



# City of Bartlett

David Parsons, Mayor

## BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

**Tuesday, August 25, 2026 - City Hall Council Chambers - 6:00 PM**

### INVOCATION

Opening Prayer by Mark Johnson, Fountain of Truth

### FUTURE MEETINGS

Family Assistance Commission, August 31 at 6 p.m.

Beer Board, September 1 at 6 p.m.

Planning Commission, September 1 at 6:30 p.m.

Bartlett Station Commission, September 2 at 7:30 a.m.

City Beautiful Commission, September 3 at 6:30 p.m.

Industrial Development Board, September 3 at 7 p.m.

### RECOGNITIONS

Tennessee Suicide Prevention Network Proclamation

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

### MINUTES ACCEPTANCE

- 1 Minutes of the August 11, 2026 Board of Mayor and Aldermen regular meeting**

**UNFINISHED BUSINESS**

- 1 Second reading of Ordinance 26-10, an ordinance amending Title 12, Chapters 6 (Energy Conservation Code) and 11 (Residential Code), Section 12-601 (Energy Conservation Code Adopted) and 12-1101 (International Residential Code Adopted) of the Codified Ordinances of the City of Bartlett, Tennessee for the purpose of statutory compliance. The public hearing is set for September 8, 2026. (Trey Arthur, Director of Code Enforcement)**

**CONSENT AGENDA**

- 1 Special event permit for St. Ann Multicultural Festival. (Trey Arthur, Director of Code Enforcement)**  
The event will be held on Saturday, September 26, 2026, from 11:00 a.m. to 4:00 p.m. at 6529 Stage Road.
- 2 Bid for Uniforms, Clothing, Accessories, and Equipment. (Brittney Owens, Assistant Director of Finance)**  
On June 3, 2026, an ad was placed in *The Daily News*. On June 25, 2026, the City of Bartlett received five (5) bids for uniforms, clothing, accessories, and equipment items as described in the bid document, FY2026-05-026. The bids were opened at City Hall and subsequently evaluated by City staff.
- 3 Bid for Annual Traffic Signal Maintenance and Concrete Replacement. (John Horne, Director of Engineering)**  
Recommend awarding contracts to Pollan Paving, LLC for Concrete Replacement and Mid-South Traffic, McCrory Electric Co. and Shelby Electric Co. for Traffic Signal Maintenance. Funding is available in Accounts 121.48121.979, 121.48121.966, and 121.48121.975.

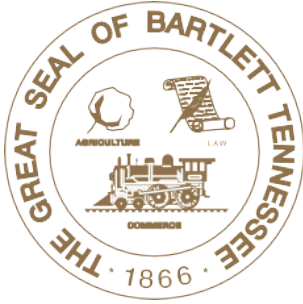
**NEW BUSINESS**

- 1 Bids for Annual Paving Operations. (John Horne, Director of Engineering)**
- 2 Contract Renewal for Pavement Assessment and Management Services. (John Horne, Director of Engineering)**  
Recommend contract renewal with Pavement Management Systems (PMG) for \$75,000.00. Funding is available in Account 311.48311.780.456.

**OPEN DISCUSSION**

The public shall be provided an opportunity to address the Board or Commission during an Open Discussion period at the end of each regular and special meeting of the governing body. Prior to the start of the meeting, individuals will be required to complete and present to the Clerk the Open Discussion Citizen form provided at each meeting. The Open Discussion period for regular and special meetings of the Board or Commission shall be limited to twenty (20) minutes. Individuals shall be allowed to speak for up to three (3) minutes each. Open Discussion periods will not be held for any meeting where there are no actionable items on the agenda or meetings where the governing body is conducting a disciplinary hearing for a member of the governing body or a person whose profession or activities fall within the jurisdiction of the governing body.

**ADJOURNMENT**



# City of Bartlett

David Parsons, Mayor

## **Board of Mayor and Aldermen Meeting Minutes Tuesday, August 11, 2026 - City Hall Council Chambers - 6:00 PM**

### **ATTENDANCE**

Present: Mayor David Parsons, Alderman Robert Griffin, Alderman David Reaves, Alderman Jack Young, Alderman Kevin Quinn

Absent: Alderman Brad King, Alderman Monique Williams

### **INVOCATION**

Opening Prayer by Michael Priest, Bartlett Baptist Church

### **FUTURE MEETINGS**

Parks and Recreation Advisory Board, August 13 at 6 p.m.

Historic Preservation Commission, August 17 at 6:30 p.m.

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

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

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

Board of Zoning Appeals, August 20 at 6:30 p.m.

### **RECOGNITIONS**

#### **Bartlett City Beautiful Presentation**

City Beautiful Commission Chairperson Tommie Jean Moore announced \$11,398.80 in proceeds from the recent plant sale. She highlighted Commission initiatives, including the Yard of the Month program and Bartlett Gardening University, and requested grant ideas from city department directors for future projects.



### **Shelby County Commissioner Mick Wright Recognition**

Mayor Parsons presented a proclamation, Key to the City, and a replica of the city hall mural to outgoing District 3 Shelby County Commissioner Mick Wright in recognition of his service (2018–2026). Commissioner Wright expressed his gratitude. Shelby County Commissioner Charlie Caswell, Jr. (District 6) and Commissioner-elect Michele Dial (District 3) were also in attendance.

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

### **MINUTES ACCEPTANCE**

#### **1 Minutes of the July 28, 2026 Board of Mayor and Aldermen regular meeting**

|                  |                                                       |
|------------------|-------------------------------------------------------|
| <b>Result:</b>   | <b>Passed</b>                                         |
| <b>Mover:</b>    | Alderman Jack Young                                   |
| <b>Second:</b>   | Alderman Reaves                                       |
| <b>Ayes:</b>     | Robert Griffin, David Reaves, Jack Young, Kevin Quinn |
| <b>Nays:</b>     | None                                                  |
| <b>Abstains:</b> | None                                                  |

### **CONSENT AGENDA**

|                  |                                                       |
|------------------|-------------------------------------------------------|
| <b>Result:</b>   | <b>Passed</b>                                         |
| <b>Mover:</b>    | Alderman Jack Young                                   |
| <b>Second:</b>   | Alderman Reaves                                       |
| <b>Ayes:</b>     | Robert Griffin, David Reaves, Jack Young, Kevin Quinn |
| <b>Nays:</b>     | None                                                  |
| <b>Abstains:</b> | None                                                  |

#### **1 Contract to resurface pickleball courts at Shadowlawn Park. (Paul Wright, Director of Parks and Recreation)**

We recommend awarding the contract to Grinder, Taber, & Grinder, Inc. for \$30,000.00 to resurface the pickleball courts at Shadowlawn Park. Funds are available in Account 110.44300.922.

#### **2 Contract to purchase and install new flooring for the Banquet Hall at The Venue at Bartlett Station. (Paul Wright, Director of Parks and Recreation)**

Recommend the purchase and installation of replacement flooring for the Banquet Hall at The Venue at Bartlett Station from American Floor Source, LLC through its Sourcewell partner, Shaw Integrated and Turf Solutions, Inc. (Shaw), under Sourcewell Contract #061323-SII. The total project cost is \$46,239.75, which includes demolition of the existing flooring and installation of new LVT flooring and cove base. Funds are available in Account 110.44500.921.

**3 Change order for the Shadowlawn Park Parking Lot project. (Paul Wright, Director of Parks and Recreation)**

Change Order #1 to include site preparation for the new inclusive playground site, as well as replacing the asphalt ADA parking spaces in the south-east corner of the parking lot with concrete and adjusting the concrete walkway that borders Shadowlawn Road. This change order increases the contract amount by \$27,107.48. As a result of cost savings that have been achieved in other phases of the project, this increase will not affect the original \$1.5M budget. Funds are available in Account 311.48311.780.51625.

**NEW BUSINESS**

**1 Bid for BPACC seating. (Kristi Francavilla, Director of Finance)**

Recommend the bid be awarded to Grinder Tabor Grinder in the amount of \$172,750.00. Funds are available in Account 311.48311.785.59126.

Alderman Reaves removed this item from the Consent Agenda for discussion. The Board discussed developing a strategic plan for the Bartlett Performing Arts and Conference Center (BPACC) in collaboration with the University of Memphis. Alderman Reaves recommended incorporating broader, community-based uses into the plan.

|                  |                                                       |
|------------------|-------------------------------------------------------|
| <b>Result:</b>   | <b>Passed</b>                                         |
| <b>Mover:</b>    | Alderman David Reaves                                 |
| <b>Second:</b>   | Alderman Quinn                                        |
| <b>Ayes:</b>     | Robert Griffin, David Reaves, Jack Young, Kevin Quinn |
| <b>Nays:</b>     | None                                                  |
| <b>Abstains:</b> | None                                                  |

**2 Set a public hearing for September 8, 2026 for Resolution 29-26, a resolution approving a Special Use Permit to allow a Planned Residential Development to be located on the Sammy Guffin property, Parcel B0148 00901, on the north side of Old Brownsville Road, west of Kirby Whitten Parkway, within the “RS-15” Single Family Residential Zoning District.**

The applicant withdrew the item and will resubmit a revised application to the Planning Commission at a future date.

**Result: No Vote Required**

**3 Resolution 30-26, a resolution to amend the Fiscal Year 2027 Bartlett City Schools General Purpose School Fund and General Fund Balance. (Kristi Francavilla, Director of Finance)**

|                  |                                                       |
|------------------|-------------------------------------------------------|
| <b>Result:</b>   | <b>Passed</b>                                         |
| <b>Mover:</b>    | Alderman Kevin Quinn                                  |
| <b>Second:</b>   | Alderman Young                                        |
| <b>Ayes:</b>     | Robert Griffin, David Reaves, Jack Young, Kevin Quinn |
| <b>Nays:</b>     | None                                                  |
| <b>Abstains:</b> | None                                                  |

**4 First reading of Ordinance 26-10, an ordinance amending Title 12, Chapters 6 (Energy Conservation Code) and 11 (Residential Code), Section 12-601 (Energy Conservation Code Adopted) and 12-1101 (International Residential Code Adopted) of the Codified Ordinances of the City of Bartlett, Tennessee for the purpose of statutory compliance. The public hearing to be set for September 8, 2026. (Trey Arthur, Director of Code Enforcement)**

Approved on First Reading. The public hearing is set for September 8, 2026.

|                  |                                                       |
|------------------|-------------------------------------------------------|
| <b>Result:</b>   | <b>Passed</b>                                         |
| <b>Mover:</b>    | Alderman Jack Young                                   |
| <b>Second:</b>   | Alderman Griffin                                      |
| <b>Ayes:</b>     | Robert Griffin, David Reaves, Jack Young, Kevin Quinn |
| <b>Nays:</b>     | None                                                  |
| <b>Abstains:</b> | None                                                  |

**OPEN DISCUSSION**

Director of Engineering John Horne provided updates on the FY26 paving program.

Director of Parks and Recreation Paul Wright announced the 17th annual Small Fry Tri on September 19 from 9 a.m. to 11 a.m. at W.J. Freeman Park.

Chief Information Officer Todd Halford announced the next Bartlett Live Music Series featuring the Park Hill Billies on August 15 at 7 p.m. at W.J. Freeman Park and Bartlett Community Night at Redbird Stadium on August 22.

Marva Jackson Malone, 6819 Old Brownsville Road, asked the Board to replace the 4-way stop and repave her road.

**ADJOURNMENT**

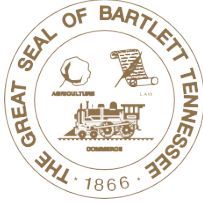
Adjourned at 7:02 p.m.

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Harold Brad King, Register to the  
Board of Mayor and Aldermen

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David Parsons, Mayor



Board of Mayor and Aldermen  
City Hall Council Chambers  
Bartlett, TN 38134

**Ordinance 26-10**

Meeting: 8/11/2026 6:00 PM  
Department: Code Enforcement  
Category: Ordinance (all  
ordinances have public hearing on  
3rd reading)  
Prepared By: Penny Medlock, City  
Clerk  
Initiator:  
Sponsors:

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**Ordinance 26-10, an ordinance amending Title 12, Chapters 6 (Energy Conservation Code) and 11 (Residential Code), Section 12-601 (Energy Conservation Code Adopted) and 12-1101 (International Residential Code Adopted) of the Codified Ordinances of the City of Bartlett, Tennessee for the purpose of statutory compliance.**

**WHEREAS**, by Ordinance 22-03, effective August 9, 2022, the City of Bartlett adopted the International Energy Conservation Code, 2021 edition, and the International Residential Building Code, 2018 edition, by reference and with certain amendments; and

**WHEREAS**, on March 31, 2026, the City of Bartlett was notified by the State of Tennessee Department of Commerce and Insurance, Division of Fire Prevention, that the City's currently adopted Energy Conservation Code was non-compliant due to a state law change; and

**WHEREAS**, the City was notified that 2023 Public Chapter 312 (Tennessee Code Annotated § 68-120-101(b)(5)(A)) specifies exempt jurisdictions cannot be more stringent than the currently adopted state residential energy code and, until such time as the City of Bartlett complies with this provision, the City of Bartlett will be defaulted to enforcing the State's adopted language due to non-compliance; and

**WHEREAS**, by Rule 0780-02-23-02(1)(b) of the Departments of Commerce and Insurance Division of Fire Prevention, the State has adopted the 2018 edition of the International Energy Conservation Code, with amendments that the City of Bartlett must now also adopt; and

**WHEREAS**, by Rule 0780-02-23-02(1)(a) of the Departments of Commerce and Insurance Division of Fire Prevention, the State has adopted amendments to the 2018 International Residential Code that the City of Bartlett must also now adopt:

**WHEREAS**, the City of Bartlett desires to adopt the 2018 edition of the International Energy Conservation Code and the required amendments to the 2018 International Energy Conservation Code and the required amendments to the 2018 edition of the International Residential Code for statutory compliance.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE, THAT:**

**SECTION 1.** That Title 12, Chapter 6, Section 12-601, titled “Energy conservation code adopted” of the Code of Ordinances, City of Bartlett, Tennessee, is hereby amended by deleting the words “International Energy Conservation Code 2021 edition (with local amendments)” and replacing said words with the following language prior to the words “as prepared and maintained by the International Code Council:” “International Energy Conservation Code 2018 edition, with the following amendments:

Section R402.4.1.2, Testing is deleted and replaced with Section R402.4.2.1 Testing Option and Section R402.4.2.2 Visual Inspection Option from 2009 IECC.2.

Section R403.3.3 Duct Testing (Mandatory) and Section R403.3.4 Duct Leakage (Prescriptive) are optional.3.

Table R402.1.2 Insulation and Fenestration Requirements by Component and Table R402.1.4 Equivalent U-Factors are deleted and replaced with Table R402.1.1 Insulation and Fenestration Requirements by Component and Table R402.1.3 Equivalent U-Factors 2009 IECC.”

**SECTION 2.** That Title 12, Chapter 11, Section 12-1101, titled “International residential code adopted” of the Code of Ordinances, City of Bartlett, Tennessee is hereby amended by deleting the words “(with city amendments)” and replacing said words with the following language prior to the words “as prepared and maintained by the International Code Council:” “with the following amendments:

Section N1102.4.1.2 (R402.4.1.2) Testing is replaced with Section N1102.4.2.1 Testing Option and Section N1102.4.2.2 Visual Inspection from 2009 IRC.

Section N1103.3.3 (R403.3.3) Duct Testing (Mandatory) and Section N1103.3.4 (R403.3.4) Duct Leakage (Prescriptive) are optional.

Table N1102.1.2 (R402.1.2) Insulation and Fenestration Requirement by Component and Table N1102.1.4 (R402.1.4) Equivalent U-Factors from 2018 IRC are replaced with Table N1102.1 Insulation and Fenestration Requirements by Component and Table N1102.1.2 Equivalent U-Factor from 2009 IRC.

Section N1102.4.4 (R402.4.4) Rooms Containing Fuel-Burning Appliances is deleted in its entirety.

Table N1102.1 Insulation and Fenestration Requirements by Component in the 2009 edition is adopted and amended by adding the following as footnote “l”: “Log walls complying with ICC400 and with a minimum average wall thickness of 5” or greater shall be permitted in Zone 3 when a Fenestration U-Factor of .50 or lower is used, a Skylight U-Factor of .65 or lower is used, a Glazed Fenestration SHGC of .30 or lower is used, a 90 AFUE Furnace is used, an 85 AFUE Boiler is used, and a 9.0 HSPF Heat Pump (heating) and 15 SEER (cooling) are used.”

Table N1102.1 Insulation and Fenestration Requirements by Component in the 2009 edition is adopted and amended by adding the following as footnote “m”: “Log walls complying with ICC400 and with a minimum average wall thickness of 5” or greater shall be permitted in Zone 4 when a Fenestration U-Factor of .35 or lower is used, a Skylight U-Factor of .60 or lower is

used, a 90 AFUE Furnace is used, an 85 AFUE Boiler is used, and a 9.0 HSPF Heat Pump (heating) and 15 SEER (cooling) are used.”

**SECTION 4: SEVERABILITY.** Should any provision of this Ordinance be rendered unconstitutional or null or void by a Court of Law, legislative act or otherwise, all other provisions of this Ordinance shall remain in full force and effect.

**SECTION 5: EFFECTIVE DATE. BE IT FURTHER ORDAINED** that this Ordinance shall take effect upon its passage on third and final reading, the public welfare requiring it.

**First Reading:** August 11, 2026  
**Second Reading:** August 28, 2026  
**Third Reading:** September 8, 2026

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Harold Brad King, Register to the  
Board of Mayor and Aldermen

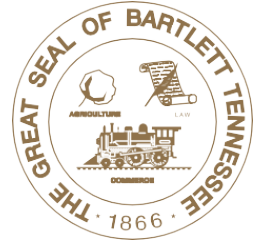
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David Parsons, Mayor

Attest: \_\_\_\_\_  
Penny Medlock, City Clerk

**Board of Mayor and Aldermen**  
**August 25, 2026**

**Item Memo**



**Consent Summary:**

The event will be held on Saturday, September 26, 2026, from 11:00 a.m. to 4:00 p.m. at 6529 Stage Road.

**Formal Body:**

**Attachments:**

MultiCultural Festival



## Special Event Application

Date: 08/14/2026

### Applicant

Applicant Name: Kelly Pettit  
Address: 6529 Stage Road  
City, State, Zip: Bartlett, TN 38134

Phone: 901-373-6011  
Email: kelly.pettit@stannbartlett.org

### Special Event

Site Address: 6529 Stage Road  
City, State, Zip: Bartlett, TN 38134  
Event Start Date: 2026-09-26  
Event End Date: 2026-09-26

Hours of the Event: 11:00am-4:00pm  
Type of Event: Fund Raiser  
Property Owner: Catholic Diocese of Memphis

Project Description: Fund Raiser September 26, 2026 11 am-4 pm

### Check all items that apply

☐ State of TN Business License, Shelby County Business License, Bartlett Business License (For Type 2 Events)

☒ Letter of Permission

☒ Insurance

☐ Tents (Fire Retardant letter included)

☒ Special Event Checklist

☒ Map

☒ Sign or Banner

**\*\* Notify building department 10 days prior to Special Event to be held unless it is a Public Attraction which requires approval from the Board of Mayor & Aldermen. \*\***

**This application is not a permit and grants no rights or privileges.**

I do hereby certify that the information contained herein is true and correct.

Kelly Pettit  
\_\_\_\_\_  
Name

08/14/2026  
\_\_\_\_\_  
Date



### Special Event Checklist

Event: Multi Cultural Festival  
Location: 16529 Stage Rd 38134  
Dates: September 26, 2026

**Type of special event: (Check one.)**

☐ *Type 1: Noncommercial Events. Fund raising or non-commercial events held outside an enclosed permanent structure, including parades, advertised demonstrations, or events, including structures used in conjunction with the event.*

☐ *Type 2: Special Seasonal Events. Farmer's market, Christmas tree sales, fruit, flower or vegetable sales, or sale of other seasonal products, when sold other than on the site where grown, contacted or assembled.*

☐ *Type 3: Commercial Events. Significant commercial events such as tent sales, sidewalk sales, trade shows, merchandise sales, product demonstrations or transient merchants.*

☒ *Type 4: Public Attractions. Significant outdoor public events intended primarily for entertainment or amusement, such as carnivals, concerts, or festivals, including fireworks displays. Requires approval by the Board of Mayor and Aldermen*

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**Exempt events: (If any of these apply, the special event is exempt from the permit requirement.)**

☐ *Public property. Any special event wholly on public streets and rights-of-way or other property of the City, excluding public parks, which special event is allowed specifically or generally by action of the Board of Mayor and Aldermen.*

☐ *Public parks. Any special event held within a public park. (Although exempt from this Section, these types of special events shall be governed by other provisions of the Codified Ordinances regulating conduct in City parks and recreation areas).*

☐ *City sponsorship. Any special event sponsored or co-sponsored by the city. Such an event shall, however, be in compliance with the performance standards in Section 27.F.*

☐ *Special use permit or site plan. Any business already operating under a special use permit or site plan that authorizes the display and sale of outdoor goods or authorizes the operation of any special event as defined herein.*

☐ *Yard sales. Yard sales regulated under Article VI, Section I of the Zoning Ordinance.*

☐ *Auctions/Estate Sales. Auctions/estate sale for individual property that is not considered a Special Event and is conducted by duly licensed auctioneers.*

☐ *Business deliveries. Newspaper delivery or bona fide merchants who deliver goods in the regular course of business.*

☐ *Certain solicitations. Solicitors for charitable, non-profit or religious organizations who go from dwelling to dwelling, business to business, street to street, taking or attempting to take orders for goods, wares and merchandise are exempt from these provisions, provided these organizations meet the Internal Revenue Service Criteria to qualify as a charitable, non-profit or religious organization.*

☐ *First Amendment activity. The dispensing of religious pamphlets or other literature which is protected by the United States Constitution under Freedom of Speech, Religion or Press.*

☐ *Political campaigning. Campaigning for public office.*

**Performance standards:**

|   | Submitted<br>or ok | N/A |                                                                                                                                                                                                                                                                                                                                                                                                                                              | Comments |
|---|--------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1 | X                  |     | <b>Location.</b> Special events that do not require the use of public right-of-way shall be conducted on private property in a commercial or industrial zoning district, except that non-profit organizations may conduct special events on any property where the owner has granted permission.                                                                                                                                             |          |
| 2 |                    | X   | For all special events that require the use of public right-of-way, the permit granted shall clearly specify the streets to be used for the event and the time that the streets will be closed, if applicable.                                                                                                                                                                                                                               |          |
| 3 |                    | X   | Type 3 outdoor sales must be conducted by an existing permanent business adjacent to or on the property of the location of the permanent business. The outdoor sales are to be conducted as an adjunct to the existing permanent business.                                                                                                                                                                                                   |          |
| 4 | X                  |     | Land-use compatibility. The special event shall be compatible with the purpose and intent of this Section and with adjacent land uses.                                                                                                                                                                                                                                                                                                       |          |
| 5 | X                  |     | The special event shall not impair the normal, safe and effective operation of permanent use on the same site,                                                                                                                                                                                                                                                                                                                               |          |
| 6 | X                  |     | The special event shall not endanger or be detrimental to the public health, safety or welfare or damage to property or improvements in the immediate vicinity of the special event, given the nature of the activity, its location on the site and its relationship to parking and access points.                                                                                                                                           |          |
| 7 | X                  |     | <i>Compliance with other regulations,</i> all structures shall meet all applicable provisions of the Building Code.                                                                                                                                                                                                                                                                                                                          |          |
| 8 | X                  |     | Any temporary structure shall be promptly removed upon the cessation of the event. Within forty-eight (48) hours of cessation of the event, the site shall be returned to its previous condition) including the removal of all litter, signage, attention-attracting devices or other evidence of the special event If the site is not returned to its previous condition, the City may restore the site at the event coordinator's expense. |          |

|                            | Submitted<br>or ok | N/A |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Comments |          |                       |         |                          |         |                    |         |                            |         |  |
|----------------------------|--------------------|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|-----------------------|---------|--------------------------|---------|--------------------|---------|----------------------------|---------|--|
| 9                          | X                  |     | <p><i>Hours of operation and duration.</i> The duration and hours of operation of a special event shall be consistent with the surrounding land uses. The total duration of a special event shall not exceed the duration set forth in Table VI.27-1; however, the duration of the special event may be modified by conditions attached to the issuance of the special event permit, as set forth in Section 27.F.</p> <p><b>Table V.27-1: Special Event Maximum Duration Type of Special Event</b></p> <table><thead><tr><th></th><th>Duration</th></tr></thead><tbody><tr><td>Type 1: Noncommercial</td><td>30 days</td></tr><tr><td>Type 2: Special Seasonal</td><td>90 days</td></tr><tr><td>Type 3: Commercial</td><td>14 days</td></tr><tr><td>Type 4: Public Attractions</td><td>14 days</td></tr></tbody></table> |          | Duration | Type 1: Noncommercial | 30 days | Type 2: Special Seasonal | 90 days | Type 3: Commercial | 14 days | Type 4: Public Attractions | 14 days |  |
|                            | Duration           |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |          |                       |         |                          |         |                    |         |                            |         |  |
| Type 1: Noncommercial      | 30 days            |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |          |                       |         |                          |         |                    |         |                            |         |  |
| Type 2: Special Seasonal   | 90 days            |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |          |                       |         |                          |         |                    |         |                            |         |  |
| Type 3: Commercial         | 14 days            |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |          |                       |         |                          |         |                    |         |                            |         |  |
| Type 4: Public Attractions | 14 days            |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |          |                       |         |                          |         |                    |         |                            |         |  |
| 10                         |                    | X   | <p>In addition to the maximum duration as set forth in Table VI.27-1, a shopping center may hold centralized special events, not connected to individual businesses within the shopping center, which do not exceed sixty (60) days in a calendar year. The duration of all special events in a shopping center may be extended on a case-by-case basis if the special event(s) take place in shopping center parking areas not required for the primary businesses.</p>                                                                                                                                                                                                                                                                                                                                                  |          |          |                       |         |                          |         |                    |         |                            |         |  |
| 11                         | X                  |     | <p>Frequency. Except as otherwise provided herein, the maximum frequency of a special event on the same property shall be two (2) times per calendar year, excluding a shopping center. A shopping center shall be allowed to hold four (4) centralized events not connected to any individual business located within the center in addition to those events held by the individual businesses located within the shopping center.</p>                                                                                                                                                                                                                                                                                                                                                                                   |          |          |                       |         |                          |         |                    |         |                            |         |  |

