completed this form to the best of my knowledge and believe it to be true and correct.

Signature of Authorized Official

Date

PUBLIC NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The State Department of Military provides benefits and services such as emergency management assistance, National Guard protection services and facility construction and maintenance, and disaster assistance following a major Presidential declaration. The federal assistance administered by the Military Department are pass through funds to local governments, other state agencies, and certain private non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Local Title VI Coordinator:

Ted Archdeacon
Director of Personnel
City of Bartlett; 901-385-6430

**MILITARY DEPARTMENT
TITLE VI COMPLAINT HOTLINE:
1-800-367-9635**

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.

Sealed Bid #: FY2019-04-037

Due Date: May 16, 2019

SPECIAL CONDITIONS

1. All work shall be in accordance with the City of Bartlett Technical Specifications, City of Memphis Standard Construction Specifications, and the State of Tennessee (TDOT) Standard Specifications for Road and Bridge Construction, Dated January 1, 2015 or the latest revision, whichever is the most stringent. City of Memphis Standard Construction Specifications shall govern for all signal items. Additionally the work will be in accordance with TDOT Standard Drawings and City of Memphis Signal Standard Drawings. The City of Bartlett Technical Specifications can be purchased from the City of Bartlett's Engineering Department at 6382 Stage Road, 901-385-6499, for \$15 each.
2. Contractor shall be responsible for contacting Tennessee One Call at 1-800-351-1111 to locate the utilities in the work zone.
3. Contractor shall be responsible for keeping a clean work area and remove all excess construction debris and packing from site daily.
4. Contact the City of Bartlett Engineering Office and the City Construction Inspector at 901-385-6499 prior to beginning any construction activity and if any plan changes are necessary due to the field conditions. Any proposed changes shall require approval before work is commenced.
5. The contractor shall coordinate the work on this project with the utility companies that are required to move their facilities.
6. Contractor will be responsible for all materials and tools used/stored at the job site and must be kept in a secure area.
7. Any damage to existing items to remain occurring during the work will be the responsibility of Contractor for repair or replacement. Repairs shall be equal to or better than existing conditions, and shall be to the satisfaction of the City of Bartlett. Contractor shall document any existing damage with photos, videos, etc., and notify the owner prior to commencing construction in the area of the existing damaged item.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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NOTE: THE FOLLOWING IS A DESCRIPTION OF BASE BID PAY ITEMS.

ITEM 1: CONSTRUCTION STAKES, LINES AND GRADES will include all labor, material, equipment and costs associated with the work to provide the necessary survey controls and layout to construct this project based on the plans and as directed by the Engineer. Payment will be made on a **LUMP SUM** basis for **CONSTRUCTION STAKES, LINES AND GRADES** as required for this project.

ITEM 2: REMOVAL OF RIGID PAVEMENT, SIDEWALK, ETC. will include all labor, material, equipment and costs associated with removing the existing concrete curb ramps and concrete sidewalks as shown on the plans and as directed by the Engineer. Payment will be made on a **SQUARE YARD** basis for **REMOVAL OF RIGID PAVEMENT, SIDEWALK, ETC.** as required for this project. Payment will be based on the actual quantity used based on field measurements.

ITEM 3: REMOVAL OF CURB AND GUTTER (CONCRETE – ALL TYPES) will include all labor, material, equipment and costs associated with removing the existing concrete curb and gutter as shown on the plans and as directed by the Engineer. Payment will be made at the unit price per **LINEAR FEET** of **REMOVAL OF CURB AND GUTTER (CONCRETE – ALL TYPES)**. Payment will be based on the actual quantity used based on field measurements.

ITEM 4: SEDIMENT REMOVAL will include all labor, materials and equipment to remove and dispose of collected silt and other debris at locations as shown on the plans. Sediment and other debris to be removed from the project site and disposed of appropriately. Payment will be made at the unit price per **CUBIC YARD** of **SEDIMENT REMOVAL**.

ITEM 5: CURB INLET PROTECTION (TYPE 4) will include all labor, materials and equipment to install, maintain and dispose of the CURB INLET PROTECTION (TYPE 4) as shown on TDOT Standard Drawing EC-STR-39A at locations as shown on the plans. Installation shall conform to the requirements of the “best management practices” as defined in the Tennessee Erosion and Sediment Control Handbook a guide for Protection of State Waters through the use of Best Management Practices during Land Disturbing Practices, as published by the Tennessee Department of the Environment and Conservation. (Current Edition) Contractor will remove filter assembly once the project is fully stabilized. Payment will be made at the unit price per **EACH** of **CURB INLET PROTECTION (TYPE 4)**.

ITEM 6: CONCRETE SIDEWALK (4’’) price shall be full compensation for excavating and preparing the subgrade; forming; furnishing, placing, finishing, and curing the concrete; providing all joints; and protecting the concrete until final acceptance, complete in place. Payment will be made at the unit price per SQUARE FEET of CONCRETE SIDEWALK (4’’).

ITEM 7: CONCRETE CURB RAMP (RETROFIT) shall be constructed to the lines and grades indicated on the drawings. Payment will be made at the unit price per **SQUARE FEET** of **CONCRETE CURB RAMP (RETROFIT)** which shall be full compensation for forming, furnishing, placing, finishing, and curing the concrete; providing all joints; and protecting the concrete until final acceptance, complete in place.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.

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ITEM 8: CONCRETE COMBINED CURB & GUTTER price shall be full compensation for excavating and preparing the subgrade; forming; furnishing, placing, finishing, and curing the concrete; providing all joints; and protecting the concrete until final acceptance, complete in place. Payment will be made at the unit price per **CUBIC YARD** of **CONCRETE COMBINED CURB & GUTTER**.

ITEM 9: TRAFFIC CONTROL shall include all material labor and equipment required to install and maintain the traffic control devices as shown on the plans and as required by the Manual of Uniform Traffic Control Devices (MUTCD) current edition. This item shall also include all expenses for removing any existing signs which conflict with the improvements shown on the plans. The contractor may, at his option and expense, provide an alternate plan of traffic control. Contractor shall submit his alternate plan to the owner. Said plan shall conform to all requirements in the MUTCD. No road closures will be allowed, however during the various construction activities one lane may be closed with the use of the approved signage and flaggers and with the approval of the owner. Additional barricades, cones, drums, flaggers and other devices required to render the work area safe during the work day shall be installed by the contractor at no additional charge. Contractor will maintain access to all properties at all times during the work day. No additional payment will be made for any additional traffic control devices that may be required. Payment shall be made at the **LUMP SUM** basis for **TRAFFIC CONTROL** necessary for this project.

ITEM 10: SIGNS (SIGN C, STREET NAME-MAST ARM MOUNTED) will include all work and materials necessary for installation of signs. Payment will be made at the unit price per **EACH** of **SIGNS (SIGN C, STREET NAME-MAST ARM MOUNTED)**.

ITEM 11: SIGNS (R3-5L, 30"X36", MAST ARM MOUNTED) will include all work and materials necessary for installation of signs. All work shall be in accordance with the City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **SIGNS (R3-5L, 30"X36", MAST ARM MOUNTED)**.

ITEM 12: PLASTIC PAVEMENT MARKING 12" (CROSS-WALK) will include all labor, materials, surface preparation, and equipment to install specified pavement markings as shown on the plans. Removal of existing pavement markings which conflict with proposed striping shall be considered incidental to the work and will not be paid for separately. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **LINEAR FEET** of **PLASTIC PAVEMENT MARKING 12" (CROSS-WALK)**.

ITEM 13: PLASTIC PAVEMENT MARKING 24" (STOP LINE) will include all labor, materials, surface preparation, and equipment to install specified pavement markings as shown on the plans. Removal of existing pavement markings which conflict with proposed striping shall be considered incidental to the work and will not be paid for separately. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **LINEAR FEET** of **PLASTIC PAVEMENT MARKING 24" (STOP BAR)**.

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ITEM 14: PLASTIC PAVEMENT MARKING (TURN LANE ARROW) will include all labor, materials, surface preparation, and equipment to install specified pavement markings as shown on the plans. Removal of existing pavement markings which conflict with proposed striping shall be considered incidental to the work and will not be paid for separately. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **PLASTIC PAVEMENT MARKING (TURN LANE ARROW)**.

ITEM 15: PLASTIC PAVEMENT MARKING (WORD "ONLY") will include all labor, materials, surface preparation, and equipment to install specified pavement markings as shown on the plans. Removal of existing pavement markings which conflict with proposed striping shall be considered incidental to the work and will not be paid for separately. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **PLASTIC PAVEMENT MARKING (WORD "ONLY")**.

ITEM 16: REMOVAL OF PAVEMENT MARKING (CROSS-WALK) will include all labor, materials, and equipment to remove specified pavement markings as shown on the plans. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **LINEAR FEET** of **REMOVAL OF PAVEMENT MARKING (CROSS-WALK)**.

ITEM 17: REMOVAL OF PAVEMENT MARKING (STOP BAR) will include all labor, materials, and equipment to remove specified pavement markings as shown on the plans. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **LINEAR FEET** of **REMOVAL OF PAVEMENT MARKING (STOP BAR)**.

