



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, FEBRUARY 25, 2020 - BARTLETT CITY HALL - 7:00 PM

INVOCATION

Opening Prayer by Mark Reed, New Hope Christian Church

FUTURE MEETINGS

Board of Education, February 27 at 7 p.m.

Family Assistance Commission, March 2 at 6 p.m.

Planning Commission, March 2 at 7 p.m.

Bartlett Station Commission, March 4 at 7:30 a.m.

City Beautiful Commission, March 5 at 6:30 p.m.

Bartlett Historical Society, March 9 at 7 p.m.

Parks and Recreation Advisory Board, March 12 at 7 p.m.

RECOGNITIONS

Muscular Dystrophy Association Fill the Boot Presentation

Vitalant Award Presentation

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the February 11, 2020 Board of Mayor and Aldermen Regular Meeting

UNFINISHED BUSINESS

I Bid for Old Brownsville Road construction. (Rick McClanahan, Director of Engineering)

Recommend accepting the lowest qualified bid for construction from Ferrell in the amount of \$12,815,190.80, plus a contingency of \$1,281,519.08, for a total cost of \$14,096,709.88.

Smith Seckman Reid (SSR) will perform the project's inspection and administration for \$1,837,115.09.

Funding is available in Account 311.48311.780.422.

2 Bid for Old Brownsville Road water & sewer relocation. (Rick McClanahan, Director of Engineering)

Recommend accepting the lowest qualified bid for construction from ENSCOR, LLC in the amount of \$1,027,681.80, plus a contingency of \$102,768.00, for a cost of \$1,130,449.80.

Funding is available in Account 312.48312.780.722.

CONSENT AGENDA

1 Authorization to auction surplus property. (Dick Phebus, Director of Finance)

Seven items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com.

2 Treasurer's Report for January 2020. (Dick Phebus, Director of Finance)

NEW BUSINESS

1 Resolution 05-20, a resolution to amend the FY2020 General Fund Budget and appropriate funds for maintenance agreement for Bartlett's two-way radio system. (Dick Phebus, Director of Finance)

OPEN DISCUSSION

ADJOURNMENT



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, FEBRUARY 11, 2020 - BARTLETT CITY HALL - 7:00 PM

ATTENDANCE

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

INVOCATION

Opening Prayer by Fred Shackelford, Ellendale Baptist Church

FUTURE MEETINGS

Parks and Recreation Advisory Board, February 13 at 7 p.m.

Historic Preservation Commission, February 17 at 7 p.m.

Bartlett Arts Council, February 18 at 6 p.m.

BPACC Advisory Board, February 18 at 6 p.m.

Design Review Commission, February 18 at 6:30 p.m.

RECOGNITIONS

Fire Department Badge Presentation

Mayor McDonald and Fire Chief Terry Wiggins recognized Kaleb Moretta on his promotion to the position of driver.

Boy Scouts with Troop 261 were recognized as working toward their Citizenship in the Community badges.

Minutes Acceptance: Minutes of Feb 11, 2020 7:00 PM (MINUTES ACCEPTANCE)

*****Official Business of the Day*******MINUTES ACCEPTANCE****Minutes of the January 28, 2020 Board of Mayor and Aldermen Regular Meeting**

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

CONSENT AGENDA

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

- I Special event permit for Police Week 5K. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, May 9 from 9 a.m. to 2 p.m. at the First Responder Memorial located at 3599 Appling Rd.
- 2 Bid for Third Road drainage project and Hatchie Meadows sewer extension project. (John Horne, Assistant Director of Engineering)**
Recommend accepting the lowest bid from ENSCOR, LLC in the amount of \$161,587.00, plus a contingency amount of \$20,000.00 for a total cost of \$181,587.00. Funds are available in Account 311.48311.780.63616.

NEW BUSINESS

- I Resolution 03-20, a resolution to delete uncollectible accounts from ambulance customers' accounts receivable. (Dick Phebus, Director of Finance)**

Director of Finance, Dick Phebus explained that the last ambulance account write-off was in 2015. Vice Mayor Young inquired as to the amount of write-offs in 2015 vs. 2020. Mr. Phebus said the City wrote off \$2.1 million in 2015 compared to \$1.1 million in 2020. Alderman Parsons asked what had been done to collect the money. Mr. Phebus stated these were amounts that could not be collected even after using Wakefield & Associates to collect.

Minutes Acceptance: Minutes of Feb 11, 2020 7:00 PM (MINUTES ACCEPTANCE)

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

2 Resolution 04-20, a resolution to amend the Fiscal Year 2020 Bartlett City Schools Education Capital Project Fund and General Purpose School Fund and to approve a resolution increasing Bartlett City Schools purchasing threshold. (Dick Phebus, Director of Finance)

Mr. Phebus explained that this resolution was to approve a \$200,000 increase in the Capital Projects fund for the Bartlett City Schools and for them to adopt the City's purchasing policy.

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

OPEN DISCUSSION

Director of Engineering, Rick McClanahan announced that CSX advised they would be reworking railroad crossings at Yale Road, St. Elmo and Oak Road in March and April. Mayor McDonald asked that we obtain more information to inform the Board of Mayor and Aldermen and the Police Department with details. Mr. McClanahan stated more information would be forthcoming.

Mr. Paul Carrigan, 7301 La Casa Dr., inquired of the construction hours and operation hours for the proposed Fleet Maintenance Facility location since his house is the last on the street and closest to the facility. Public Works Director, Mike Adams, informed all that the hours of operation would be 7 a.m. to 4 p.m. Mayor McDonald stated that during the building phase, construction would adhere to the Noise Ordinance of 7 a.m. - 11 p.m.

ADJOURNMENT

Meeting adjourned at 7:18 PM

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

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Feb 11, 2020 7:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 02/25/20 07:00 PM

Department: Engineering

Category: Bid

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Bid for Old Brownsville Road construction.

On December 10, 2019, an ad was placed in *The Daily News* for the construction of Old Brownsville Road from just east of Austin Peay Highway to just east of Kirby Whitten Parkway. On January 23, 2020, the City received three bids which were opened at City Hall.

The following bids were submitted:

Ferrell	\$12,815,190.80
Madden Phillips	\$13,644,212.81
Acuff	\$17,465,000.00

Please award the bid to Ferrell in the amount of \$12,815,190.80 with a contingency amount of \$1,281,519.08 for a total construction cost of \$14,096,709.88.

SSR will perform the project's administration and inspection for \$1,837,115.09, which will bring the projects total cost to \$15,933,824.97.

This is a Tennessee Department of Transportation (TDOT) grant project with 80 percent federal funds and 20 percent local match. The City's match amount is \$3,186,764.98. This award is contingent upon TDOT approval.