|    | Submitted<br>or ok                                                                | N/A                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Comments |
|----|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 12 |  |                                                                                     | <p><b>Type 3 outdoor sales at a specific location may be permitted only as follows:</b></p> <p>a. Outdoor sales may be permitted once in each calendar month if the duration is not more than three (3) days.</p> <p>b. Outdoor sales may be permitted once in each calendar quarter if the duration is more than three (3) days but not more than ten (10) days.</p> <p>c. <b>The minimum time between consecutive outdoor sales periods for the same business on the same property shall be fourteen (14) days from the end of one period to the beginning of the next period.</b></p> <p>Permitted durations are not cumulative at anytime, that is, the time periods in both "a" and "b" may not be added together.</p> |          |
| 13 |  |                                                                                     | <p><b>Traffic circulation. The special event shall not cause undue traffic congestion, given anticipated attendance and the design of adjacent streets, intersections, parking and traffic controls. All sidewalks shall be left open for pedestrian traffic unless special approval is received for blockage. No alleys, driveways, fire lanes or other access points shall be blocked by the special event unless specific approval is granted for the special event.</b></p>                                                                                                                                                                                                                                             |          |
| 14 |                                                                                   |  | <p><b>Street closings.</b> The special event permit recipients shall be responsible for securing, installing and immediate removal upon cessation all barricades and signs when street closings are approved. Large Class III barricades shall be sandbagged to prevent blowing over.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |

|    | Submitted<br>or ok                                                                  | N/A |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Comments |
|----|-------------------------------------------------------------------------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 15 |   |     | <p><i>Fire safety.</i> The fire department shall be consulted for the following requirements and inspection, as necessary.</p> <ul style="list-style-type: none"> <li>a. Fire lanes, at a minimum of 20 feet in width and 12 feet in height or as otherwise approved by the Fire Chief, must be provided in order to allow Fire Department access within 150 feet of all structures. Fire Lanes must be provided on at least two sides of all two-story structures within 500 feet of the location of the special event.</li> <li>b. All fire hydrants in the area of the special event must be left with five (5) feet of clearance on all sides and should be accessible from the fire lanes that are designated with the event.</li> <li>c. No open fires shall be permitted unless advance approval is obtained from the Fire Department.</li> <li>d. Fire extinguishers shall be available as determined by the Fire Chief.</li> <li>e. Temporary electrical wiring for the special event shall be installed in accordance with the requirements of the National Electrical Code.</li> <li>f. Tents shall comply with the Fire Code and applicable building codes.</li> <li>g. Exit signs and proper exiting aisles shall be provided in temporary special event structures.</li> </ul> |          |
| 16 |  |     | <p><i>Off street parking.</i> The event shall not create a parking shortage for any other use. All off-street parking spaces used for the special event should be concrete or asphalt.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |
| 17 |  |     | <p><i>Public conveniences and Litter control.</i> Adequate on-site restroom facilities and solid waste containers shall be provided. The applicant shall calculate the demand for such facilities and specify how the need will be addressed.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |
| 18 |  |     | <p><i>Nuisances.</i> The special event shall not generate excessive noise, dust, smoke, glare, spillover lighting or other forms of environmental or visual pollution.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |

|    | Submitted<br>or ok                                                                 | N/A |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Comments |
|----|------------------------------------------------------------------------------------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 19 |   |     | <p><b><i>The area of parking lot dedicated to outdoor special events.</i></b></p> <p>a. No more than ten (10) percent of the parking stalls required for the structure, associated with the parking lot in which the special event occurs, shall be permitted to be used for a special event. Regardless of how many stalls are occupied by the special event, no special event that occurs in the parking lot for a permanent structure may cause a parking shortage for primary and accessory uses associated with that structure.</p> <p>b. No spikes, nails, anchors or other devices shall be driven into any public street, sidewalk or parking lot surface or into any existing concrete or asphalt. Such devices may be used on private parking lots provided any damage resulting from them shall be repaired upon cessation of the event and removal of the devices.</p> |          |
| 20 |  |     | <p><b><i>City services.</i></b> If the applicant requests the City to provide services or equipment, including but not limited to traffic control or security personnel, or if the City otherwise determines that services or equipment are required to protect the public health, safety, or general welfare, the applicant shall be required to reimburse the City for the cost of the services. The City may require the applicant to submit a security deposit, in an amount determined by the Chief Administrative Officer and in the form approved by the City Attorney, prior to the event to ensure that the applicant complies with this provision.</p>                                                                                                                                                                                                                   |          |

## Conditions:

Conditions deemed necessary to ensure compatibility with adjacent land-uses and to minimize potential adverse impacts on nearby uses:

|    | Required or ok | N/A |                                                                                                                                                                                                                                                           | Comments |
|----|----------------|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 21 |                | X   | Limitations on signs.                                                                                                                                                                                                                                     |          |
| 22 |                | X   | Temporary arrangements for parking and traffic circulation.                                                                                                                                                                                               |          |
| 23 |                | X   | Requirements for screening/buffering and guarantees for site restoration and cleanup following the special event.                                                                                                                                         |          |
| 24 |                | X   | Modifications or restrictions on the hours of operation, duration of the event) size of the event or other operational characteristics.                                                                                                                   |          |
| 25 |                | X   | The posting of security in an amount required by the Permitting Official to help ensure that the operation of the event and the subsequent restoration of the site are conducted according to required special event standards and conditions of approval |          |
| 26 |                | X   | The provision of traffic control or security personnel to ensure public safety and convenience.                                                                                                                                                           |          |
| 27 |                |     | Execution of a "Special event agreement" in a form acceptable to the City Attorney to ensure the indemnification of the City and that public property will be protected and/or restored to its condition prior to the special event                       |          |



## Special events permit application, content and submission requirements

A complete application shall be submitted to the Permitting Official at least ten (10) days prior to the requested start date of any special event.

The application shall set forth and contain the following information:

|    | Submitted<br>or ok | N/A |                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Comments |
|----|--------------------|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 28 | X                  |     | Name and address of the applicant.                                                                                                                                                                                                                                                                                                                                                                                                                      |          |
| 29 | X                  |     | Names and address of the owner of the premises on which the proposed event is to be held.                                                                                                                                                                                                                                                                                                                                                               |          |
| 30 | X                  |     | Written approval from the property owner agreeing to the proposed event, if the applicant is not the same as the property owner.                                                                                                                                                                                                                                                                                                                        |          |
| 31 | X                  |     | Description of the site on which the proposed event is to be held.                                                                                                                                                                                                                                                                                                                                                                                      |          |
| 32 | X                  |     | Date of the proposed event.                                                                                                                                                                                                                                                                                                                                                                                                                             |          |
| 33 |                    |     | A narrative written description of the proposed event, the hours of operation, anticipated attendance, and any buildings/ structures, signs or attention attracting devices proposed to be used in conjunction with the event, as well as a statement that the standards set forth in this Section have been satisfied. The narrative written description shall also state what public streets, if any, are requested to be used for the special event. |          |
| 34 |                    |     | A site plan in the form and the level of detail as required by the Permitting Official, showing the location of all existing or proposed uses, structures, parking areas, outdoor display areas, signs, streets, and property lines.                                                                                                                                                                                                                    |          |
| 35 |                    | X   | Location and number of proposed temporary public toilets.                                                                                                                                                                                                                                                                                                                                                                                               |          |
| 36 |                    | X   | Proposed temporary potable water supplies, which shall be subject to approval by the Director of Code Enforcement, pursuant to applicable authority of the City.                                                                                                                                                                                                                                                                                        |          |
| 37 |                    |     | Any other information deemed necessary by the Permitting Official to ensure compliance with the standards set forth in this Section.                                                                                                                                                                                                                                                                                                                    |          |





August 26, 2025

Office of Bartlett Code Enforcement  
6382 Stage Road  
Bartlett, TN 38134

To whom it may concern,

I give permission for St. Ann Multicultural Festival to be held at our campus located at 6529 Stage Road, Bartlett, TN. The festival will be held on Saturday, September 27, 2025 11:00am-4:00pm.

Please feel free to reach out to me if you have any questions or concerns.

Best Regards,

*Rev. Jacek Kowal*

Rev. Jacek Kowal

Pastor

St. Ann Catholic Church

6529 Stage Road

Bartlett, TN 38134

901-373-6011

Fr.jacek@stannbartlett.org

# Certificate of Coverage

Date: 8/13/2026

**Certificate Holder**  
Bishop of the Diocese of Memphis and His  
Successors in Office, Diocese of Memphis  
Catholic Center  
5825 Shelby Oaks Drive  
Memphis, TN 38134

**This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.**

**Company Affording Coverage**  
THE CATHOLIC MUTUAL RELIEF  
SOCIETY OF AMERICA  
10843 OLD MILL RD  
OMAHA, NE 68154

**Covered Location**  
ST ANN CHURCH  
6529 STAGE ROAD  
BARTLETT, TN 38134-0000

## Coverages

**This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.**

|  | Type of Coverage                               | Certificate Number | Coverage Effective Date | Coverage Expiration Date | Limits                     |           |
|--|------------------------------------------------|--------------------|-------------------------|--------------------------|----------------------------|-----------|
|  | Property                                       |                    |                         |                          | Real & Personal Property   |           |
|  | D. General Liability                           | 8576               | 7/1/2026                | 7/1/2027                 | Each Occurrence            | 1,000,000 |
|  | <input checked="" type="checkbox"/> Occurrence |                    |                         |                          | General Aggregate          |           |
|  | <input type="checkbox"/> Claims Made           |                    |                         |                          | Products-Comp/OP Agg       |           |
|  |                                                |                    |                         |                          | Personal & Adv Injury      |           |
|  |                                                |                    |                         |                          | Fire Damage (Any one fire) |           |
|  |                                                |                    |                         |                          | Med Exp (Any one person)   |           |
|  | Excess Liability                               |                    |                         |                          | Each Occurrence            |           |
|  |                                                |                    |                         |                          | Annual Aggregate           |           |
|  | Other                                          |                    |                         |                          | Each Occurrence            |           |
|  |                                                |                    |                         |                          | Claims Made                |           |
|  |                                                |                    |                         |                          | Aggregate                  |           |
|  |                                                |                    |                         |                          | Annual Aggregate           |           |
|  |                                                |                    |                         |                          | Limit/Coverage             |           |

**Description of Operations/Locations/Vehicles/Special Items** (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)

St. Ann Church's Festival on September 26, 2026 from 11:00 a.m. to 4:00 p.m. City of Bartlett, its elected officials, appointees, employees and members of boards, agencies or commissions shall be named as additional protected person(s).

## Holder of Certificate

## Cancellation

Additional Protected Person(s)

City of Bartlett  
6400 Stage Road  
Bartlett, TN 38134

**Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.**

Authorized Representative

*Paul a. Peterson*

0277002865

## ENDORSEMENT

(TO BE ATTACHED TO CERTIFICATE)

Effective Date of Endorsement 9/26/2026 Charge \_\_\_\_\_ Credit \_\_\_\_\_  
Cancellation Date of Endorsement 9/27/2026  
Certificate Holder Bishop of the Diocese of Memphis and His Successors in Office, Diocese of Memphis Catholic Center 5825 Shelby Oaks Drive Memphis, TN 38134  
Location ST ANN CHURCH 6529 STAGE ROAD BARTLETT, TN 38134-0000  
Certificate No. 8576 of The Catholic Mutual Relief Society of America is amended as follows:

### SECTION II - ADDITIONAL PROTECTED PERSON(S)

It is understood and agreed that Section II - Liability (only with respect to Coverage D - General Liability), is amended to include as an **Additional Protected Person(s)** the organization(s) shown in the schedule below.

#### Schedule - ADDITIONAL PROTECTED PERSON(S)

City of Bartlett  
6400 Stage Road  
Bartlett, TN 38134

Remarks:

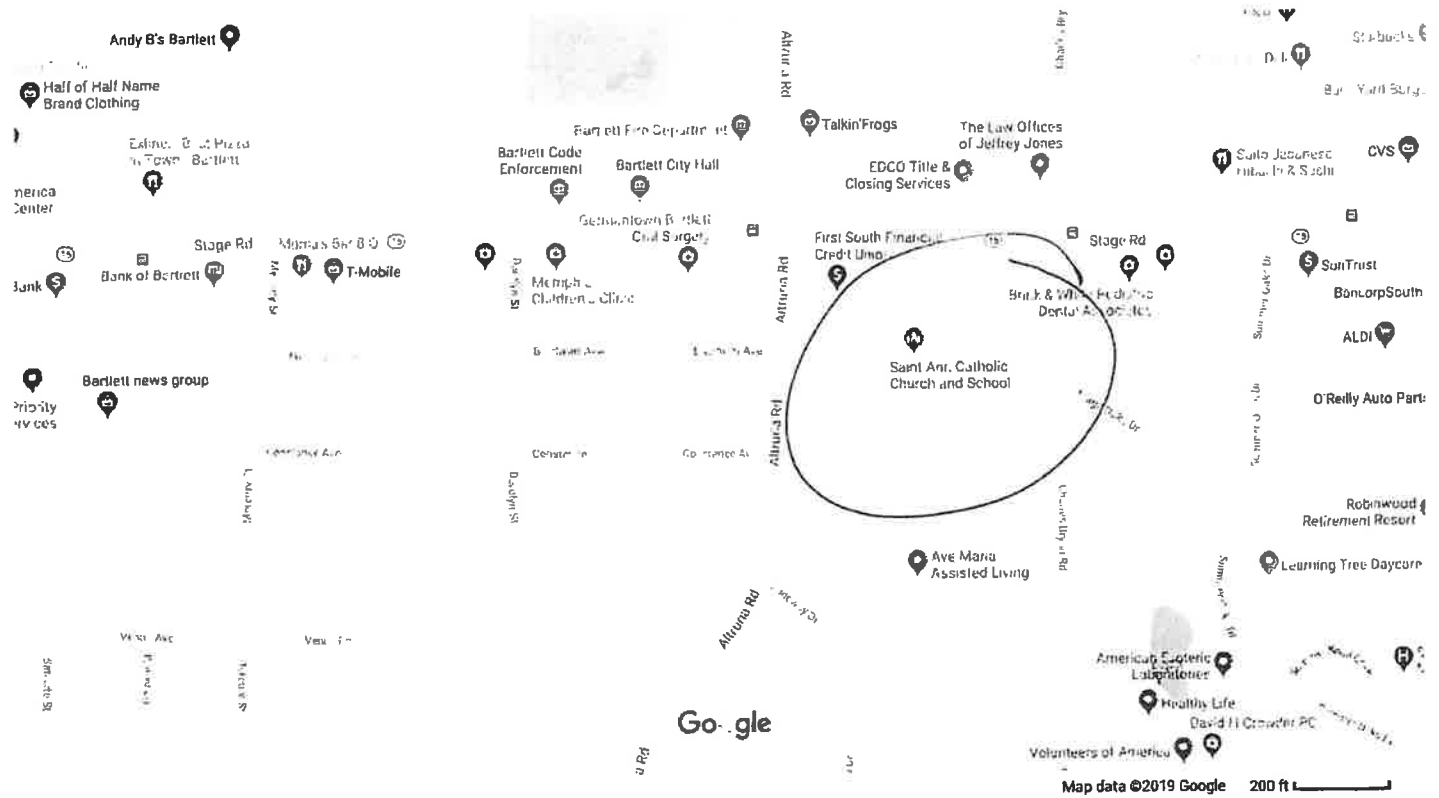
St. Ann Church's Festival on September 26, 2026 from 11:00 a.m. to 4:00 p.m. City of Bartlett, its elected officials, appointees, employees and members of boards, agencies or commissions shall be named as additional protected person(s).

However, the following limitations apply to coverage:

1. The maximum limits of coverage provided by Catholic Mutual Relief Society of America to the **Additional Protected Person(s)** named in this endorsement shall not exceed the coverage dollar amount specifically required by contract or agreement and agreed to by the **Protected Person(s)**. In the absence of specific coverage limits within a referenced contract or agreement, the limits of liability afforded to the **Additional Protected Person(s)** must be listed on a separate Certificate of Coverage form attached to this endorsement. All limits of liability extended by this endorsement are inclusive of both Section II Coverage D and Section VII coverages (if applicable).
2. Unless specifically agreed to by contract or agreement, the coverage extended to the **Additional Protected Person(s)** by this endorsement is excess and non-contributory over any other available coverage or insurance.
3. This endorsement does not apply to any **Occurrence** outside the specific date(s) of a facility use agreement or terms of a lease.
4. This endorsement does not extend coverage to the **Additional Protected Person(s)** for **Occurrences** which cannot be attributed to primary acts or omissions of the **Protected Person(s)**.
5. Provided that a premises is utilized by the **Protected Person(s)** in a manner consistent with its intended purpose and in accordance with the applicable contract, agreement, or lease, this endorsement does not extend coverage to the **Additional Protected Person(s)** for premises defects or other **Occurrences** which could not be discovered by the **Protected Person(s)** with reasonable diligence.
6. The limited coverage afforded to the **Additional Protected Person(s)** by this endorsement only applies to the extent permissible by law and shall not apply to non-delegable duties unless specifically agreed to by contract or agreement.

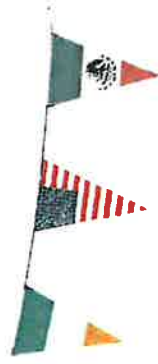
This extension of coverage shall not enlarge the scope of coverage provided to the **Certificate Holder** under this Certificate nor increase the limit of liability thereunder. Unless otherwise agreed by contract or agreement, coverage extended under this endorsement to the **Additional Protected Person(s)** will not precede the effective date of this endorsement or extend beyond the cancellation date.

# Google Maps





**Saint Ann Catholic Church Presents**



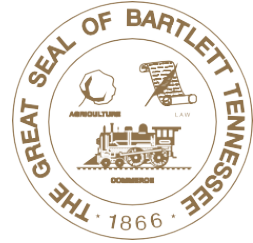
# MULTICULTURAL Festival

**Saturday, September 27<sup>th</sup> • 11 a.m. - 4 p.m. • Rear Parking Lot**

Generously  
sponsored by



**Board of Mayor and Aldermen**  
**August 25, 2026**



**Item Memo**

**Consent Summary:**

On June 3, 2026, an ad was placed in *The Daily News*. On June 25, 2026, the City of Bartlett received five (5) bids for uniforms, clothing, accessories, and equipment items as described in the bid document, FY2026-05-026. The bids were opened at City Hall and subsequently evaluated by City staff.

**Formal Body:**

On June 3, 2026, an ad was placed in *The Daily News*. On June 25, 2026, the City of Bartlett received five (5) bids for uniforms, clothing, accessories, and equipment items as described in the bid document, FY2026-05-026. The bids were opened at City Hall and subsequently evaluated by City staff. The results of the evaluation are presented in the table below.

| Category                    | Recommended Vendor(s)                                          |
|-----------------------------|----------------------------------------------------------------|
| Footwear                    | Alpha One Apparel, LLC; Midsouth Solutions                     |
| Gear/Equipment              | Alpha One Apparel, LLC; Galls, LLC; Midsouth Solutions         |
| Headgear                    | Alpha One Apparel, LLC; Midsouth Solutions; SAW Textiles, Inc. |
| Miscellaneous               | Alpha One Apparel, LLC; Midsouth Solutions                     |
| Polos/T-Shirts/Other Shirts | Alpha One Apparel, LLC; Midsouth Solutions; SAW Textiles, Inc. |
| Outerwear                   | Alpha One Apparel, LLC; Midsouth Solutions; SAW Textiles, Inc. |
| Pants/Shorts                | Alpha One Apparel, LLC; Midsouth Solutions; SAW Textiles,      |

|      |
|------|
| Inc. |
|------|

We recommend the bid for uniforms, clothing, accessories, and equipment items be awarded to the vendors listed above for the respective categories.

Awarding multiple vendors within certain categories will provide the City with flexibility to purchase items based on departmental needs, product specifications, availability, sizing, delivery time, and applicable bid pricing.

All purchases made under these awards will remain subject to departmental budget availability and the City's applicable purchasing policies and procedures.

**Attachments:**

Uniforms Bid Recommendation, FY2026-05-026 City of Bartlett Uniform Bid, FY2026-05-026 BARTLETT UNIFORMS advertising, Awarded Uniform Bids, Proposed Uniform Policy 8.6.26

## MEMORANDUM

Date: August 14, 2026

Re: Uniform Bid Awards

### Purpose

The City solicited competitive bids for uniforms, footwear, gear, equipment, and related items for use by City departments. Bids were received and reviewed based on the applicable bid specifications, pricing, product availability, and the City's anticipated needs.

### Recommended Bid Awards

Based on the review of the bids received, the following vendors are recommended for award by category:

| Category                    | Recommended Vendor(s)                                          |
|-----------------------------|----------------------------------------------------------------|
| Footwear                    | Alpha One Apparel, LLC; Midsouth Solutions                     |
| Gear/Equipment              | Alpha One Apparel, LLC; Galls, LLC; Midsouth Solutions         |
| Headgear                    | Alpha One Apparel, LLC; Midsouth Solutions; SAW Textiles, Inc. |
| Miscellaneous               | Alpha One Apparel, LLC; Midsouth Solutions                     |
| Polos/T-Shirts/Other Shirts | Alpha One Apparel, LLC; Midsouth Solutions; SAW Textiles, Inc. |
| Outerwear                   | Alpha One Apparel, LLC; Midsouth Solutions; SAW Textiles, Inc. |
| Pants/Shorts                | Alpha One Apparel, LLC; Midsouth Solutions; SAW Textiles, Inc. |

### Recommendation

It is recommended that the City award the uniform bid to the vendors listed above for the respective categories.

Awarding multiple vendors within certain categories will provide the City with flexibility to purchase items based on departmental needs, product specifications, availability, sizing, delivery time, and applicable bid pricing.

All purchases made under these awards will remain subject to departmental budget availability and the City's applicable purchasing policies and procedures.

### Requested Action

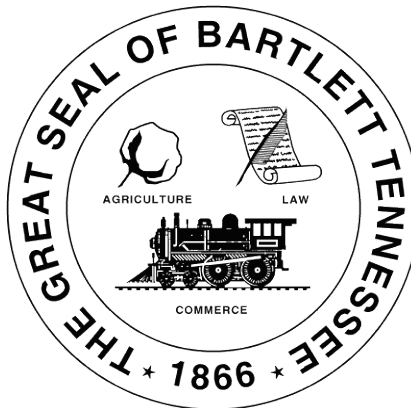
Motion to approve the uniform bid awards to Alpha One Apparel, LLC, Galls, LLC, Midsouth Solutions, and SAW Textiles, Inc., for the respective categories identified above, based upon the pricing, terms, and conditions submitted in response to the City's bid solicitation.



## **CITY OF BARTLETT**

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

David Parsons, Mayor  
Steve Sones, Chief Administrative Officer  
Dick Phebus, Finance Director



## **REQUEST FOR SEALED BIDS**

**SB # FY2026-05-026**

**DUE: Thursday, June 25, 2026, no later than 2:00 p.m. (CST)**

**UNIFORMS, CLOTHING, ACCESSORIES, AND EQUIPMENT**

**CITY OF BARTLETT**

The City of Bartlett is requesting pricing from Respondents for the uniforms, clothing, accessories, and equipment items listed within this document.

**NOTICE TO BIDDERS**

Sealed Bids are to be received no later than **2:00 P.M. on Thursday, June 25, 2026**. All bid packets, with an original, clearly identified, and two copies, must be labeled **“FY2026-05-026 “CITY OF BARTLETT UNIFORMS, CLOTHING, ACCESSORIES, AND EQUIPMENT”** and addressed as follows:

**MAYOR DAVID PARSONS  
CITY OF BARTLETT  
6400 STAGE ROAD  
BARTLETT, TENNESSEE 38134**

The City reserves the right to reject any and all bids and to waive any informality in the bidding process. The City of Bartlett is an equal opportunity employer. If further information is desired, please contact Steve Sones, Chief Administrative Officer, at 901-385-6444, or email [ssones@cityofbartlett.org](mailto:ssones@cityofbartlett.org).

***Please quote prices on the attached bid sheet.***

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

These prices are submitted with a declaration that no City of Bartlett employees or elected officials have a financial or beneficial interest in this transaction.

\_\_\_\_\_  
NAME OF FIRM

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED  
REPRESENTATIVE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

## **PROJECT DESCRIPTION**

The City of Bartlett is issuing this Request for Sealed Bids to establish a citywide contract for uniforms, clothing, accessories, and equipment for all municipal departments. This consolidated procurement approach is intended to ensure consistency in quality, streamline ordering processes, and leverage combined purchasing volume to achieve more competitive pricing.

To support this model, the city anticipates making regular, likely quarterly, purchases, with orders aggregated across all departments to maximize cost efficiency. Vendors may submit proposals for individual items or categories, as awards will be made on an item-by-item basis, and multiple vendors may be selected. A single vendor may therefore be awarded a specific item (e.g., all ball caps or all polos) for use across the entire City.

Prospective bidders must provide sufficient information to demonstrate their ability to supply the specified items in accordance with the written specifications. Vendors should also describe their capacity to fulfill bulk orders and deliver items either to a central City location or directly to individual departments, as delivery flexibility may be considered in the evaluation process.

## **STATEMENT OF INTENT – EQUALITY 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 city's intent to fully comply with the provisions of Title VI and Title VII of the Civil Rights Act of 1964. The City is committed to a moral, ethical, and legal responsibility to ensure equitable employment practices and the delivery of city services regardless of an individual's race, color, religion, national origin, age, disability, gender, or political affiliation.