ITEM 18: MOBILIZATION will include all cost for mobilizing and demobilizing the prime Contractor's and all Subcontractors' forces, supplies, equipment, and incidentals at the Project site as required for the execution of project described in these documents including all addenda, change orders and other adjustments to the contract.. It shall include all Contractor and Subcontractor costs associated with obtaining performance bonds, insurance requirements, and other costs that are of a general nature rather than directly attributable to other pay items. Maintenance of the contract documents and preparation of "as-built" drawings by an Engineer and/or Surveyor Licensed to practice in the State of Tennessee is also included in this item. No additional payment will be made under this item. Payment will be made on a **LUMP SUM** basis for **MOBILIZATION** shown in this contract and shall include all labor, materials and equipment to be mobilized on site.

ITEM 19: REMOVAL OF SIGNAL EQUIPMENT will include all labor, materials, and equipment to remove specified signal equipment as shown on the plans. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made on a **LUMP SUM** basis for **REMOVAL OF SIGNAL EQUIPMENT**.

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ITEM 20: SIGNAL HEAD ASSEMBLY (130 WITH BACKPLATE) price shall be full compensation for all work and materials associated with installation of the vehicle and pedestrian signals as shown on plans. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **SIGNAL HEAD ASSEMBLY (130 WITH BACKPLATE)**.

ITEM 21: SIGNAL HEAD ASSEMBLY (150 A2H) price shall be full compensation for all work and materials associated with installation of the vehicle and pedestrian signals as shown on plans. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **SIGNAL HEAD ASSEMBLY (150 A2H)**.

ITEM 22: SIGNAL HEAD ASSEMBLY (150 A2V) price shall be full compensation for all work and materials associated with installation of the vehicle and pedestrian signals as shown on plans. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **SIGNAL HEAD ASSEMBLY (150 A2V)**.

ITEM 23: INSTALL PULL BOX (TYPE B) price shall be full compensation for all work and materials for installing a type B pull box. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **INSTALL PULL BOX (TYPE B)**.

ITEM 24: INSTALL PULL BOX (FIBER OPTIC-TYPE B) price shall be full compensation for all work and materials for installing a fiber-optic-type B pull box. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **INSTALL PULL BOX (FIBER OPTIC-TYPE B)**.

ITEM 25: FIBER DISTRIBUTION BOX price shall be full compensation for all work and materials associated with installation of the fiber distribution box. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **FIBER DISTRIBUTION BOX**.

ITEM 26: ELECTRICAL SERVICE CONNECTION (FROM CABINET TO POINT OF DEMARCATION) price shall be full compensation for all work and materials associated with installation of the electrical service connection. All work shall be in accordance with the TDOT and City of Bartlett Technical Specifications. Payment will be made at the unit price per **EACH** of **ELECTRICAL SERVICE CONNECTION (FROM CABINET TO POINT OF DEMARCATION)**.

ITEM 27: ELECTRICAL SERVICE CONNECTION (MLGW FEE) allowance for MLGW fee to provide electrical connection to point of demarcation. Payment will be made based on the actual invoice amount submitted by MLGW within the unit price per **ALLOW** of **ELECTRICAL SERVICE CONNECTION (MLGW FEE)**.

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ITEM 28: SIGNAL CABLE – 3 CONDUCTOR will include all necessary labor, equipment, and materials required for installation of signal cable – 3 conductor. All work shall be in accordance with the current TDOT standards and specifications. Payment will be made at the unit price per **LINEAR FEET** of **SIGNAL CABLE – 3 CONDUCTOR**.

ITEM 29: SIGNAL CABLE – 5 CONDUCTOR will include all necessary labor, equipment, and materials required for installation of signal cable – 5 conductor. All work shall be in accordance with the current TDOT standards and specifications. Payment will be made at the unit price per **LINEAR FEET** of **SIGNAL CABLE – 5 CONDUCTOR**.

ITEM 30: SIGNAL CABLE – 7 CONDUCTOR will include all necessary labor, equipment, and materials required for installation of signal cable – 7 conductor. All work shall be in accordance with the current TDOT standards and specifications. Payment will be made at the unit price per **LINEAR FEET** of **SIGNAL CABLE – 7 CONDUCTOR**.

ITEM 31: INTERCONNECT CABLE – FIBER OPTIC (DROP CABLE, 6-FIBER, SIGNLE MODE) will include all necessary labor, equipment, and materials required for installation of interconnect cable. All work shall be in accordance with the current TDOT and City of Bartlett standards and specifications. Payment will be made at the unit price per **LINEAR FEET** of **INTERCONNECT CABLE – FIBER OPTIC (DROP CABLE, 6-FIBER, SIGNLE MODE)**.

ITEM 32: RISER ASSEMBLY (3") will include all labor, materials, and equipment to install specified conduit. All signal wiring above ground shall be encased in conduit, unless the wiring is inside of a pole or attached to a span wire or messenger cable. Riser assemblies shall be in accordance with the current TDOT standards and specifications. Payment will be made at the unit price per **EACH** of **RISER ASSEMBLY (3")**.

ITEM 33: RISER ASSEMBLY (3" WEATHERHEAD) will include all labor, materials, and equipment to install specified item. All signal wiring above ground shall be encased in conduit, unless the wiring is inside of a pole or attached to a span wire or messenger cable. Riser assemblies shall be in accordance with the current TDOT standards and specifications. Payment will be made at the unit price per **EACH** of **RISER ASSEMBLY (3" WEATHERHEAD)**.

ITEM 34: CONDUIT 3" DIAMETER (JACK AND BORE) will include all labor, materials, and equipment to install specified conduit. All underground signal wiring shall be encased in conduit to protect cables or conductors to facilitate maintenance. Traffic signal conduits shall be in accordance with the current TDOT standards and specifications. Payment will be made at the unit price per **LINEAR FEET** of **CONDUIT 3" DIAMETER (JACK AND BORE)**.

ITEM 35: VEHICLE DETECTOR (VIDEO) will include all labor, materials, and equipment to install specified vehicle detectors. All work shall be in accordance with current TDOT and City of Bartlett standards and specifications. Payment will be made at the unit price per **EACH** of **VEHICLE DETECTOR (VIDEO)**.

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ITEM 36: VEHICLE DETECTOR (OPTICALLY ACTIVATED PRIORITY CONTROL) will include all labor, materials, and equipment to install specified vehicle detectors. All work shall be in accordance with current TDOT and City of Bartlett standards and specifications. Payment will be made at the unit price per **EACH** of **VEHICLE DETECTOR (OPTICALLY ACTIVATED PRIORITY CONTROL)**.

ITEM 37: CABINET (EIGHT PHASE BASE MOUNTED) will include all labor, materials, surface preparation, and equipment to install specified cabinet. The traffic signal cabinet equipment shall be in accordance with current TDOT standards and specifications. Payment will be made at the unit price per **EACH** of **CABINET (EIGHT PHASE BASE MOUNTED)**.

ITEM 38: EIGHT PHASE ACTUATED CONTROLLER will include all labor, materials, and equipment to install specified eight phase actuated controller. NEMA traffic signal controller to meet current TDOT standards and specifications. Payment will be made at the unit price per **EACH** of **EIGHT PHASE ACTUATED CONTROLLER**.

ITEM 39: CANTILEVER SIGNAL SUPPORT (43 FT ARM) will include all labor, materials, and equipment to install specified cantilever signal support. The cantilever signal support permits the overhead installation of the signal faces without overhead messenger cables and wiring. All work shall be done in accordance with TDOT specifications. Payment will be made at the unit price per **EACH** of **CANTILEVER SIGNAL SUPPORT (43 FT ARM)**.

ITEM 40: CANTILEVER SIGNAL SUPPORT (48 FT ARM) will include all labor, materials, and equipment to install specified cantilever signal support. The cantilever signal support permits the overhead installation of the signal faces without overhead messenger cables and wiring. All work shall be done in accordance with TDOT specifications. Payment will be made at the unit price per **EACH** of **CANTILEVER SIGNAL SUPPORT (48 FT ARM)**.

ITEM 41: CANTILEVER SIGNAL SUPPORT (55 FT ARM) will include all labor, materials, and equipment to install specified cantilever signal support. The cantilever signal support permits the overhead installation of the signal faces without overhead messenger cables and wiring. All work shall be done in accordance with TDOT specifications. Payment will be made at the unit price per **EACH** of **CANTILEVER SIGNAL SUPPORT (55 FT ARM)**.

ITEM 42: CANTILEVER SIGNAL SUPPORT (60 FT ARM) will include all labor, materials, and equipment to install specified cantilever signal support. The cantilever signal support permits the overhead installation of the signal faces without overhead messenger cables and wiring. All work shall be done in accordance with TDOT specifications. Payment will be made at the unit price per **EACH** of **CANTILEVER SIGNAL SUPPORT (60 FT ARM)**.