OLD BROWNSVILLE ROAD
TDOT PIN 010619.00

ITEM	ITEM NUMBER	DESCRIPTION	UNITS	QUANTITY	ENGINEER'S ESTIMATE		FERRELL		MADDEN-PHILLIPS		ACUFF		AVERAGE ALL BIDDERS	
					UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	105-01	BASE BID - ROADWAY ITEMS	LS	1	\$200,000.00	\$200,000.00	\$160,000.00	\$160,000.00	\$128,600.00	\$128,600.00	\$155,000.00	\$155,000.00	\$144,533.33	\$144,533.33
2	201-01	CONSTRUCTION STAKES, LINES AND GRADES	LS	1	\$750,000.00	\$750,000.00	\$425,000.00	\$425,000.00	\$101,250.00	\$101,250.00	\$979,000.00	\$979,000.00	\$501,750.00	\$501,750.00
3	202-01	CLEARING AND GRUBBING	LS	1	\$250,000.00	\$250,000.00	\$118,000.00	\$118,000.00	\$38,900.00	\$38,900.00	\$275,000.00	\$275,000.00	\$143,966.67	\$143,966.67
4	202-02.01	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	LS	1	\$200.00	\$200.00	\$12.00	\$12.00	\$15.00	\$15.00	\$20.00	\$20.00	\$15.67	\$15.67
5	202-02.22	REMOVAL OF PIPE (12" RCP)	L.F.	41	\$20.00	\$820.00	\$12.00	\$492.00	\$15.00	\$615.00	\$20.00	\$820.00	\$15.67	\$642.33
6	202-02.23	REMOVAL OF PIPE (12" RCP)	L.F.	55	\$20.00	\$1,100.00	\$12.00	\$660.00	\$15.00	\$825.00	\$20.00	\$1,100.00	\$15.67	\$861.67
7	202-02.24	REMOVAL OF PIPE (15" RCP)	L.F.	287	\$25.00	\$7,175.00	\$13.00	\$3,731.00	\$15.00	\$4,290.00	\$25.00	\$7,175.00	\$15.67	\$5,544.00
8	202-02.25	REMOVAL OF PIPE (18" RCP)	L.F.	23	\$25.00	\$575.00	\$13.00	\$299.00	\$15.00	\$345.00	\$25.00	\$575.00	\$15.67	\$429.33
9	202-02.26	REMOVAL OF PIPE (21" RCP)	L.F.	300	\$25.00	\$7,500.00	\$14.00	\$4,200.00	\$18.00	\$5,400.00	\$30.00	\$9,000.00	\$20.67	\$6,200.00
10	202-02.27	REMOVAL OF PIPE (24" RCP)	L.F.	35	\$25.00	\$875.00	\$15.00	\$525.00	\$20.00	\$700.00	\$35.00	\$1,225.00	\$23.33	\$816.67
11	202-02.28	REMOVAL OF PIPE (30" RCP)	L.F.	37	\$30.00	\$1,110.00	\$17.00	\$629.00	\$22.00	\$814.00	\$45.00	\$1,665.00	\$27.33	\$1,011.33
12	202-02.29	REMOVAL OF PIPE (36" RCP)	L.F.	37	\$30.00	\$1,110.00	\$19.00	\$703.00	\$22.00	\$814.00	\$55.00	\$2,035.00	\$32.00	\$1,184.00
13	202-02.30	REMOVAL OF PIPE (48" RCP)	L.F.	30	\$30.00	\$900.00	\$26.00	\$780.00	\$28.00	\$840.00	\$65.00	\$1,950.00	\$32.00	\$960.00
14	202-03.01	REMOVAL OF ASPHALT PAVEMENT	S.Y.	4772	\$20.00	\$95,440.00	\$4.00	\$19,088.00	\$4.00	\$19,088.00	\$8.00	\$38,176.00	\$48.33	\$1,899.67
15	202-06.01	REMOVAL OF BUILDINGS (TRACT 24)	LS	1	\$40,000.00	\$40,000.00	\$20,000.00	\$20,000.00	\$15,000.00	\$15,000.00	\$25,000.00	\$25,000.00	\$20,000.00	\$20,000.00
16	203-01	ROAD & DRAINAGE EXCAVATION (UNCLASSIFIED)	C.Y.	89564	\$6.00	\$537,384.00	\$0.00	\$0.00	\$7.65	\$688,224.60	\$18.00	\$1,619,352.00	\$11.55	\$1,030,084.20
17	203-03.01	BORROW EXCAVATION (SELECT MATERIAL)	C.Y.	9500	\$25.00	\$237,500.00	\$21.55	\$204,775.00	\$11.00	\$104,500.00	\$35.00	\$332,500.00	\$22.52	\$213,908.33
18	203-04	PLACING AND SPREADING TOPSOIL	C.Y.	4500	\$4.00	\$18,000.00	\$7.50	\$33,750.00	\$5.85	\$26,325.00	\$7.50	\$33,750.00	\$6.95	\$31,275.00
19	203-05	UNDERCUTTING	C.Y.	9500	\$10.00	\$95,000.00	\$14.00	\$133,000.00	\$7.00	\$66,500.00	\$30.00	\$285,000.00	\$13.67	\$129,833.33
20	203-06	WATER	M.G.	2780	\$20.00	\$55,600.00	\$20.00	\$55,600.00	\$15.00	\$41,700.00	\$25.00	\$69,500.00	\$20.00	\$55,000.00
21	203-07	FURNISHING & SPREADING TOPSOIL	C.Y.	1480	\$33.00	\$48,840.00	\$0.00	\$0.00	\$11.00	\$16,280.00	\$20.00	\$29,600.00	\$13.33	\$19,733.33
22	204-06	FOUNDATION FILL MATERIAL	C.Y.	162	\$53.00	\$8,586.00	\$54.00	\$8,838.00	\$69.00	\$11,238.00	\$75.00	\$12,150.00	\$70.00	\$11,550.00
23	205-05	SEDIMENT REMOVAL	C.Y.	710	\$15.00	\$10,650.00	\$14.00	\$9,940.00	\$7.00	\$4,970.00	\$40.00	\$28,400.00	\$34.67	\$24,613.33
24	206-06.02	TEMPORARY SILT FENCE (WITH BACKING)	L.F.	9045	\$5.00	\$45,225.00	\$4.65	\$42,052.50	\$5.05	\$45,677.25	\$6.00	\$54,000.00	\$5.23	\$47,335.50
25	206-08.03	TEMPORARY SILT FENCE (WITHOUT BACKING)	L.F.	1078	\$3.50	\$3,773.00	\$4.10	\$4,421.80	\$2.80	\$3,016.00	\$3.50	\$3,773.00	\$3.47	\$3,709.33
26	206-08.07	ROCK CHECK DAM PER	EACH	30	\$650.00	\$19,500.00	\$500.00	\$15,000.00	\$425.00	\$12,750.00	\$750.00	\$22,500.00	\$568.33	\$21,216.67
27	206-08.08	ENHANCED ROCK CHECK DAM	EACH	30	\$625.00	\$18,750.00	\$685.00	\$20,550.00	\$460.00	\$13,800.00	\$1,500.00	\$4,500.00	\$978.33	\$28,350.00
28	206-09.01	SANDBAGS	BAG	3620	\$5.00	\$18,100.00	\$9.00	\$32,580.00	\$4.00	\$14,480.00	\$10.00	\$36,200.00	\$7.67	\$27,753.33
29	206-09.04	SEDIMENT FILTER BAG (15' X 10')	EACH	5	\$1,000.00	\$5,000.00	\$1,400.00	\$7,000.00	\$1,025.00	\$5,125.00	\$1,500.00	\$7,500.00	\$1,308.33	\$6,541.67
30	206-09.40	CURB INLET PROTECTION (TYPE 1)	EACH	177	\$250.00	\$44,250.00	\$247.50	\$43,807.50	\$250.00	\$44,250.00	\$500.00	\$88,500.00	\$332.00	\$50,852.50
31	206-20.03	POLYETHYLENE SHEETING (6 MIL MINIMUM)	S.Y.	75	\$2.60	\$195.00	\$8.00	\$600.00	\$2.92	\$219.00	\$25.00	\$625.00	\$11.92	\$893.75
32	206-40.34	CATCH BASIN PROTECTION (TYPE E)	EACH	9	\$300.00	\$2,700.00	\$400.00	\$3,600.00	\$392.00	\$3,528.00	\$500.00	\$4,500.00	\$450.67	\$4,056.00
33	206-40.41	CATCH BASIN FILTER ASSEMBLY (TYPE 1)	EACH	15	\$600.00	\$9,000.00	\$655.00	\$9,825.00	\$728.00	\$10,920.00	\$850.00	\$12,750.00	\$744.33	\$11,165.00
34	206-40.43	CATCH BASIN FILTER ASSEMBLY (TYPE 3)	EACH	1	\$900.00	\$900.00	\$955.00	\$955.00	\$840.00	\$840.00	\$1,000.00	\$1,000.00	\$935.00	\$935.00
35	206-65.03	TEMPORARY DIVERSION CHANNEL	L.F.	420	\$20.00	\$8,400.00	\$20.00	\$8,400.00	\$46.00	\$19,320.00	\$185.00	\$77,700.00	\$95.67	\$35,140.00
36	206-65.04	TEMPORARY IN-STREAM DIVERSION	L.F.	700	\$30.00	\$21,000.00	\$30.00	\$21,000.00	\$44.00	\$30,800.00	\$40.00	\$28,000.00	\$38.00	\$28,800.00
37	303-01	MINERAL AGGREGATE, TYPE A BASE, GRADING D	TON	48052	\$30.00	\$1,441,560.00	\$28.30	\$1,359,871.60	\$38.00	\$1,792,872.00	\$38.50	\$1,850,002.00	\$34.27	\$1,646,581.87
38	303-01.03	GRANULAR BACKFILL (ROADWAY)	TON	6690	\$28.00	\$188,320.00	\$28.30	\$189,497.00	\$37.10	\$244,482.00	\$52.00	\$342,680.00	\$39.13	\$257,888.67
39	303-01.03	GRANULAR BACKFILL (RETAINING WALLS)	TON	40	\$27.00	\$1,080.00	\$28.30	\$1,132.00	\$40.00	\$1,600.00	\$100.00	\$4,000.00	\$58.77	\$2,270.67
40	303-10.01	MINERAL AGGREGATE (SIZE 57)	TON	298	\$46.00	\$13,708.00	\$40.00	\$12,080.00	\$40.00	\$12,080.00	\$50.00	\$14,900.00	\$44.00	\$13,120.00
41	307-01.01	ASPHALT CONCRETE MIX (PG64-22) (BPMH-HM) GRADING A	TON	14803	\$100.00	\$1,480,300.00	\$91.80	\$1,358,915.40	\$84.67	\$1,251,886.71	\$82.00	\$1,218,160.00	\$80.46	\$1,234,227.04
42	307-01.08	ASPHALT CONCRETE MIX (PG64-22) (BPMH-HM) GRADING B-M2	TON	12184	\$115.00	\$1,401,310.00	\$94.20	\$1,148,674.80	\$81.74	\$1,118,677.56	\$100.00	\$1,219,400.00	\$95.31	\$1,162,250.79
43	402-01	BITUMINOUS MATERIAL FOR PRIME COAT (PC)	TON	114	\$625.00	\$71,250.00	\$1,112.00	\$126,768.00	\$375.00	\$42,750.00	\$1,055.00	\$120,270.00	\$1,047.33	\$119,395.00
44	402-02	AGGREGATE FOR CO-EMERGENCY (PC)	TON	440	\$55.00	\$24,200.00	\$40.00	\$17,600.00	\$71.75	\$31,570.00	\$60.00	\$26,400.00	\$65.92	\$28,123.33
45	403-01	BITUMINOUS MATERIAL FOR TACK COAT (TC)	TON	53	\$935.00	\$49,555.00	\$915.00	\$48,495.00	\$975.00	\$51,675.00	\$1,055.00	\$55,915.00	\$981.67	\$52,028.33
46	407-00.05	SAW CUTTING ASPHALT PAVEMENT	L.F.	19532	\$25.00	\$488,300.00	\$25.00	\$488,300.00	\$35.00	\$68,345.00	\$35.00	\$68,712.00	\$37.50	\$73,620.00
47	411-01.01	ACCS MIXPG64-22 GRADING D	TON	7227	\$125.00	\$903,375.00	\$101.80	\$735,708.60	\$101.32	\$732,230.64	\$110.00	\$794,270.00	\$104.37	\$754,306.08
48	415-01.01	COLD PLANING BITUMINOUS PAVEMENT	TON	2303	\$25.00	\$57,575.00	\$20.00	\$46,060.00	\$31.00	\$71,393.00	\$40.00	\$92,120.00	\$30.33	\$68,857.67
49	604-01.01	CLASS A CONCRETE (ROADWAY)	TON	125	\$450.00	\$56,250.00	\$400.00	\$50,000.00	\$390.00	\$49,200.00	\$1,175.00	\$146,875.00	\$921.67	\$115,208.33
50	604-01.02	STEEL BAR REINFORCEMENT (ROADWAY)	C.Y.	1041	\$1.10	\$1,145.10	\$2.50	\$2,612.50	\$1.15	\$1,191.15	\$1.50	\$1,581.50	\$1.72	\$1,787.05
51	604-02.01	CLASS A CONCRETE (BOX BRIDGES)	LB	1074	\$1,074.00	\$1,153,476.00	\$525.00	\$563,950.00	\$715.00	\$769,710.00	\$915.00	\$968,710.00	\$718.33	\$771,490.00
52	604-02.02	STEEL BAR REINFORCEMENT (BOX BRIDGES)	LB	238562	\$1.10	\$262,418.20	\$1.00	\$238,562.00	\$2.20	\$524,035.40	\$1.25	\$298,202.50	\$1.48	\$333,866.97
53	604-07.01	RETAINING WALL (STA. 167+05.00 TO STA. 168+75.00)	S.F.	700	\$150.00	\$105,000.00	\$48.40	\$33,880.00	\$160.00	\$112,000.00	\$185.00	\$129,500.00	\$139.47	\$99,1326.67
54	607-03.02	18" CONCRETE PIPE CULVERT (CLASS III)	L.F.	11782	\$50.00	\$589,100.00	\$43.50	\$511,647.00	\$34.50	\$405,789.00	\$43.50	\$511,647.00	\$40.50	\$476,361.00