## **GENERAL SPECIFICATIONS**

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

### **A. General Requirements**

- 1. Specification Compliance:** All bidders must clearly identify any deviations from the provided specifications. Items listed in the pricing tabulation reflect the brands, models, and product numbers most frequently purchased by City departments; therefore, proposed products must meet or exceed these specifications.
- 2. Required Submission Documents:** Each bidder shall include the signed pricing sheet, a signed and notarized Public Acts 109 form, and a current-year signed W-9. An original (clearly marked) and two copies must be included in the bid package.
- 3. Item-Level Pricing:** Bidders shall submit a single price for each line item on the provided Bid Pricing Sheets. Prices must exclude all taxes and shipping charges. Vendors may bid on any

number of individual items; awards will be made on an item-by-item basis.

4. **Product Condition:** All items delivered under this contract must be new, free of defects, and consistent with the specifications and samples provided.
5. **City Rights:** The City reserves the right to reject any and all bids.
6. **Payment Terms:** Prompt-payment discounts may be considered in the evaluation. Invoices will be paid within thirty (30) days of receipt of a correct invoice.
7. **Purchase Orders:** Purchase Orders will be issued on an as-needed basis, including for quarterly consolidated orders.
8. **Delivery Requirements:** All products shall be delivered or made available for pickup as specified on the Purchase Order. Vendors should be able to accommodate delivery either to a central City location or directly to individual departments.

## **B. Firm Pricing and Renewals**

**Note: Please see Bid Pricing Sheets for individual items and pricing. Include one original, clearly identified, and two copies.**

All pricing submitted shall remain firm from the date of award through June 30, 2027. The City reserves the option to renew the contract for two (2) additional one-year periods, July 1, 2027, through June 30, 2028, and July 1, 2028, through June 30, 2029. Upon mutual agreement of both parties, and subject to all Terms and Conditions of this solicitation.

Because awards will be made on an item-by-item basis, firm pricing applies to each awarded line item. Prior to any renewal period, awarded suppliers may request a price adjustment by submitting a written request no later than ninety (90) days before the renewal period begins. Any requested adjustment must be supported by manufacturer documentation that identifies the specific product(s) affected and the percentage increase.

Price escalation or de-escalation after the first contract year shall be limited to three percent (3%) or the Consumer Price Index for the Southeast Region, whichever is lower. The City of Bartlett reserves the right to reject any requested increase and may cancel the agreement for the affected item if pricing cannot be mutually agreed upon.

Awarded suppliers shall also extend to the City the benefit of any general price reductions occurring during the contract term or renewal periods.

## **C. Estimated Quantities**

Bidders shall submit a single unit price for each line item listed in the Pricing Tabulation Sheet. Estimated quantities are provided for reference only and reflect historical purchasing patterns across all City departments. No minimum quantities or dollar amounts are guaranteed, and actual quantities may be higher or lower depending on departmental needs and quarterly purchasing cycles.

The successful supplier(s) must maintain adequate inventory to fulfill orders for the items they are awarded. Bids shall not contain minimum order quantities or minimum dollar requirements.

## **D. Equal or Equivalent Products**

Where substitutions are permitted, bidders may propose an “equal or equivalent” product that meets or exceeds the specifications listed in the Pricing Tabulation Sheet and the Item Descriptions Sheet. Vendors must clearly identify any alternate product by providing the manufacturer's name and part number and must indicate that the item is being offered as an equal or equivalent.

#### **E. Product Samples**

Prior to award, the City may request samples representing the exact items bid, including any proposed equal or equivalent products. Samples shall be provided at no cost to the City and must be delivered within five (5) calendar days of the request.

Do not submit samples automatically. A City of Bartlett representative will contact bidders if samples are required. Samples submitted by unsuccessful bidders must be retrieved promptly after award.

#### **F. Vendor Instructions**

The City of Bartlett will provide a standardized Bid Sheet that includes detailed item descriptions, brand and product numbers, and estimated quantities. These items represent the uniform, clothing, accessories, and equipment components most frequently purchased by City departments and will serve as the basis for item-level pricing and award decisions. Vendors may bid on any number of individual items.

To ensure consistency and comparability across all submissions, vendors shall complete the Pricing Tabulation Sheet as follows:

1. **Enter Recommended Model:** Where highlighted in the Brand/Product column, vendors may propose an alternate recommended model that meets or exceeds the listed specifications and offers a lower overall cost. Refer to the Item Descriptions tab for detailed specifications. **Note:** Some items reflect exact preferred products and are not open to substitution.
2. **Enter Unit Prices:** Enter unit pricing for each item you are able to supply in the highlighted pricing fields. Estimated quantities are provided for reference only; actual quantities may vary based on departmental needs and quarterly purchasing cycles.
3. **Enter Discount Information:** If offering discounts based on volume, scope, or other conditions, enter this information in the designated discount columns and in the Guaranteed Minimum Discount Table. Vendors are encouraged to identify and quantify discounts such as:
  - i. Public service discounts for essential-worker uniforms
  - ii. Volume-based discounts (e.g., XX% off for purchases exceeding YY units)
  - iii. Guaranteed spend discounts (e.g., reductions triggered if awards exceed \$50,000)
  - iv. Any additional discounts that enhance competitiveness
4. **Enter Screenprinting, Embroidery, and Tailoring Costs:** Screenprinting, embroidery, and tailoring are treated as separate line items. If these services are already included in your unit pricing, note this in the “Notes” column.
5. **Complete and Submit the Template:** After completing all required fields, sign and date the Proposal Confirmation section at the top of the Pricing Tabulation Sheet. Save the completed file as an Excel document, replacing “[BID SHEET]” with your company name, and include the itemized sheet and one flash drive as part of the submission.

**Special Note:** The Item Descriptions sheet contains the official definitions and specifications for all uniform and equipment items included in this solicitation. Vendors should use the Notes column on the Pricing Tabulation Sheet only to clarify proposed alternates, indicate when customization costs are included in unit pricing, or provide other relevant item-specific information.

The Guaranteed Spend Discount sheet outlines the mechanisms for offering discounts tied to minimum spend thresholds, volume commitments, or other pricing structures. Vendors should complete this section if proposing any such discounts.

## **G. Award Structure**

Awards will be made on an item-by-item basis, or in any combination of items, in accordance with the specifications and requirements set forth in this Request for Proposals. The City of Bartlett reserves the right to award individual items, groups of items, or any combination of items determined to be in the best interest of the City. Multiple vendors may be selected.

The City further reserves the right to cancel an award for any item if the supplier fails to provide products in accordance with the specifications, delivery requirements, or contract terms. Cancellation will be subject to a minimum of thirty (30) days' written notice.

## **H. Ordering Procedures**

Orders will be placed on an as-needed basis, including quarterly consolidated orders, through an authorized City purchase order. For items requiring measurements or fittings, employees may:

1. Visit the awarded supplier's places of business,
2. Meet with a supplier representative on site, or
3. Provide measurements through an approved online portal.

Completed orders may be delivered to a central City location, delivered directly to individual departments, or picked up by City personnel, depending on departmental preference.

Awarded suppliers must notify the ordering department of any backordered items within two (2) business days of receiving the purchase order.

## **I. Detailed Requirements**

1. **Pricing Structure and All-Inclusive Items:** Awarded suppliers shall provide each item in accordance with the pricing structure submitted on the Pricing Tabulation Sheet. If a vendor represents an item as all-inclusive, no additional charges shall be assessed for fittings, alterations, embroidery, hemming, patches (provided by the City), or other standard customization required to meet specifications.

If any of these services are not included in the unit price, the vendor must clearly identify the exception in the Notes column of the Pricing Tabulation Sheet. Undisclosed charges will not be honored by the City.

2. **Standard and Non-Standard Sizes:** Standard and non-standard sized products shall be made available within the delivery timelines indicated in the Pricing Tabulation Sheet. For custom-made or special-order items, the supplier is responsible for coordinating all delivery details

## UNIFORMS, CLOTHING, ACCESSORIES, AND EQUIPMENT

Sealed Bid: FY2026-05-026 Due Date: June 25, 2026

directly with the identified City representative or the specific department.

3. **Delivery Requirements:** City personnel may pick up merchandise at the supplier's location, or the supplier shall deliver merchandise on an as-needed basis to the designated City department or central City location. No additional delivery or miscellaneous fees shall be charged unless expressly disclosed on the Pricing Tabulation Sheet and approved by the City.
4. **Stock Availability:** Awarded suppliers shall maintain at least 75% of commonly ordered items in stock at all times. Repeated failure to maintain adequate stock may result in cancellation of the award for the affected item(s).
5. **Business Location or Online Portal:** Bidders must maintain a place of business within 50 travel miles of the City of Bartlett and/or provide an online ordering portal capable of supporting Citywide uniform purchases in accordance with this RFP.

## **BID SHEET**

Bidders shall submit one (1) original, clearly marked, two (2) copies, and one (1) flash drive containing all required pricing documents. The flash drive must include the original Excel version of the completed Pricing Tabulation Sheet; PDFs, scans, or printed exports will not be accepted. The bid package must include:

- The completed Appendix 1 – Excel Pricing Tabulation Sheet
- All required forms, including the Public Acts 109 Disclosure
- Any catalog discount information as described below

All catalog discounts must be listed in the Pricing Tabulation Sheet and may include catalog-wide discounts. Discounts shall remain firm for the duration of the contract and any renewal periods, unless specified in the submittal.

A flash drive is the required means for electronic submission and must contain the original Excel file of the completed Pricing Tabulation (Appendix 1). No scanned copies, PDFs, screenshots, or locked files may be submitted. Failure to provide the Excel file in its original format may result in the bid being deemed non-responsive.

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NAME OF FIRM

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Email

---

Authorized Representative  
(Typed or Printed)

---

Phone Number

---

Authorized Representative Signature

---

Date



**PUBLIC ACTS 109 FORM**  
**PUBLIC ACTS 2017, CHAPTER 817**

*“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 Acts of 2017, Chapter 817 can be found on the Tennessee Secretary of State’s website:

<https://tnsos.org/acts/PublicActs.109.php>

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**Company Name (Proposer/Contractor)**

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.**

# City of Bartlett, TN

## INVITATION FOR SEALED BIDS

The City of Bartlett is requesting pricing from respondents through this request for sealed bids for the uniforms, clothing, accessories, and equipment items listed within this document for all municipal departments.

**Bid Information and documents are posted on the City's website at [www.cityofbartlett.org](http://www.cityofbartlett.org)**

Sealed bids are to be received no later than **2:00 pm on Thursday, June 25, 2026**. All bid packets, with an original and two copies must be labeled **"FY2026-05-026 UNIFORMS, CLOTHING, ACCESSORIES, AND EQUIPMENT"** and addressed as follows:

**Mayor David Parsons  
City of Bartlett  
6400 Stage Rd.  
Bartlett, TN 38134**

**Direct general inquiries to Steve Sones, Chief Administrative Officer at 901-385-6444, email [ssones@cityofbartlett.org](mailto:ssones@cityofbartlett.org) or via email, to Steve Sones, at [ssones@cityofbartlett.org](mailto:ssones@cityofbartlett.org).**

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.*

## Awarded Uniform Bids FY2027

**Note:** Estimated Quantities/Variations are calculated by Item, not by Product. Only one Brand/Product will be selected for each Item.

| Item Category  | Item                                                                 | Brand/Product      |
|----------------|----------------------------------------------------------------------|--------------------|
| <b>ARTWORK</b> |                                                                      |                    |
| Artwork        | Embroidery (City-Provided Logo/Patch)                                | MidSouth Solutions |
|                |                                                                      | SAW Textiles, Inc  |
|                |                                                                      | GALLS, LLC         |
| Artwork        | Embroidery (Vendor-Stitched Logo/Lettering)                          | Alpha One          |
|                |                                                                      | MidSouth Solutions |
|                |                                                                      | SAW Textiles, Inc  |
|                |                                                                      | GALLS, LLC         |
| Artwork        | Screenprinting for Upper Body Apparel (1 Front Color, 0 Back Colors) | Alpha One          |
|                |                                                                      | MidSouth Solutions |
|                |                                                                      | SAW Textiles, Inc  |
|                |                                                                      | GALLS, LLC         |
| Artwork        | Screenprinting for Upper Body Apparel (1 Front Color, 1 Back Color)  | Alpha One          |
|                |                                                                      | MidSouth Solutions |

|         |                                                                       |                    |
|---------|-----------------------------------------------------------------------|--------------------|
|         |                                                                       | SAW Textiles, Inc  |
|         |                                                                       | GALLS, LLC         |
| Artwork | Screenprinting for Upper Body Apparel (2 Front Colors, 0 Back Colors) | Alpha One          |
|         |                                                                       | MidSouth Solutions |
|         |                                                                       | SAW Textiles, Inc  |
|         |                                                                       | GALLS, LLC         |
| Artwork | Screenprinting for Upper Body Apparel (2 Front Colors, 1 Back Color)  | Alpha One          |
|         |                                                                       | MidSouth Solutions |
|         |                                                                       | SAW Textiles, Inc  |
|         |                                                                       | GALLS, LLC         |
| Artwork | Screenprinting for Upper Body Apparel (2 Front Colors, 2 Back Colors) | Alpha One          |
|         |                                                                       | MidSouth Solutions |
|         |                                                                       | SAW Textiles, Inc  |
|         |                                                                       | GALLS, LLC         |
| Artwork | Screenprinting for Upper Body Apparel (3 Front Colors, 0 Back Colors) | Alpha One          |
|         |                                                                       | MidSouth Solutions |
|         |                                                                       | SAW Textiles, Inc  |
|         |                                                                       | GALLS, LLC         |
| Artwork | Screenprinting for Upper Body Apparel (3 Front Colors, 1 Back Color)  | Alpha One          |
|         |                                                                       | MidSouth Solutions |
|         |                                                                       | SAW Textiles, Inc  |
|         |                                                                       | GALLS, LLC         |
| Artwork | Screenprinting for Upper Body Apparel (3 Front Colors, 2 Back Colors) | Alpha One          |

|                       |                  |                                    |
|-----------------------|------------------|------------------------------------|
|                       |                  | MidSouth Solutions                 |
|                       |                  | SAW Textiles, Inc                  |
|                       |                  | GALLS, LLC                         |
|                       |                  |                                    |
| <b>FOOTWEAR-BOOTS</b> |                  |                                    |
| Footwear              | Boots (Black)    |                                    |
|                       |                  | Alpha One                          |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Lace-up)  | Rocky High-Gloss 510-8             |
|                       |                  | Alpha One                          |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Lace-up)  | Rocky Oxford 2034                  |
|                       |                  | Alpha One                          |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Lace-up)  | Rocky Paraboot 2091                |
|                       |                  | Alpha One                          |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Lace-up)  |                                    |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Mud)      |                                    |
|                       |                  | Alpha One                          |
|                       |                  |                                    |
| Footwear              | Boots (Side-zip) | 5.11 Speed 3.0 12371               |
|                       |                  | Alpha One                          |
|                       |                  |                                    |
| Footwear              | Boots (Side-zip) | Bates E02661                       |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Side-zip) | Bates E03180 / E03181              |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Side-zip) | Danner 8" Kinetic Waterproof 28012 |
|                       |                  | Alpha One                          |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Side-zip) | Rocky Fort Hood 2149               |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Side-zip) | Rocky Jump 2090                    |
|                       |                  | Alpha One                          |
|                       |                  | MidSouth Solutions                 |
|                       |                  |                                    |
| Footwear              | Boots (Side-zip) |                                    |

|          |                    |                                        |
|----------|--------------------|----------------------------------------|
|          |                    | Alpha One                              |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Boots (Slip-on)    | 5.11 Company 3.0 12421                 |
|          |                    | Alpha One                              |
|          |                    |                                        |
| Footwear | Boots (Slip-on)    | 5.11 Company Boot 12032                |
|          |                    | Alpha One                              |
|          |                    |                                        |
| Footwear | Boots (Slip-on)    | Redback Easy Escape UBBK               |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Boots (Slip-on)    | Rocky Alpha Force 2173                 |
|          |                    | Alpha One                              |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Boots (Slip-on)    | Rocky Wellington 6300                  |
|          |                    | Alpha One                              |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Boots (Slip-on)    |                                        |
|          |                    | Alpha One                              |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Boots (Steel-toed) |                                        |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Boots (Tactical)   | Bates E02261                           |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Boots (Tactical)   | Danner Tachyon 8" 50120                |
|          |                    | Alpha One                              |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Boots (Tactical)   | Danner Tachyon 8" GTX FT026            |
|          |                    | Alpha One                              |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Boots (Work)       |                                        |
|          |                    | Alpha One                              |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Class A Shoe       | Thorogood 831-6031                     |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Shoe (General)     | Blauer FW053                           |
|          |                    | Alpha One                              |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Shoe (General)     | Reebok RB4035                          |
|          |                    | Alpha One                              |
|          |                    | MidSouth Solutions                     |
|          |                    |                                        |
| Footwear | Shoe (General)     | Under Armour Charged Assert 10 3026175 |

|                |                    |                                  |
|----------------|--------------------|----------------------------------|
|                |                    | MidSouth Solutions               |
| Gear/Equipment | Active Shooter Kit | Point Blank BP3392               |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Armor Plate        | Point Blank Paraclete BP1479     |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Armor Plate        | Point Blank Paraclete BP1480     |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Armor Plate        | Point Blank Paraclete PLT013SCRN |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Armor Plate        | Point Blank Paraclete PLT019ECSN |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Backpack           | 5.11 56892                       |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Backpack           |                                  |
|                |                    | MidSouth Solutions               |
| Gear/Equipment | Badge Holder       | Galls 71201 OVL                  |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Badge Holder       |                                  |
|                |                    | Alpha One                        |
| Gear/Equipment | Baton              | ASP                              |
|                |                    | Alpha One                        |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Baton              |                                  |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Baton Holder       | ASP                              |
|                |                    | Alpha One                        |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Baton Holder       |                                  |
|                |                    | Alpha One                        |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Belt Keeper        | Dutyman                          |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Belt Keeper        |                                  |
|                |                    | Alpha One                        |
|                |                    | GALLS, LLC                       |
| Gear/Equipment | Body Cam Case      | Kydex                            |
|                |                    | GALLS, LLC                       |

|                |                              |                     |
|----------------|------------------------------|---------------------|
| Gear/Equipment | Body Cam Case                |                     |
|                |                              | GALLS, LLC          |
| Gear/Equipment | BWC Holder                   | Zero9 Z9-2037       |
|                |                              | Alpha One           |
| Gear/Equipment | Chemical Spray Holster       | Bianchi             |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Chemical Spray Holster       | Dutyman             |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Chemical Spray Holster       |                     |
|                |                              | Alpha One           |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Double Mag Pouch             | Kydex               |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Double Mag Pouch             | Zero9 Z9-4006       |
|                |                              | Alpha One           |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Double Mag Pouch             |                     |
|                |                              | Alpha One           |
| Gear/Equipment | Duffel Bag                   | Port Authority BG99 |
|                |                              | Alpha One           |
|                |                              | MidSouth Solutions  |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Duffel Bag                   |                     |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Flashlight                   |                     |
|                |                              | Alpha One           |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Flashlight (LED)             | Coastal HP7R        |
|                |                              | MidSouth Solutions  |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Flashlight (PolyStinger LED) | Streamlight 76813   |
|                |                              | Alpha One           |
|                |                              | MidSouth Solutions  |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Flashlight (Stinger LED)     | Streamlight 75711   |
|                |                              | Alpha One           |
|                |                              | MidSouth Solutions  |
|                |                              | GALLS, LLC          |
| Gear/Equipment | Flashlight Holder            |                     |
|                |                              | Alpha One           |



|                |                    |                                              |
|----------------|--------------------|----------------------------------------------|
| Gear/Equipment | Handcuff Case      | ASP Sentry Cuff Case 56700                   |
|                |                    | Alpha One                                    |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Handcuff Case      | Kydex                                        |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Handcuff Case      | Zero9 Z9-4001                                |
|                |                    | Alpha One                                    |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Handcuff Case      |                                              |
|                |                    | Alpha One                                    |
|                |                    |                                              |
| Gear/Equipment | Handcuff Key       |                                              |
|                |                    | Alpha One                                    |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Handcuffs          |                                              |
|                |                    | Alpha One                                    |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Handcuffs (Chain)  | Peerless P010                                |
|                |                    | Alpha One                                    |
|                |                    | MidSouth Solutions                           |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Handcuffs (Hinged) | ASP 56070                                    |
|                |                    | Alpha One                                    |
|                |                    | MidSouth Solutions                           |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Handcuffs (Hinged) | Peerless 801                                 |
|                |                    | Alpha One                                    |
|                |                    | MidSouth Solutions                           |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Handcuffs (Sentry) | ASP 56500                                    |
|                |                    | Alpha One                                    |
|                |                    | MidSouth Solutions                           |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Mag Case           | Zero9 Z9-4027                                |
|                |                    | Alpha One                                    |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Mag Pouch          | High Speed Gear Gen 2 Rifle Taco<br>24TA00BK |
|                |                    | Alpha One                                    |
|                |                    | GALLS, LLC                                   |
|                |                    |                                              |
| Gear/Equipment | Metal Clipboard    | Posse Quality SSA-45                         |

|                |                       |                                          |
|----------------|-----------------------|------------------------------------------|
|                |                       | Alpha One                                |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Nameplate             | Blackinton 08LE                          |
|                |                       | Alpha One                                |
|                |                       | MidSouth Solutions                       |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Nameplate             | Hook Fast 600-3550                       |
|                |                       | MidSouth Solutions                       |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Nameplate             |                                          |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Pepper Spray Can Case | Zero9 Z9-4017                            |
|                |                       | Alpha One                                |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Pouch                 | Esstac 5.56 Shorty Kywi Pouch 556.s.s    |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Pouch                 | Wilder Tactical Urban Assault Dump Pouch |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Radio Holder          | Kydex                                    |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Radio Holder          | Zero9 NX-5000 Series                     |
|                |                       | Alpha One                                |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Radio Holder          | Zero9 XG-25 / XG-75 / P7300              |
|                |                       | Alpha One                                |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Radio Holder          | Zero9 XL-185 / XL-200                    |
|                |                       | Alpha One                                |
|                |                       |                                          |
| Gear/Equipment | Radio Holder          |                                          |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Rescue Trauma Sheers  | Leatherman Raptor Rescue 831741          |
|                |                       | GALLS, LLC                               |
|                |                       |                                          |
| Gear/Equipment | Spray Pouch           |                                          |
|                |                       | Alpha One                                |
|                |                       |                                          |
| Gear/Equipment | Ticketbook Holder     | Posse Quality CHP-50                     |
|                |                       | Alpha One                                |
|                |                       |                                          |
| Gear/Equipment | Tourniquet Holder     | E10                                      |

|                 |                               |                         |
|-----------------|-------------------------------|-------------------------|
|                 |                               | Alpha One               |
| Gear/Equipment  | Traffic Wand                  | Streamlight             |
|                 |                               | Alpha One               |
|                 |                               | GALLS, LLC              |
| Gear/Equipment  | Traffic Wand                  |                         |
|                 |                               | GALLS, LLC              |
| Gear/Equipment  | Whistle                       |                         |
|                 |                               | Alpha One               |
|                 |                               | GALLS, LLC              |
|                 |                               |                         |
| <b>HEADGEAR</b> |                               |                         |
| Headgear        | Ball Cap (logo included)      | 9Forty CA40289          |
|                 |                               | MidSouth Solutions      |
|                 |                               |                         |
| Headgear        | Ball Cap (logo included)      | New Era NE1000 / NE1020 |
|                 |                               | Alpha One               |
|                 |                               | MidSouth Solutions      |
|                 |                               | SAW Textiles, Inc       |
|                 |                               |                         |
| Headgear        | Ball Cap (logo included)      | OTTO Mesh Back Trucker  |
|                 |                               | MidSouth Solutions      |
|                 |                               | SAW Textiles, Inc       |
|                 |                               |                         |
| Headgear        | Ball Cap (logo included)      | Richardson 112FP        |
|                 |                               | Alpha One               |
|                 |                               | MidSouth Solutions      |
|                 |                               | SAW Textiles, Inc       |
|                 |                               |                         |
| Headgear        | Ball Cap (logo included)      | Richardson 185          |
|                 |                               | MidSouth Solutions      |
|                 |                               | SAW Textiles, Inc       |
|                 |                               |                         |
| Headgear        | Ball Cap (logo included)      |                         |
|                 |                               | Alpha One               |
|                 |                               | SAW Textiles, Inc       |
|                 |                               |                         |
|                 |                               |                         |
| Headgear        | Beanie / Knit Cap / Skull Cap | Blauer 160              |
|                 |                               | Alpha One               |
|                 |                               | MidSouth Solutions      |
|                 |                               |                         |
| Headgear        | Beanie / Knit Cap / Skull Cap |                         |
|                 |                               | Alpha One               |
|                 |                               | MidSouth Solutions      |
|                 |                               |                         |
| Headgear        | Class A Hat (Fire)            | Midway 4-Star           |
|                 |                               | MidSouth Solutions      |
|                 |                               |                         |
| Headgear        | Class A Hat (Fire)            |                         |
|                 |                               | Alpha One               |
|                 |                               |                         |

|               |                                  |                              |
|---------------|----------------------------------|------------------------------|
| Headgear      | Class A Hat (Police)             | Keystone R13                 |
|               |                                  | Alpha One                    |
|               |                                  | MidSouth Solutions           |
| Headgear      | Girls Softball Visors            |                              |
|               |                                  | Alpha One                    |
| Headgear      | Youth Sports Ball Cap            |                              |
|               |                                  | Alpha One                    |
| Miscellaneous | Belt                             | 5.11 Trainer 59409           |
|               |                                  | Alpha One                    |
| Miscellaneous | Belt                             | Basket Weave                 |
|               |                                  | Alpha One                    |
| Miscellaneous | Belt                             | Boston Leather Garrison 6606 |
|               |                                  | Alpha One                    |
|               |                                  | MidSouth Solutions           |
| Miscellaneous | Belt                             | Boston Leather Ranger 6612   |
|               |                                  | Alpha One                    |
|               |                                  | MidSouth Solutions           |
| Miscellaneous | Belt                             |                              |
|               |                                  | Alpha One                    |
| Miscellaneous | Collar Brass / Bugles / Insignia |                              |
|               |                                  | Alpha One                    |
| Miscellaneous | Collar Bugles                    | Premier P2616                |
|               |                                  | Alpha One                    |
|               |                                  | MidSouth Solutions           |
| Miscellaneous | Collar Insignia                  | Premier 3/8 BPD              |
|               |                                  | Alpha One                    |
|               |                                  | MidSouth Solutions           |
| Miscellaneous | Collar Insignia                  | Premier 3/8S BFD             |
|               |                                  | Alpha One                    |
|               |                                  | MidSouth Solutions           |
| Miscellaneous | Extrication Gloves               | Firestore 327                |
|               |                                  | MidSouth Solutions           |
| Miscellaneous | Extrication Gloves               | Firestore HS4014             |
|               |                                  | MidSouth Solutions           |
| Miscellaneous | Extrication Gloves               |                              |
|               |                                  | Alpha One                    |
| Miscellaneous | Hi-Vis Winter Gloves             |                              |
|               |                                  | Alpha One                    |
| Miscellaneous | Socks                            | Blauer SKS16                 |