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ITEM 43: PEDESTRIAN PUSH BUTTON POST shall include all material labor and equipment required to install the pedestrian push button post. Pedestrian push buttons should be located adjacent to the sidewalk within reach of pedestrians in accordance with the MUTCD. Payment will be made at the unit price per **EACH of PEDESTRIAN PUSH BUTTON POST.**

ITEM 44: COUNTDOWN PED SGNL HEAD W/ AUDIBLE PUSH BUTTON & 15 IN. SIGN shall include all material labor and equipment required to install the countdown pedestrian signal head with audible push button. Pedestrian push buttons should be located adjacent to the sidewalk within reach of pedestrians in accordance with the MUTCD. Payment will be made at the unit price per **EACH of COUNTDOWN PED SGNL HEAD W/ AUDIBLE PUSH BUTTON & 15 IN. SIGN.**

****NOTE: THE FOLLOWING IS A DESCRIPTION OF ALTERNATE BID PAY ITEM.**

ITEM 45: INTERSECTION MONITORING AND TACTICS PASSTHROUGH shall include all material labor and equipment required to install the monitoring and tactics system. **Note:** This item would be ordered as part of the complete signal cabinet from the supplier, not installed separately in the field. Payment will be made at the unit price per **EACH of INTERSECTION MONITORING AND TACTICS PASSTHROUGH.**

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Procurement Specification for an Intersection Monitoring Traffic Signal System (IMTSS)

Overview

The Agency wishes to procure a city wide Intersection Monitoring Traffic Signal System (the IMTSS). The intention of the IMTSS is to allow the following to key requirements to be provided:

The system shall integrate to the traffic signal controller and provide remote “pass-through” communications to the traffic signal controller central system. This shall allow controller upload and download capabilities. The system communication shall be independent of the traffic signal controller system.

1. The cellular communication system shall be capable of support real time video streams of up to four (4) cameras simultaneously.
2. The communication system shall have an independent processor that monitors the cellular connectivity and if anything happens to the cellular communication the system shall be able to restart the internal cellular modem. The cellular modem shall be installed with its own power supply so that it allows the processor to cycle power to ensure cellular communications are always working.
3. The IMTSS shall display of the real time fault status of the Agency traffic intersections.
4. The IMTSS shall monitor AC power, cabinet flash, manual flash, cabinet temperature and humidity, cabinet fan, battery backup system voltage, battery backup system alarms, conflict monitor, stop time, door status and network status.
5. The IMTSS shall also include remotely cycle power outlets to provide an additional tool to cycle power on ancillary equipment.
6. Issue real time alerts via SMS and email to the appropriate response personnel immediately a fault occurs, so that the Agency no longer has to rely on notification by the public.
7. Operating the CVTSS with cloud hosted software with user web based access, and with no software or IT infrastructure for The Agency to install or maintain (except if the Agency desires to host the software on its own servers). The client user interface will be browser based, with no software to be installed on client computers except for a standard browser.
8. The monitoring of the system assures that the traffic intersection are functioning correctly, and that the system will be available when required.
9. The field devices must be capable of receiving “over the air” software and security updates. The over the air updates allows new features to be installed remotely without having to physically go to the field devices.
10. The hardware shall be under warrantee for as long as the devices have a connectivity and support license and connected to the IMTSS.
11. The system shall support traffic signal preemption and priority requests internally through cellular and radio communications.
12. The hardware must be capable of being upgraded to support the future 5G cellular communications.
13. The system shall integrate to the traffic signal controller and provide connected vehicle applications to mobile phones through either DSRC radios or Cellular communication.

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14. The system shall provide Signal Phase and Timing (SPaT) to the mobile phones.
15. The system shall also support MAP and SPaT files that determine the approaches, lanes and link the lanes to the correct phases and in turn SPaT messages. When a vehicle approaches an intersection, they should only receive the information from the traffic controller that relates to their approach.
16. A web based configuration utility shall provide an easy way of editing the MAP and SPaT information.
17. The system shall use a GPS position of the vehicle/smart phone to determine when to provide the SPaT information to the vehicle/smart phone
18. The Connected Vehicle Traffic Signal System shall support the following applications:
 - a. SPaT/MAP display of signal timing – V2I
 - b. Red-light running at traffic signals – V2I
 - c. Emergency vehicle getting through the signal – V2I
 - d. Where is the emergency vehicle coming from? – V2V
 - e. Intelligent cross walks/rapid flashing beacons – V2I
 - f. Intelligent school beacons – V2I
 - g. Bus/transit priority – V2I
 - h. Motorist – Cyclist communication - V2V
 - i. Motorist – Pedestrian communication – V2V
 - j. Rear end collision warning – V2V
 - k. Virtual/advance traffic detectors to make signals work better – V2I
 - l. Curve warning/reduce speed – V2I
 - m. Wrong way detection – V2I
 - n. Wrong way detection – V2I

A. Intersection Monitoring Traffic Signal System (IMTSS) Client User Interface Requirements.

The IMTSS software user interface shall provide, as a minimum, features to meet the following requirements:

1. General

- a. The user interface shall be web based, and to be able to be viewed using a browser. Internet Explorer, Chrome and Firefox browsers shall be supported, as well as Safari on an iPad. Systems that use remote desktop or similar to view a thick-client user interface will not be acceptable.
- b. The IMTSS shall require a user name and password to log on.
- c. The IMTSS systems shall be mobile friendly and operators shall be able to open the system on a mobile phone to access the data and control the school beacons. The web based system shall be viewable on any modern web browser on a mobile phone and automatically sized for the screen.

2. Map Display

- a. The IMTSS shall include a scrollable, zoomable map display, with the intersections and emergency vehicles shown as representative icons on the map. The map shall include the ability to see the intersections using Google Streetview.
- b. The alarm status of the intersection shall be clearly indicated on the icon on the map, so that the user can see at a glance which intersections are in alarm.
- c. The map display shall also include a list of intersections, with the number and priority of alarms indicated on the list. Intersections in high priority alarm shall be moved to the top of the list, followed by medium priority, low priority and then finally by intersections not in alarm.
- d. The icons shall change to be able to clearly indicate if an intersection is offline.
- e. Clicking on the icon on the map shall expose a box with the current parameters of the intersection shown.
- f. The default map display position and zoom shall be configurable by user, so that the user's view will default to show the intersections that the user is responsible for managing.
- g. The map view shall have the ability to show Google traffic overlays on the map.
- h. The map view shall be able to show vehicle trails for emergency vehicles and transit vehicles when the vehicles have been in an emergency or not active.

3. Regional Intersection and Vehicle Grouping

- a. The IMTSS shall provide for intersections and Special Vehicles to be logically grouped into regional groupings (for example, north; south; Fire 1; Fire 2)
- b. The IMTSS user logon shall be configurable so that if a maintenance or operational person is responsible for, say, the north intersections and emergency vehicles then when that user logs on, the user has visible only the intersections that belong to the group that the user is authorized to view.
- c. The operator will also be able to navigate to different "views" that only show the relevant devices under that view. Such as all the "north" or "south" intersections.

4. Intersection Detail Display

- a. It shall be possible to drill down, either from the map icon or from the list, to a device level detail for the intersection, which as a minimum shall display the following parameters:
 - i. The alarm status, with priority indicated, and a text description of the alarm (if an alarm is present for this device).
 - ii. The time since the last communication with the device
 - iii. The following parameters (real time now values, minimum for the day values, maximum for the day values, and average for the day values)
 1. The AC mains voltage (value)
 2. The Preemption output (Value 1-8)
 3. The battery back-up voltage (value)
 4. The cabinet temperature (value)

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.

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5. The cabinet humidity (value)
 6. The presence of AC power (OK or Fail)
 7. The flashing status of the intersection (OK or Flashing)
 8. Stop Time status (OK or Stop Time Active)
 9. The cabinet door status (Open or Closed)
 10. The intersection fan status (Fan On or Fan off)
 11. Live conflict monitor information (OK or Fail and Alarm)
- iv. It shall be possible to view graphs of each of the value parameters in graphical form, over the recent one week period. This includes real time graphs of:
1. The AC mains voltage
 2. Preemption Output
 3. Conflict Monitor Information
 4. The battery back-up voltage
 5. The cabinet temperature
 6. The cabinet humidity

5. Diagnostics and Log Display

- a. From the device level detail, it shall be possible to further drill down to get the raw data; the error logs; and the communications logs to allow a technician to fault-find problems on the IMTSS.
- b. It shall be possible to filter the logs by Device; by Device Type and/or by Group as well as between dates.
- c. It shall be possible to print these selected logs to a local printer or a PDF file.
- d. It shall be possible to export these logs to Excel on the local computer for further analysis.

6. Alarms

- a. The IMTSS shall have a comprehensive alarm generation capability
- b. It shall be possible to configure alarms to be generated on any parameter becoming out of tolerance, including analog values, digital values and enumerated values.
- c. Alarms shall be configurable to be of Low, High or Critical Priority.
- d. The alarm priority shall be displayed throughout the IMTSS, on all displays, using color codes such as red-critical; yellow – high; and amber-low to indicate the priority of the alarm.
- e. The current active alarms shall be accessible for view via an expandable window, to see which alarms are active and when the alarm occurred. The highest priority alarms shall rise to the top of the list.

7. Alerts

- a. The IMTSS shall have comprehensive alerting capability, to enable the response personnel to be notified when an abnormal situation has occurred.
- b. It shall be possible to configure alerts to one or more personnel for each alarm. This will cause, as selected, an SMS and/or an email to be sent to the person when an alarm occurs. The alert shall be configurable to optionally send via email and/or via SMS a message when an alarm clears.

The intention is that the IMTSS provides the alerts to the user in near real time. The SMS and email shall be issued within 30 seconds of the occurrence of event which results in an alert being issued.