OLD BROWNSVILLE ROAD
TDOT PIN 010619.00

ITEM	ITEM NUMBER	DESCRIPTION	UNITS	QUANTITY	ENGINEER'S ESTIMATE		FERRELL		MADDEN-PHILLIPS		ACUFF		AVERAGE ALL BIDDERS	
					UNIT COST	TOTAL COST	UNIT	TOTAL COST	UNIT	TOTAL COST	UNIT	TOTAL COST	UNIT	TOTAL COST
110	716-01.22	SNOWPLOWABLE RAISED PAVEMENT MARKERS (MONO-COLOR) (PIN)	EACH	343	\$32.00	\$10,976.00	\$39.80	\$13,582.80	\$39.80	\$13,582.80	\$45.00	\$15,435.00	\$41.40	\$14,200.20
111	716-01.23	SNOWPLOWABLE RAISED PAVEMENT MARKERS (BIDIR) (2 COLOR)	EACH	108	\$39.00	\$5,880.00	\$39.00	\$6,652.80	\$39.00	\$6,652.80	\$45.00	\$7,560.00	\$41.40	\$6,955.20
112	716-02.04	PLASTIC PAVEMENT MARKING (CHANNELIZATION STRIPING)	S.Y.	418	\$24.00	\$9,984.00	\$22.00	\$9,152.00	\$22.00	\$9,152.00	\$25.00	\$10,400.00	\$23.00	\$9,568.00
113	716-02.05	PLASTIC PAVEMENT MARKING (STOP LINE)	L.F.	850	\$15.00	\$12,750.00	\$15.40	\$13,090.00	\$15.40	\$13,090.00	\$20.00	\$17,000.00	\$16.83	\$14,393.33
114	716-02.06	PLASTIC PAVEMENT MARKING (TURN LANE ARROW)	EACH	47	\$200.00	\$9,400.00	\$192.50	\$9,047.50	\$192.50	\$9,047.50	\$220.00	\$10,340.00	\$201.67	\$9,478.33
115	716-02.09	PLASTIC PAVEMENT MARKING (LONGITUDINAL CROSS-WALK)	L.F.	1580	\$35.00	\$55,000.00	\$42.80	\$67,782.40	\$42.80	\$67,782.40	\$50.00	\$79,000.00	\$45.27	\$71,321.33
116	716-03.01	PLASTIC WORD PAVEMENT MARKING (ONLY)	EACH	6	\$250.00	\$1,500.00	\$209.00	\$1,254.00	\$209.00	\$1,254.00	\$235.00	\$1,410.00	\$217.67	\$1,306.00
117	716-03.03	PLASTIC WORD PAVEMENT MARKING (STOP AHEAD)	EACH	5	\$550.00	\$2,750.00	\$465.50	\$2,327.50	\$467.50	\$2,337.50	\$530.00	\$2,650.00	\$467.67	\$2,438.33
118	716-03.07	PLASTIC WORD PAVEMENT MARKING (STOP)	EACH	6	\$200.00	\$1,200.00	\$209.00	\$1,254.00	\$209.00	\$1,254.00	\$240.00	\$1,440.00	\$213.33	\$1,116.00
119	716-04.01	PLASTIC PAVEMENT MARKING (STRAIGHT-TURN ARROW)	EACH	2	\$250.00	\$500.00	\$242.00	\$484.00	\$242.00	\$484.00	\$275.00	\$550.00	\$253.00	\$506.00
120	716-04.04	PLASTIC PAVEMENT MARKING (TRANSVERSE SHOULDER)	L.F.	2000	\$10.00	\$20,000.00	\$7.70	\$20,020.00	\$7.70	\$20,020.00	\$9.00	\$23,400.00	\$8.13	\$21,146.67
121	716-04.05	PLASTIC PAVEMENT MARKING (STRAIGHT ARROW)	EACH	2	\$200.00	\$400.00	\$187.00	\$374.00	\$187.00	\$374.00	\$215.00	\$430.00	\$160.33	\$320.67
122	716-04.13	PLASTIC PAVEMENT MARKING (BIKE LANE SYMBOL & ARROW)	EACH	24	\$500.00	\$12,000.00	\$330.00	\$7,920.00	\$330.00	\$7,920.00	\$375.00	\$9,000.00	\$345.00	\$8,280.00
123	716-04.15	PLASTIC PAVEMENT MARKING (BIKE SYMBOL & ARROW SHARED)	EACH	5	\$300.00	\$1,500.00	\$297.00	\$1,485.00	\$297.00	\$1,485.00	\$350.00	\$1,750.00	\$314.67	\$1,573.33
124	716-05.01	PAINTED PAVEMENT MARKING (4" LINE)	L.M.	19.7	\$1,600.00	\$31,520.00	\$1,320.00	\$26,004.00	\$1,320.00	\$26,004.00	\$1,500.00	\$29,550.00	\$1,380.00	\$27,186.00
125	716-05.02	PAINTED PAVEMENT MARKING (CHANNELIZATION STRIPING)	S.Y.	1278	\$20.00	\$25,560.00	\$14.30	\$18,276.40	\$14.30	\$18,276.40	\$17.00	\$21,738.00	\$15.20	\$19,425.60
126	716-05.05	PAINTED PAVEMENT MARKING (STOP LINE)	L.F.	1060	\$10.00	\$10,600.00	\$10.88	\$11,543.40	\$10.88	\$11,543.40	\$12.00	\$12,720.00	\$11.28	\$11,925.13
127	716-05.06	PAINTED PAVEMENT MARKING (TURN LANE ARROW)	EACH	47	\$150.00	\$7,050.00	\$93.50	\$4,394.50	\$93.50	\$4,394.50	\$105.00	\$4,935.00	\$97.33	\$4,574.67
128	716-05.09	PAINTED PAVEMENT MARKING (STRAIGHT-TURN ARROW)	EACH	2	\$150.00	\$300.00	\$110.00	\$220.00	\$110.00	\$220.00	\$125.00	\$250.00	\$115.00	\$230.00
129	716-05.20	PAINTED PAVEMENT MARKING (8" LINE)	L.M.	4.2	\$1,700.00	\$7,140.00	\$1,320.00	\$5,544.00	\$1,320.00	\$5,544.00	\$1,500.00	\$8,300.00	\$1,380.00	\$5,796.00
130	716-05.21	PAINTED PAVEMENT MARKING (4" DOTTED LINE)	L.F.	200	\$2.00	\$400.00	\$1.65	\$330.00	\$1.10	\$220.00	\$2.00	\$400.00	\$1.58	\$316.67
131	716-05.22	PAINTED PAVEMENT MARKING (LONGITUDINAL CROSS-WALK)	L.F.	1580	\$15.00	\$23,700.00	\$30.80	\$48,664.00	\$30.80	\$48,664.00	\$35.00	\$55,300.00	\$32.20	\$50,876.00
132	716-08.01	REMOVAL OF PAVEMENT MARKING (LINE)	L.F.	2850	\$1.00	\$2,850.00	\$0.99	\$2,821.50	\$1.00	\$2,850.00	\$2.00	\$5,700.00	\$1.33	\$3,790.50
133	716-08.04	REMOVAL OF PAVEMENT MARKING (CHANNELIZATION STRIPING)	S.Y.	24	\$15.00	\$360.00	\$27.50	\$660.00	\$27.50	\$660.00	\$30.00	\$720.00	\$28.33	\$680.00
134	716-08.05	REMOVAL OF PAVEMENT MARKING (STOP LINE)	L.F.	100	\$8.00	\$800.00	\$7.90	\$790.00	\$8.80	\$880.00	\$10.00	\$1,000.00	\$8.20	\$820.00
135	716-08.08	REMOVAL OF PAVEMENT MARKING (TURN LANE ARROW)	EACH	4	\$125.00	\$500.00	\$55.00	\$220.00	\$55.00	\$220.00	\$65.00	\$260.00	\$58.33	\$233.33
136	716-08.07	REMOVAL OF PAVEMENT MARKING (STRAIGHT-TURN ARROW)	EACH	2	\$125.00	\$250.00	\$55.00	\$110.00	\$55.00	\$110.00	\$65.00	\$130.00	\$58.33	\$116.67
137	716-08.09	REMOVAL OF PAVEMENT MARKING (DOTTED LINE)	L.F.	25	\$1.00	\$25.00	\$1.10	\$27.50	\$1.10	\$27.50	\$2.00	\$50.00	\$1.40	\$35.00
138	716-08.11	REMOVAL OF WORD PAVEMENT MARKING (ONLY)	EACH	4	\$125.00	\$500.00	\$99.00	\$396.00	\$99.00	\$396.00	\$115.00	\$460.00	\$104.33	\$417.33
139	716-13.01	SPRAY THERMO PAVT MARKING (60 ml) (4IN LINE)	L.M.	7.9	\$3,000.00	\$23,700.00	\$3,080.00	\$24,332.00	\$3,080.00	\$24,332.00	\$3,900.00	\$31,020.00	\$3,220.00	\$25,438.00
140	716-13.02	SPRAY THERMO PAVT MARKING (60 ml) (6IN LINE)	L.M.	4.2	\$4,500.00	\$18,900.00	\$3,410.00	\$14,322.00	\$3,410.00	\$14,322.00	\$3,875.00	\$16,275.00	\$3,695.00	\$14,875.00
141	716-13.04	SPRAY THERMO PAVT MARKING (60 ml) (4IN DOTTED LINE)	L.F.	200	\$1.75	\$350.00	\$1.65	\$330.00	\$1.65	\$330.00	\$2.00	\$400.00	\$1.77	\$353.33
142	716-13.05	SPRAY THERMO PAVT MARKING (60 ml) (6IN DOTTED LINE)	L.F.	350	\$2.50	\$875.00	\$2.53	\$885.50	\$2.53	\$885.50	\$3.00	\$1,050.00	\$2.69	\$940.33
143	717.01	MOBILIZATION	LS	1	\$1,000,000.00	\$1,000,000.00	\$220,000.00	\$220,000.00	\$817,725.00	\$817,725.00	\$852,598.00	\$852,598.00	\$630,094.33	\$630,094.33
144	720-01.04	MODIFICATION OF EXISTING TRAFFIC SIGNAL EQUIPMENT	LS	1	\$10,000.00	\$10,000.00	\$9,140.00	\$9,140.00	\$9,750.00	\$9,750.00	\$15,000.00	\$15,000.00	\$10,863.33	\$10,863.33
145	740-10.03	GEOTEXTILE (TYPE III) EROSION CONTROL	S.Y.	21558	\$5.00	\$107,790.00	\$2.75	\$59,284.50	\$2.10	\$45,271.80	\$3.50	\$75,853.00	\$1.78	\$81,116.43
146	740-10.04	GEOTEXTILE (TYPE IV) STABILIZATION	S.Y.	9500	\$7.00	\$66,500.00	\$2.00	\$19,000.00	\$1.55	\$14,725.00	\$2.00	\$19,000.00	\$1.85	\$17,575.00
147	740-11.02	TEMPORARY SEDIMENT TUBE (2IN)	L.F.	1350	\$4.00	\$5,400.00	\$5.00	\$6,750.00	\$6.50	\$8,775.00	\$5.50	\$7,425.00	\$6.35	\$9,270.00
148	740-11.03	TEMPORARY SEDIMENT TUBE (18IN)	L.F.	14800	\$6.00	\$88,800.00	\$6.00	\$88,800.00	\$7.05	\$102,585.00	\$6.00	\$87,600.00	\$6.00	\$87,600.00
149	740-11.04	TEMPORARY SEDIMENT TUBE (36IN)	L.F.	14800	\$6.00	\$88,800.00	\$6.00	\$88,800.00	\$7.05	\$102,585.00	\$6.00	\$87,600.00	\$6.00	\$87,600.00
150	801-01.07	FLOWABLE FILL (TRENCH PLUGS)	C.Y.	23	\$900.00	\$20,700.00	\$205.00	\$4,715.00	\$200.00	\$4,600.00	\$500.00	\$11,500.00	\$331.67	\$7,628.33
151	801-01.08	TEMPORARY SEEDING (WITH MULCH)	UNIT	3	\$100.00	\$300.00	\$74.25	\$222.75	\$112.00	\$336.00	\$1,000.00	\$3,000.00	\$395.42	\$1,186.26
152	801-01.09	WATER (SEEDING & SODDING)	M.G.	65	\$150.00	\$9,750.00	\$49.50	\$3,217.50	\$11.20	\$728.00	\$50.00	\$2,500.00	\$35.00	\$2,050.00
153	802-03.01	TREES (WILLOW OAK)	EACH	3	\$500.00	\$1,500.00	\$662.50	\$2,000.00	\$640.00	\$2,000.00	\$1,000.00	\$3,000.00	\$894.17	\$2,682.50
154	803-01	SHRUBS (RED LEAF PHOTO)	EACH	29	\$100.00	\$2,900.00	\$74.25	\$2,153.25	\$84.00	\$2,436.00	\$100.00	\$2,900.00	\$85.08	\$2,479.42
155	803-01	SODDING (NEW SOD)	S.Y.	77740	\$3.50	\$275,090.00	\$3.85	\$298,199.00	\$3.15	\$245,081.00	\$3.15	\$245,081.00	\$3.38	\$262,720.33
156	805-01.01	TURF REINFORCEMENT MAT (CLASS I)	S.Y.	280	\$5.00	\$1,400.00	\$7.15	\$2,002.00	\$5.60	\$1,568.00	\$7.00	\$1,960.00	\$6.58	\$1,862.00
TOTAL ROADWAY BASE BID						\$15,819,596.31		\$12,815,190.80		\$13,644,212.81		\$17,465,000.00		\$14,641,467.87
TOTAL ROADWAY BASE BID						\$15,819,596.31		\$12,815,190.80		\$13,644,212.81		\$17,465,000.00		\$14,641,467.87