|               |                         |                                             |
|---------------|-------------------------|---------------------------------------------|
|               |                         | Alpha One                                   |
|               |                         | MidSouth Solutions                          |
|               |                         |                                             |
| Miscellaneous | Socks                   | Thor-Lo WGX                                 |
|               |                         | MidSouth Solutions                          |
|               |                         |                                             |
| Miscellaneous | Socks                   |                                             |
|               |                         | Alpha One                                   |
|               |                         |                                             |
| Miscellaneous | Tie (Clip-on)           | Sam Broome 90049                            |
|               |                         | Alpha One                                   |
|               |                         | MidSouth Solutions                          |
|               |                         |                                             |
| Miscellaneous | Tie (Velcro)            | Sam Broome 90049                            |
|               |                         | Alpha One                                   |
|               |                         |                                             |
| Miscellaneous | Tie (Zipper)            | Sam Broome 90049                            |
|               |                         | Alpha One                                   |
|               |                         |                                             |
| Miscellaneous | Underwear               | Blauer 8006                                 |
|               |                         | Alpha One                                   |
|               |                         |                                             |
| Miscellaneous | Underwear               |                                             |
|               |                         | Alpha One                                   |
|               |                         |                                             |
| Miscellaneous | White Gloves            |                                             |
|               |                         | Alpha One                                   |
|               |                         |                                             |
| Miscellaneous | Winter Gloves           |                                             |
|               |                         | Alpha One                                   |
|               |                         |                                             |
| Other Shirt   | Long Sleeve Button Down | Blauer BDU Tactical Shirt 8730 / 8730W      |
|               |                         | Alpha One                                   |
|               |                         | MidSouth Solutions                          |
|               |                         |                                             |
| Other Shirt   | Long Sleeve Button-Down | Blauer FlexRS SuperShirt 8671 / 8671W       |
|               |                         | Alpha One                                   |
|               |                         | MidSouth Solutions                          |
|               |                         |                                             |
| Other Shirt   | Long Sleeve Button-Down | Blauer Polyester LS SuperShirt 8670 / 8670W |
|               |                         | Alpha One                                   |
|               |                         | MidSouth Solutions                          |
|               |                         |                                             |
| Other Shirt   | Long Sleeve Button-Down | Horace Small HS1149/HS1190                  |
|               |                         | Alpha One                                   |
|               |                         | MidSouth Solutions                          |
|               |                         |                                             |
| Other Shirt   | Long Sleeve Shirt       | CornerStone CS410LS                         |
|               |                         | Alpha One                                   |
|               |                         | MidSouth Solutions                          |
|               |                         | SAW Textiles, Inc                           |
|               |                         |                                             |

|                  |                                     |                                             |
|------------------|-------------------------------------|---------------------------------------------|
| Other Shirt      | Long Sleeve Work Shirt              | Red Kap SP14                                |
|                  |                                     | Alpha One                                   |
|                  |                                     | MidSouth Solutions                          |
|                  |                                     | SAW Textiles, Inc                           |
| Other Shirt      | Long Sleeve Work Shirt              |                                             |
|                  |                                     | SAW Textiles, Inc                           |
| Other Shirt      | Short Sleeve Button Down            | Blauer BDU Tactical Shirt 8740 / 8740W      |
|                  |                                     | Alpha One                                   |
|                  |                                     | MidSouth Solutions                          |
| Other Shirt      | Short Sleeve Button-Down            | Blauer FlexRS SuperShirt 8676 / 8676W       |
|                  |                                     | Alpha One                                   |
|                  |                                     | MidSouth Solutions                          |
| Other Shirt      | Short Sleeve Button-Down            | Blauer Polyester SS SuperShirt 8675 / 8675W |
|                  |                                     | Alpha One                                   |
|                  |                                     | MidSouth Solutions                          |
| Other Shirt      | Short Sleeve Button-Down            | Horace Small HS1530                         |
|                  |                                     | Alpha One                                   |
|                  |                                     | MidSouth Solutions                          |
| Other Shirt      | Short Sleeve Work Shirt             | Port Authority TLK508                       |
|                  |                                     | Alpha One                                   |
|                  |                                     | MidSouth Solutions                          |
|                  |                                     | SAW Textiles, Inc                           |
| Other Shirt      | Short Sleeve Work Shirt             | Port Authority TLK509                       |
|                  |                                     | Alpha One                                   |
|                  |                                     | MidSouth Solutions                          |
|                  |                                     | SAW Textiles, Inc                           |
| Other Shirt      | Short Sleeve Work Shirt             | Port Authority TLK510                       |
|                  |                                     | Alpha One                                   |
|                  |                                     | MidSouth Solutions                          |
| Other Shirt      | Short Sleeve Work Shirt             | Red Kap SP24                                |
|                  |                                     | Alpha One                                   |
|                  |                                     | MidSouth Solutions                          |
|                  |                                     | SAW Textiles, Inc                           |
| Other Shirt      | Youth Basketball Reversible Jerseys |                                             |
|                  |                                     | Alpha One                                   |
|                  |                                     |                                             |
| <b>OUTERWEAR</b> |                                     |                                             |
| Outerwear        | Bibs (Winter)                       |                                             |
|                  |                                     | Alpha One                                   |
|                  |                                     |                                             |

|           |                                |                         |
|-----------|--------------------------------|-------------------------|
| Outerwear | Bomber Jacket                  | Neese 9400SJ            |
|           |                                | Alpha One               |
|           |                                | MidSouth Solutions      |
| Outerwear | Class A Coat                   | Fechheimer 38803        |
|           |                                | MidSouth Solutions      |
| Outerwear | Class A Coat                   |                         |
|           |                                | Alpha One               |
| Outerwear | Fleece Hoodie                  |                         |
|           |                                | Alpha One               |
| Outerwear | Fleece Lined Sweater           | Blauer 225              |
|           |                                | Alpha One               |
|           |                                | MidSouth Solutions      |
| Outerwear | Full Zip Fleece Jacket         | Blauer SoftShell 4660   |
|           |                                | Alpha One               |
|           |                                | MidSouth Solutions      |
| Outerwear | Full Zip Sweater               | Blauer 227              |
|           |                                | Alpha One               |
|           |                                | MidSouth Solutions      |
| Outerwear | Full Zip Sweater               |                         |
|           |                                | Alpha One               |
| Outerwear | Hi-Vis Fleece                  | Blauer SoftShell 4670   |
|           |                                | Alpha One               |
| Outerwear | Hi-Vis Heavy Coat (3/4 Length) |                         |
|           |                                | Alpha One               |
| Outerwear | Hi-Vis Jacket                  | Blauer SuperShell 9970V |
|           |                                | Alpha One               |
| Outerwear | Hi-Vis Jacket                  | Blauer TacShell 9870V   |
|           |                                | Alpha One               |
| Outerwear | Hi-Vis Rain Coat               |                         |
|           |                                | Alpha One               |
| Outerwear | Hi-Vis Vest                    |                         |
|           |                                | Alpha One               |
| Outerwear | Hoodie                         | Cornerstone CSF630      |
|           |                                | Alpha One               |
|           |                                | MidSouth Solutions      |
|           |                                | SAW Textiles, Inc       |
| Outerwear | Jacket                         | Blauer TacShell 9820    |
|           |                                | Alpha One               |
|           |                                | MidSouth Solutions      |

|                   |                       |                               |
|-------------------|-----------------------|-------------------------------|
| Outerwear         | Leather Jacket        | Taylor 4473Z                  |
|                   |                       | Alpha One                     |
|                   |                       |                               |
| Outerwear         | Quarter Zip Job Shirt | Elbeco 3774                   |
|                   |                       | Alpha One                     |
|                   |                       | MidSouth Solutions            |
|                   |                       |                               |
| Outerwear         | Quarter Zip Job Shirt |                               |
|                   |                       | Alpha One                     |
|                   |                       |                               |
| Outerwear         | Rain Jacket           | 5.11 48353                    |
|                   |                       | Alpha One                     |
|                   |                       |                               |
| Outerwear         | Rain Jacket           | 5.11 Tac Dry Rain Shell 48098 |
|                   |                       | Alpha One                     |
|                   |                       |                               |
| Outerwear         | Rain Jacket           | Blauer Long Jacket 733        |
|                   |                       | Alpha One                     |
|                   |                       |                               |
| Outerwear         | Rain Jacket           | Blauer Waist Jacket 233R      |
|                   |                       | Alpha One                     |
|                   |                       |                               |
| Outerwear         | Rain Jacket           | Blauer Waist Jacket 26991     |
|                   |                       | Alpha One                     |
|                   |                       |                               |
| Outerwear         | Rain Jacket           |                               |
|                   |                       | Alpha One                     |
|                   |                       |                               |
| Outerwear         | Sweater               | Blauer 210                    |
|                   |                       | Alpha One                     |
|                   |                       |                               |
| <b>SWEATSHIRT</b> |                       |                               |
| Outerwear         | Sweatshirt            | Gildan 18000                  |
|                   |                       | Alpha One                     |
|                   |                       | MidSouth Solutions            |
|                   |                       | SAW Textiles, Inc             |
|                   |                       |                               |
| Outerwear         | Sweatshirt            | Gildan 18500                  |
|                   |                       | Alpha One                     |
|                   |                       | MidSouth Solutions            |
|                   |                       | SAW Textiles, Inc             |
|                   |                       |                               |
| Outerwear         | Sweatshirt            |                               |
|                   |                       | SAW Textiles, Inc             |
|                   |                       |                               |
| <b>PANTS</b>      |                       |                               |
| Pants             | Cargo Pants           | Blauer Cargo Pocket Pant 8665 |
|                   |                       | Alpha One                     |
|                   |                       | MidSouth Solutions            |
|                   |                       |                               |
| Pants             | Cargo Pants           | Propper F5252 / F5295         |
|                   |                       | Alpha One                     |



|                                |                              |                                                                 |
|--------------------------------|------------------------------|-----------------------------------------------------------------|
|                                |                              | MidSouth Solutions                                              |
| Pants                          | Pants                        | F5295-50 or PANTS ITEM # 00427558<br>BLACK                      |
|                                |                              | Alpha One                                                       |
|                                |                              | MidSouth Solutions                                              |
| Pants                          | Performance Shorts           | 5.11 Trail Shorts 73352ABR                                      |
|                                |                              | Alpha One                                                       |
| Pants                          | Performance Shorts           | Sport-Tek PosiCharge Competitor<br>Pocketed Shorts ST349P       |
|                                |                              | Alpha One                                                       |
|                                |                              | MidSouth Solutions                                              |
|                                |                              | SAW Textiles, Inc                                               |
| Pants                          | Performance Shorts           |                                                                 |
|                                |                              | SAW Textiles, Inc                                               |
| Pants                          | Rain Pants                   | Blauer 134-1                                                    |
|                                |                              | Alpha One                                                       |
|                                |                              | MidSouth Solutions                                              |
| Pants                          | Shorts                       | Blauer FlexRS Shorts 8667                                       |
|                                |                              | Alpha One                                                       |
|                                |                              | MidSouth Solutions                                              |
| Pants                          | Side-Pocket Class A Pants    | Blauer Regular Polyester Pants 8674 /<br>8674W                  |
|                                |                              | Alpha One                                                       |
|                                |                              | MidSouth Solutions                                              |
| Pants                          | Side-Pocket Class A Pants    | Fechheimer 38200/38233                                          |
|                                |                              | MidSouth Solutions                                              |
| Pants                          | Slacks                       | Blauer Polyester 4 Pocket Pant 8650 /<br>8650W / 8650T / 8650WT |
|                                |                              | Alpha One                                                       |
|                                |                              | MidSouth Solutions                                              |
| Pants                          | Slacks / Command Staff Pants | Blauer 8650NV                                                   |
|                                |                              | Alpha One                                                       |
|                                |                              | MidSouth Solutions                                              |
| <b>TACTICAL WORK<br/>PANTS</b> |                              |                                                                 |
| Pants                          | Tactical Pants               | 5.11 Apex Pant 64446 / 74434                                    |
|                                |                              | Alpha One                                                       |
| Pants                          | Tactical Pants               | 5.11 Stryke Pant 64386 / 74369                                  |
|                                |                              | Alpha One                                                       |
| Pants                          | Tactical Pants               | 5.11 Taclite 74370                                              |
|                                |                              | Alpha One                                                       |
| Pants                          | Tactical Pants               | 5.11 Taclite 74371                                              |

|             |                                |                                                 |
|-------------|--------------------------------|-------------------------------------------------|
|             |                                | Alpha One                                       |
| Pants       | Tactical Pants                 | 5.11 TacLite 74407                              |
|             |                                | Alpha One                                       |
| Pants       | Tactical Pants                 | 5.11 TacLite 74412                              |
|             |                                | Alpha One                                       |
| Pants       | Tactical Pants                 | 5.11 TacLite Pro 74273 / 64360                  |
|             |                                | Alpha One                                       |
| Pants       | Tactical Pants                 | Blauer BDU Tactical Pant 8830 / 8830W           |
|             |                                | Alpha One                                       |
|             |                                | MidSouth Solutions                              |
| Pants       | Tactical Pants                 | Blauer Flexforce 8823 / 8823W                   |
|             |                                | Alpha One                                       |
|             |                                | MidSouth Solutions                              |
| Pants       | Tactical Pants                 | Blauer Flexheat 8833                            |
|             |                                | Alpha One                                       |
|             |                                | MidSouth Solutions                              |
| Pants       | Tactical Pants                 | Blauer FlexRS Covert Tactical Pant 8666 / 8666W |
|             |                                | Alpha One                                       |
|             |                                | MidSouth Solutions                              |
| Pants       | Tactical Pants                 |                                                 |
|             |                                | MidSouth Solutions                              |
| Pants       | Work Pants                     | Red Kap PT20                                    |
|             |                                | Alpha One                                       |
|             |                                | MidSouth Solutions                              |
|             |                                | SAW Textiles, Inc                               |
| Pants       | Work Pants                     | Red Kap PT88                                    |
|             |                                | Alpha One                                       |
|             |                                | MidSouth Solutions                              |
|             |                                | SAW Textiles, Inc                               |
| Pants       | Youth Basketball Shorts        |                                                 |
|             |                                | Alpha One                                       |
|             |                                | MidSouth Solutions                              |
| <b>POLO</b> |                                |                                                 |
| Polo        | Hi-Vis Long Sleeve Polo Shirt  | Blauer 8147                                     |
|             |                                | Alpha One                                       |
|             |                                | MidSouth Solutions                              |
| Polo        | Hi-Vis Short Sleeve Polo Shirt |                                                 |
|             |                                | Alpha One                                       |

|      |                                |                                            |
|------|--------------------------------|--------------------------------------------|
| Polo | Hi-Vis Short Sleeve Polo Shirt | Blauer 8137                                |
|      |                                | Alpha One                                  |
|      |                                | MidSouth Solutions                         |
| Polo | Long Sleeve Polo Shirt         | 5.11 72049                                 |
|      |                                | Alpha One                                  |
| Polo | Long Sleeve Polo Shirt         | Blauer Armorskin Winter Base Shirt 8373    |
|      |                                | Alpha One                                  |
| Polo | Long Sleeve Polo Shirt         | Blauer Flexheat Base Shirt 8374 / 8374W    |
|      |                                | Alpha One                                  |
| Polo | Long Sleeve Polo Shirt         | Blauer FlexRS Base Shirt 8361              |
|      |                                | Alpha One                                  |
|      |                                | MidSouth Solutions                         |
| Polo | Long Sleeve Polo Shirt         |                                            |
|      |                                | MidSouth Solutions                         |
| Polo | Short Sleeve Polo Shirt        | 5.11 71049 / 61165                         |
|      |                                | Alpha One                                  |
| Polo | Short Sleeve Polo Shirt        | Blauer FlexRS Base Shirt 8362              |
|      |                                | Alpha One                                  |
|      |                                | MidSouth Solutions                         |
| Polo | Short Sleeve Polo Shirt        | Blauer Patrol 8160                         |
|      |                                | Alpha One                                  |
| Polo | Short Sleeve Polo Shirt        | CornerStone CS410 / CS411                  |
|      |                                | Alpha One                                  |
|      |                                | MidSouth Solutions                         |
|      |                                | SAW Textiles, Inc                          |
| Polo | Short Sleeve Polo Shirt        | Port Authority K500                        |
|      |                                | Alpha One                                  |
|      |                                | MidSouth Solutions                         |
|      |                                | SAW Textiles, Inc                          |
| Polo | Short Sleeve Polo Shirt        | Port Authority TLK500                      |
|      |                                | Alpha One                                  |
|      |                                | MidSouth Solutions                         |
|      |                                | SAW Textiles, Inc                          |
| Polo | Short Sleeve Polo Shirt        | Sport-Tek PosiCharge Competitor Polo ST550 |
|      |                                | Alpha One                                  |
|      |                                | MidSouth Solutions                         |
|      |                                | SAW Textiles, Inc                          |
| Polo | Short Sleeve Polo Shirt        |                                            |

|                            |                      |                    |
|----------------------------|----------------------|--------------------|
|                            |                      | MidSouth Solutions |
| <b>T-SHIRT</b>             |                      |                    |
| T-Shirt                    | Long Sleeve T-Shirt  | Gildan 8400        |
|                            |                      | Alpha One          |
|                            |                      | MidSouth Solutions |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| T-Shirt                    | Long Sleeve T-Shirt  | Port & Co PC55LST  |
|                            |                      | Alpha One          |
|                            |                      | MidSouth Solutions |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| T-Shirt                    | Long Sleeve T-Shirt  |                    |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| T-Shirt                    | Long Sleeve T-Shirt  |                    |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| T-Shirt                    | Short Sleeve T-Shirt | 5.11 40016         |
|                            |                      | Alpha One          |
|                            |                      |                    |
| T-Shirt                    | Short Sleeve T-Shirt | Gildan 5000        |
|                            |                      | Alpha One          |
|                            |                      | MidSouth Solutions |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| T-Shirt                    | Short Sleeve T-Shirt | Gildan 8000        |
|                            |                      | Alpha One          |
|                            |                      | MidSouth Solutions |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| T-Shirt                    | Short Sleeve T-Shirt | Hanes 5280         |
|                            |                      | Alpha One          |
|                            |                      | MidSouth Solutions |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| T-Shirt                    | Short Sleeve T-Shirt | Port & Co PC54     |
|                            |                      | Alpha One          |
|                            |                      | MidSouth Solutions |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| T-Shirt                    | Short Sleeve T-Shirt | Port & Co PC55T    |
|                            |                      | Alpha One          |
|                            |                      | MidSouth Solutions |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| T-Shirt                    | Short Sleeve T-Shirt |                    |
|                            |                      | SAW Textiles, Inc  |
|                            |                      |                    |
| <b>PERFORMANCE T-SHIRT</b> |                      |                    |

|                      |                                           |                                                 |
|----------------------|-------------------------------------------|-------------------------------------------------|
| T-Shirt              | Performance Long Sleeve T-Shirt (Dri-Fit) | Sport-Tek PosiCharge Competitor T-Shirt ST350LS |
|                      |                                           | Alpha One                                       |
|                      |                                           | MidSouth Solutions                              |
|                      |                                           | SAW Textiles, Inc                               |
|                      |                                           |                                                 |
| T-Shirt              | Performance T-Shirt (Dri-Fit)             | 5.11 Sigurd Shirt 41288                         |
|                      |                                           | Alpha One                                       |
|                      |                                           |                                                 |
| T-Shirt              | Performance T-Shirt (Dri-Fit)             | Sport-Tek PosiCharge Competitor Tee ST350       |
|                      |                                           | Alpha One                                       |
|                      |                                           | MidSouth Solutions                              |
|                      |                                           | SAW Textiles, Inc                               |
|                      |                                           |                                                 |
| T-Shirt              | Performance T-Shirt (Dri-Fit)             |                                                 |
|                      |                                           | MidSouth Solutions                              |
|                      |                                           | SAW Textiles, Inc                               |
|                      |                                           |                                                 |
|                      |                                           |                                                 |
| <b>YOUTH T-SHIRT</b> |                                           |                                                 |
| T-Shirt              | Youth Sports Performance T-Shirt          |                                                 |
|                      |                                           | Alpha One                                       |
|                      |                                           | MidSouth Solutions                              |
|                      |                                           | SAW Textiles, Inc                               |
|                      |                                           |                                                 |
| T-Shirt              | Youth Sports Short Sleeve T-Shirt         |                                                 |
|                      |                                           | Alpha One                                       |
|                      |                                           | MidSouth Solutions                              |
|                      |                                           | SAW Textiles, Inc                               |



| Est. Quantity Needed (Not Guaranteed) | Unit | Vendor Product Number | Catalog Unit Price | Unit Price w/ Public Service Discount |
|---------------------------------------|------|-----------------------|--------------------|---------------------------------------|
| 7,521                                 |      |                       |                    |                                       |
|                                       |      | TBD                   | \$5.00             | \$5.00                                |
|                                       |      | TBD                   | \$5.00             | \$5.00                                |
|                                       |      | TBD                   | \$0.00             | \$0.00                                |
|                                       |      |                       |                    |                                       |
|                                       | Each | TBD                   | \$10.00            | \$10.00                               |
|                                       |      | TBD                   | \$7.00             | \$7.00                                |
|                                       |      | TBD                   | \$5.00             | \$5.00                                |
|                                       |      | TBD                   | \$0.00             | \$0.00                                |
|                                       |      |                       |                    |                                       |
|                                       | Each | TBD                   | \$5.00             | \$5.00                                |
|                                       |      | TBD                   | \$2.00             | \$2.00                                |
|                                       |      | TBD                   | \$1.85             | \$1.85                                |
|                                       |      | TBD                   | \$0.00             | \$0.00                                |
|                                       |      |                       |                    |                                       |
|                                       | Each | TBD                   | \$10.00            | \$10.00                               |
|                                       |      | TBD                   | \$4.00             | \$4.00                                |

|  |      |     |         |         |
|--|------|-----|---------|---------|
|  |      | TBD | \$3.70  | \$3.70  |
|  |      | TBD | \$0.00  | \$0.00  |
|  |      |     |         |         |
|  | Each | TBD | \$5.00  | \$5.00  |
|  |      | TBD | \$5.00  | \$5.00  |
|  |      |     |         |         |
|  |      | TBD | \$2.52  | \$2.52  |
|  |      | TBD | \$0.00  | \$0.00  |
|  |      |     |         |         |
|  | Each | TBD | \$10.00 | \$10.00 |
|  |      | TBD | \$4.00  | \$4.00  |
|  |      |     |         |         |
|  |      | TBD | \$4.37  | \$4.37  |
|  |      | TBD | \$0.00  | \$0.00  |
|  |      |     |         |         |
|  | Each | TBD | \$10.00 | \$10.00 |
|  |      | TBD | \$6.00  | \$6.00  |
|  |      |     |         |         |
|  |      | TBD | \$5.04  | \$5.04  |
|  |      | TBD | \$0.00  | \$0.00  |
|  |      |     |         |         |
|  | Each | TBD | \$5.00  | \$5.00  |
|  |      | TBD | \$6.00  | \$6.00  |
|  |      |     |         |         |
|  |      | TBD | \$3.42  | \$3.42  |
|  |      | TBD | \$0.00  | \$0.00  |
|  |      |     |         |         |
|  | Each | TBD | \$10.00 | \$10.00 |
|  |      | TBD | \$7.00  | \$7.00  |
|  |      |     |         |         |
|  |      | TBD | \$5.27  | \$5.27  |
|  |      | TBD | \$0.00  | \$0.00  |
|  |      |     |         |         |
|  | Each | TBD | \$10.00 | \$10.00 |

|            |      |                              |          |          |
|------------|------|------------------------------|----------|----------|
|            |      | TBD                          | \$7.00   | \$7.00   |
|            |      | TBD                          | \$5.93   | \$5.93   |
|            |      | TBD                          | \$0.00   | \$0.00   |
| <b>179</b> |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | Rothco 5053                  | \$73.00  |          |
|            |      | Under Armour Valsetz 3063637 | \$155.00 | \$155.00 |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | ROC GQ00510-8                | \$115.00 |          |
|            |      | 510-8                        | \$75.00  | \$75.00  |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | ROC 2034                     | \$91.00  |          |
|            |      | 2034                         | \$75.00  | \$75.00  |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | ROC 2091                     | \$149.00 |          |
|            |      | 2091                         | \$135.00 | \$135.00 |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | 3067878                      | \$135.00 | \$135.00 |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | MUCK CHA00A                  | \$110.00 |          |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | 5.11 SPEED 12497             | \$110.00 |          |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | 2661                         | \$110.00 | \$110.00 |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | E03180/E03181                | \$120.00 | \$120.00 |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | DAN                          | \$200.00 |          |
|            |      | 28012                        | \$215.00 | \$215.00 |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | 2149                         | \$375.00 | \$375.00 |
|            |      |                              |          |          |
|            | Pair |                              |          |          |
|            |      | ROC FQ0002090                | \$164.00 |          |
|            |      | 2090                         | \$145.00 | \$145.00 |
|            |      |                              |          |          |
|            | Pair |                              |          |          |