8. Reports

- a. It shall be possible to view reports on the screen, in the browser of the IMTSS, and if desired print the report to a printer or a PDF file.
- b. Alarm Activity Report
 - i. The IMTSS shall include a report which shows the alarms activity for a period.
 - ii. The Alarm Report shall indicate the time the alarm occurred; by color the priority of the alarm; whether it is still active; and if not active then the time that the alarm cleared.
 - iii. It shall be possible to filter the alarms by Device Type; by Device and/or by Device Group as well as by date time to be able drill down into a large alarm list to be able to view, for example, the alarm activity for a particular intersection or controller type over a three month period
- c. User Activity Report
 - i. The IMTSS shall include a report which shows user activity for a given period, to enable an audit of a user's response to an alarm to be made.
 - ii. The report shall show which screens the user viewed; when the screen was viewed, and the IP address of the computer from which the screen was viewed.
- d. Intersection Signal System Operational Availability Report
 - i. The IMTSS shall include a report which shows the overall operational availability of the Agency intersections. The intersection is available when not in an alarm condition such as flashing or power fail.
- e. Response Time for Fault Repair Report
 - i. The IMTSS shall include a report which shows the response time to clear faults, for a given time frame (say 1 month).
 - ii. This report will allow the user to determine the number of faults, and the total and average time to clear the fault.
 - iii. This report will allow the response times by region to be compared.

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f. Vehicle Trip Report

- i. The IMTSS shall include a report which shows all the emergency connected vehicle trips and include information on start time, end time, total travel time, average speed and destination point.
- ii. The report shall include the average response times for a month period. The report shall also calculate the 90th percentile response time for ISO ratings.
- iii. The report shall also calculate the emergency connected vehicle operational availability so that fire chiefs can determine if more vehicles are needed at a station.

9. Remote Power Cycle

- a. The IMTSS shall include the ability to remotely cycle power to the outlets on the back of the field device. In this way it shall be possible to cycle power to ancillary connected equipment such as network switches, DSRC radios, cameras and similar equipment.
- b. The user interface shall display the status of the outlets, and provide confirmation via an associated input whether the sockets are energized or not.

B. Intersection Road Side Processor Device Requirements

It is a requirement that the IMTSS operate independent of the brand/type of intersection controller deployed at the intersection. The traffic controller shall support Signal Phase and Timing (SPaT) information. The IMTSS contractor shall install a small field device into each intersection cabinet which connects to the terminal strip in the cabinet (via a wiring harness) and connects to the traffic controller via an Ethernet port. The IMTSS Road Side Processor Field Device (RSP) shall conform to the following requirements:

1. The RSP shall function correctly between -34 degrees C and +74 degrees C.
2. The maximum size of the RSP shall be 19" x 7.455" by 1.719" (1U), and shall be suitable for placing in an AGENCY traffic cabinet.
3. The RSP shall be provided with appropriately rated connects that allows the RSP to be exchanged by unplugging connectors, without tools.
4. The RSP shall include a 4 port Ethernet switch and a 4G CAT4 LTE cellular modem.
5. The RSP shall incorporate an integrated GPS, cell modem and 900MHz radio.
6. The RSP shall be capable of communicating to multiple different DSRC radios via Ethernet communications.
7. The RSU shall abstract the receipt of the SPaT message from the traffic controller from the transmission out the DSRC radio. This means the RSU shall receive the SPaT message from the traffic controller and send a processed J2735 SPaT message out the DSRC radio. The RSU shall support multiple types of traffic controller with different formats and multiple different DSRC radios.
8. The RSU shall support J2735 complaint message for the DSRC radio using either the 2009 or 2016 standard and use DER/UPR encoding schemes as appropriate.

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9. The configuration of the RSP shall be accomplished by accessing the internal web server with a browser. It shall be possible to configure the RSP without any special software.
10. The RSP shall be powered via a standard 120V input power.
11. The RSP shall allow for the routing of the controller configuration packets to and from the controller (either by Ethernet or serial communications) for the types of controller that are utilized by the AGENCY. In this way it shall be possible to configure the controller, and utilize the controller specific software to interrogate the controller, and the RSP shall provide the communications pipe which allows this to be accomplished.
12. The RSP shall utilize field initiated communications. This allows for a low cost cellular data plans to be used, with infrequent polling. However, when an abnormal event occurs and is detected by the RSP, then the RSP will immediately initiate the transfer of a data packet to the RSP to enable real-time alerting of response personnel to take place.
13. The RSP shall, within the size limitations above, include a battery and battery charging/monitoring circuit, to allow the RSP to function correctly even when all power to the intersection has failed. The battery shall continue to power the RSP for a minimum of 3 hours after all power has failed to the intersection.
14. The RSP shall incorporate an integrated GPS which will allow the RSP to geo-locate itself on the map, without configuration.
15. The RSP shall operate without requiring a static IP address. The only configuration required at the RSP is to enter the URL of where the IMTSS central software is hosted.
16. In the event that the cell service is interrupted or is not available, the RSP shall store any events that occur in internal memory, and forward these events automatically to the RSP when the cell service is restored. In this way, a complete record of events at the device can be maintained even if cell service is interrupted for a period. The system will store 5000 events.
17. The RSP shall utilize HTTP and HTTPS protocols, and XML data structures, for communications with the IMTSS. In this way the data will be open for future expansion and competition. The use of secret proprietary protocols is not permitted.
18. The RSP shall be a 1U 19" rack mount device, with all connections on the rear, and LED indicators, power switches and selector switches on the front.
19. The RSP shall support "over the air" software updates to remotely update firmware software.
20. The RSP shall include Ethernet communications with an RJ45 connector.
21. The RSP shall use no self-tapping screws.
22. The RSP shall be powered coated aluminum enclosures.
23. The RSP shall include weather proof antennas if installed externally.

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C. Installation

All installation work in the Agency cabinets shall be carried out by personnel certified by Agency for work in Agency traffic cabinets.

D. Hosting and Connectivity and Service.

The CVTSS contractor, as part of the quote, shall include 5 or 10 years options for Connectivity and Service, as part of the purchase price. The RSBMS contractor, as part of the response to this RFQ, shall provide the option to extend the operation for a further 5 years of the Connectivity and Service agreement of the RSBMS.

The Connectivity and Service agreement shall include at a minimum:

- Cellular Connectivity
- Upgrade the cellular modem if the technology is not supported by the cellular networks.
- Telephone and email support
- No cellular overage charges
- Extended warranty on the hardware for the period of the Connectivity and Service Agreement
- Over-the-air software updates
- Over-the-air security updates
- Future Connected Vehicles Service

E. Commissioning, Training and Documentation

The IMTSS contractor shall configure the system and reports, and train the Agency in the correct operation of the IMTSS, to enable the Agency to utilize the IMTSS for the objectives outlined above.

F. Extensibility

The IMTSS shall be designed to be extensible to cover the monitoring, maintenance and operations of additional ITS systems such as:

- 1) School Beacons
- 2) Speed Feedback Radars
- 3) Dynamic message signs
- 4) Mobile systems such as maintenance vehicles, and Remote Weather tracking vehicles.
- 5) Traffic detection systems.
- 6) ITS cabinet monitoring systems.
- 7) Remote Weather Information Systems (RWIS)
- 8) Over-height vehicle detection and warning systems
- 9) High Mast lighting control systems

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BID SUBMITTAL FORM

The following forms shall be completed and submitted with the bid.

(Include an original, clearly identified, and two complete copies)

1. Notice to Bidders—NB-1
2. Drug and Alcohol Affidavit—DAA-1
3. Public Acts 109 Form – PA-1
4. Suspension and Debarment Certification Form – DCF-1 to DCF-3
5. Non-Collusion Affidavit of Principal Bidder—NCA-1
6. Contract Monitoring –CM-1
7. Title VI Plan – Title VI-1 to Title VI-2
8. Bid Bond—BB-1 AND BB-2, or other approved forms
9. Bid Pricing Sheet—BPS-1 to BPS-6
10. Current year, signed W-9 form, **must be IRS Form Rev. 10-2018**
11. Past Project References of Similar Work

Note: Failure to include these forms with the bid submittal may be grounds for rejecting the bid as incomplete.

**REMINDER: The Outside Of The Bid Envelope Must List The Required
Information As Specified On Page IB-2, Section “f” in this Bid Document.**

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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BID PRICING SHEET

(Must include an original, clearly identified, and two complete copies of all required documents.)

Project: **FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.**

Proposal of _____ (hereinafter called "Bidder")¹ a corporation, organized and existing under the laws of the State of _____, partnership, or an individual doing business as _____.

To: City of Bartlett TN (hereinafter called "Owner")

Gentlemen:

The Bidder, in compliance with your invitation for bids for the construction of **SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.**, having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the contract documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

Bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within 270 consecutive calendar days thereafter as stipulated in the specifications. Bidder further agrees to pay as liquidated damages the sum of **\$200.00** for each consecutive calendar day thereafter as hereinafter provided in Paragraph 3.c. of the Supplemental General Conditions.

Bidder acknowledges receipt of the following addendum:

* * * *

¹ Insert corporation, partnership or individual as applicable.