BASE BID - ROADWAY:

\$15,819,596.31

\$12,815,190.80

\$13,644,212.81

\$17,465,000.00

\$14,641,467.87



January 20, 2020 Rev.

Mr. Rick McClanahan, P.E.
City of Bartlett
6400 Stage Rd.
Bartlett, TN 38134

Re: Old Brownsville Road Construction West CEI

Dear Mr. McClanahan,
Smith Seckman Reid, Inc. (SSR) is pleased to submit this fee proposal to the City of Bartlett (the City) for providing Construction Engineering and Inspection (CEI) services. The following are our project understanding, scope of services, schedule, and fee proposal.

Project Understanding

The City of Bartlett (the City) desires to widen a 2.3-mile section of Old Brownsville Road beginning near SR-14 (Austin Peay Highway) and extending to just east of Kirby-Whitten Road. Currently, this corridor is a two-lane urban facility. The proposed boulevard-type roadway section will consist of four 12-foot traffic lanes, raised medians, bike lanes, curb & gutter, and sidewalk.

Scope of Services

SSR will provide the services specifically set forth in the tasks listed below.

Task 1 – Project Management

This task will consist of the following project management activities:

- Project Coordination – Coordination with the City to provide updates, coordinate project reviews, and other activities to help the City keep the project stakeholders generally informed of the progress of the project.
- Project Review Meetings – Consists of scheduling, setting the agenda, and producing monthly meeting minutes for all project meetings as defined in the tasks below.
- Project Administration – Administrative and accounting activities related to the day to day management of this project.

Task 2 – Construction Engineering and Inspection (CEI)

SSR will provide the appropriate field and office staff required to assist the City in compliance with the guidelines for Locally Managed Projects as outlined in the subtasks below.

Task 2.1 – Erosion Prevention and Sediment Control (EPSC) Inspection

SSR will provide EPSC inspection in accordance to the guidelines outlined and accepted by the Tennessee Department of Environment and Conservation (TDEC). The EPSC inspection will be carried out in accordance to the Storm Water Pollution Prevention Plan (SWPPP)

Task 2.1.1 – Project Documents Review

Review EPSC plans and SWPPP prepared by others.

Task 2.1.2 – Baseline Assessment

Conduct initial baseline assessment to document existing conditions prior to earth disturbance.

SSR Deliverables: Baseline photo journal

Task 2.1.3 – Site Inspections

Perform twice-weekly EPSC site inspections. Evaluate EPSC measures in the field and prepare photo journal of deficient areas and of corrective actions. Document conditions adverse to making immediate repairs and provide recommendations to the Project Supervisor.

SSR Deliverables: 1.) Photo log report

2.) Site inspection report for each inspection (TDOT LP Form 8-27)

Task 2.1.4 – SWPPP and EPSC Plans Revisions

Make redline revisions to SWPPP and EPSC plans reflecting EPSC modifications made in the field.

SSR Deliverables: As-built SWPPP and EPSC plans

Task 2.1.5 – Construction Completion

Prepare the Notice of Termination (NOT) on the City's behalf notifying TDEC that all storm water discharges associated with this project have ceased.

SSR Deliverables: NOT for NPDES permit (TDOT LP Form 8-28)

Task 2.1.6 – On-Call EPSC Services

Available to the project supervisor for the entire project duration for EPSC related emergencies.

Task 2.2 – Pre-Construction and Pre-Erosion Conferences

SSR will prepare for and conduct one Pre-Construction and Pre-Erosion Conference at a time and location determined by the City and TDOT. SSR will respond in writing to issues that arise at the meeting. Upon commencement of the work by the contractor, SSR will prepare and submit the project start notice to the assigned TDOT Project Supervisor and TDOT Local Program Development Office.

SSR Deliverables: 1.) Pre-construction and erosion conference notices (TDOT LP Forms 8-10a & 8-10b)

2.) Pre-construction and erosion conference minutes (TDOT LP Forms 8-11a & 8-11b)

3.) Conference sign-in sheet (TDOT LP Form 8-12)

4.) Start notice (TDOT LP Form 8-17)

Task 2.3 – Project Administration

SSR will provide project administration and coordinate with the assigned TDOT Project Supervisor. SSR will prepare for and attend, when requested, TDOT and FHWA inspections that may be conducted on the project related to project work, progress or records. SSR will prepare for, cooperate with, and assist auditors that may be assigned to review project records, payments, reports, etc. The project files will be neatly organized and available for review at our office at any time throughout the construction phase.

SSR will provide the inspectors and assistance to monitor the work being done on the contract. SSR will prepare for and administer monthly progress meetings with the contractor, their subcontractors, and the City.

SSR Deliverables: Monthly progress meeting minutes.

Task 2.3.1 – Public Relations

SSR will provide the City with information to be used to inform the general public and project stakeholders about the status of the construction project. SSR will provide monthly project status reports that will identify key activities expected to occur during the next month. SSR will assist the City by providing construction photos and content for project status updates on social media, if desired. SSR will respond to requests from the City to answer citizens' questions and complaints. SSR will provide the City with monthly aerial photography of the construction progress. The aerial images will be provided in digital format for the City to use at their discretion.