|  |      |                   |          |          |
|--|------|-------------------|----------|----------|
|  |      | Rothco 5358       | \$84.00  |          |
|  |      | 138336            | \$145.00 | \$145.00 |
|  | Pair |                   |          |          |
|  |      | 5.11 12421        | \$156.00 |          |
|  | Pair |                   |          |          |
|  |      | 5.11 12420        | \$143.00 |          |
|  | Pair |                   |          |          |
|  |      | UBBK              | \$195.00 | \$195.00 |
|  | Pair |                   |          |          |
|  |      | ROC FQ0002173     | \$136.00 |          |
|  |      | 2173              | \$135.00 | \$135.00 |
|  | Pair |                   |          |          |
|  |      | ROC FQ0006300     | \$126.00 |          |
|  |      | 6300              | \$150.00 | \$150.00 |
|  | Pair |                   |          |          |
|  |      | BL FW076          | \$120.00 |          |
|  |      | 834-557           | \$160.00 | \$160.00 |
|  | Pair |                   |          |          |
|  |      | 3062383           | \$140.00 | \$140.00 |
|  | Pair |                   |          |          |
|  |      | 2661              | \$110.00 | \$110.00 |
|  | Pair |                   |          |          |
|  |      | DAN 50120         | \$145.00 |          |
|  |      | 50120             | \$195.00 | \$195.00 |
|  | Pair |                   |          |          |
|  |      | DAN 50122 GTX     | \$184.00 |          |
|  |      | 50120             | \$195.00 | \$195.00 |
|  | Pair |                   |          |          |
|  |      | GB G6152          | \$132.00 |          |
|  |      | Ariat Roper 67092 | \$185.00 | \$185.00 |
|  | Pair |                   |          |          |
|  |      | 931-6031          | \$175.00 | \$175.00 |
|  | Pair |                   |          |          |
|  |      | BL FW053          | \$129.00 |          |
|  |      | FW053             | \$150.00 | \$150.00 |
|  | Pair |                   |          |          |
|  |      | RB4059            | \$138.00 |          |
|  |      | RB4035            | \$80.00  | \$80.00  |
|  | Pair |                   |          |          |

|  |      |                      |          |          |
|--|------|----------------------|----------|----------|
|  |      | 3026175              | \$90.00  | \$90.00  |
|  | Each |                      |          |          |
|  |      | BL653                | \$496.65 |          |
|  | Each |                      |          |          |
|  |      | BP1479               | \$474.19 |          |
|  | Each |                      |          |          |
|  |      | BP1480               | \$443.13 |          |
|  | Each |                      |          |          |
|  |      | BP1479               | \$474.19 |          |
|  | Each |                      |          |          |
|  |      | BP2975               | \$119.00 |          |
|  | Each |                      |          |          |
|  |      | BG2464               | \$108.35 |          |
|  | Each |                      |          |          |
|  |      | First Tactical 18001 | \$160.00 | \$160.00 |
|  | Each |                      |          |          |
|  |      | BC246                | \$7.72   |          |
|  | Each |                      |          |          |
|  |      | PF 716               | \$20.00  |          |
|  | Each |                      |          |          |
|  |      | ASP 52400            | \$168.00 |          |
|  |      | BA036                | \$157.92 |          |
|  | Each |                      |          |          |
|  |      | BA175                | \$75.00  |          |
|  | Each |                      |          |          |
|  |      | ASP 52432            | \$40.00  |          |
|  |      | BA009                | \$65.00  |          |
|  | Each |                      |          |          |
|  |      | PF 833               | \$19.00  |          |
|  |      | BA004                | \$57.00  |          |
|  | Each |                      |          |          |
|  |      | LP689                | \$5.51   |          |
|  | Each |                      |          |          |
|  |      | PF 804               | \$4.00   |          |
|  |      | LP093                | \$17.00  |          |
|  | Each |                      |          |          |
|  |      | CA1048               | \$55.00  |          |

|  |      |                        |          |          |
|--|------|------------------------|----------|----------|
|  | Each |                        |          |          |
|  |      | NP2618                 | \$57.00  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | Z9 2037                | \$46.00  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | NP355                  | \$35.97  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | LP680                  | \$24.54  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | PFMK3H                 | \$26.00  |          |
|  |      | LP735                  | \$35.88  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | NP1878                 | \$44.60  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | Z9 4006                | \$46.00  |          |
|  |      | NP352                  | \$45.58  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | PF MP1101              | \$33.00  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | PA BG99                | \$29.00  |          |
|  |      | PA BG99                | \$35.00  | \$35.00  |
|  |      | BG663                  | \$30.63  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | BG186                  | \$30.68  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | NA USB-578XLS          | \$148.00 |          |
|  |      | PELICAN PRODUCTS FZ335 | \$119.38 |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | HP7R                   | \$150.00 | \$150.00 |
|  |      | FZ009                  | \$98.91  |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | STRE 76813             | \$190.00 |          |
|  |      | 76813                  | \$180.00 | \$180.00 |
|  |      | FL863                  | \$152.85 |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | STRE 75711             | \$160.00 |          |
|  |      | 75711                  | \$160.00 | \$160.00 |
|  |      | FL622                  | \$128.36 |          |
|  |      |                        |          |          |
|  | Each |                        |          |          |
|  |      | PF 833                 | \$19.00  |          |
|  |      |                        |          |          |

|  |      |                                    |          |          |
|--|------|------------------------------------|----------|----------|
|  | Each |                                    |          |          |
|  |      | ASP 56700                          | \$54.00  |          |
|  |      | KROLL INTERNATIONAL NP1904         | \$36.27  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | ASP NP2092                         | \$40.85  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | Z9 4001                            | \$34.00  |          |
|  |      | SAFARILAND, LLC NP351              | \$35.28  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | PF CC1101                          | \$36.00  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | KRO ZAK-9P                         | \$7.00   |          |
|  |      | ASP RS1145                         | \$6.52   |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | KRP PR-4710                        | \$35.00  |          |
|  |      | SMITH WESSON NICKEL CUFFS<br>RS021 | \$27.31  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | PEERLESS 700C                      | \$37.00  |          |
|  |      | P700C                              | \$50.00  | \$50.00  |
|  |      | RS003                              | \$29.62  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | ASP 56070                          | \$93.00  |          |
|  |      | 56070                              | \$100.00 | \$100.00 |
|  |      | RS1143                             | \$81.69  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | PEERLESS 801                       | \$54.00  |          |
|  |      | 801C                               | \$60.00  | \$60.00  |
|  |      | RS005                              | \$42.00  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | ASP 56500                          | \$54.00  |          |
|  |      | 56500                              | \$60.00  | \$60.00  |
|  |      | RS1146                             | \$49.99  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | Z9 4027                            | \$52.00  |          |
|  |      | NP2010                             | \$44.60  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |
|  |      | HSG 24TA00BK                       | \$51.00  |          |
|  |      | NP2196                             | \$40.48  |          |
|  |      |                                    |          |          |
|  | Each |                                    |          |          |

|  |      |                            |         |         |
|--|------|----------------------------|---------|---------|
|  |      | SA-45300                   | \$48.00 |         |
|  |      | CP025                      | \$40.10 |         |
|  | Each |                            |         |         |
|  |      | BLA 08LE                   | \$14.00 |         |
|  |      | 08LE                       | \$22.00 | \$22.00 |
|  |      | REEVES NT091D              | \$21.23 |         |
|  | Each |                            |         |         |
|  |      | 600-3550                   | \$35.00 | \$35.00 |
|  |      | SMITH WARREN ZA3245        | \$52.40 |         |
|  | Each |                            |         |         |
|  |      | JOHNSON PLASTICS           | NT017   | \$9.48  |
|  | Each |                            |         |         |
|  |      | Z9 4017                    | \$24.00 |         |
|  |      | KROLL INTERNATIONAL TE2954 | \$31.00 |         |
|  | Each |                            |         |         |
|  |      | POINT BLANK TE2458         | \$40.53 |         |
|  | Each |                            |         |         |
|  |      | CONDOR BG1603              | \$16.23 |         |
|  | Each |                            |         |         |
|  |      | KROLL INTERNATIONAL NP2193 | \$55.00 |         |
|  | Each |                            |         |         |
|  |      | Z9 5010BLKMLK              | \$47.00 |         |
|  |      | NP1167                     | \$55.00 |         |
|  | Each |                            |         |         |
|  |      | Z95008BLKMLK               | \$47.00 |         |
|  |      | NP1359                     | \$55.00 |         |
|  | Each |                            |         |         |
|  |      | Z9 5029BLKMLK              | \$47.00 |         |
|  | Each |                            |         |         |
|  |      | SAFARILAND, LLC NP358      | \$58.08 |         |
|  | Each |                            |         |         |
|  |      | KN633                      | \$76.00 |         |
|  | Each |                            |         |         |
|  |      | Z9 010                     | \$31.00 |         |
|  | Each |                            |         |         |
|  |      | CHP50                      | \$42.00 |         |
|  | Each |                            |         |         |

|            |      |               |         |         |
|------------|------|---------------|---------|---------|
|            |      | E10           | \$23.00 |         |
|            | Each |               |         |         |
|            |      | 74913         | \$18.00 |         |
|            |      | FL217         | \$9.89  |         |
|            | Each |               |         |         |
|            |      | HS266         | \$24.83 |         |
|            | Each |               |         |         |
|            |      | 501           | \$1.00  |         |
|            |      | BD341         | \$1.50  |         |
|            |      |               |         |         |
| <b>630</b> |      |               |         |         |
|            | Each |               |         |         |
|            |      | NE200         | \$25.00 | \$25.00 |
|            | Each |               |         |         |
|            |      | NE1000/NE1020 | \$12.00 |         |
|            |      | NE1000        | \$25.00 | \$25.00 |
|            |      | NE1000/NE1020 | \$16.84 | \$16.00 |
|            | Each |               |         |         |
|            |      | PFX120        | \$25.00 | \$25.00 |
|            |      | 32-467        | \$10.71 | \$10.17 |
|            | Each |               |         |         |
|            |      | RIC 112FP     | \$11.00 |         |
|            |      | 112           | \$30.00 | \$30.00 |
|            |      | 112RP         | \$15.64 | \$14.86 |
|            | Each |               |         |         |
|            |      | 185           | \$30.00 | \$30.00 |
|            |      | 185           | \$13.88 | \$13.19 |
|            | Each |               |         |         |
|            |      | RIC 212       | \$10.00 |         |
|            |      | NE-200        | \$16.84 | \$16.00 |
|            | Each |               |         |         |
|            |      | Blauer 160    | \$32.00 |         |
|            |      | 160           | \$38.00 | \$38.00 |
|            | Each |               |         |         |
|            |      | CP90L         | \$5.00  |         |
|            |      | CP90L         | \$15.00 | \$15.00 |
|            | Each |               |         |         |
|            |      | 114           | \$80.00 | \$80.00 |
|            | Each |               |         |         |
|            |      | R-8           | \$70.00 |         |

|     |      |               |          |          |
|-----|------|---------------|----------|----------|
|     | Each |               |          |          |
|     |      | R-13          | \$73.00  |          |
|     |      | R13           | \$80.00  | \$80.00  |
|     |      |               |          |          |
| 130 | Each |               |          |          |
|     |      | CP45          | \$6.00   |          |
|     |      |               |          |          |
| 545 | Each |               |          |          |
|     |      | YCP80         | \$5.00   |          |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | 5.11 59409    | \$56.00  |          |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | PF 5000BW     | \$25.00  |          |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | BOS 6606      | \$22.00  |          |
|     |      | 6606          | \$30.00  | \$30.00  |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | BOS 6612      | \$40.00  |          |
|     |      | 6612          | \$45.00  | \$45.00  |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | PF5A-BW       | \$42.00  |          |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | BLA VARIES    | \$26.00  |          |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | PRE P2616     | \$10.00  |          |
|     |      | P2616         | \$20.00  | \$20.00  |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | PRE 3/8 BPD   | \$10.00  |          |
|     |      | BPD           | \$20.00  | \$20.00  |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | PRE 3/8 BFD   | \$10.00  |          |
|     |      | BFD           | \$20.00  | \$20.00  |
|     |      |               |          |          |
|     | Pair |               |          |          |
|     |      | 327           | \$90.00  | \$90.00  |
|     |      |               |          |          |
|     | Pair |               |          |          |
|     |      | HS4014        | \$110.00 | \$110.00 |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | RINGER RG-313 | \$66.00  |          |
|     |      |               |          |          |
|     | Each |               |          |          |
|     |      | BL GL200      | \$80.00  |          |
|     |      |               |          |          |
|     | Pair |               |          |          |

|  |      |                            |         |         |
|--|------|----------------------------|---------|---------|
|  |      | BLAUER SKS16               | \$25.00 |         |
|  |      | SKS16                      | \$30.00 | \$30.00 |
|  | Pair |                            |         |         |
|  |      | WGC                        | \$18.00 | \$18.00 |
|  | Each |                            |         |         |
|  |      | 511 1800013                | \$8.00  |         |
|  | Each |                            |         |         |
|  |      | SBR 90049                  | \$8.00  |         |
|  |      | 90049                      | \$12.00 | \$12.00 |
|  | Each |                            |         |         |
|  |      | SBR 90049                  | \$8.00  |         |
|  | Each |                            |         |         |
|  |      | SBR 90049                  | \$8.00  |         |
|  | Each |                            |         |         |
|  |      | BLAUER 8006                | \$22.00 |         |
|  | Each |                            |         |         |
|  |      | BL8006                     | \$22.00 |         |
|  | Pair |                            |         |         |
|  |      | ROT 4411                   | \$4.00  |         |
|  | Pair |                            |         |         |
|  |      | GL202                      | \$59.00 |         |
|  | Each |                            |         |         |
|  |      | BLAUER 8730/8730W          | \$91.00 |         |
|  |      | 8730/8730W                 | \$85.00 | \$85.00 |
|  | Each |                            |         |         |
|  |      | BLAUER 8671/8671W          | \$85.00 |         |
|  |      | 8671/8671W                 | \$95.00 | \$95.00 |
|  | Each |                            |         |         |
|  |      | BLAUER 8670/8670W          | \$85.00 |         |
|  |      | 8670/8670W                 | \$80.00 | \$80.00 |
|  | Each |                            |         |         |
|  |      | Horace Small HS1149/HS1190 | \$80.00 |         |
|  |      | HS1149/HS1190              | \$65.00 | \$65.00 |
|  | Each |                            |         |         |
|  |      | CS410LS                    | \$33.00 |         |
|  |      | CS410LS                    | \$45.00 | \$5.00  |
|  |      | CS410LS                    | \$32.03 | \$30.43 |



|       |      |                     |          |         |
|-------|------|---------------------|----------|---------|
|       | Each |                     |          |         |
|       |      | MLF SP14            | \$29.00  |         |
|       |      | SP14                | \$35.00  | \$35.00 |
|       |      | SP14                | \$20.14  | \$19.13 |
|       | Each |                     |          |         |
|       |      | CARHART 106689      | \$55.34  | \$52.57 |
|       | Each |                     |          |         |
|       |      | BLAUER 8740/8740W   | \$82.00  |         |
|       |      | 8740/8740W          | \$95.00  | \$95.00 |
|       | Each |                     |          |         |
|       |      | BLAUER 8676/8676W   | \$83.00  |         |
|       |      | 8676/8676W          | \$90.00  | \$90.00 |
|       | Each |                     |          |         |
|       |      | BLAUER 8675/8675W   | \$84.00  |         |
|       |      | 8675/8675W          | \$75.00  | \$75.00 |
|       | Each |                     |          |         |
|       |      | Horace Small HS1530 | \$64.00  |         |
|       |      | HS1530              | \$60.00  | \$60.00 |
|       | Each |                     |          |         |
|       |      | TLS508              | \$24.00  |         |
|       |      | TLK508              | \$40.00  | \$40.00 |
|       |      | S508                | \$22.54  | \$21.41 |
|       | Each |                     |          |         |
|       |      | TLS509              | \$24.00  |         |
|       |      | TLK509              | \$42.00  | \$42.00 |
|       |      | 509PTLK509          | \$25.40  | \$24.13 |
|       | Each |                     |          |         |
|       |      | SM TLK510           | \$19.00  |         |
|       |      | TLK510              | \$44.00  | \$44.00 |
|       | Each |                     |          |         |
|       |      | MLF SP24            | \$19.00  |         |
|       |      | SP24                | \$30.00  | \$30.00 |
|       |      | SP24                | \$17.29  | \$16.43 |
| 500   | Each |                     |          |         |
|       |      | YST5000             | \$7.00   |         |
| 3,932 |      |                     |          |         |
|       | Each |                     |          |         |
|       |      | CTS106672           | \$129.00 |         |

|  |      |              |          |          |
|--|------|--------------|----------|----------|
|  | Each |              |          |          |
|  |      | NEESE SJ32   | \$62.00  |          |
|  |      | 9400SJ       | \$100.00 | \$100.00 |
|  | Each |              |          |          |
|  |      | 38803        | \$200.00 | \$200.00 |
|  | Each |              |          |          |
|  |      | ANC 210PY    | \$220.00 |          |
|  | Each |              |          |          |
|  |      | PC68H        | \$13.00  |          |
|  | Each |              |          |          |
|  |      | BLAUER 225   | \$136.00 |          |
|  |      | BLAUER 225   | \$140.00 | \$140.00 |
|  | Each |              |          |          |
|  |      | BLAUER 4660  | \$175.00 |          |
|  |      | 4660         | \$185.00 | \$185.00 |
|  | Each |              |          |          |
|  |      | BLAUER 227   | \$140.00 |          |
|  |      | 227          | \$140.00 | \$140.00 |
|  | Each |              |          |          |
|  |      | COB 5088     | \$57.00  |          |
|  | Each |              |          |          |
|  |      | BLAUER 4670  | \$170.00 |          |
|  | Each |              |          |          |
|  |      | PW S365      | \$92.00  |          |
|  | Each |              |          |          |
|  |      | BLAUER 9970V | \$400.00 |          |
|  | Each |              |          |          |
|  |      | BLAUER 9870V | \$290.00 |          |
|  | Each |              |          |          |
|  |      | RAD 9700RCH  | \$76.00  |          |
|  | Each |              |          |          |
|  |      | BLAUER 343   | \$65.00  |          |
|  | Each |              |          |          |
|  |      | SM CSF630    | \$34.00  |          |
|  |      | CSF360       | \$80.00  | \$80.00  |
|  |      | CSF630       | \$32.33  | \$30.71  |
|  | Each |              |          |          |
|  |      | BLAUER 9820  | \$325.00 |          |
|  |      | 9820         | \$350.00 | \$350.00 |

|            |      |                     |          |          |
|------------|------|---------------------|----------|----------|
|            | Each |                     |          |          |
|            |      | TAY 4473Z           | \$427.00 |          |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | elbeco 3774         | \$65.00  |          |
|            |      | 3774                | \$90.00  | \$90.00  |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | FT 118507           | \$99.00  |          |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | 5.11 48353ABR       | \$132.00 |          |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | 5.11 48372          | \$162.00 |          |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | BLAUER 733          | \$215.00 |          |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | BLAUER 233R         | \$192.00 |          |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | BLAUER 26991        | \$154.00 |          |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | PW US440            | \$15.00  |          |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | BLAUER 210          | \$119.00 |          |
|            |      |                     |          |          |
| <b>174</b> |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | Gildan 18000        | \$15.00  |          |
|            |      | 18000               | \$25.00  | \$25.00  |
|            |      | 18000               | \$14.45  | \$13.73  |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | Gildan 18500        | \$20.00  |          |
|            |      | 18500               | \$35.00  | \$35.00  |
|            |      | 18500               | \$19.74  | \$18.75  |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | PC90                | \$18.01  | \$17.11  |
|            |      |                     |          |          |
| <b>123</b> |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | BLAUER 8665         | \$95.00  |          |
|            |      | 8665                | \$110.00 | \$110.00 |
|            |      |                     |          |          |
|            | Each |                     |          |          |
|            |      | PROPPER F5252/F5295 | \$49.00  |          |

|            |      |               |         |         |
|------------|------|---------------|---------|---------|
|            |      | F5252         | \$50.00 | \$50.00 |
|            | Each |               |         |         |
|            |      | PROPPER F5295 | \$49.00 |         |
|            |      | F5295         | \$55.00 | \$55.00 |
|            | Each |               |         |         |
|            |      | 511 73352ABR  | \$64.00 |         |
|            | Each |               |         |         |
|            |      | ST349P        | \$10.00 |         |
|            |      | ST349P        | \$20.00 | \$20.00 |
|            |      | ST349P        | \$10.29 | \$9.26  |
|            | Each |               |         |         |
|            |      | NS244         | \$8.45  | \$7.61  |
|            | Each |               |         |         |
|            |      | BLAUER 134    | \$73.00 |         |
|            |      | 134-1         | \$85.00 | \$85.00 |
|            | Each |               |         |         |
|            |      | BLAUER 8667   | \$73.00 |         |
|            |      | 8667          | \$90.00 | \$90.00 |
|            | Each |               |         |         |
|            |      | BLAUER 8674   | \$75.00 |         |
|            |      | 8674/8674W    | \$90.00 | \$90.00 |
|            | Each |               |         |         |
|            |      | 38200/38233   | \$60.00 | \$60.00 |
|            | Each |               |         |         |
|            |      | BLAUER 8650   | \$79.00 |         |
|            |      | 8650T         | \$80.00 | \$80.00 |
|            | Each |               |         |         |
|            |      | BLAUER 8650   | \$79.00 |         |
|            |      | 8650T         | \$80.00 | \$80.00 |
| <b>486</b> |      |               |         |         |
|            | Each |               |         |         |
|            |      | 511 74434ABR  | \$92.00 |         |
|            | Each |               |         |         |
|            |      | 511 74369ABR  | \$96.00 |         |
|            | Each |               |         |         |
|            |      | 511 74370     | \$81.00 |         |
|            | Each |               |         |         |

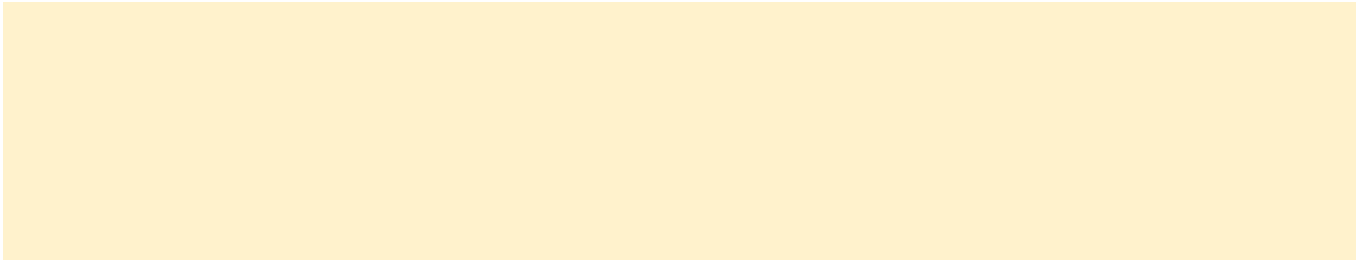
|            |      |                       |          |          |
|------------|------|-----------------------|----------|----------|
|            |      | 511 74371             | \$86.00  |          |
|            | Each |                       |          |          |
|            |      | 511 74407             | \$147.00 |          |
|            | Each |                       |          |          |
|            |      | 511 74273ABR          | \$65.00  |          |
|            | Each |                       |          |          |
|            |      | 511 74273             | \$65.00  |          |
|            | Each |                       |          |          |
|            |      | BLAUER 8830           | \$90.00  |          |
|            |      | 8830/8830W            | \$90.00  | \$90.00  |
|            | Each |                       |          |          |
|            |      | BLAUER 8823           | \$115.00 |          |
|            |      | 8823/8823W            | \$120.00 | \$120.00 |
|            | Each |                       |          |          |
|            |      | BLAUER 8833           | \$130.00 |          |
|            |      | 8833                  | \$150.00 | \$150.00 |
|            | Each |                       |          |          |
|            |      | BLAUER 8666           | \$95.00  |          |
|            |      | 8666/8666W            | \$110.00 | \$110.00 |
|            | Each |                       |          |          |
|            |      | First Tactical 114011 | \$80.00  | \$80.00  |
|            |      |                       |          |          |
| <b>291</b> | Each |                       |          |          |
|            |      | MLF PT20              | \$25.00  |          |
|            |      | PT20                  | \$40.00  | \$40.00  |
|            |      | PT20                  | \$26.61  | \$25.28  |
|            | Each |                       |          |          |
|            |      | MLF PT88              | \$35.00  |          |
|            |      | PT88                  | \$42.00  | \$42.00  |
|            |      | PT88                  | \$34.36  | \$32.64  |
|            |      |                       |          |          |
| <b>500</b> | Each |                       |          |          |
|            |      | YST355                | \$8.00   |          |
|            |      | YST515                | \$18.00  | \$18.00  |
|            |      |                       |          |          |
| <b>305</b> |      |                       |          |          |
|            | Each |                       |          |          |
|            |      | BLAUER 8147           | \$103.00 |          |
|            |      | 8147                  | \$100.00 | \$100.00 |
|            | Each |                       |          |          |
|            |      | BLAUER 8133           | \$82.00  |          |

|  |      |                       |          |         |
|--|------|-----------------------|----------|---------|
|  |      |                       |          |         |
|  | Each |                       |          |         |
|  |      | BLAUER 8137           | \$93.00  |         |
|  |      | 8137                  | \$95.00  | \$95.00 |
|  | Each |                       |          |         |
|  |      | 511 72049             | \$55.00  |         |
|  | Each |                       |          |         |
|  |      | BLAUER 8373           | \$89.00  |         |
|  | Each |                       |          |         |
|  |      | BLAUER 8374           | \$102.00 |         |
|  | Each |                       |          |         |
|  |      | BLAUER 8361           | \$76.00  |         |
|  |      | 8361                  | \$70.00  | \$70.00 |
|  | Each |                       |          |         |
|  |      | First Tactical 112509 | \$55.00  | \$55.00 |
|  | Each |                       |          |         |
|  |      | 511 71049             | \$50.00  |         |
|  | Each |                       |          |         |
|  |      | BLAUER 8362           | \$69.00  |         |
|  |      | 8362                  | \$65.00  | \$65.00 |
|  | Each |                       |          |         |
|  |      | BLAUER 8160           | \$74.00  |         |
|  | Each |                       |          |         |
|  |      | SM CS410              | \$29.00  |         |
|  |      | CS410/CS411           | \$35.00  | \$35.00 |
|  |      | CS410/CS411           | \$27.84  | \$26.45 |
|  | Each |                       |          |         |
|  |      | SM K500               | \$16.00  |         |
|  |      | K500                  | \$24.00  | \$24.00 |
|  |      | K500                  | \$15.34  | \$14.57 |
|  | Each |                       |          |         |
|  |      | SM TLK500             | \$18.00  |         |
|  |      | TLK500                | \$28.00  | \$28.00 |
|  |      | TLK500                | \$16.96  | \$16.11 |
|  | Each |                       |          |         |
|  |      | SM ST550              | \$12.00  |         |
|  |      | ST550                 | \$22.00  | \$22.00 |
|  |      | ST550                 | \$11.37  | \$10.80 |
|  | Each |                       |          |         |