Initial_____

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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BID PROPOSAL SHEET

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL
1	CONSTRUCTION STAKES, LINES AND GRADES	LS	1		
2	REMOVAL OF RIGID PAVEMENT, SIDEWALK, ETC.	SY	85		
3	REMOVAL OF CURB AND GUTTER (CONCRETE - ALL TYPES)	LF	110		
4	SEDIMENT REMOVAL	CY	2		
5	CURB INLET PROTECTION (TYPE 4)	EA	4		
6	CONCRETE SIDEWALK (4")	SF	220		
7	CONCRETE CURB RAMP (RETROFIT)	SF	600		
8	CONCRETE COMBINED CURB & GUTTER	CY	10		
9	TRAFFIC CONTROL	LS	1		
10	SIGNS (SIGN C, STREET NAME-MAST ARM MOUNTED)	EA	4		
11	SIGNS (R3-5L, 30"X36", MAST ARM MOUNTED)	EA	4		
12	PLASTIC PAVEMENT MARKING 12" (CROSS-WALK)	LF	400		
13	PLASTIC PAVEMENT MARKING 24" (STOP LINE)	LF	185		
14	PLASTIC PAVEMENT MARKING (TURN LANE ARROW)	EA	5		
15	PLASTIC WORD PAVEMENT MARKING (WORD "ONLY")	EA	6		

Initial _____

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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BID PROPOSAL SHEET (CONT.)

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL
16	REMOVAL OF PAVEMENT MARKING (CROSS-WALK)	LF	770		
17	REMOVAL OF PAVEMENT MARKING (STOP LINE)	LF	190		
18	MOBILIZATION	LS	1		
19	FIBER SPLICE ENCLOSURE (WEATHER PROOF)	EA	1		
20	REMOVAL OF SIGNAL EQUIPMENT	LS	1		
21	SIGNAL HEAD ASSEMBLY (130 WITH BACKPLATE)	EA	6		
22	SIGNAL HEAD ASSEMBLY (150 A2H)	EA	4		
23	SIGNAL HEAD ASSEMBLY (150 A2V)	EA	4		
24	INSTALL PULL BOX (TYPE B)	EA	4		
25	INSTALL PULL BOX (FIBER OPTIC-TYPE B)	EA	1		
26	FIBER DISTRIBUTION BOX	EA	1		
27	ELECTRICAL SERVICE CONNECTION (FROM CABINET TO POINT OF DEMARCATION)	EA	1		
28	ELECTRICAL SERVICE CONNECTION (MLGW FEE)	ALLOW	1	\$7,500	\$7,500
29	SIGNAL CABLE - 3 CONDUCTOR	LF	1,500		
30	SIGNAL CABLE - 5 CONDUCTOR	LF	1,850		

Initial _____

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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BID PROPOSAL SHEET (CONT.)

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL
31	SIGNAL CABLE - 7 CONDUCTOR	LF	2,150		
32	INTERCONNECT CABLE - FIBER OPTIC (DROP CABLE, 6-FIBER, SINGLE MODE)	LF	50		
33	RISER ASSEMBLY (3")	EA	1		
34	CONDUIT 3" DIAMETER (JACK AND BORE)	LF	550		
35	VEHICLE DETECTOR (VIDEO)	EA	1		
36	VEHICLE DETECTOR (OPTICALLY ACTIVATED PRIORITY CONTROL)	EA	1		
37	CABINET (EIGHT PHASE BASE MOUNTED)	EA	1		
38	EIGHT PHASE ACTUATED CONTROLLER	EA	1		
39	CANTILEVER SIGNAL SUPPORT (43 FT ARM)	EA	1		
40	CANTILEVER SIGNAL SUPPORT (48 FT ARM)	EA	1		
41	CANTILEVER SIGNAL SUPPORT (55 FT ARM)	EA	1		
42	CANTILEVER SIGNAL SUPPORT (60 FT ARM)	EA	1		
43	PEDESTRIAN PUSH BUTTON POST	EA	1		
44	COUNTDOWN PED SGNL HEAD W/ AUDIBLE PUSH BUTTON & 15 IN. SIGN	EA	8		

TOTAL BASE BID = \$ _____

TOTAL BASE BID IN WORDS:

Attachment: FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK ROAD bid book (2552 : Bid for Stage Rd at Elmore Park Rd Signal

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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BID PROPOSAL SHEET (CONT.)

Show dollar amount in both words and figures. In case of discrepancy, the amount in words shall govern.

Note: "Total Base Bid" shall include all materials, labor, subcontracting costs, permits (except those issued by Bartlett Codes Enforcement), bonds, and/or insurance, allowances, bailing, shoring, removal, overhead, profit, et cetera to cover the finished work of the project. The City of Bartlett intends to do all of the work listed in the base bid.

The bidder agrees that this bid shall be good and may not be withdrawn for a period of 60 days after the scheduled closing time for receiving bids.

Respectfully submitted:

 NAME OF FIRM

 Email

 Authorized Representative
 (Typed or Printed)

 Phone Number

 Authorized Representative Signature
 (Required)

 Date

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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BID PROPOSAL SHEET (CONT.) ALTERNATE BID

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL
45	INTERSECTION MONITORING AND TACTICS PASSTHROUGH	EA	1		

TOTAL ALTERNATE BID = \$ _____

TOTAL ALTERNATE BID IN WORDS:

Show dollar amount in both words and figures. In case of discrepancy, the amount in words shall govern.

Note: The City of Bartlett will include the work listed in the Alternate Bid only if funding is available.

The bidder agrees that this bid shall be good and may not be withdrawn for a period of 60 days after the scheduled closing time for receiving bids.

Respectfully submitted:

NAME OF FIRM

Email

Authorized Representative
(Typed or Printed)

Phone Number

Authorized Representative Signature
(Required)

Date

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
 Sealed Bid #: FY2019-04-037
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BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, _____

_____ As Principal, and

_____ as Surety, are hereby held and firmly bound

unto _____ as OWNER in the penal sum of _____

5% of BID _____ for the payment of which, well and truly to be

made, we hereby jointly and severally bind successors, assigns and ourselves.

Signed, this _____ day of _____, 2019.

The Condition of the above obligation is such that whereas the Principal has submitted to a certain
 BID attached hereto and hereby made a part hereof to enter into a contract in writing, for the

NOW, THEREFORE,

- (a) If said BID shall be rejected, or

- (b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Print Name _____

_____(L.S.)
 Principal

Surety

By: _____ Print Name: _____

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
 Sealed Bid #: FY2019-04-037
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NOTICE OF AWARD

To:

PROJECT Description: **FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.**

The CITY has considered the BID submitted by _____ for the above-described WORK in response to its Advertisement for Bids dated _____, 2019 and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of \$_____.

You are required by the Information for Bidders to furnish the required CONTRACTOR'S Performance BOND, Payment BOND, if required, and Certificates of Insurance **within ten (10) calendar** days from the date of the Notice to you.

If you fail to furnish said BONDS within ten (10) days from the date of this Notice, said CITY will be entitled to consider all your rights arising out of the CITY'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The CITY will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the CITY.

Dated this ____ day of _____, 2019.

CITY OF BARTLETT

Name: _____

Print Name: A. Keith McDonald

Title: Mayor, City of Bartlett

ACCEPTANCE OF NOTICE

Receipt of the above **NOTICE OF AWARD** is hereby acknowledged

by _____ this

the _____ day of _____, 2019.

Name: _____

Print Name: _____

Title: _____

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
 Sealed Bid #: FY2019-04-037
 Due Date: May 16, 2019

PERFORMANCE PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS: That We _____
 (Name of Contractor)

called "Principal" and _____ of _____,
 (Surety),

State of _____ herein-after called the "Surety", are held and firmly bound

unto _____ of _____,
 (Owner) (City)

_____ herein-after called "Owner" in the penal sum of _____
 (State)

_____ Dollars (\$ _____) in
 lawful money of the United States, for the payment of which sum well and truly to be made, we bind
 ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these
 presents.

THE CONDITION OF THIS OBLIGATION is such that Whereas, the Principal entered into
 a certain contract with the City, dated the _____ day of _____, 2019 a copy of which is
 hereto attached and made a part hereof for the construction of:

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all
 undertakings, covenants, terms, conditions, and agreements of said contract during the original term
 thereof, and any extensions thereof which may be granted by the City, with or without notice to the
 Surety, and if he shall satisfy all claims and demands incurred under such contract, and shall fully
 indemnify and same harmless the City from all costs and damages which may suffer by reason of failure
 to do so, and shall reimburse and repay the City all outlay and expense which the City may incur in
 making good and default, and shall promptly make payment to all persons, firms, subcontractors, and
 corporations furnishing materials for or performing labor in the execution of the work provided for in
 such contract, and may authorize extension or modifications thereof, including all amounts due for
 materials, used in connection with the construction of such work, and all insurance premiums on said
 work, and for all labor, performed in such work whether by subcontractor or otherwise, then this
 obligation shall be void; otherwise remain in full force and effect.

PROVIDED, FURTHER, that the said Surety, for value received hereby stipulates and agrees that
 no change, extension of time, alteration or addition to the terms of the contract or to the work to be
 performed thereunder or the specifications accompanying the same shall in any wise affect its obligation
 on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition
 to the terms of the contract or to the work or to the specifications.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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PROVIDED, FURTHER, that no final settlement between the City and Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in three (3) counterparts, each one of which shall be deemed an original, this ____ day of _____, 2019.