Task Deliverables: 1.) Monthly progress reports

2.) Assistance with responses to Citizens' complaints

3.) Assistance with content for social media

4.) Monthly aerial photography of the construction progress

Task 2.4 – Utility Coordination

SSR will coordinate individually and as a whole with the multiple utility owners identified in the construction documents as owning facilities within the project limits. The sole purpose of SSR's role in the installation of utilities as related to the project is coordination of continued progress of the project as a whole and to attempt to avoid delays arising from utility installation work that interferes with other project work. SSR will prepare for and administer an initial utility coordination meeting with the utility owners identified in the plan set, the prime contractor, and the City upon awarding this Contract for construction. SSR will prepare for and administer regular utility coordination progress meetings upon request by the City and at a frequency as determined by the City. SSR is not responsible for the timeliness, correctness, or adequacy of the work performed by the various utility contractors, and shall not be held liable for damages or delays resulting from the utility contractor's work or lack thereof.

SSR Deliverables: 1.) Utility conference notice (TDOT LP Form 8-10c)

2.) Utility conference minutes (TDOT LP Form 8-11c)

3.) Conference sign-in sheet (TDOT LP Form 8-12)

Task 2.5 – Supplemental Agreements/Construction Change Orders

SSR will notify the City of the necessity for any Supplemental Agreements/Construction Change Orders. SSR will negotiate prices for additional pay items with the contractor while adhering to the "TDOT Average Unit Price" listing when possible and coordinate acceptance of prices with the City. SSR will prepare the Supplemental Agreement/Construction Change Orders and submit to the City for final review and submittal for processing. Any work that cannot be negotiated with the prime contractor will be pursued by Force Account as defined in the TDOT Standard Specifications and recorded on forms supplied by TDOT. SSR will review any Value Engineering Change Proposals and prepare recommendations for the City.

SSR Deliverables: Change order (TDOT LP Form 8-30) requests as required to included but not limited to SSR cover letter with clearly defined need narrative and recommendation, supporting documents (e.g.,

contractor's written request and cost breakdown, related plan sheets, site photos, material certification, etc.), and independent cost analysis

Task 2.6 – Shop Drawings and Submittals

SSR will review and approve or take other appropriate action with respect to Shop Drawings and Submittals, but only for conformance with the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs.

Task 2.7 – Quality Assurance and Testing for Acceptance

SSR will provide certified and trained personnel for field, plant testing, and inspection in accordance with TDOT sampling and field technician certification requirements (TDOT SOP 1-1 & 1-3). SSR will monitor the testing provided by the contractor in the field as defined in the Contract, Plans or Specifications and document testing on standard forms normally used by TDOT. SSR will monitor documentation of testing by the contractor. Field testing consists of ACI tests for concrete, nuclear density testing of subgrade and earthwork, base stone, asphalt, structural backfill, and pipe backfill as defined in the Standard Specifications and the TDOT sampling and testing schedule. SSR will provide source or plant testing according to TDOT Standard Specification 106.05 to include, but not limited to, asphalt plant inspection. SSR will provide aggregate analysis and moisture testing for roadway embankment and base stone materials as defined in the Standard Specifications and the Departments sampling and testing schedule. SSR will provide miscellaneous checking of application rates and dimensions to assure conformance to Plans and Specifications. In case of notification of defective concrete as defined in the Specifications, SSR will submit the initial information on TDOT standard forms and receive the final disposition of the material after review. Certifications of material submitted by the contractor will be reviewed by SSR for conformity to the Specifications. A Final Materials and Tests Certification will be included in the Final Records submitted to the City.

SSR Deliverables: Materials & tests certification (TDOT LP Form DT-1696LP)

Task 2.8 – Progress Payments

SSR will collect and assemble quantities for Monthly Progress Payments to the prime contractor from actual project field records, as directed by Special Provisions in the contract, from Supplemental Agreements/Construction Change Orders, or from Force Accounts. 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 City 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 last day of each month. Copies of approved subcontracts as well as copies of actual DBE subcontractor's contracts will be on file prior to the first Progress Payment.

SSR Deliverables: Monthly construction invoice (TDOT LP Form 9-5)

Task 2.9 – Distribution of Correspondence

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

Task 2.10 – Inspection of Work

SSR 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. SSR will observe, measure and

record all quantities for payment. SSR will record field measurements in project records for review by the City, TDOT, or auditors. The daily records will be recorded in the construction management software, Appia. SSR 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. SSR will prepare to justify pay quantities in the case of questions by the contractor, TDOT, or auditors. SSR 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
- Construction materials received on-site
- 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 and afternoon, cloudy, clear, etc.
- Days charged, with explanation if not charged

Field technicians will be certified in the applicable TDOT certification workshops listed below:

- Asphalt Roadway Paving Inspector
- Asphalt Concrete Certified Plant Technician
- ACI Concrete Technician
- Soils and Aggregate Technician
- Nuclear Gauge Training
- OSHA Construction Safety Training

SSR Deliverables: Daily construction diaries

Task 2.10.1 – Work Zone Traffic Control and Safety

At the beginning of the project and the various traffic control phase changes throughout the life of the project, SSR will make sure before work begins that the construction signs and other traffic control devices are placed in accordance with the traffic control plans and MUTCD. This east/west corridor is very busy with an elementary school, many subdivisions, five (5) churches, a cemetery, and emergency services located all within the project limits. It is imperative that the work zone is safe for the users of this facility (motorists and pedestrians), inspection staff, and workers. SSR will check traffic control daily and will notify the contractor of deficiencies or problems observed, if applicable. Furthermore, SSR will perform a weekly work zone traffic control inspection and prepare a report to be signed by the prime contractor. SSR will coordinate with the City and other stakeholders major changes to the traffic control.

SSR Deliverables: Weekly work zone traffic control inspection reports (TDOT Form CIG 5.31.17)

Task 2.10.2 – Final Inspection

Upon completion of the project, SSR will schedule with the prime contractor, TDOT, and the City a final inspection to determine the quality, completeness, and acceptability of the work and to ensure that the project was constructed in reasonable close conformance with the Contract requirements. Any work not completed in accordance with the plans, specifications, and/or

Contract requirements, in whole or in part, will be considered unsatisfactory and SSR will instruct the prime contractor to complete the said items. SSR will perform supplemental final inspections until all work has been satisfactorily completed. Time will continue to be charged until the work has been satisfactorily completed. An electronically marked up copy of the as-built plans will be prepared by SSR and furnished to the City upon completion of the project.

SSR Deliverables: 1.) *Punch list form (TDOT Form LP 8-32)*
 2.) *Contractor's performance evaluation (TDOT Circular Letter 102.01-01)*
 3.) *Construction as-built plans*

Task 2.11 – Contractor's Payrolls, Employee Interviews and Contract Compliance

SSR will receive and check the contractor's payrolls for conformance to state wage rates as defined in the Contract. Late payrolls (two weeks late) are justification to withhold progress payment. SSR will notify the prime contractor of late payrolls and request immediate submission. SSR will notify the City prior to withholding payments. SSR will conduct employee interviews on the forms used by TDOT per Circular Letter 1273-03 *Labor Interview (Davis-Bacon Act)* and compare to the submitted payrolls for accuracy. SSR will notify the prime contractor of inaccuracies and resolve discrepancies per TDOT Circular Letter 1273-02.01 *Contractor's Payrolls - Corrections*. SSR will adhere to Special Provisions concerning reports to be submitted to the Contract Compliance office.

SSR Deliverables: 1.) *Monthly contractor employee interviews (TDOT Form C-27)*
 2.) *Contractor's annual EEO Report (Form FHWA -1391)*
 3.) *Attestation for illegal immigrants (TDOT Circular Letter 102.01-02)*

Task 2.11.1 – Civil Rights Compliance (DBE)

SSR assumes that a Disadvantaged Business Enterprise (DBE) goal will be established for the construction of this project. At the pre-construction conference, the prime contractor should identify all DBE sub-contractors indicating projected dates of their appearance on this project. SSR will complete the Commercially Useful Function (CUF) checklist once a DBE begins work. SSR will submit the CUF checklist to TDOT Small Business Development Program (SBDP) director. At the conclusion of this project, SSR will coordinate with the prime contractor and DBE sub-contractors the execution of Form CC-3 certifying the amount paid to each DBE sub-contractor. SSR will submit this form to the TDOT Small Business Development Program (SBDP) director.

SSR Deliverables: 1.) *CUF Checklist (TDOT LP Form 8-9)*
 2.) *CC-3 form (TDOT LP Form 8-35)*

Task 2.12 – Reports

There are numerous reports, documents, etc., that must be generated in the process of contract administration. SSR will maintain either electronic or hard copies of project documentation in compliance with the TDOT Standard Operating Procedures.

Task 2.13 – Final Records

SSR will submit a compilation of project records in TDOT standard format to the City after project completion. SSR will make corrections when/if notified and resubmit the records and a final estimate for the project at the appropriate time. SSR will submit all final forms with the final records package.

SSR Deliverables: 1.) *Compilation of project records*
 2.) *Completion notice (TDOT LP Form 8-33)*

3.) End of Job Certificate (TDOT LP Form 8-36)

Task 3 – Field Surveys

SSR will prepare topographic field surveys conducted to TDOT Survey standards in Microstation and Geopak file format, tied to the Tennessee State Plane Coordinate System and referencing local vertical benchmarks.

Task 3.1 – Baseline Cross-Sections

Locate and verify original horizontal and vertical control. Perform original cross-sections before earth disturbance.

SSR Deliverables: Create original ground cross-sections.

Task 3.2 – Final Cross-Sections

Perform final cross-sections and develop final ground DTM.

SSR Deliverables: Final cross-sections and earthwork quantities.

Task 3.3 – Locate Structures

Verify the contractor's stakeout on selected structures as required.

Task 3.4 – Additional Surveying Services

Survey topsoil piles as necessary. Survey borrow pits (initial and final sections) as necessary. Perform miscellaneous survey work as required by the project supervisor.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. SSR will not begin work on any additional services without the written authorization of the scope and fee of those services by the City.