|              |      |                       |         |         |
|--------------|------|-----------------------|---------|---------|
|              |      | First Tactical 111503 | \$65.00 | \$65.00 |
| <b>1,817</b> |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | SM 8400               | \$10.00 |         |
|              |      | 8400                  | \$12.00 | \$12.00 |
|              |      | 8400                  | \$9.74  | \$9.25  |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | SM PC55LST            | \$9.00  |         |
|              |      | PC55LST               | \$15.00 | \$15.00 |
|              |      | PC55LST               | \$11.24 | \$10.68 |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | GILDAN 5400           | \$8.88  | \$8.44  |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | PC54LS                | \$8.88  | \$8.44  |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | 511 40016             | \$51.00 |         |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | SM 5000               | \$5.00  |         |
|              |      | 5000                  | \$6.00  | \$6.00  |
|              |      | 5000                  | \$4.74  | \$4.50  |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | SM 8000               | \$6.00  |         |
|              |      | 8000                  | \$8.00  | \$8.00  |
|              |      | 8000                  | \$5.18  | \$4.92  |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | SM 5280               | \$5.00  |         |
|              |      | 5280                  | \$12.00 | \$12.00 |
|              |      | 5280                  | \$4.10  | \$3.90  |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | SM PC54               | \$5.00  |         |
|              |      | PC54                  | \$7.00  | \$7.00  |
|              |      | PC54                  | \$4.54  | \$4.31  |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | SM PC55T              | \$7.00  |         |
|              |      | PC55T                 | \$10.00 | \$10.00 |
|              |      | PC55T                 | \$6.59  | \$6.26  |
|              |      |                       |         |         |
|              | Each |                       |         |         |
|              |      | GILDAN 64000          | \$5.45  | \$5.18  |
| <b>546</b>   |      |                       |         |         |

|              |      |                  |         |         |
|--------------|------|------------------|---------|---------|
|              | Each |                  |         |         |
|              |      | SM ST350LS       | \$8.00  |         |
|              |      | ST350LS          | \$18.00 | \$18.00 |
|              |      | ST350LS          | \$8.45  | \$8.03  |
|              |      |                  |         |         |
|              | Each |                  |         |         |
|              |      | 511 41288        | \$83.00 |         |
|              |      |                  |         |         |
|              | Each |                  |         |         |
|              |      | SM ST350         | \$7.00  |         |
|              |      | ST350            | \$12.00 | \$12.00 |
|              |      | ST350            | \$6.88  | \$6.54  |
|              |      |                  |         |         |
|              | Each |                  |         |         |
|              |      | SportTek ST380   | \$15.00 | \$15.00 |
|              |      | A4 N3142         | \$6.69  | \$6.36  |
|              |      |                  |         |         |
| <b>2,115</b> |      |                  |         |         |
|              | Each |                  |         |         |
|              |      | SPORT TEK YST350 | \$6.00  |         |
|              |      | SportTek YST350  | \$12.00 | \$12.00 |
|              |      | YST350           | \$6.08  | \$5.78  |
|              |      |                  |         |         |
|              | Each |                  |         |         |
|              |      | GILDAN 3000B     | \$4.00  |         |
|              |      | Gildan 8000b     | \$8.00  | \$8.00  |
|              |      | YST350LS         | \$7.64  | \$7.26  |





| Bulk Order Discount (%) | Bulk Discount Threshold (Units per Order) | Tailoring/Hemming Included? | Notes                                                                                                                                                                                                                           |
|-------------------------|-------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                         |                                           |                             |                                                                                                                                                                                                                                 |
| 20%                     | 100                                       | N/A                         | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A                     | N/A                                       | N/A                         |                                                                                                                                                                                                                                 |
| N/A                     | N/A                                       | N/A                         | No Charge                                                                                                                                                                                                                       |
|                         |                                           |                             |                                                                                                                                                                                                                                 |
| N/A                     | N/A                                       | N/A                         |                                                                                                                                                                                                                                 |
| 20%                     | 100                                       | N/A                         | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A                     | N/A                                       | N/A                         |                                                                                                                                                                                                                                 |
| 0%                      | 0                                         | 0                           | No Charge                                                                                                                                                                                                                       |
|                         |                                           |                             |                                                                                                                                                                                                                                 |
| N/A                     | N/A                                       | N/A                         |                                                                                                                                                                                                                                 |
| 20%                     | 100                                       | N/A                         | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A                     | N/A                                       | N/A                         |                                                                                                                                                                                                                                 |
| 0%                      | 0                                         | 0                           | No Charge                                                                                                                                                                                                                       |
|                         |                                           |                             |                                                                                                                                                                                                                                 |
| N/A                     | N/A                                       | N/A                         |                                                                                                                                                                                                                                 |
| 20%                     | 100                                       | N/A                         | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |

|     |     |     |                                                                                                                                                                                                                                 |
|-----|-----|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 0%  | 0   | 0   | No Charge                                                                                                                                                                                                                       |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 20% | 100 | N/A | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 0%  | 0   | 0   | No Charge                                                                                                                                                                                                                       |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 20% | 100 | N/A | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 0%  | 0   | 0   | No Charge                                                                                                                                                                                                                       |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 20% | 100 | N/A | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 0%  | 0   | 0   | No Charge                                                                                                                                                                                                                       |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 20% | 100 | N/A | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 0%  | 0   | 0   | No Charge                                                                                                                                                                                                                       |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 20% | 100 | N/A | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 0%  | 0   | 0   | No Charge                                                                                                                                                                                                                       |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 20% | 100 | N/A | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 0%  | 0   | 0   | No Charge                                                                                                                                                                                                                       |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |

|     |     |     |                                                                                                                                                                                                                                 |
|-----|-----|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 20% | 100 | N/A | Logo must be all the same color/pattern to trigger discount. All items must be printed at once in qty of 100 or more. All items must be purchased from Midsouth Solutions. We will not accept outside garments to be decorated. |
| N/A | N/A | N/A |                                                                                                                                                                                                                                 |
| 0%  | 0   | 0   | No Charge                                                                                                                                                                                                                       |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |
| 20% | 6   | N/A | Must be part of a bulk order to trigger discount.                                                                                                                                                                               |
|     |     |     |                                                                                                                                                                                                                                 |
|     |     |     |                                                                                                                                                                                                                                 |

|     |   |     |                                                   |
|-----|---|-----|---------------------------------------------------|
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
|     |   |     |                                                   |
|     |   |     |                                                   |
|     |   |     |                                                   |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |
| 20% | 6 | N/A | Must be part of a bulk order to trigger discount. |
|     |   |     |                                                   |
|     |   |     |                                                   |





























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|-----|---|--|---------------------------------------------------|
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| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
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| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
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| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
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| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
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| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
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| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
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| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
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| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
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| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
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|     |   |  |                                                   |
|     |   |  |                                                   |
| 20% | 6 |  | Must be part of a bulk order to trigger discount. |
|     |   |  |                                                   |
|     |   |  |                                                   |
|     |   |  |                                                   |





## Awarded Items – Department Quick Reference

Use the master “Awarded Items” tab to locate the item you need. The header and first two columns stay visible while scrolling. Green rows mark major item sections; pricing columns are formatted for quick comparison.

| Item Section        | Estimated Quantity | Starts on Row |
|---------------------|--------------------|---------------|
| Artwork             | 7,521              | 10            |
| Footwear-Boots      | 179                | 60            |
| Headgear            | 630                | 384           |
| Outerwear           | 3,932              | 579           |
| Sweatshirt          | 174                | 670           |
| Pants               | 123                | 685           |
| Tactical Work Pants | 486                | 732           |
| Polo                | 305                | 789           |
| T-Shirt             | 1,817              | 850           |
| Performance T-Shirt | 546                | 898           |
| Youth T-Shirt       | 2,115              | 917           |

## **4.1 Personal Appearance and Dress Standards**

The City of Bartlett expects employees to maintain a professional appearance that supports public confidence, workplace safety, and effective service delivery. Employees are expected to present themselves in a manner that is clean, neat, and appropriate for their job duties.

Specific dress and grooming requirements may vary by department, position, safety considerations, operational needs, and whether an employee is required to wear a uniform. Employees should consult their supervisor regarding department-specific standards.

### **A. Personal Grooming and Hygiene**

Employees are expected to maintain appropriate personal hygiene while at work. Employees should avoid odors, fragrances, or scented products that are excessive or that unreasonably interfere with the work environment.

Hair, facial hair, and personal grooming should be clean and maintained in a manner consistent with safety requirements, job duties, and a professional workplace appearance.

### **B. Uniformed Employees**

Employees in positions requiring uniforms shall wear the prescribed uniform in accordance with departmental requirements. Uniforms must be maintained in a clean, serviceable, and professional condition.

A uniform allowance may be provided for eligible employees subject to approval by the Board of Mayor and Aldermen during the annual budget process.

Uniforms and equipment purchased through City funds or a City-provided uniform allowance shall remain the property of the City unless otherwise authorized by departmental policy. Upon separation from employment, employees may be required to return City-owned uniform items and equipment.

All uniform purchases shall be made through City-approved purchasing procedures and require prior approval from the Department Director. Department Directors may establish more specific uniform and grooming requirements based on safety, public interaction, or operational needs.

### **C. Non-Uniformed Employees**

Employees who do not wear a uniform shall dress in a manner appropriate for their work responsibilities and work environment. Jeans may be worn Monday through Friday, provided they are clean, free of excessive tears, and consistent with a professional appearance.

Employees who regularly interact with the public are expected to maintain a professional appearance that reflects positively on the City and supports public confidence in City services.

### **D. Dress Standards**

The following guidelines apply to non-uniformed employees unless otherwise authorized by the Department Director:

#### **a. Prohibited Attire and Messages**

Clothing, accessories, or other visible items may not display:

- Profanity, obscenity, or sexually explicit content;
- Images or messages promoting illegal drug use or criminal activity;
- Threatening, violent, or discriminatory content;
- Gang-related symbols or imagery;
- Political campaign endorsements or advocacy messages while on duty.

#### **b. General Clothing Standards**

Employees shall not wear:

- Clothing that is excessively torn, damaged, or unsuitable for the workplace;
- Athletic wear, gym clothing, or shorts unless appropriate to the employee's job duties or specifically authorized;
- Beachwear, including beach-style flip-flops;
- Tank tops or similar attire that would not be considered appropriate for a professional work environment.

Clothing must provide appropriate coverage and be suitable for the employee's work responsibilities and work setting.

#### **c. Tattoos**

Visible tattoos are permitted provided they do not contain:

- Profanity or obscenity;
- Hate speech or discriminatory messages;
- Gang-related symbols;
- Depictions that promote violence, illegal activity, or unlawful drug use.

The City reserves the right to require the covering of any tattoo determined to be inappropriate for a public-service environment while on duty. Failure to do so may result in corrective action.

**d. Footwear**

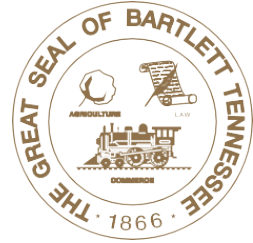
Footwear should be clean, in good condition, and appropriate for the employee's duties and applicable safety requirements. Closed-toe footwear may be required for certain positions based on departmental safety standards.

**E. Compliance**

Employees are expected to comply with the standards established by this policy. An employee who reports to work in attire that does not comply with these requirements may be directed to change attire, cover prohibited items, or leave work temporarily to correct the issue. Violations of this policy may result in disciplinary action, consistent with City policy and applicable law.

Reasonable accommodations will be made for religious, cultural, or medical needs in accordance with City policy and applicable law.

**Board of Mayor and Aldermen**  
**August 25, 2026**



**Item Memo**

**Consent Summary:**

Recommend awarding contracts to Pollan Paving, LLC for Concrete Replacement and Mid-South Traffic, McCrory Electric Co. and Shelby Electric Co. for Traffic Signal Maintenance. Funding is available in Accounts 121.48121.979, 121.48121.966, and 121.48121.975.

**Formal Body:**

The Fiscal Year 2027 annual bids for Concrete Replacement and Traffic Signal Maintenance were advertised in *The Daily News* and on the City of Bartlett website on June 30, 2026. On July 23, 2026, we received one bid for Concrete Replacement and three bids for Traffic Signal Maintenance. The unit prices submitted are included in the attachments. Our yearly bid contracts allow for multiple contracts to be awarded, and a contractor is selected as needed, for specific tasks throughout the year. Please award these bids to each of the following contractors:

| <b>Concrete Replacement</b> | <b>Traffic Signal Maintenance</b> |
|-----------------------------|-----------------------------------|
| Pollan Paving, LLC.         | Mid-South Traffic                 |
|                             | McCrory Electric Co.              |
|                             | Shelby Electric Co., Inc          |

These contracts are being awarded for FY2027, through June 30, 2027. The contracts have a renewal option for two additional years.

Funding is available in Accounts 121.48121.979, 121.48121.966, and 121.48121.975.

All of these contractors have performed work in the City of Bartlett.

A copy of the bid documents and bid tabulation sheets are attached.

**Attachments:**

CONCRETE REPLACEMENT bid tab, FY2026-05-024 Concrete Replacement bid, FY2026-05-025 signal maintenance bid doc, signal maintenance bids FY 27



Bidder's Tabulation Sheet

FY2026-05-024 Concrete Replacement

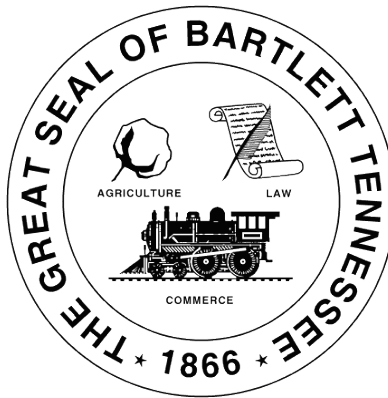
Due Date: Thursday, July 23, 2026 2:00 pm

|                                                   |      | Pollan<br>Paving, LLC |           |           |
|---------------------------------------------------|------|-----------------------|-----------|-----------|
| Item                                              | Unit | Bid Price             | Bid Price | Bid Price |
| 6-30 Curb and Gutter (SCS-1)                      | LF   | \$80.00               |           |           |
| Drive Gutter                                      | LF   | \$80.00               |           |           |
| 5' Minimum Handicap Ramp (SCS-2)                  | EACH | \$4,500.00            |           |           |
| 10' New Construction Ramp with Coping (SCS-3)     | EACH | \$5,500.00            |           |           |
| 10' New Construction Ramp (SCS-4)                 | EACH | \$5,500.00            |           |           |
| 10' Retrofit Ramp with Coping (SCS-5)             | EACH | \$6,000.00            |           |           |
| 10' Retrofit Ramp (SCS-6)                         | EACH | \$7,000.00            |           |           |
| One Way Handicap Ramp (SCS-7)                     | EACH | \$5,000.00            |           |           |
| T-Intersection Parallel Handicap Ramp (SCS-8)     | EACH | \$4,750.00            |           |           |
| Coping Wall (SCS-2, SCS-3, SCS-5)                 | LF   | \$80.00               |           |           |
| Detectable Warning Surface Mat (all ramp details) | EACH | \$700.00              |           |           |
| Driveway Apron, Residential 6" (SCS-9, SCS-12)    | SF   | \$30.00               |           |           |
| Driveway Apron, Commercial 8" (SCS-12)            | SF   | \$38.00               |           |           |
| Remove and Replace Sidewalk (SCS-10)              | LF   | \$90.00               |           |           |
| New Construction Sidewalk (SCS-10)                | LF   | \$80.00               |           |           |
| Saw-Cutting (4" thick)                            | LF   | \$8.00                |           |           |
| Saw-Cutting (6" or 8" thick)                      | LF   | \$14.00               |           |           |
| Water Table (SCS-11)                              | SF   | \$35.00               |           |           |
| Caulk                                             | LF   | \$7.50                |           |           |
| Sod                                               | SY   | \$20.00               |           |           |
| Fill Sand                                         | TON  | \$38.00               |           |           |
| CR-610 Crushed Limestone                          | TON  | \$60.00               |           |           |
| Extra Demo                                        | SF   | \$7.50                |           |           |

# **CITY OF BARTLETT**

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

**David Parsons, Mayor  
Steve Sones, Chief Administrator Officer  
Dick Phebus, Finance Director  
John Horne, Engineering Director**



## **REQUEST FOR SEALED BIDS**

**SB # FY2026-05-024**

**DUE: Thursday, July 23, 2026, no later than 2:00 p.m. (CST)**

## **CONCRETE REPLACEMENT**

## **ENGINEERING**

The City of Bartlett Engineering Department is seeking bids for yearly Concrete Replacement as per the written specifications.

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**NOTICE TO BIDDERS**

Sealed bids are to be received no later than **2:00 P.M. on Thursday, July 23, 2026**. All bid packets must be labeled **“FY2026-05-024 “CONCRETE REPLACEMENT”** and are to be addressed as follows:

**MAYOR DAVID PARSONS  
CITY OF BARTLETT  
6400 STAGE ROAD  
BARTLETT, TENNESSEE 38134**

The City reserves the right to reject any and all bids and to waive any informality in the bidding process. The City of Bartlett is an equal opportunity employer.

All inquiries must be submitted to Becky Bailey, P. E. at [bbailey@cityofbartlett.org](mailto:bbailey@cityofbartlett.org) or contact by phone 901-385-6499.

**Please quote prices on the attached pricing 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

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED  
REPRESENTATIVE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

## **A. INTENT**

The intent of this request is for the City of Bartlett Engineering Department to purchase Concrete Replacement to be installed at various locations on an as needed basis, from the award date through June 30, 2027, with the option to renew for two (2) additional one year periods, July 1, 2027 through June 30, 2028 and July 1, 2028 through June 30, 2029, upon mutual agreement of both parties subject to the Terms and Conditions listed in this bid.

## **B. STATEMENT OF INTENT – EQUALITY AND FAIRNESS**

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

## **C. GENERAL SPECIFICATIONS**

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

### **1. General Requirements**

- All bidders must clearly identify any and all deviations from these specifications that their products may have; however, bids must meet or exceed specifications.
- Bidder shall include the signed pricing sheet along with the signed and notarized Public Acts forms, and a current, signed W-9 form.
- The City reserves the right to reject any and all bids.
- There is no guaranteed quantity or dollar amounts to be purchased against this bid.
- Prompt payment discount shall be considered as a cost factor in this bid. Invoices shall be paid thirty (30) days after receipt of correct invoices.
- A Purchase Order will be issued to the successful vendor.
- All products delivered on an as needed basis to location as determined by the City of Bartlett Engineering Department.

## **2. Firm Pricing and Renewals**

**Note: Please see page 39 Bid Tabulation Sheet for individual items and pricing.**

All prices are to remain firm from award date through June 30, 2027 with the option to renew for two (2) additional one year periods, July 1, 2027 through June 30, 2028 and July 1, 2028 through June 30, 2029, upon mutual agreement of both parties and subject to the Terms and Conditions listed in this bid. Prior to any renewal period, the contractor receiving an award may review and request an adjustment of pricing sixty (60) days prior to the beginning of the renewal period.

However, the successful contractor shall be required to give the City of Bartlett the benefit of any general price reduction. Price escalation/de-escalations after the first completed year of the contract shall be limited to five percent (5%) or a maximum based upon the Consumer Price Index for Urban Consumers.

The successful contractor shall provide a written letter from the manufacturer advising of the specific product price increase and percent of increase. The City of Bartlett reserves the right to reject any increase and may cancel this agreement if the price increase is not agreed upon by both parties.

## **D. INSURANCE REQUIREMENTS**

Certificate of Insurance required from awarded bidder before beginning work. Provider shall maintain coverage with limits of no less than:

1. *Commercial General Liability Insurance* - \$1,000,000 limit per occurrence bodily injury and property damage/\$1,000,000 personal and advertising injury/\$24,000,000 General Aggregate/\$24,000,000 Products-Completed Operations Aggregate; \$5,000 medical expenses – any one person. City of Bartlett, its elected officials, appointees, employees and members of boards, agencies, and commissions shall be named as additional insureds. The insurance shall include coverage for the following:
  - a. Premises/Operations
  - b. Explosion, Collapse, & Underground, if applicable
  - c. Products/Completed Operations
  - d. Contractual
  - e. Independent Contractors

2. *Business Automobile Liability Insurance* - \$1,000,000 each accident for bodily injury and property damage. City of Bartlett, its elected officials, appointees, employees and members of boards, agencies, and commissions shall be named as additional insureds. Coverage is to be provided on all:
  - a. Owned/Leased Autos
  - b. Non-owned Autos
  - c. Hired Autos
3. *Workers Compensation* - statutory limits as required by Tennessee statutes. This policy should include Employers' Liability Coverage for \$1,000,000 per accident. Policy will include waiver of subrogation endorsement in favor of the City of Bartlett.

All policies will provide for thirty (30) days written notice to the City of Bartlett of cancellation of coverage provided. A ten (10) day notice is applicable to non-payment of premium. If the insurer is not required by the policy terms and conditions to provide written notice of cancellation to the City, the Provider will send immediate notice to the City and provide evidence of replacement coverage with no lapse. All insurance policies maintained by the Provider shall be primary and non-contributory as applying to the City of Bartlett, irrespective of such insurance or self-insurance as the City of Bartlett may maintain in its own name and on its own behalf. Any insurance company of the Provider shall be admitted and authorized to do business in the State of Tennessee and shall carry a minimum rating assigned by A.M. Best & Company's Key Rating Guide of "A-" and a Financial Size Category of "X".

#### **E. SAFETY, PROTECTION AND EMERGENCIES**

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, and
  - 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.

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, procedure, 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 1B.1.C or 1B.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.
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.
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 in an emergency which arose from causes beyond his control entitles him to an increase in the Contract Price or to an extension of the Contract Time.

#### F. **DRUG PROGRAM**

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:

1. The City of Bartlett has a drug and alcohol testing program for testing employees for workplace drug and alcohol use.
2. 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 statements:

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

1. New Employee (Post offer testing)
2. Employee being advanced in job or salary, or both
3. Random under U.S. DOT regulations (may also include alcohol test).
4. Random for Fire, EMS or Law Enforcement employees (at the Fire or Police Chief's discretion with approval by the Mayor).
5. 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
6. When the department head determines there is reasonable suspicion or reasonable cause to warrant testing.



**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.

1. Alcohol (Ethyl)
2. Amphetamines (e.g. Speed)
3. Barbiturates (e.g. Amobarbital, Butabarbital, Phenobarbital, Secobarbital)
4. Cocaine
5. Methaqualone (e.g. Quaalude)
6. Opiates (e.g. Codeine, Heroin, Morphine, Hydromorphone, Hydrocodone)
7. Phencyclidine (PCP)
8. THC (Marijuana)
9. Other illegal substances as requested by the City. END

**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, (Page 8).

### **End of General Specifications**

## 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.

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signed \_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_.

**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 \_\_\_\_\_  
Name \_\_\_\_\_

Print

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_.

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

**PUBLIC ACTS 775**  
**(Boycott of Israel 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 engaged in, and will not for the duration of the contract engage in, a boycott of Israel as provided pursuant to Tennessee Code Annotate, Title 12, Chapter 4, Part 1.”*

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.775.php) PublicActs.775.php.

Print Name\_\_\_\_\_

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

*Notary*

Signed \_\_\_\_\_ Print Name\_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_\_.

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

**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.

**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? \_\_\_\_\_  
\_\_\_\_\_
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 (Supplier's) Letterhead:

Contractor/Consultant 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.

\_\_\_\_\_  
Name 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:**  
Lori Von Bokel-Amin, Chief HR Officer,  
City of Bartlett; 901-385-6430

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



### **SPECIAL CONDITIONS**

- These items will be used as needed throughout the year and separate from any concrete projects the City of Bartlett is performing otherwise. The City of Bartlett will call on the winner of this bid to install the necessary work based on a need to have the work done quickly, rather than waiting to put the items on the next large project. Usually the need for these items will arise because an existing item is unsafe. **EACH WORK REQUEST WILL NEED TO BE COMPLETED WITHIN 2 WEEKS OF THE REQUEST.**
  - The bid price for each work item shall include all equipment, material and labor to complete each item and shall include the removal of the existing item to be replaced, including the removal and reinstallation of sod along the work item. The City of Bartlett will be responsible for the replacement of asphalt that may have to be removed by this work request.
  - The Contractor shall be responsible for obtaining any and all permits from the City of Bartlett Code Enforcement office for the proposed work. **Note:** This will be a **NO** cost permit and must be obtained prior to start of project.
  - The contractor will be responsible for coordinating the work and inspection with the City of Bartlett Department of Engineering (385-6499), and will be required to install the items according to our Standard Details and Specifications. Details and Specifications are available in the Engineering Office at 6382 Stage Road, Bartlett, TN 38134.
  - **The City of Bartlett will award this bid to a maximum of three contractors based on the lowest bid prices submitted on the curb and gutter items, the ramp items and the sidewalk items. The City of Bartlett will determine the low bidder based on the work that is required for each special project and the various bid items that will be used on that project. This review will be done on a project by project basis.**
1. **Curb and Gutter** (see attached detail SCS-1):

The contractor is to remove and replace all damaged 6" x 30" curb and gutter As requested by the Engineering Department and as marked or painted by the city, and shall match the size and dimensions of the adjoining surfaces. Any disturbed sod shall be replaced with new Bermuda sod unless existing sod is reused and will fully restore the disturbed area. Asphalt repairs between the new curb and old asphalt will be performed by the City. However, the contractor shall be responsible for keeping this damage to a minimum. Any damage to the asphalt roadway shall be saw-cut by the contractor (at their expense, incidental to the cost of this item) so there is a clean edge for asphalt repair by others. Any locations where the existing curb is taller than the standard 6" curb, new 6" curb will be installed and taper at a slope of 1:12 to meet the adjoining curb. All sewer and water lines running beneath the replaced section shall be marked with an engraved 4" high 'S' or 'W' on the face of curb at the appropriate location. Only the curb and gutter located outside of the ramp area will be paid as per linear foot. Any curb and gutter existing or new must be separated from ramp with expansion joint material. Any new curb and gutter constructed beside a street drain inlet must have an expansion joint within five feet of either side of the drain inlet.