ATTEST:

 Print Name

 Principal

By : _____(s)

 (Principal) Secretary

(SEAL)

 Address - Zip Code

 Witness as to Principal

 Address - Zip Code

 Surety

ATTEST:

By: _____
 Attorney-in-Fact

 (Surety) Secretary

(SEAL)

 Address - Zip Code

 Witness as to Surety

 Address - Zip Code

Attachment: FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK ROAD bid book (2552 : Bid for Stage Rd at Elmore Park Rd Signal

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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NOTE: Date of Bond must not be prior to date of Contract. If Contractor is partnership, all partners should execute Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
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NOTICE TO PROCEED

TO:

PROJECT: FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.

You are hereby notified in accordance with the Agreement dated _____, 2019 to commence WORK on or before _____, 2019 and you are to complete the WORK within 270 (two hundred and seventy) consecutive calendar days thereafter. The date of completion of all WORK is therefore _____, 2019.

CITY OF BARTLETT

By: _____

Print Name: A. Keith McDonald.

Title: Mayor, City of Bartlett.

ACCEPTANCE OF NOTICE

Receipt of the above **NOTICE TO PROCEED** is hereby acknowledged by

this the _____ day of _____ 20____.

By: _____

Print Name: _____

Title: _____

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.
 Sealed Bid #: FY2019-04-037
 Due Date: May 16, 2019

CONTRACT AGREEMENT

THIS AGREEMENT, made this ____ day of _____, 2019 by and between City of Bartlett, hereinafter called "CITY" and _____, doing business as (an individual,) or (a Partnership,) or (a Corporation) hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the construction of **FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.**
2. The CONTRACTOR will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT described herein.
3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS within 10 calendar days after the date of the NOTICE TO PROCEED and will complete the same within two hundred and seventy (270) calendar days unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS.
4. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of \$_____, or as shown in the Bid schedule.
5. The term "CONTRACT DOCUMENT" means and includes the following:
 - (A) Advertisement for Bids
 - (B) Instructions to Bidders
 - (C) General Conditions
 - (D) Special Conditions
 - (E) Bid Specifications
 - (F) Bid Bond
 - (G) Notice of Award
 - (H) Payment Bond
 - (I) Performance Bond
 - (J) Notice To Proceed
 - (K) Contract Agreement
 - (L) ADDENDA: NO._____, Dated _____, 2019

SIGNAL PLANS - STAGE RD. AT ELMORE PARK RD.

Sealed Bid #: FY2019-04-037

Due Date: May 16, 2019

6. The CITY will pay to the CONTRACTOR in the manner and at such time as set forth in the General Conditions such amount as required by the CONTRACT DOCUMENTS.
12. This Agreement shall be binding upon all parties hereto and their respectable heirs, executors, administrators, successors, and assigns.
13. The City will provide the Awarded Contractor with up to (3) three sets of plans and specifications.
Note: Any additional sets will be provided at the cost of reproduction.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, the Agreement in (5), each of which shall be deemed an original on the date first above written.

CITY OF BARTLETT

BY: _____

PRINT NAME: A. Keith McDonald

TITLE: Mayor, City of Bartlett

CONTRACTOR:

BY: _____

PRINT NAME: _____

TITLE: _____

(SEAL-Contractor's Notary)

ATTEST:

Print Name: _____

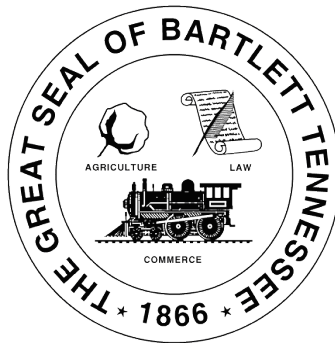
TITLE: _____

My Commission expires _____, 20____

CITY OF BARTLETT

6400 STAGE ROAD
BARTLETT, TENNESSEE 38134

A. Keith McDonald, Mayor
Mark Brown, Chief Administrator Officer
Dick Phebus, Finance Director
Rick McClanahan, Engineering Director



SIGNAL PLANS STAGE RD. AT ELMORE PARK RD.

SB # FY2019-04-037

DUE: Thursday, May 16, 2019, no later than 2:00 p.m. (CST)

ADDENDUM # 1

Issued May 10, 2019

The above described sealed bid has been modified to reflect the following changes and clarifications.

Attachment: FY2019-04-037 SIGNAL PLANS STAGE RD. AT ELMORE PARK RD. Addendum 1 (2552 : Bid for Stage Rd at Elmore Park Rd Signal

CHANGES AND ADDITIONS

QUESTIONS AND ANSWERS:

1. Page 4 Note 1 calls for refreshing the pavement markings 150 feet back from center of intersection on each approach utilizing existing pay items. There does not seem to be enough marking items to do this. (4" Line, etc)

Answer: Pay item 716-12.01 L.M. ENHANCED FLATLINE THERMO PVM T MRKNG (4IN LINE) has been added to the bid form. All other items are accounted for.

2. Page 3 Note 48 calls for cable markers but there is not an item for them on the bid form.

Answer: Cable markers will not be measured and paid for separately but should be included in the cost of other items.

3. Should there be an item for sodding since there is grass areas around the ramp replacement will be disturbed.

Answer: The amount of sod that could potentially be disturbed is so minimal it is considered incidental and should be included in other items.

4. On the bid form, the fiber optic drop cable calls for single mode fiber. Unless something changed, the original fiber if am not mistaken was multi-mode.

Answer: Pay item description has been changed to multi-mode.

5. Should there be an item for 3" PVC direct buried. The only conduit item is for 3" Jack and Bore.

Answer: No. Due to the nature of the project we felt that the majority if not all conduit would need to be directionally bored. If the contractor is able to and wishes to install conduit using direct bury method, that is fine but it will be paid under the conduit item in the plans.

6. Sheet 4 shows a 3" conduit riser with weather head and the bid form spells out a 3" conduit riser for the fiber drop cable. Drop cable conduit risers are normally 2" conduit.

Answer: A weather head is not required. The label will be corrected to only call out the riser. Riser will remain 3" as shown.

7. Note 6 on sheet 6 calls for all banding to match the pole and arm color, unless directed otherwise. Can you clarify the intent of "unless directed otherwise"?

Answer: Remove unless directed otherwise from the note. All banding on the pole and/or mast arm to match the pole and arm color.

8. Is the signal and sign mounting hardware to be green also?

Answer: No, however, the extension arms for the push buttons should.

9. Sheet 6 shows the mast arm as being fluted. Is this correct.

Answer: No. Only the pole is fluted. Detail will be updated.

PLAN REVISIONS:

Plans will not be reissued at this time since the changes are very minor. Revised plans will be provided to the successful bidder prior to construction NTP.

BID BOOK CHANGES AND REVISIONS

BID PRICING SHEET CHANGES – Please replace BPS-3 and BPS-4 with the attached BPS-3 (Rev.) and BPS-4 (Rev.)

Updated the following: (in red on BPS-3 and BPS-4)

Added item 17a 716-12.01 L.M. ENHANCED FLATLINE THERMO PVMT MRKNG (4IN LINE)
Changed Description for item 32 from SINGLE MODE TO MULTI-MODE

Note: All other bid specifications and documents are to remain the same.

The bidder shall acknowledge receipt of this addendum by placing the addenda dates and addenda numbers on the outside of their proposal envelope.

Bidder agrees to perform all the work described in the specifications and shown on the plans, for the following unit prices: (Replace the following pages in the bid pricing section BPS1-BPS-6)

BID PROPOSAL SHEET (CONT.)

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL
16	REMOVAL OF PAVEMENT MARKING (CROSS-WALK)	LF	770		
17	REMOVAL OF PAVEMENT MARKING (STOP LINE)	LF	190		
17a	ENHANCED FLATLINE THERMO PVMT MRKNG (4IN LINE)	LM	0.5		
18	MOBILIZATION	LS	1		
19	FIBER SPLICE ENCLOSURE (WEATHER PROOF)	EA	1		
20	REMOVAL OF SIGNAL EQUIPMENT	LS	1		
21	SIGNAL HEAD ASSEMBLY (130 WITH BACKPLATE)	EA	6		
22	SIGNAL HEAD ASSEMBLY (150 A2H)	EA	4		
23	SIGNAL HEAD ASSEMBLY (150 A2V)	EA	4		
24	INSTALL PULL BOX (TYPE B)	EA	4		
25	INSTALL PULL BOX (FIBER OPTIC-TYPE B)	EA	1		
26	FIBER DISTRIBUTION BOX	EA	1		
27	ELECTRICAL SERVICE CONNECTION (FROM CABINET TO POINT OF DEMARCATION)	EA	1		
28	ELECTRICAL SERVICE CONNECTION (MLGW FEE)	ALLOW	1	\$7,500	\$7,500
29	SIGNAL CABLE - 3 CONDUCTOR	LF	1,500		
30	SIGNAL CABLE - 5 CONDUCTOR	LF	1,850		

Initial_____

BPS-3 (Rev.)

BID PROPOSAL SHEET (CONT.)