Schedule

It is assumed that the construction contract for the entire project will have a 24-month duration. SSR proposes to start a month prior to the Notice to Proceed (NTP) Construction date. During this period, SSR will begin coordination with project stakeholders (City staff, the public, businesses, utility owners, etc.) to avert any anticipated stumbling blocks that will potentially delay the project. In addition, SSR will complete an in-depth review of the plans to identify potential problem areas that could delay the progress of construction. SSR will present anything we foresee to the City with recommendations. Following the completion of construction and acceptance of the project, SSR requests 2-months to finalize the project records, complete all final forms (materials & tests final certification, overrun/underrun explanation report, completion notice, contractor's affidavit, CC-3 DBE goal form, end of job certificate, advertise for claims, TDEC Notice of Termination (NOT), FHWA 1391 EEO report, etc.) and present the City with a compilation of the project records. Therefore, the total duration for CEI services is proposed to be 27-months.

Fee and Billing

SSR will provide the above services for the lump sum fee of \$1,837,115.09. This fee includes all direct and indirect costs associated with the tasks described above.

SSR will invoice the City once per month for the services provided for that month. Such invoice shall reflect the time spent by employees or agents of SSR in providing services as contemplated hereunder multiplied by the respective rates applicable to each class of employee or agent, plus appropriate overhead rate thereof. Payment is expected within 30-days of the invoice date. It is further understood that services for this project coincide with the construction contract. The anticipated end date set for the construction contract is 24-months from the Notice to Proceed (NTP) to construction. Should the construction contract extend beyond the anticipated 24-months, SSR will be entitled additional compensation.

We look forward to working with the City. If you have any questions please feel free to contact me.

Sincerely,



Nick Taylor, PE
Project Manager - SSR

Attachment: SKMBT_28320021715220 (2762 : Old Brownsville Road)



CITY OF BARTLETT

MANDAY ESTIMATE AND FEE PROPOSAL FOR CEI SERVICES - OLD BROWNSVILLE ROAD TDOT PIN # 010619.00

State Project No.
79LPLM-F3-297

Federal AID Project No.
STP-M-9419(2)

Smith Seckman Reid, Inc.

Prepared By:
Nick Taylor

2650 Thousand Oaks Blvd.
Suite 3200
Memphis, TN 38118

Date Prepared:
12/3/2019
1/20/2020 Rev.

O. 901.683.3900
F. 901.683.3990
ntaylor@ssr-inc.com

Project No.:

SSR Smith
Seckman
Reid, Inc.

Attachment: SKMBT_28320021715220 (2762 : Old Brownsville Road)

City of Bartlett

CEI Services - Old Brownsville Road

FEE SUMMARY

Item		Cost
1. Direct Labor (SSR)		
a. Project Management		\$19,344.89
b. Construction Management		\$107,239.19
c. Records		\$25,754.70
d. CEI Services		\$259,506.97
e. GIS Services		\$3,471.81
	Sub Total:	\$415,317.56
2. Overhead	171.41%	\$711,895.83
3. Subtotal 1 + 2		\$1,127,213.39
4. Net Fee	Direct Labor x 2.35 x 12%	\$117,119.56
5. Sub Total 3 + 4		\$1,244,332.95
6. Direct Expenses		
a. SSR (Itemized)	See Itemized sheet	\$53,508.80
b. Sub Expense (Fisher Arnold)		
i. Project Management		\$31,827.51
ii. Survey Services		\$139,990.73
iii. EPSC Inspection Services		\$171,409.77
iv. CEI Services		\$96,795.33
c. Sub Expense (Kimley-Horn & Associates, Inc.)		
i. Project Management		\$6,500.00
ii. CEI Services		\$92,750.00
7. Project Total (5 + 6)		\$1,837,115.09

Attachment: SKMBT_28320021715220 (2762 : Old Brownsville Road)

City of Bartlett

CEI Services - Old Brownsville Road

PERSONNEL RATES

CLASSIFICATION	2020 Hourly Rate	*2021 Hourly Rate	*2022 Hourly Rate
Project Manager	\$61.92	\$63.47	\$65.05
Construction Manager	\$47.49	\$48.68	\$49.89
Records Clerk	\$30.00	\$30.75	\$31.52
Asphalt Roadway Inspector	\$41.58	\$42.62	\$43.68
Asphalt Plant Inspector	\$46.95	\$48.12	\$49.33
General Inspector	\$30.92	\$31.69	\$32.49
GIS Technician	\$35.57	\$36.46	\$37.37

* 2.5% annual increase

Attachment: SKMBT_28320021715220 (2762 : Old Brownsville Road)

City of Bartlett

CEI Services - Old Brownsville Road

CE&I DIRECT EXPENSES

Reproduction Costs:

Item Description	Number / Month	Unit Price	Item Subtotal	Total
Photo-copies	60	\$0.12	\$7.20	
Full size bond	0	\$0.50	\$0.00	
Half size bond	0	\$0.35	\$0.00	
Full size vellum	0	\$4.50	\$0.00	
Half size vellum	0		\$0.00	
Full size mylar	0	\$10.50	\$0.00	
		Monthly Sub-Total:	\$7.20	\$172.80
		Number of Months:	24	

Drone Services:

Item Description	Flight / Month	Unit Price	Item Subtotal	Total
Aerial Photography/Monthly	1	\$125.00	\$125.00	
		Monthly Sub-Total:	\$125.00	\$3,000.00
		Number of Months:	24	

Consultant Services:

Consultant	Service	Unit Price	Item Subtotal	Total
Fisher Arnold	Project Management	\$31,827.51		
Fisher Arnold	Survey	\$139,990.73		
Fisher Arnold	EPSC	\$171,409.77		
Fisher Arnold	CEI	\$96,795.33		
			\$440,023.34	
Kimley-Horn & Associates, Inc.	Project Management	\$6,500.00		
Kimley-Horn & Associates, Inc.	CEI	\$92,750.00		
			\$99,250.00	\$539,273.34

Other Expenses:

Vehicle Days	Days/month	Unit Price	Months	Item Subtotal	Total
Project Manager	4	\$	24	\$2,904.00	
Construction Manager	16	\$	24	\$11,616.00	
Records Clerk	0	\$	0	\$0.00	
Asphalt Roadway Inspector	20	\$	5	\$3,025.00	
Asphalt Plant Inspector	20	\$	5	\$3,025.00	
* General Inspector	40	\$	24	\$29,040.00	
GIS Technician	1	\$	24	\$726.00	

* 2 - General Inspectors at 20 days/month

\$50,336.00

TOTAL DIRECT EXPENSES

\$592,782.14

ENGINEERING CONSULTANT

City of Bartlett
CEI Services - Old Brownsville Road

ESTIMATED MAN-HOURS

SSR	HOURS												RATES			DIRECT LABOR (DL)			TOTAL DL	
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022					
Project Manager	24	24	16	16	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	\$19,344.63
Construction Manager	24	100	100	92	92	92	92	92	92	92	92	92	92	92	92	92	92	92	92	\$107,298.19
Records Clerk		50	40	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	\$25,764.70
Asphalt Roadway Inspector																				\$25,363.80
Asphalt Plant Inspector																				\$25,003.22
General Inspector	320	320	320	320	320	240	240	320	320	320	320	320	320	320	320	320	320	320	320	\$208,159.94
GIS Technician																				\$3,471.81
TOTAL DIRECT LABOR \$415,375.55																				

ESTIMATED MAN-HOURS



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 02/25/20 07:00 PM

Department: Engineering

Category: Bid

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Bid for Old Brownsville Road water & sewer relocation.

The City previously approved the construction on Old Brownsville Road. The City of Bartlett owns water and sewer which will be affected by the construction of Old Brownsville Road. The relocation is the responsibility of the utilities in the right-of-way. On January 15, 2020, an ad was placed in *The Daily News*. On February 6, 2020, the City received three bids, which were opened at City Hall.

The following bids were submitted:

ENSCOR	\$1,027,681.80
B & C Construction	\$1,108,770.00
Delgado	\$1,056,316.53

Please award the bid to ENSCOR in the amount of \$1,027,681.80 with a contingency amount of \$102,768.00 for a total construction cost of \$1,130,449.80. Funding is available in account 312.48312.780.722.