**2. Sidewalk (SCS-10):**

a. Remove and Replace Sidewalk: Damaged sidewalk will be removed and replaced as marked. Sidewalk adjoining all 10' new and retrofit handicap ramps to the ERs are included in the price of handicap ramp as shown on the handicap ramp details. If a sidewalk block is partially damaged, the entire block of sidewalk may be replaced rather than cutting and replacing a portion of the damaged block, as directed by the City of Bartlett. Sidewalk inside the driveway apron area will be paid for as driveway apron because this sidewalk is thicker, 6" thick, and more difficult to remove than regular sidewalk.

b. New Construction Sidewalk: New sidewalk construction where no sidewalk currently exists. Existing materials will be removed and sidewalk will be installed according to City of Bartlett sidewalk standards.

**3. Driveway (SCS-9 and SCS-12):**

Part or all of the driveway apron will be removed and replaced as marked. Driveway is paid per square foot of concrete. Saw-cutting the driveway to remove a damaged portion, if necessary, will be paid separately. Damaged sidewalk inside the driveway apron area, will be removed and replaced as Driveway square feet. Driveway concrete shall be a minimum of 6" thick for residential driveways and 8" for commercial driveways. For replacement of only a portion of existing driveway, contractor will use SCS-9. If an entire driveway apron is to be replaced, contractor will use SCS-12, to make the new drive ADA compliant.

**4. Driveway Gutter:**

If any address requires new curb and gutter in front of the driveway apron, and the apron is in good condition, the driveway gutter may be replaced by either saw-cutting the gutter below the front edge of the apron lip or by saw-cutting the apron in line with the back of curb and replacing the gutter and lip of the driveway with an expansion joint between the new gutter and the old driveway apron. Any such locations will require a waiver (**RL-1, page 19 of this document**) from the property owner holding the City of Bartlett and the contractor harmless for replacement of the drive apron or future damage to the remaining driveway apron. The contractor shall exercise extreme caution to not damage the remaining driveway and if the contractor determines that any requested location is a poor candidate for this type of repair, contractor shall make the engineering inspector aware, so the homeowner may be notified. A photo of each driveway gutter location will be taken prior to saw-cutting and any cracks or chips caused by the removal and replacement shall be repaired by the contractor, at his/her expense according to Code Enforcement standards for caulking cracks and minor repairs. However the contractor is NOT responsible for replacing the entire apron if cracks or chips occur. All incidentals to complete this work are included in the unit price including saw-cutting, removal, installation, joint material, sod, caulk, etc. This item is paid for by the Linear Foot. If the driveway gutter can be replaced without cutting the driveway (i.e. (1) if the entire drive apron is going to be removed and replaced, (2) or if a joint between gutter and apron already exists, etc.) the drive gutter will be considered curb and gutter and paid for under that item.

**5. Caulking:**

Caulking is allowed if the crack is less than ½ **inch wide**. This item will be paid per linear foot. At this time there are no known caulking locations. This item is only to be used at locations approved and marked by Code Enforcement. Any caulking necessary to repair a chipped or cracked driveway as a result of cutting for the drive gutter shall be included in the price of that item. The three approved caulks are **Deck-O-Seal**, **Sonolastic NP1** and **Bondafles PUR25**. Stewart Bros. Hardware carries all three. To install the caulk:

- **Prepare surface** - It must be clean and dry. Suggest the use of a wire brush or sandblast to remove all dirt and loose particles.
- **Install Backer-Rod if necessary** –If a crack is over ½ inch deep, backer-rod should be used, installed prior to caulking.
- **Apply caulk**–Use a caulk gun to apply consistent, positive pressure to force sealant into the joint and completely fill the crack.
- **Dry tool** – Use a putty knife or other tool to dry tool (smooth) the crack for maximum adhesion and a neat joint. Make a concave joint or level joint, but do not let sealant puff up above the concrete. Raised sealant can pop out of create a trip hazard.
- **Allow caulk time to cure** – Cure rates varies by size of crack, temperature, humidity and product used. At 75 degrees, caulk in a ½ inch crack will usually skin over within a few hours or overnight but not be fully functional to walk or drive on for three days. Colder temperatures of high humidity will increase cure time.

**6. Detectable Warning Surface:**

Required on all handicap ramps. Detectable surface must match the width of the ramp and extend 2' from the back of the curb into the ramp area. It shall be truncated dome surface, meeting the latest edition of ADA and ANSI requirements. Color shall be brick red or approved equal. Surface shall be surface mounted mat (current approved is UltraTech (UT-0761) from CP Lab Safety) or approved equal. Price for a detectable warning mat is based on a standard 4'x2' mat.

**7. Handicap Curb Cuts** (see attached details SCS-2, SCS-3, SCS-4, SCS-5, SCS-6, SCS-7, and SCS-8):

The contractor is to remove and replace the entire handicap curb cut, as marked or painted by the city, and as described below, and shall match the size and dimensions of the adjoining surfaces. Contractor will be responsible for replacing all curb and gutter in front of the new ramps as part of the payment for the ramp. Curb and Gutter adjacent to a handicap ramp shall be poured monolithically with new handicap ramp with expansion joints at each end of handicap ramp and must have a scored joint in line with the back of the curb across the full width of the handicap ramp so each can be replaced in the future without damaging the other. Additional curb and gutter near the handicap ramps but outside the area in front of the ramp will be paid for as curb and gutter. All Ramps shall have an expansion joint placed between the ramp and adjacent sidewalk. All ramps shall have a detectable warning surface beginning adjacent to the back of the curb and extending 2' into the ramp. The warning surface shall match the width of the ramp. Seven types of Handicap Ramps are included in this bid document. Payment will not be made for any ramp items until the entire ramp, including truncated dome surface is complete. See ramp details for additional notes:

- a. 5' Minimum Handicap Ramp – These ramps will be installed at corners where there is an existing obstruction inside the 10' right of way. The 4' opening of this ramp slopes at 1:12 for a minimum of 2' as required by existing conditions. There will be a 3' level (1.5%) landing behind the sloped ramp section. The adjoining sidewalk will slope into the 4' opening at 1:12. The unit price for this ramp shall include all curb and gutter and sidewalk inside the ramp area. See the 5' Handicap Ramp Detail SCS-2.
- b. 10' New Construction with Coping Handicap Ramp – New Construction or where the existing sidewalk is NOT adjacent to the curb and gutter. This ramp will extend 10' from the face of the curb to the back of the new coping wall. The adjoining sidewalk shall be removed as shown on the detail SCS-3 and replaced to tie into the back 5' of the ramp, in front of the coping wall. The unit price for this ramp shall include all curb and gutter inside the ramp area as well as all of the sidewalk on each side of the ramp to the ERs and any sod necessary to install the ramp according to this and the 10' Handicap Ramp Detail (SCS-3).
- c. 10' New Construction Handicap Ramp – New Construction or where the existing sidewalk is NOT adjacent to the curb and gutter. This ramp will extend 10' from the face of the curb to the back of the new ramp. The adjoining sidewalk shall be removed as shown on the detail SCS-4 and replaced to tie into the back 5' of the ramp. The unit price for this ramp shall include all curb and gutter inside the ramp area as well as all of the sidewalk on each side of the ramp to the ERs and any sod necessary to install the ramp according to this and the 10' Handicap Ramp Detail (SCS-4).
- d. 10' Retrofit with Coping Handicap Ramp – This ramp will extend 10' from the face of the curb to the back of the new coping wall. The adjoining sidewalk shall be removed as shown on the detail SCS-5 and replaced to tie into the back 5' of the ramp, in front of the new coping wall. If the adjoining sidewalk is located directly behind the curb with no grass strip separation, the sidewalk will curve within the 10' ROW from the flat back area of the ramp to the existing sidewalk. The unit price for this ramp shall include all curb and gutter inside the ramp area as well as all of the sidewalk on each side of the ramp to the ERs and any sod necessary to install the ramp according to this and the 10' Handicap Ramp Detail (SCS-5).
- e. 10' Retrofit Handicap Ramp – This ramp will extend 10' from the face of the curb to the back of the new ramp. The adjoining sidewalk shall be removed as shown on the detail SCS-6 and replaced to tie into the back 5' of the ramp. If the adjoining sidewalk is located directly behind the curb with no grass strip separation, the sidewalk will curve within the 10' ROW from the flat back area of the ramp to the existing sidewalk. The unit price for this ramp shall include all curb and gutter inside the ramp area as well as all of the sidewalk on each side of the ramp to the ERs and any sod necessary to install the ramp according to this and the 10' Handicap Ramp Detail (SCS-6).

f. One Way Handicap Ramp – At locations where sidewalk only exists in one direction from the corner. Existing curb, and gutter, in the ramp area will be removed and replaced. Existing Sidewalk will be removed from the corner to the first joint that will allow the ramp to be installed at a rate of 1:12. Ramp opening will be 5' wide with a flush transition and slope at a maximum rate of 1:12 until it meets existing sidewalk grade. Ramp turndowns will be 2' wide on both sides of the ramp. Ramp shall be installed according to this, SCS-7 and sidewalk detail SCS-10. This item will be for 6 to 8 ft. of ramp. Any additional sidewalk needed to install this ramp over 8' deep, will be paid for additionally as sidewalk.

g. T-Intersection Parallel Handicap Ramp – This ramp will be installed at T-intersection, across from a corner handicap ramp. The adjoining sidewalk shall be removed as needed to meet the 1:12 maximum slope required to tie in to the back of the ramp. The unit price for this ramp shall include all curb and gutter inside the ramp area, any sod necessary, and 3 blocks of sidewalk. Additional sidewalk required to meet slope requirements will be paid as sidewalk. See Detail SCS-8 for additional notes.

- The contractor shall use the sod removed, where possible. If necessary, new sod will be required in any disturbed area. The cost of this sod work, new and/or reusing the existing sod, shall be incidental to other bid items and will not be paid for separately. If the existing sidewalk is less than 5' wide, the new ramp and 5' wide sidewalk will taper into the narrower existing sidewalk. If the existing sidewalk is greater than 5' wide, the new ramp and sidewalk will be as wide as existing. If coping walls are required during the installation of any ramp, it will be paid for separately from the ramp.

**8. Sod:**

Sod will be paid per square yard and used only if needed in a location that did not previously contain sod.

**9. Fill Sand:**

Sand will be used if subgrade conditions require a fill material to bring the location up to the proper grade. Sand will be paid per ton. Tickets are required.

**10. CR-610 Fill Material**

CR-610 crushed limestone will be used if subgrade conditions require it as a fill material. CR-610 will be paid per ton. Tickets are required.

**11. Coping Wall:**

Coping wall at the back of the handicap ramps may be required. The need for a coping wall will be made on a ramp by ramp basis according to the existing field conditions at each location as designated by the Bartlett Engineering Inspector. Coping wall shall be 6" wide curb and up to 9" tall (as determined by field conditions) at the lowest point, in the area of the handicap ramp, and transition into the grade of the sidewalk. The back of the coping wall shall not be more than 10' behind the face of the curb (be completely inside the 10' ROW) and the face of the coping wall must start at the back of the sidewalk.

In some cases sidewalk must narrow to meet this requirement. Coping walls vary in length as needed at each location, but are approximately 17' long (+/-). Coping walls that extend beyond the width of the handicap ramp shall be separated from the ramp border with expansion joint material, just as the adjacent sidewalk. Coping wall will be paid for as a per linear foot item if needed, including the tapered sections. Coping walls are shown on the handicap ramp details as a dotted line, See SCS-2, SCS-3, and SCS-5.

**12. Water Table Repair:**

A portion or all of damaged 8" Water Table will be replaced according to Concrete Water Table Detail (SCS-11). Water Table is paid by square foot of concrete replaced, but the bid item includes removal, replacement, and traffic control necessary. Any saw-cutting needed to remove a portion of the water table will be paid for separately as Saw-Cutting (6" to 8").

**13. Saw-cutting:**

This item is for linear feet of saw-cutting the sidewalk, driveway, drive sidewalk, or water table concrete as marked. This item is included separately because some sidewalk, driveway and water table portions to be replaced are small and require multiple cuts to remove the damaged area, making each location somewhat different. Any saw-cutting needed to replace other items beside the items discussed here, will be included in the price of that item. The bid price for 4" saw-cutting will be used for replacing portions of 4" thick sidewalk. Any regular saw-cuts on sidewalk joints to remove whole blocks of sidewalk will be included in the price of the sidewalk item and not paid for separately as saw-cutting. The bid price for 6" or 8" saw-cutting will be used for removing portions of water table, driveway apron, or driveway sidewalk.

**14. Extra Demo:**

This item is for areas where a large handicap ramp is removed and a much smaller ramp goes in its place. It is for the additional concrete removal and preparation of the yard to be replaced with sod. Sod is paid separately for this area, where a large ramp was removed, and there is no existing sod to put back. Extra Demo is paid per SF of extra concrete removal, the area which is not covered by a new ramp, or the area of the old ramp minus the area of the new ramp.

**15. Demolition:**

- a. The contractor shall saw-cut a joint on each side of the concrete area to be removed. Any damage to the adjoining surfaces shall be the contractor's responsibility to repair/replace in an acceptable manner.
- b. Any loose concrete and/or asphalt disturbed with the replacement should also be removed from the site.
- c. Disposal of all construction debris is the responsibility of the contractor.
- d. The contractor shall promptly clean up the debris created from the demolition of the existing sidewalk or curb and gutter. Any dirt placed in the street or grassed areas shall be removed and surface cleaned.

CONCRETE REPLACEMENT

FY2026-05-024

DUE: July 23, 2026

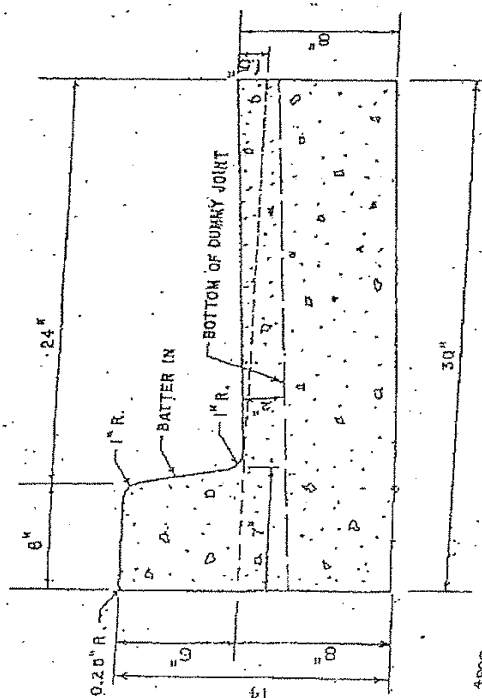
- e. Contractor shall be responsible for traffic control as per the current MUTCD and costs of traffic control shall be incidental and shall be included in the bid price for other items and shall not be paid for separately.
- f. Contractor shall be responsible for the protection of any freshly paved concrete and if damaged, shall replace with no additional costs.
- g. There must be a flush transition from the gutter to the road asphalt. If a bump exists between the asphalt and gutter, the asphalt must be saw-cut and removed in front of the ramp opening. Saw-cutting will be paid at the unit price for that item, but removal and haul-off of the asphalt will be the contractor's responsibility and included in the cost of the handicap ramp. Contractor is required to protect the public from the resulting trip hazard until the City installs asphalt in the void.

DUE: July 23, 2026

[illegible]

1531.0N

{Fe-cu} exp. joint material shall be used in all exp. joints.



NOTE Cont. to be ~~trans~~PSI  
4000 (800 min) W-11

fiber mesh

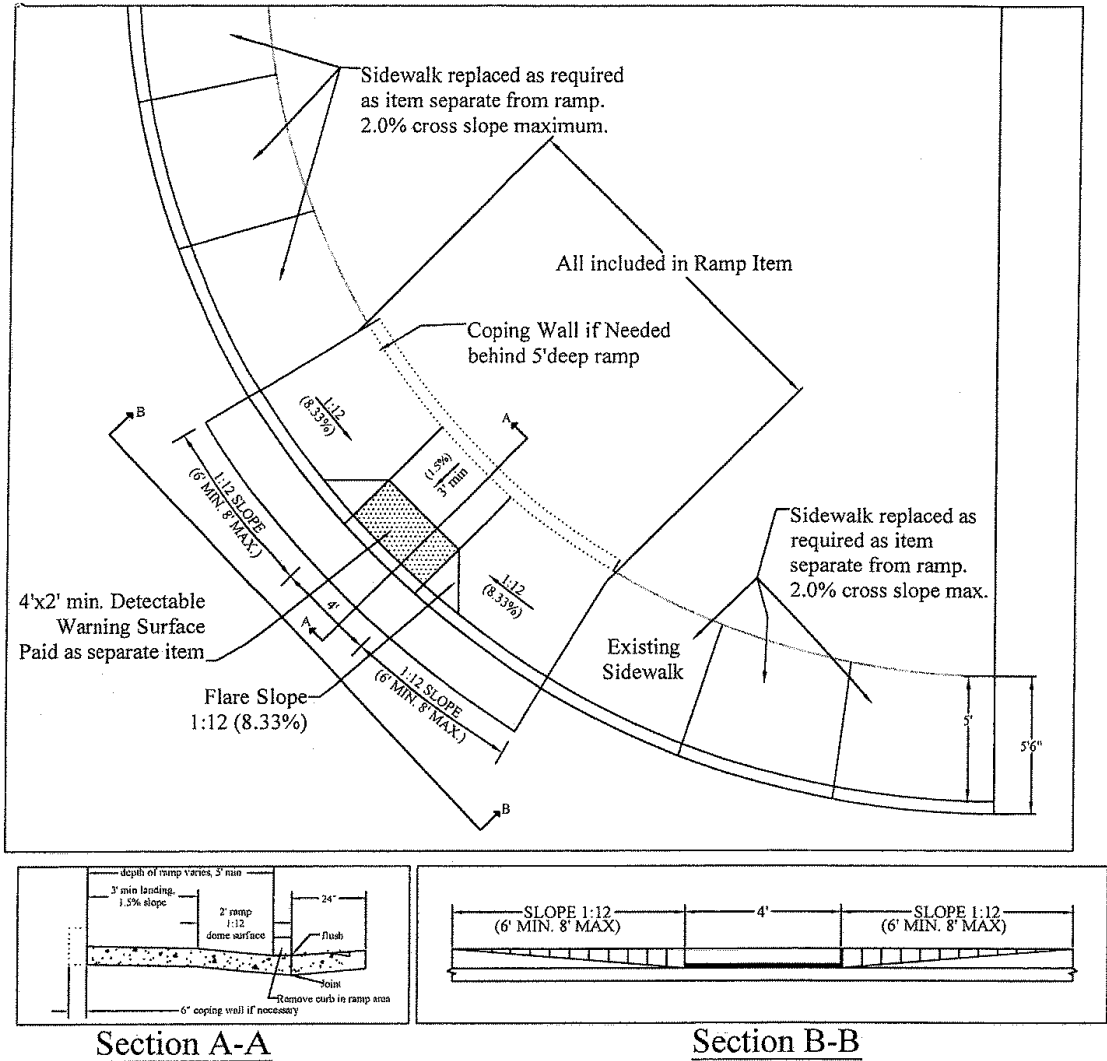
CITY OF MEMPHIS  
DEPARTMENT OF ENGINEERING  
DESIGN STANDARD  
FOR  
6-30 CURB & GUTTER

E. H. Howard  
DE P. CH.

DEPT. CITY ENGINEER  
DATE 10-31-78  
DWS. NO. 2 of 4

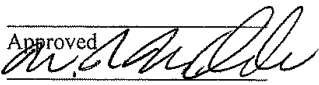


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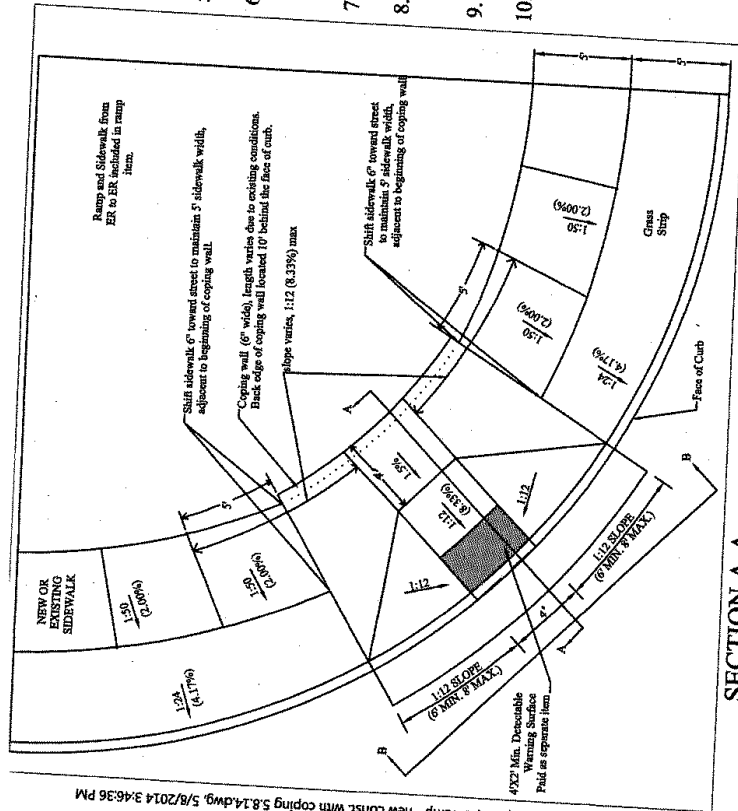
NOTES

1. Care should be taken to assure a uniform grade on the ramps, free of sags and short grade changes.
2. The length of the side ramp slopes shall be determined by the 1:12 maximum slope and the height of the curb with a minimum length of 6' and a maximum length of 8'.
3. Surface color of the warning surface shall contrast with the adjacent walkway and sloped areas as dark walking surface color with light color on the side flares and walkways per ANSI, latest edition. Color of the detectable warning surface shall be brick red or approved equal. Detectable warning surface shall be required on all ramps but paid as a separate item.
4. Through the area of the ramp, the counter slope of the gutter shall be 1:20 and transitioned to match the normal gutter line profile on both sides of the ramp.
5. A coping wall shall be installed if required behind the 5' deep ramp and landing area. Coping Wall shall be poured monolithically with the ramp.
6. Concrete shall be 4000 psi limestone with fibermesh.
7. Surface texture to be broom finish.
8. Surface texture of the detectable warning surface shall be truncated domes conforming to latest edition of ADA and ANSI requirements. Detectable warning surface shall be 4' wide to match the ramp width by 2' deep minimum.
9. Level (1.5%) landing behind the detectable warning surface shall be 3' deep minimum. Maximum allowable slope of the landing and the cross slope of any new sidewalk shall be 2.00%. Anything higher shall be removed and replaced at no cost to the City of Bartlett.