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL
31	SIGNAL CABLE - 7 CONDUCTOR	LF	2,150		
32	INTERCONNECT CABLE - FIBER OPTIC (DROP CABLE, 6-FIBER, MULTI -MODE)	LF	50		
33	RISER ASSEMBLY (3")	EA	1		
34	CONDUIT 3" DIAMETER (JACK AND BORE)	LF	550		
35	VEHICLE DETECTOR (VIDEO)	EA	1		
36	VEHICLE DETECTOR (OPTICALLY ACTIVATED PRIORITY CONTROL)	EA	1		
37	CABINET (EIGHT PHASE BASE MOUNTED)	EA	1		
38	EIGHT PHASE ACTUATED CONTROLLER	EA	1		
39	CANTILEVER SIGNAL SUPPORT (43 FT ARM)	EA	1		
40	CANTILEVER SIGNAL SUPPORT (48 FT ARM)	EA	1		
41	CANTILEVER SIGNAL SUPPORT (55 FT ARM)	EA	1		
42	CANTILEVER SIGNAL SUPPORT (60 FT ARM)	EA	1		
43	PEDESTRIAN PUSH BUTTON POST	EA	1		
44	COUNTDOWN PED SGNL HEAD W/ AUDIBLE PUSH BUTTON & 15 IN. SIGN	EA	8		

TOTAL BASE BID = \$ _____

TOTAL BASE BID IN WORDS:

**FY2019-04-037 SIGNAL PLANS
STAGE RD. AT ELMORE PARK RD.**

DUE: MAY 16, 2019 AT 2:00 PM

MCCRORY ELECTRIC

SHELBY ELECTRIC

ITEM	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	CONSTRUCTION STAKES, LINES AND GRADES	LS	1	3,400.00	3,400.00	1,500.00	1,500.00
2	REMOVAL OF RIGID PAVEMENT, SIDEWALK, ETC.	SY	85	38.50	3,272.50	38.50	3,272.50
3	REMOVAL OF CURB AND GUTTER (CONCRETE - ALL TYPES)	LF	110	18.70	2,057.00	18.70	2,057.00
4	SEDIMENT REMOVAL	CY	2	82.50	165.00	82.50	165.00
5	CURB INLET PROTECTION (TYPE 4)	EA	4	302.50	1,210.00	302.50	1,210.00
6	CONCRETE SIDEWALK (4")	SF	220	7.70	1,694.00	7.70	1,694.00
7	CONCRETE CURB RAMP (RETROFIT)	SF	600	22.00	13,200.00	22.00	13,200.00
8	CONCRETE COMBINED CURB & GUTTER	CY	10	550.00	5,500.00	550.00	5,500.00
9	TRAFFIC CONTROL	LS	1	25,500.00	25,500.00	25,000.00	25,000.00
10	SIGNS (SIGN C, STREET NAME-MAST ARM MOUNTED)	EA	4	837.00	3,348.00	1,050.00	4,200.00
11	SIGNS (R3-5L, 30"X36", MAST ARM MOUNTED)	EA	4	579.00	2,316.00	500.00	2,000.00
12	PLASTIC PAVEMENT MARKING 12" (CROSS-WALK)	LF	400	13.20	5,280.00	13.20	5,280.00
13	PLASTIC PAVEMENT MARKING 24" (STOP LINE)	LF	185	16.50	3,052.50	16.50	3,052.50
14	PLASTIC PAVEMENT MARKING (TURN LANE ARROW)	EA	5	165.00	825.00	165.00	825.00
15	PLASTIC WORD PAVEMENT MARKING (WORD "ONLY")	EA	6	176.00	1,056.00	175.00	1,050.00
16	REMOVAL OF PAVEMENT MARKING (CROSS-WALK)	LF	770	3.30	2,541.00	3.30	2,541.00
17	REMOVAL OF PAVEMENT MARKING (STOP LINE)	LF	190	6.60	1,254.00	6.60	1,254.00
17a	ENHANCED FLATLINE THERMO PVMT MARKING (4IN LINE)	lm	0.5	7,700.00	3,850.00	7,700.00	3,850.00
18	MOBILIZATION	LS	1	26,870.00	26,870.00	20,000.00	20,000.00

Attachment: FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK ROAD line item pricing spread (2552 : Bid for Stage Rd at Elmore

**FY2019-04-037 SIGNAL PLANS
STAGE RD. AT ELMORE PARK RD.**

DUE: MAY 16, 2019 AT 2:00 PM

MCCRORY ELECTRIC

SHELBY ELECTRIC

ITEM	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
19	FIBER SPLICE ENCLOSURE (WEATHER PROOF)	EA	1	4,675.00	4,675.00	1,250.00	1,250.00
20	REMOVAL OF SIGNAL EQUIPMENT	LS	1	22,225.00	22,225.00	5,000.00	5,000.00
21	SIGNAL HEAD ASSEMBLY (130 WITH BACKPLATE)	EA	6	994.00	5,964.00	910.00	5,460.00
22	A2H)	EA	4	1,639.00	6,556.00	1,550.00	6,200.00
23	A2V)	EA	4	1,203.00	4,812.00	915.00	3,660.00
24	INSTALL PULL BOX (TYPE B)	EA	4	538.00	2,152.00	500.00	2,000.00
25	INSTALL PULL BOX (FIBER OPTIC-TYPE B)	EA	1	1,915.00	1,915.00	1,700.00	1,700.00
26	FIBER DISTRIBUTION BOX	EA	1	314.00	314.00	150.00	150.00
27	CONNECTION (FROM CABINET TO POINT OF DEMARCATION)	EA	1	1,298.00	1,298.00	800.00	800.00
28	ELECTRICAL SERVICE CONNECTION (MLGW FEE)	ALLOW	1	7,500.00	7,500.00	7,500.00	7,500.00
29	SIGNAL CABLE - 3 CONDUCTOR	LF	1,500	1.62	2,430.00	1.50	2,250.00
30	SIGNAL CABLE - 5 CONDUCTOR	LF	1,850	1.91	3,533.50	1.70	3,145.00
31	SIGNAL CABLE - 7 CONDUCTOR	LF	2,150	2.22	4,773.00	2.00	4,300.00
32	OPTIC (DROP CABLE, 6-FIBER, SINGLE MODE)	LF	50	63.35	3,167.50	5.00	250.00
33	RISER ASSEMBLY (3")	EA	1	1,864.00	1,864.00	850.00	850.00
34	CONDUIT 3" DIAMETER (JACK AND BORE)	LF	550	32.90	18,095.00	25.00	13,750.00
35	VEHICLE DETECTOR (VIDEO)	EA	1	36,998.00	36,998.00	31,000.00	31,000.00
36	VEHICLE DETECTOR (OPTICALLY ACTIVATED PRIORITY CONTROL)	EA	1	13,369.00	13,369.00	13,500.00	13,500.00
37	CABINET (EIGHT PHASE BASE MOUNTED)	EA	1	20,678.00	20,678.00	22,000.00	22,000.00

Attachment: FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK ROAD line item pricing spread (2552 : Bid for Stage Rd at Elmore

**FY2019-04-037 SIGNAL PLANS
STAGE RD. AT ELMORE PARK RD.**

DUE: MAY 16, 2019 AT 2:00 PM

MCCRORY ELECTRIC

SHELBY ELECTRIC

ITEM	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
38	EIGHT PHASE ACTUATED CONTROLLER	EA	1	4,247.00	4,247.00	4,000.00	4,000.00
39	CANTILEVER SIGNAL SUPPORT (43 FT ARM)	EA	1	27,027.00	27,027.00	24,100.00	24,100.00
40	CANTILEVER SIGNAL SUPPORT (48 FT ARM)	EA	1	28,045.00	28,045.00	25,150.00	25,150.00
41	CANTILEVER SIGNAL SUPPORT (55 FT ARM)	EA	1	31,858.00	31,858.00	29,250.00	29,250.00
42	CANTILEVER SIGNAL SUPPORT (60 FT ARM)	EA	1	32,910.00	32,910.00	30,375.00	30,375.00
43	PEDESTRIAN PUSH BUTTON POST	EA	1	2,405.00	2,405.00	800.00	800.00
44	AUDIBLE PUSH BUTTON & 15 IN. SIGN	EA	8	1,888.25	15,106.00	1,750.00	14,000.00

TOTALS

410,308.00

350,091.00

Attachment: FY2019-04-037 SIGNAL PLANS - STAGE RD. AT ELMORE PARK ROAD line item pricing spread (2552 : Bid for Stage Rd at Elmore

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 05/28/19 07:00 PM

Department: Finance

Category: Report

Prepared By: Eric Phan

Department Head: Dick Phebus

Treasurer's Report for April 2019.