FY2020-01-047 OLD BROWNSVILLE ROAD WATER and SEWER PROJECT

Item#	Description	Unit	Quantity	B & C		DELGADO		ENSCOR	
				Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
1	Mobilization	LS	1	60,000.00	60,000.00	30,000.00	30,000.00	10,000.00	10,000.00
2	Clearing & Gruubbing	LS	1	20,000.00	20,000.00	10,000.00	10,000.00	30,000.00	30,000.00
3	Erosion Control - Type C Silt Fencing	LF	6000	5.00	30,000.00	4.00	24,000.00	3.50	21,000.00
4	8" Dip Water	LF	748	45.00	33,660.00	70.00	52,360.00	44.30	33,136.40
5	16" Dip Water	LF	5002	75.00	375,150.00	98.00	490,196.00	82.20	411,164.40
6	16" Dip Water (bore)	LF	216	750.00	162,000.00	415.00	89,640.00	405.00	87,480.00
7	3/4 " Copper Water Service Line & Meter	EA	4	1,000.00	4,000.00	950.00	3,800.00	1,200.00	4,800.00
8	1 " Copper Water Service Line & Meter	EA	2	1,250.00	2,500.00	950.00	1,900.00	1,500.00	3,000.00
9	6" Fire Protection Dip Service Connection	EA	1	5,000.00	5,000.00	850.00	850.00	8,750.00	8,750.00
10	Relocate Existing 3/4" Copper Water Service Line & Meter	EA	1	2,000.00	2,000.00	1,150.00	1,150.00	1,300.00	1,300.00
11	16" x 16" Tee	EA	2	3,000.00	6,000.00	1,150.00	2,300.00	3,700.00	7,400.00
12	16" x 6" Hydrant Tee	EA	9	2,000.00	18,000.00	1,150.00	10,350.00	1,900.00	17,100.00
13	16" x 16" Cross	EA	1	5,000.00	5,000.00	2,950.00	2,950.00	8,120.00	8,120.00
14	16" x 16" Tapping Sleeve, Valve, and Box	EA	1	20,000.00		19,750.00	19,750.00	23,000.00	23,000.00
15	16" x 8" Reducer	EA	2	1,000.00	2,000.00	800.00	1,600.00	1,354.00	2,708.00
16	8" x 6" Reducer	EA	1	250.00	250.00	450.00	450.00	320.00	320.00
17	8" Dip MJ Bend	EA	2	300.00	600.00	425.00	850.00	400.00	800.00
18	16" Dip MJ Bend	EA	8	2,000.00	16,000.00	1,200.00	9,600.00	1,600.00	12,800.00
19	16" Plug	EA	1	900.00	900.00	1,325.00	1,325.00	1,800.00	1,800.00
					743,060.00		753,071.00		684,678.80
20	6" Valve & Box	EA	11	1,300.00	14,300.00	1,250.00	13,750.00	1,022.00	11,242.00
21	8" Valve & Box	EA	2	2,000.00	4,000.00	1,650.00	3,300.00	1,500.00	3,000.00
22	16" Valve & Box	EA	6	9,000.00	54,000.00	7,950.00	47,700.00	6,950.00	41,700.00
23	Fire Hydrant	EA	11	4,000.00	44,000.00	3,900.00	42,900.00	3,100.00	34,100.00
24	Relocate Fire Hydrant	EA	3	2,500.00	7,500.00	1,900.00	5,700.00	1,800.00	5,400.00
25	Adjustment of the Elevation of City of Bartlett Valve Boxes (Rings)	EA	18	150.00	2,700.00	450.00	8,100.00	200.00	3,600.00
26	Adjustment of the Elevation of City of Bartlett Valve Boxes (Reconstruction)	EA	7	300.00	2,100.00	820.00	5,740.00	220.00	1,540.00
27	Demo & Remove 16" Pipe	LF	140	30.00	4,200.00	30.00	4,200.00	15.00	2,100.00
28	Disinfection of Existing 16" Dip	L	894	5.00	4,470.00	5.00	4,470.00	5.50	4,917.00
29	New 6" Sewer Service	EA	3	1,000.00	3,000.00	1,150.00	3,450.00	3,500.00	10,500.00
30	Abandon in Place Existing Sewer Service	EA	3	500.00	1,500.00	700.00	2,100.00	1,000.00	3,000.00
31	Manhole Adjustment (Rings)	EA	26	250.00	6,500.00	400.00	10,400.00	275.00	7,150.00

32	Manhole Adjustment by Masonry	EA	8	750.00	6,000.00	1,200.00	9,600.00	1,000.00	8,000.00
33	Manhole Adjustment (Reconstruction)	EA	6	1,500.00	9,000.00	1,200.00	7,200.00	1,500.00	9,000.00
34	Engineered Backfill (Sand) Hauled in Offsite and Compacted in Place	TON	500	30.00	15,000.00	14.00	7,000.00	12.65	6,325.00
35	Temporary Seeding and Mulching	SY	20000	0.35	7,000.00	1.50	30,000.00	0.50	10,000.00
36	Bermuda Sodding	SY	10000	4.00	40,000.00	4.50	45,000.00	3.50	35,000.00
37	Asphalt Surface Course	TON	100	200.00	20,000.00	125.00	12,500.00	200.00	20,000.00
38	Cement Concrete	CY	40	200.00	8,000.00	350.00	14,000.00	400.00	16,000.00
					253,270.00		277,110.00		232,574.00

PROJECT ALLOWANCE

A5	16" Dip Water	LF	500	100.00	50,000.00	98.00	49,000.00	82.20	41,100.00
A7	3/4 " Copper Water Service Line & Meter	EA	2	1,000.00	2,000.00	950.00	1,900.00	1,200.00	2,400.00
A12	16" x 6" Hydrant Tee	EA	1	2,000.00	2,000.00	1,150.00	1,150.00	1,900.00	1,900.00
A14	16" x 16" Tapping Sleeve, Valve, and Box	EA	2	20,000.00	40,000.00	19,750.00	39,500.00	23,000.00	46,000.00
A18	16" Dip MJ Bend	EA	2	2,000.00	4,000.00	1,200.00	2,400.00	1,600.00	3,200.00
A19	16" Plug	EA	2	900.00	1,800.00	1,325.00	2,650.00	1,800.00	3,600.00
A20	6" Valve & Box	EA	1	1,300.00	1,300.00	1,250.00	1,250.00	1,022.00	1,022.00
A23	Fire Hydrant	EA	1	4,000.00	4,000.00	3,900.00	3,900.00	3,100.00	3,100.00
A39	12" Dip	LF	36	65.00	2,340.00	98.00	3,528.00	82.00	2,952.00
A40	12" Dip Bend	EA	2	1,000.00	2,000.00	1,150.00	2,300.00	1,200.00	2,400.00
A41	16" x 12" Tee	EA	1	3,000.00	3,000.00	2,200.00	2,200.00	2,755.00	2,755.00
					112,440.00		109,778.00		110,429.00
					1,108,770.00		1,139,959.00		1,027,681.80



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 02/25/20 07:00 PM
Department: Finance
Category: Budget
Prepared By: Penny Medlock
Department Head: Dick Phebus

Authorization to auction surplus property.

Article V Section 4 of the Charter of the City of Bartlett designates the authority to the Mayor to sell surplus property with Board approval for items valued over \$500. The following items have been identified as surplus with a potential value of over \$500 and are eligible to be sold at public auction.

Department	Year	Make/Model	Color	Vehicle ID#
Police	1998	Chevrolet Silverado	Black	2GCEC19R2W1182477
Police	2003	Chevrolet Cavalier	Tan	1G1JC12F037319213
Police	2004	BMW 330ci	Gray	WBABD534X4PL11292
Police	2007	Cadillac DeVille	White	1G6KD54Y34U122105
Parks	1999	Ford Explorer	White	1FNZU32XXXUB11726
Engineering	2005	Ford F-150	White	1FTRX12W05FB64718
Public Works	2006	Ford F-150	White	1FTRF12W57KB40427

It is our recommendation that these items be approved to be sold at public auction. If approved, the City of Bartlett will advertise the items to be auctioned on the GovDeals website (www.govdeals.com).

Thank you for your consideration of the above item.

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 02/25/20 07:00 PM

Department: Finance

Category: Report

Prepared By: Eric Phan

Department Head: Dick Phebus

Treasurer's Report for January 2020.



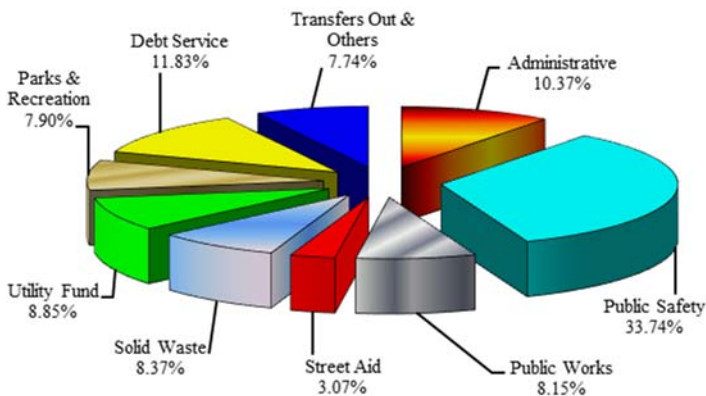
City of Bartlett

FINANCIAL REPORT

January 31, 2020

Total Expenditures, FY 2020 Budget: \$84,600,177

WHERE THE \$ GOES (Does not include School)

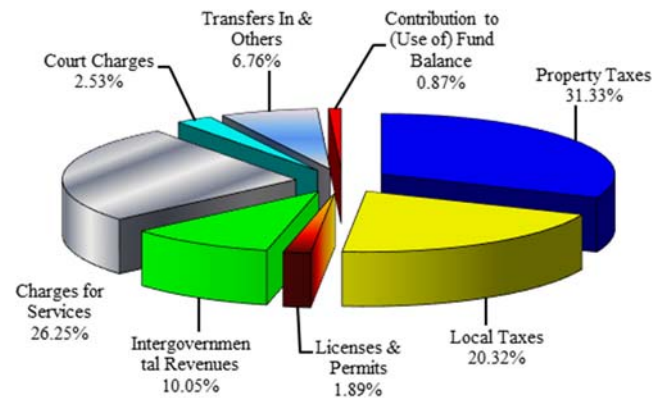


BUDGET HIGHLIGHTS

- June 30, 2019 year-to-date actual is audited.
- Property taxes are due February 28 and delinquent March 1.
- Delinquent 2018 property taxes were submitted to the Trustee for collection.
- Fiscal Year 2021 budgets are being prepared by the departments now.

Total Revenues, FY 2020 Budget: \$84,600,177

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



FY 2020 YEAR-TO-DATE For The Period Ending January 31, 2020

	Adopted Budget	Year-to-Date Actual
General Fund Expenditures		
Administrative	\$ 8,065,468	\$ 3,959,491
Public Safety	27,951,102	16,819,290
Public Works	6,730,619	3,929,859
Parks and Recreation	6,050,387	3,454,992
Performing Arts	601,966	428,118
Transfers & Other Gen. Fund Items	5,534,019	5,501,019
Subtotal	\$ 54,933,561	\$ 34,092,770
General Fund Revenues		
Property Taxes	\$ 26,380,000	\$ 17,656,605
Local Taxes	13,663,410	5,811,725
Building and Development Fees	1,592,700	766,027
Intergovernmental	6,312,000	2,626,638
Charges for Services	4,497,190	2,367,555
Court Charges	1,945,000	801,542
Other Revenue	543,261	193,529
Subtotal	\$ 54,933,561	\$ 30,223,620
Special Rev. Funds - Expenditures	\$ 11,209,065	\$ 6,036,651
Special Rev. Funds - Revenues	\$ 11,209,065	\$ 6,107,637
Utility Expenses	\$ 9,725,000	\$ 5,619,936
Utility Revenues	\$ 9,725,000	\$ 5,579,845
Debt Service Expenditures	\$ 8,732,551	\$ 7,092,308
Debt Service Revenues	\$ 8,732,551	\$ 5,908,497
Total Expenditures	\$ 84,600,177	\$ 52,841,665
Total Revenues	\$ 84,600,177	\$ 47,819,599

Note: FY 2020 Adopted Budget includes use of fund balance in the Special Revenue Funds and the Debt Service Fund.