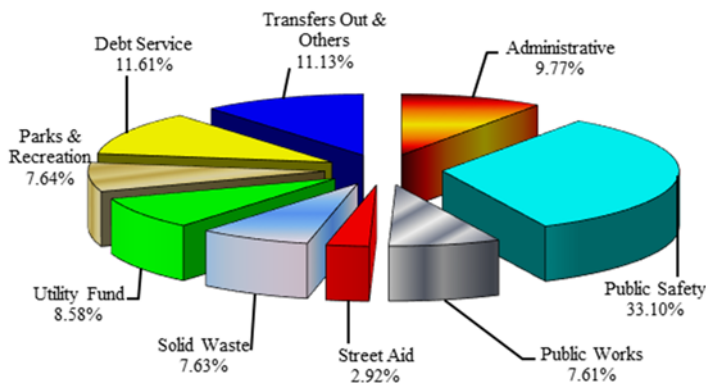
City of Bartlett

FINANCIAL REPORT

April 31, 2019

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

WHERE THE \$ GOES
(Does not include School)

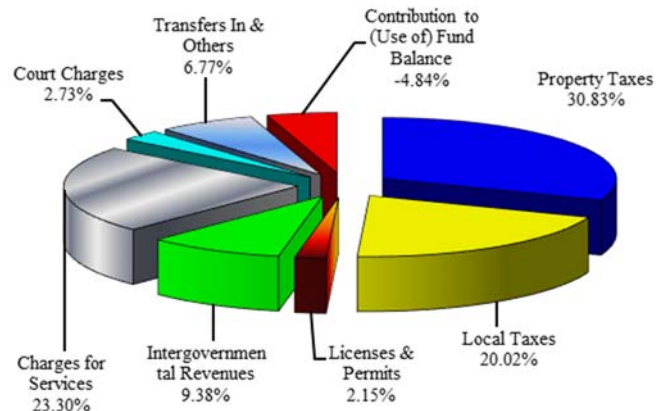


BUDGET HIGHLIGHTS

- Local Sales Taxes & Building and Development Fees are below budget. Other revenues are within budget.
- Property taxes are delinquent March 1st, delinquent notices have been mailed.
- Fiscal Year 2020 budget were presented to the Board of Mayor and Aldermen on May 14.

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 April 30, 2019

	Adopted Budget	Year-to-Date Actual
General Fund Expenditures		
Administrative	\$ 7,671,514	\$ 5,708,952
Public Safety	27,266,139	22,788,605
Public Works	6,322,309	4,995,468
Parks and Recreation	5,865,151	4,521,326
Performing Arts	601,966	562,169
Transfers & Other Gen. Fund Items	6,534,019	6,662,260
Subtotal	\$ 54,261,098	\$ 45,238,779
General Fund Revenues		
Property Taxes	\$ 26,095,000	\$ 25,628,233
Local Taxes	13,565,418	8,951,736
Building and Development Fees	1,816,700	1,232,750
Intergovernmental	6,141,000	4,032,295
Charges for Services	4,238,830	3,458,286
Court Charges	1,965,000	1,544,801
Other Revenue	439,150	402,531
Subtotal	\$ 54,261,098	\$ 45,250,631
Special Rev. Funds - Expenditures	\$ 10,748,539	\$ 9,230,873
Special Rev. Funds - Revenues	\$ 10,748,539	\$ 8,009,586
Utility Expenses	\$ 11,168,744	\$ 9,052,893
Utility Revenues	\$ 11,168,744	\$ 6,981,308
Debt Service Expenditures	\$ 8,286,400	\$ 8,367,169
Debt Service Revenues	\$ 8,286,400	\$ 7,141,281
Total Expenditures	\$ 84,464,781	\$ 71,889,713
Total Revenues	\$ 84,464,781	\$ 67,382,805

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

Attachment: Apr19FinRpt (2551 : Treasurer's Report for April 2019.)



City of Bartlett -- Financial Summary **For The Period Ending For The Period Ending April 30, 2019**

	FY 2018 Audited 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	\$ 5,462,749	\$ 5,708,952	\$ 246,202	77.67%	74.42%	-3.25%
Public Safety	26,002,682	27,266,139	1,263,457	21,744,593	22,788,605	1,044,012	83.62%	83.58%	-0.05%
Public Works	5,917,177	6,322,309	405,132	4,754,414	4,995,468	241,054	80.35%	79.01%	-1.34%
Parks and Recreation	5,509,240	5,775,044	265,804	4,549,440	4,521,326	(28,114)	82.58%	78.29%	-4.29%
Performing Arts	694,404	692,073	(2,331)	564,239	562,169	(2,070)	81.26%	81.23%	-0.03%
Transfers & Other Gen. Fund Items	7,078,856	6,534,019	(544,837)	6,457,522	6,662,260	204,738	91.22%	101.96%	10.74%
Total General Fund Expenditures	\$ 52,235,798	\$ 54,261,098	\$ 2,025,300	\$ 43,532,957	\$ 45,238,779	\$ 1,705,822	83.34%	83.37%	0.03%
General Fund Revenues									
Property Taxes	\$ 25,476,449	\$ 26,095,000	\$ 618,551	\$ 25,273,121	\$ 25,628,233	\$ 355,112	99.20%	98.21%	-0.99%
Local Taxes	12,904,189	13,565,418	661,229	8,844,976	8,951,736	106,760	68.54%	65.99%	-2.55%
Building and Development Fees	1,755,784	1,816,700	60,916	1,367,367	1,232,750	(134,616)	77.88%	67.86%	-10.02%
Intergovernmental	6,221,427	6,141,000	(80,427)	3,869,536	4,032,295	162,759	62.20%	65.66%	3.46%
Charges for Services	4,276,451	4,238,830	(37,621)	3,264,289	3,458,286	193,997	76.33%	81.59%	5.25%
Court Charges	1,983,487	1,965,000	(18,487)	1,594,654	1,544,801	(49,854)	80.40%	78.62%	-1.78%
Other Revenue	492,679	439,150	(53,529)	385,933	402,531	16,598	78.33%	91.66%	13.33%
Total General Fund Revenues	\$ 53,110,467	\$ 54,261,098	\$ 1,150,631	\$ 44,599,877	\$ 45,250,631	\$ 650,755	83.98%	83.39%	-0.58%
Special Revenue Funds									
Street Aid Fund	\$ 1,524,326	\$ 2,475,000	\$ 950,674	\$ 1,157,877	\$ 1,912,790	\$ 754,912	75.96%	77.28%	1.32%
Solid Waste Fund	6,187,894	6,614,577	426,683	5,182,186	5,430,647	248,461	83.75%	82.10%	-1.65%
General Improvement Fund	710,168	768,800	58,632	647,617	677,207	29,590	91.19%	88.09%	-3.11%
Drug Enforcement Fund	219,291	473,500	254,209	196,215	207,162	10,947	89.48%	43.75%	-45.73%
DEA Enforcement Fund	21,736	279,200	181,881	14,650	190,434	175,784	67.40%	68.21%	0.81%
Drainage Control Fund	97,319	120,526	23,207	81,618	83,622	2,004	83.87%	69.38%	-14.49%
Park Improvement Fund	55,000	16,936	(38,064)	55,000	16,936	(38,064)	0.00%	100.00%	100.00%
Grant Funds	1,710,951	0	(1,710,951)	6,289,423	712,075	(5,577,349)	367.60%	0.00%	-367.60%
Special Revenue Funds - Expenditures	\$ 10,526,686	\$ 10,748,539	\$ 221,853	\$ 13,624,587	\$ 9,230,873	\$ (4,393,714)	129.43%	85.88%	-43.55%
Special Revenue Funds - Revenues	\$ 10,678,972	\$ 10,748,539	\$ 69,567	\$ 12,999,484	\$ 8,009,586	\$ (4,989,898)	121.73%	74.52%	-47.21%
Utility Fund									
Total Utility Operations	\$ 7,062,392	\$ 9,812,225	\$ 2,749,833	\$ 6,059,155	\$ 7,802,700	\$ 1,743,545	85.79%	79.52%	-6.27%
Total Utility Debt Expenses	1,305,257	1,356,519	51,262	1,251,989	1,250,193	(1,796)	95.92%	92.16%	-3.76%
Total Utility Expenses	\$ 8,367,649	\$ 11,168,744	\$ 2,801,095	\$ 7,311,144	\$ 9,052,893	\$ 1,741,749	87.37%	81.06%	-6.32%
Total Utility Revenues	\$ 8,503,886	\$ 11,168,744	\$ 2,664,858	\$ 6,880,001	\$ 6,981,308	\$ 101,306	80.90%	62.51%	-18.40%
Debt Service Fund									
Total Debt Service Expenditures	\$ 8,116,874	\$ 8,471,401	\$ 354,527	\$ 8,011,977	\$ 8,367,169	\$ 355,191	98.71%	98.77%	0.06%
Total Debt Service Revenues	\$ 11,281,685	\$ 8,471,401	\$ (2,810,284)	\$ 9,806,641	\$ 7,141,281	\$ (2,665,360)	86.93%	84.30%	-2.63%
Total Expenditures	\$ 79,247,007	\$ 84,649,782	\$ 5,402,775	\$ 72,480,665	\$ 71,889,713	\$ (590,952)	91.46%	84.93%	-6.54%
Total Revenues	\$ 83,575,009	\$ 84,649,782	\$ 1,074,773	\$ 74,286,003	\$ 67,382,805	\$ (6,903,198)	88.89%	79.60%	-9.28%

Attachment: Apr19FinRprt (2551 : Treasurer's Report for April 2019)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 05/28/19 07:00 PM

Department: Board of Mayor and Aldermen

Category: Appointment

Prepared By: Jeanie Underwood

Department Head: A. Keith McDonald

Appoint Joe Bledsoe to City Beautiful Commission.

Joe Bledsoe will fill the position vacated by Carolyn Keane. His term will expire December 31, 2019.