Attachment: Jan20FinRpt (2765 : Treasurer's Report for January 2020.)



City of Bartlett -- Financial Summary
For The Period Ending For The Period Ending January 31, 2020

	FY 2019 Audited Actual	FY 2020 Adopted Budget	Increase/ Decrease in \$	Year-to-Date Actual FY 2019	Year-to-Date Actual FY 2020	Increase/ Decrease in \$	Percent of FY 2019 Actual	Percent of FY 2020 Budget	Increase/ Decrease in %
General Fund Expenditures									
Administrative	\$ 7,312,716	\$ 8,065,468	\$ 752,752	\$ 3,937,761	\$ 3,959,491	\$ 21,730	53.85%	49.09%	-4.76%
Public Safety	27,066,233	27,951,102	884,869	16,057,306	16,819,290	761,985	59.33%	60.17%	0.85%
Public Works	6,146,159	6,730,619	584,460	3,557,936	3,929,859	371,923	57.89%	58.39%	0.50%
Parks and Recreation	5,503,662	5,927,719	424,057	3,263,333	3,454,992	191,660	59.29%	58.29%	-1.01%
Performing Arts	676,342	724,634	48,292	388,984	428,118	39,135	57.51%	59.08%	1.57%
Transfers & Other Gen. Fund Items	6,771,704	5,534,019	(1,237,685)	6,512,260	5,501,019	(1,011,241)	96.17%	99.40%	3.23%
Total General Fund Expenditures	\$ 53,476,816	\$ 54,933,561	\$ 1,456,745	\$ 33,717,579	\$ 34,092,770	\$ 375,191	63.05%	62.06%	-0.99%
General Fund Revenues									
Property Taxes	\$ 25,871,946	\$ 26,380,000	\$ 508,054	\$ 18,248,556	\$ 17,656,605	\$ (591,952)	70.53%	66.93%	-3.60%
Local Taxes	13,335,177	13,663,410	328,233	5,506,843	5,811,725	304,882	41.30%	42.53%	1.24%
Building and Development Fees	1,656,594	1,592,700	(63,894)	819,348	766,027	(53,321)	49.46%	48.10%	-1.36%
Intergovernmental	6,337,953	6,312,000	(25,953)	2,508,023	2,626,638	118,615	39.57%	41.61%	2.04%
Charges for Services	4,492,490	4,497,190	4,700	2,345,156	2,367,555	22,399	52.20%	52.65%	0.44%
Court Charges	1,776,992	1,945,000	168,008	1,036,767	801,542	(235,225)	58.34%	41.21%	-17.13%
Other Revenue	591,957	543,261	(48,696)	260,607	193,529	(67,077)	44.02%	35.62%	-8.40%
Total General Fund Revenues	\$ 54,063,109	\$ 54,933,561	\$ 870,452	\$ 30,725,299	\$ 30,223,620	\$ (501,679)	56.83%	55.02%	-1.81%
Special Revenue Funds									
Street Aid Fund	\$ 2,037,940	\$ 2,585,000	\$ 547,060	\$ 1,415,953	\$ 1,383,339	\$ (32,614)	69.48%	53.51%	-15.97%
Solid Waste Fund	6,052,064	7,185,191	1,133,127	4,118,281	3,528,742	(589,538)	68.05%	49.11%	-18.94%
General Improvement Fund	708,032	831,500	123,468	564,264	530,846	(33,417)	79.69%	63.84%	-15.85%
Drug Enforcement Fund	236,806	294,200	57,394	140,009	62,619	(77,391)	59.12%	21.28%	-37.84%
DEA Enforcement Fund	202,414	124,700	(77,714)	184,803	140,084	(44,719)	91.30%	112.34%	21.04%
Drainage Control Fund	91,407	127,374	35,967	59,097	65,856	6,759	64.65%	51.70%	-12.95%
Park Improvement Fund	16,936	22,700	5,764	16,936	22,700	5,764	0.00%	100.00%	100.00%
E-Citation Fund	0	38,400	38,400	0	9,608	9,608	0.00%	25.02%	25.02%
Grant Funds	734,191	0	(734,191)	400,249	292,857	(107,392)	54.52%	0.00%	-54.52%
Special Revenue Funds - Expenditures	\$ 11,484,352	\$ 11,209,065	\$ 1,129,275	\$ 6,899,591	\$ 6,036,651	\$ (862,940)	60.08%	53.86%	-6.22%
Special Revenue Funds - Revenues	\$ 10,587,254	\$ 11,209,065	\$ 621,811	\$ 5,387,466	\$ 6,107,637	\$ 720,171	50.89%	54.49%	3.60%
Utility Fund									
Total Utility Operations	\$ 8,537,540	\$ 8,097,646	\$ (439,894)	\$ 6,509,523	\$ 4,583,400	\$ (1,926,123)	76.25%	56.60%	-19.64%
Total Utility Debt Expenses	1,302,718	1,224,570	(78,148)	1,160,972	1,036,536	(124,436)	89.12%	84.64%	-4.47%
Total Utility Expenses	\$ 9,840,258	\$ 9,725,000	\$ (518,042)	\$ 7,670,495	\$ 5,619,936	\$ (2,050,559)	77.95%	57.79%	-20.16%
Total Utility Revenues	\$ 8,662,223	\$ 9,725,000	\$ 1,062,777	\$ 5,136,223	\$ 5,579,845	\$ 443,622	59.29%	57.38%	-1.92%
Debt Service Fund									
Total Debt Service Expenditures	\$ 8,468,420	\$ 8,732,551	\$ 264,131	\$ 7,013,564	\$ 7,092,308	\$ 78,744	82.82%	81.22%	-1.60%
Total Debt Service Revenues	\$ 8,293,241	\$ 8,732,551	\$ 439,310	\$ 5,230,682	\$ 5,908,497	\$ 677,815	63.07%	67.66%	4.59%
Total Expenditures	\$ 83,269,845	\$ 84,600,177	\$ 2,332,109	\$ 55,301,229	\$ 52,841,665	\$ (2,459,564)	66.41%	62.46%	-3.95%
Total Revenues	\$ 81,605,826	\$ 84,600,177	\$ 2,994,351	\$ 46,479,670	\$ 47,819,599	\$ 1,339,929	56.96%	56.52%	-0.43%



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 2761)

Meeting: 02/25/20 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 2761

Resolution 05-20, a resolution to amend the FY2020 General Fund Budget and appropriate funds for maintenance agreement for Bartlett's two-way radio system.

WHEREAS, the City of Bartlett did enter into a contract with AMK/Harris on February 23, 2016 for the purchase and installation of a two-way radio system for the City; and

WHEREAS, the Board of Mayor and Aldermen approved a three year warranty agreement with AMK/Harris on the above date which provided for maintenance of the system during this three-year period at no cost to the City; and

WHEREAS, the three-year warranty period has expired and the City desires to extend the warranty for year four through year ten at the previously agreed upon price; and

WHEREAS, it is necessary to amend the FY2020 General Fund budget to appropriate \$169,816 for year four of the radio system warranty agreement;

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen of the City of Bartlett, Tennessee, that the FY2020 General Fund budget is amended \$169,816 from General Fund balance to provide for the FY2020 annual maintenance cost of the Bartlett two-way radio system as follows:

<u>Fund Account Number</u>	<u>Description</u>	<u>Amount (Increase)</u>
110.41800.263	Radio Maintenance	\$169,816
110.30000.36990	Use of Fund Balance	\$169,816

Adopted this day of February 25, 2020

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____

Penny Medlock, City Clerk

Addendum for Consent Item for Radio System for Bartlett

Contract negotiations with AMK/Harris for the two-way radio communications project has been completed and awaits approval by Board of Mayor and Aldermen.

AMK/Harris received the best overall score following the formal RFP and review process. Contract negotiations took place on February 5th with AMK/Harris. Contract price for the infrastructure and radio equipment was negotiated to \$4,289,347.

Expected balance in CIP project after consultant fees should be \$2,880,000 in the CIP budgeted item for radio system replacement. The balance of funding, if the contract is approved, will be approximately \$1.41 million. This will have to come from surplus funds in the General Fund, issuance of capital outlay notes, additional bond proceeds, or a lease/loan arrangement with AMK/Harris. A cash purchase of the system would be satisfied using the benchmarks in the table below. This assumes an effective contract dated February 23, 2016.

Fifteen percent (15%)	Within 30 dates of signing	\$643,402
Fifteen percent (15%)	@ System Design Mtg	\$643,402
Fifteen percent (15%)	Infrastructure Hardware Factory Staging	\$643,402
Fifteen percent (15%)	Infrastructure Hardware Shipment and Delivery	\$643,402
Fifteen percent (15%)	Infrastructure Hardware Installation	\$643,402
Ten Percent (10%)	System Acceptance	\$428,935
Ten Percent (10%)	Cutover plus 30 days	\$428,935
Five Percent (5%)	Final Documentation	\$214,467

The system has a three year warranty included. Warranty support in years four through ten is payable annually and must be agreed to at the time of the signing of the contract. Warranty annual costs are presented below.

FY2020	Year 4	\$169,816
FY2021	Year 5	\$171,106
FY2022	Year 6	\$192,422
FY2023	Year 7	\$173,764
FY2024	Year 8	\$242,817
FY2025	Year 9	\$177,247
FY2026	Year 10	<u>\$178,685</u>
	Total	<u>\$1,305,857</u>

Annual maintenance costs to be invoiced in January of each year.