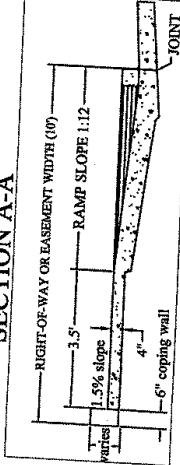
|                                                                                                                                |  |
|--------------------------------------------------------------------------------------------------------------------------------|--|
| City of Bartlett<br>5' Minimum<br>Handicap Ramp Detail                                                                         |  |
| Date: 5/8/14<br>Drawn by: B. Bailey                                                                                            |  |
| Approved<br><br>City of Bartlett Engineer |  |
| Date<br>5/19/14<br>Code Enforcement                                                                                            |  |
| Date<br>5-13-14                                                                                                                |  |

NOTES

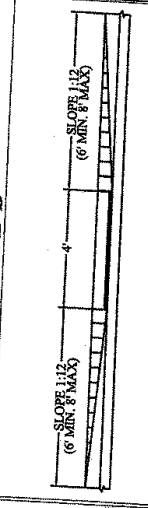
1. Curb ramps are to be located as shown on the plans, or as directed by the engineer.
2. Concrete shall be 4,000 PSI limestone/fibermesh.
3. Surface texture to be broom finish.
4. Care should be taken to assure a uniform grade on the ramps, free of sags and short grade changes.
5. The length of the side flares shall be determined by the 1:12 maximum slope and the height of the curb with a minimum length of 6' and a maximum length of 8'.
6. Sidewalk behind the ramp and adjoining the ramp shall have a maximum cross slope of 2.00%. Any found to be above will be removed and replaced at no cost to the City of Bartlett. The level landing area behind the ramp is shown at 1.5% slope to ensure that the final slope does not exceed 2.00%.
7. Through the area of the ramp, the counter slope of the gutter shall be 1:20 maximum and transitioned to match the normal gutter line profile on both sides of the ramp.
8. Surface texture of the detectable warning surface shall be truncated domes conforming to latest edition of ADA and ANSI requirements. Detectable warning surface shall be 4' wide to match the ramp width by 2' deep minimum.
9. Surface color of the detectable warning surface shall contrast with the adjacent walkway flares and walkways. Color of the warning surface shall be brick red or approved equal.
10. A coping wall shall be installed behind the level (1.5%) landing area. Coping wall shall be poured monolithically with the ramp and sidewalk.  
1:12 slope = 8.33% MAXIMUM SLOPE  
1:50 slope = 2.00% MAXIMUM SLOPE



SECTION A-A



SECTION B-B



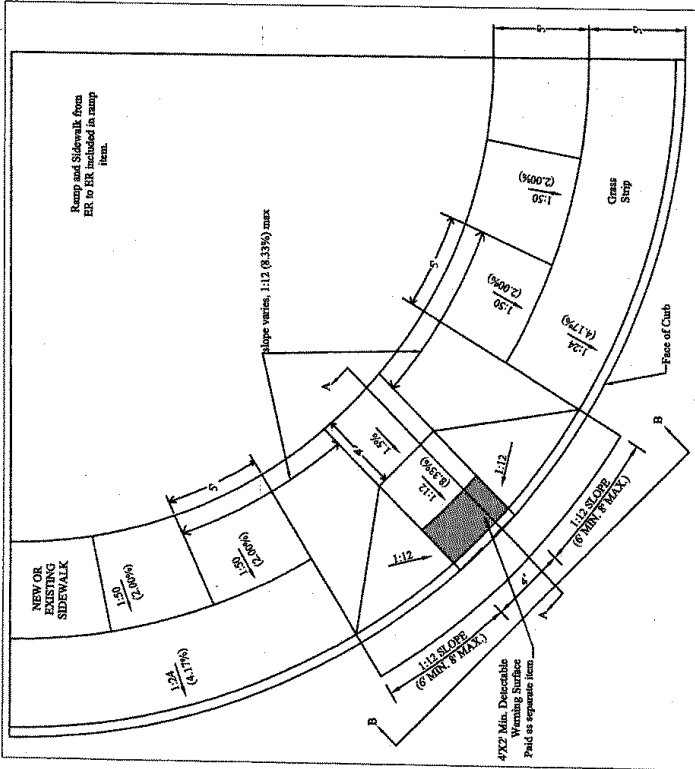
| REVISIONS |         |
|-----------|---------|
| Date      | Remarks |
|           |         |
|           |         |
|           |         |
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|           |         |

|                                                                                 |
|---------------------------------------------------------------------------------|
| City of Bartlett<br>10' New Construction<br>with Coping<br>Handicap Ramp Detail |
| Date: 5/8/14<br>Drawn by: B. Bailey                                             |
| Approved<br><i>[Signature]</i><br>City of Bartlett Engineer                     |
| Date: 5/13/14<br>Code Enforcement                                               |

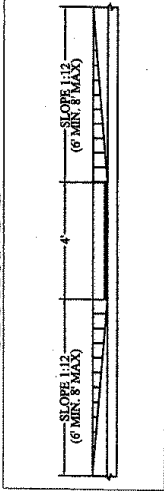
NOTES

1. Curb ramps are to be located as shown on the plans, or as directed by the engineer.
2. Concrete shall be 4,000 PSI limestone/fibermesh.
3. Surface texture to be broom finish.
4. Care should be taken to assure a uniform grade on the ramps, free of sags and short grade changes.
5. The length of the side flares shall be determined by the 1:12 maximum slope and the height of the curb with a minimum length of 6' and a maximum length of 8'.
6. Sidewalk behind the ramp and adjoining the ramp shall have a maximum cross slope of 2.00%. Any found to be above will be removed and replaced at no cost to the City of Bartlett. The level landing area behind the ramp is shown at 1.5% slope to ensure that the final slope does not exceed 2.00%.
7. Through the area of the ramp, the counter slope of the gutter shall be 1:20 maximum and transitioned to match the normal gutter line profile on both sides of the ramp.
8. Surface texture of the detectable warning surface shall be truncated domes conforming to latest edition of ADA and ANSI requirements. Detectable warning surface shall be 4' wide to match the ramp width by 2' deep minimum.
9. Surface color of the detectable warning surface shall contrast with the adjacent walkway flares and walkways. Color of the warning surface shall be brick red or approved equal.

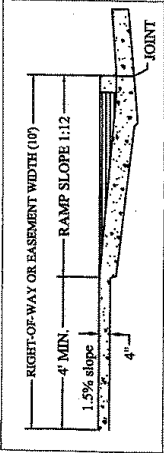
1:12 slope = 8.33% MAXIMUM SLOPE  
1:50 slope = 2.00% MAXIMUM SLOPE



SECTION B-B



SECTION A-A



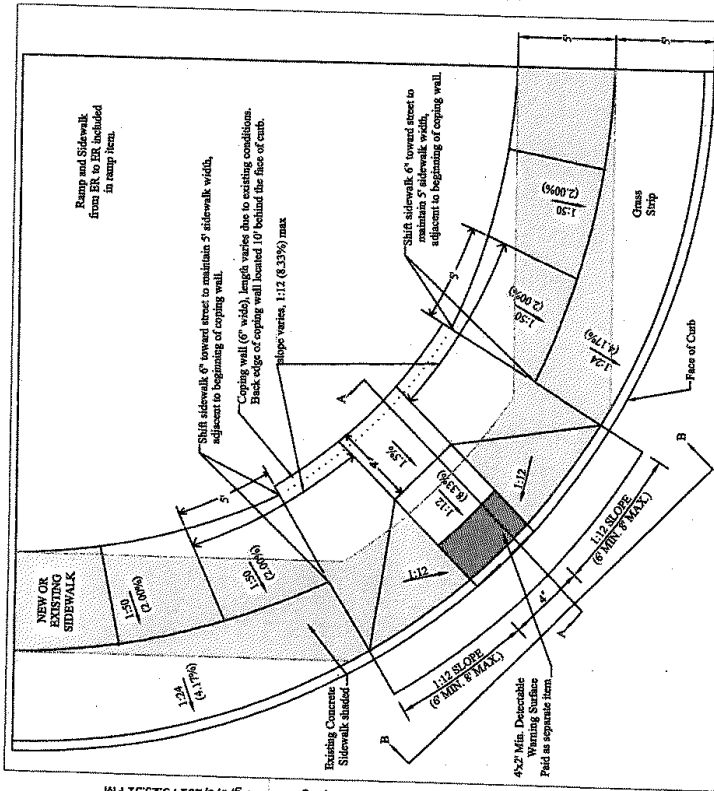
| REVISIONS |         | City of Bartlett<br>10' New Construction<br>Handicap Ramp Detail                    |              |
|-----------|---------|-------------------------------------------------------------------------------------|--------------|
| Date      | Remarks | Approved                                                                            | Date         |
|           |         |    | Date: 5/8/14 |
|           |         | City of Bartlett Engineer                                                           |              |
|           |         |  | 5/9/14       |
|           |         | Grade Enforcement                                                                   |              |
|           |         |                                                                                     | 5-13-14      |
|           |         |                                                                                     | Date         |

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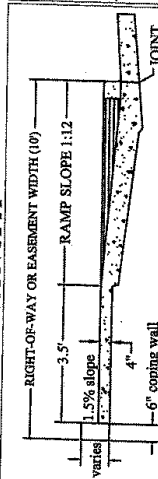
NOTES

1. Curb ramps are to be located as shown on the plans, or as directed by the engineer.
2. Concrete shall be 4,000 PSI limestone/fiberglass.
3. Surface texture to be broom finish.
4. Care should be taken to assure a uniform grade on the ramps, free of sags and short grade changes.
5. The length of the side flares shall be determined by the 1:12 maximum slope and the height of the curb with a minimum length of 6' and a maximum length of 8'.
6. Sidewalk behind the ramp and adjoining the ramp shall have a maximum cross slope of 2.00%. Any found to be above will be removed and replaced at no cost to the City of Bartlett. The level landing area behind the ramp is shown at 1.5% slope to ensure that the final slope does not exceed 2.00%.
7. Through the area of the ramp, the counter slope of the gutter shall be 1:20 maximum and transitioned to match the normal gutter line profile on both sides of the ramp.
8. Surface texture of the detectable warning surface shall be truncated domes conforming to latest edition of ADA and ANSI requirements. Detectable warning surface shall be 4' wide to match the ramp width by 2' deep minimum.
9. Surface color of the detectable warning surface shall contrast with the adjacent walkway flares and walkways. Color of the warning surface shall be brick red or approved equal.
10. A coping wall shall be installed behind the level (1.5%) landing area. Coping Wall shall be poured monolithically with the ramp and sidewalk.

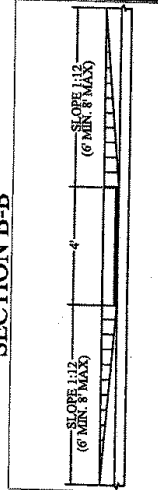
1:12 slope = 8.33%  
1:50 slope = 2.00%



SECTION A-A



SECTION B-B



| REVISIONS |         |          |
|-----------|---------|----------|
| Date      | Remarks | Approved |
|           |         |          |
|           |         |          |
|           |         |          |
|           |         |          |
|           |         |          |

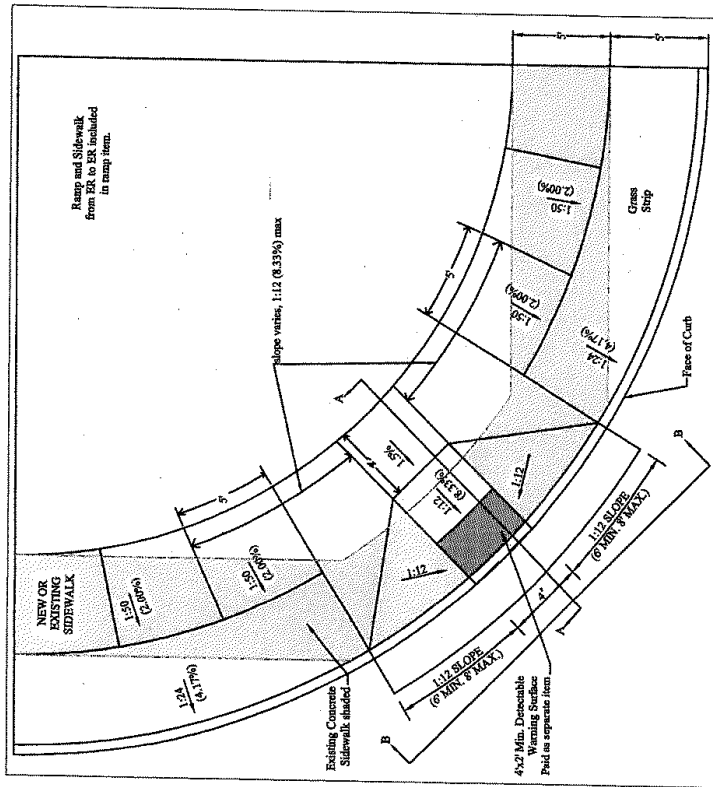
|                                                                      |
|----------------------------------------------------------------------|
| City of Bartlett<br>10' Retrofit with Coping<br>Handicap Ramp Detail |
| Date: 5/8/14                                                         |
| Drawn by: B. Bailey                                                  |
| Approved: <i>[Signature]</i>                                         |
| City of Bartlett Engineer                                            |
| Date: <i>[Signature]</i>                                             |
| Code Enforcement                                                     |
| Date: 5-13-14                                                        |

C:\www\Weng\Back\Curbs, Gutters, Sidewalks, Ramps\Drawings and Specs\10' ramp - retrofit with coping 5.8.14.dwg, 5/8/2014 3:25:51 PM

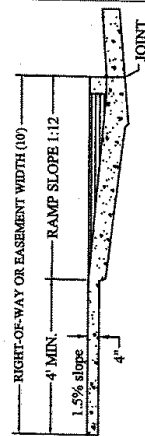
NOTES

1. Curb ramps are to be located as shown on the plans, or as directed by the engineer.
2. Concrete shall be 4,000 PSI limestone/fibermesh.
3. Surface texture to be broom finish.
4. Care should be taken to assure a uniform grade on the ramps, free of sags and short grade changes.
5. The length of the side flares shall be determined by the 1:12 maximum slope and the height of the curb with a minimum length of 6' and a maximum length of 8'.
6. Sidewalk behind the ramp and adjoining the ramp shall have a maximum cross slope of 2.00%. Any found to be above will be removed and replaced at no cost to the City of Bartlett. The level landing area behind the ramp is shown at 1.5% slope to ensure that the final slope does not exceed 2.00%.
7. Through the area of the ramp, the counter slope of the gutter shall be 1:20 maximum and transitioned to match the normal gutter line profile on both sides of the ramp.
8. Surface texture of the detectable warning surface shall be truncated domes conforming to latest edition of ADA and ANSI requirements. Detectable warning surface shall be 4' wide to match the ramp width by 2' deep minimum.
9. Surface color of the detectable warning surface shall contrast with the adjacent walkway flares and walkways. Color of the warning surface shall be brick red or approved equal.

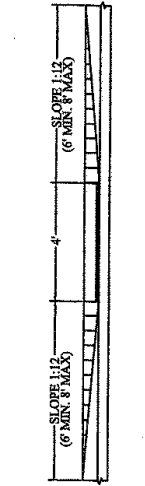
1:12 slope = 8.33%  
1:50 slope = 2.00%



SECTION A-A



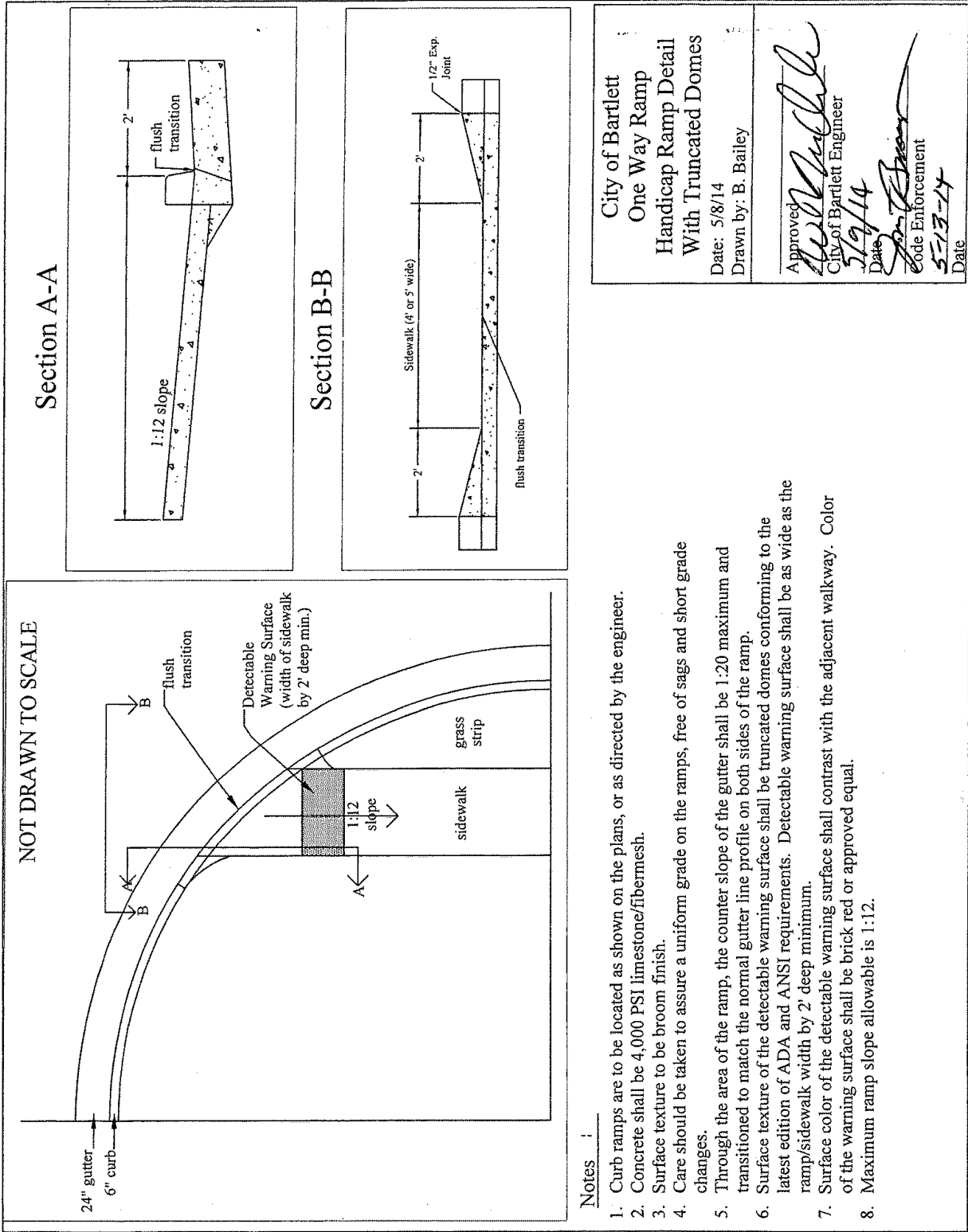
SECTION B-B



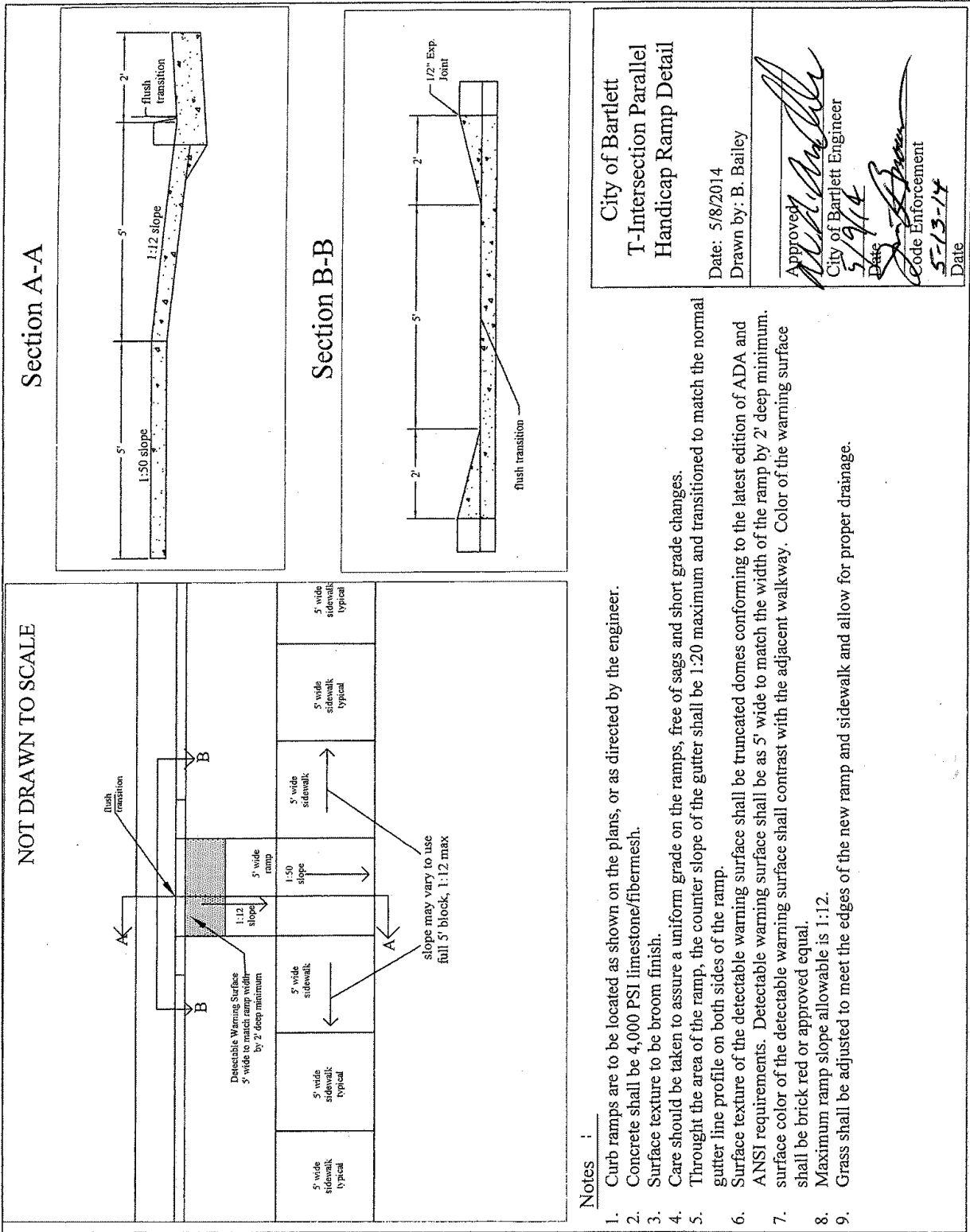
| REVISIONS |         |
|-----------|---------|
| Date      | Remarks |
|           |         |
|           |         |
|           |         |
|           |         |
|           |         |
|           |         |

|                                                                                                 |                 |
|-------------------------------------------------------------------------------------------------|-----------------|
| City of Bartlett<br>10' Retrofit<br>Handicap Ramp Detail<br>Date: 5/8/14<br>Drawn by: B. Bailey |                 |
| Approved<br><i>[Signature]</i><br>City of Bartlett Engineer<br>5/8/14                           | Date<br>5-13-14 |

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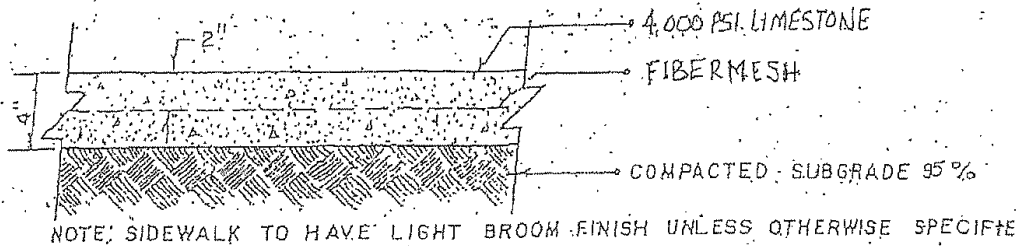


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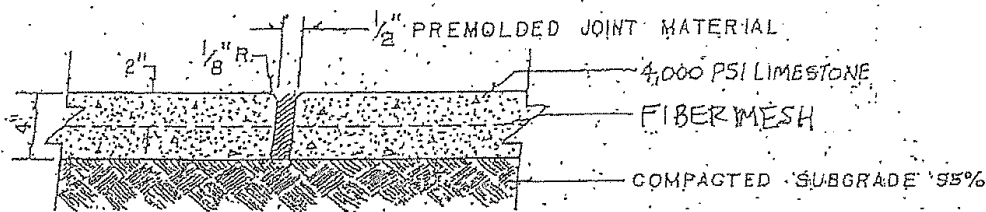
DUE: July 23, 2026



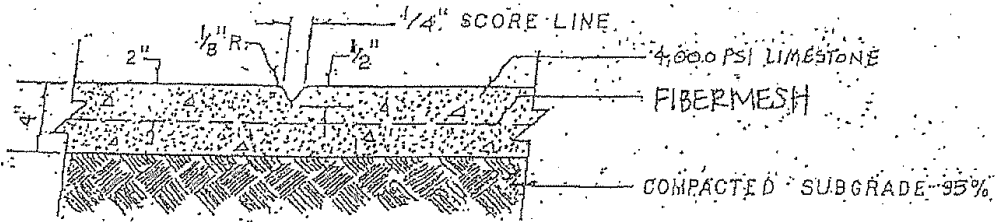
SIDEWALK DETAILS



CONCRETE SIDEWALK  
NOT TO SCALE

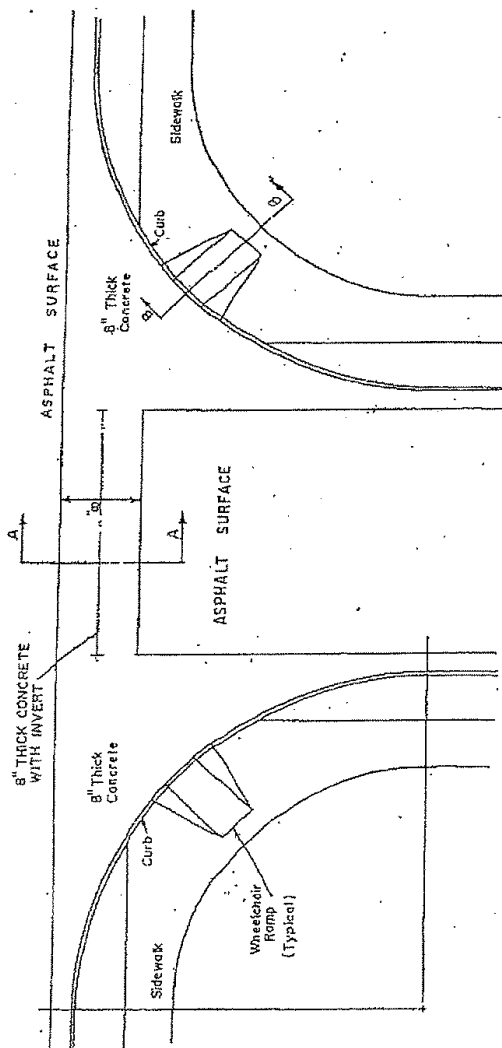


SIDEWALK EXPANSION JOINT  
NOT TO SCALE

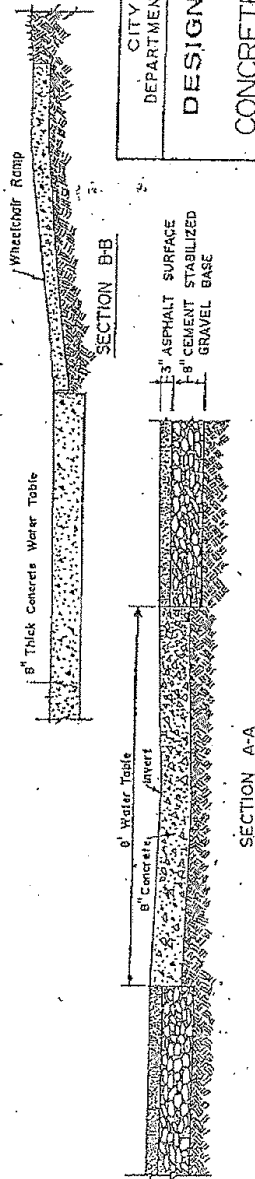


SIDEWALK SCORE JOINT  
NOT TO SCALE

DUE: July 23, 2026

[illegible]

CONCRETE TO BE 4000 P:  
(8 BAG MIN.) LIMESTONE



CITY OF MEMPHIS  
DEPARTMENT OF ENGINEERING

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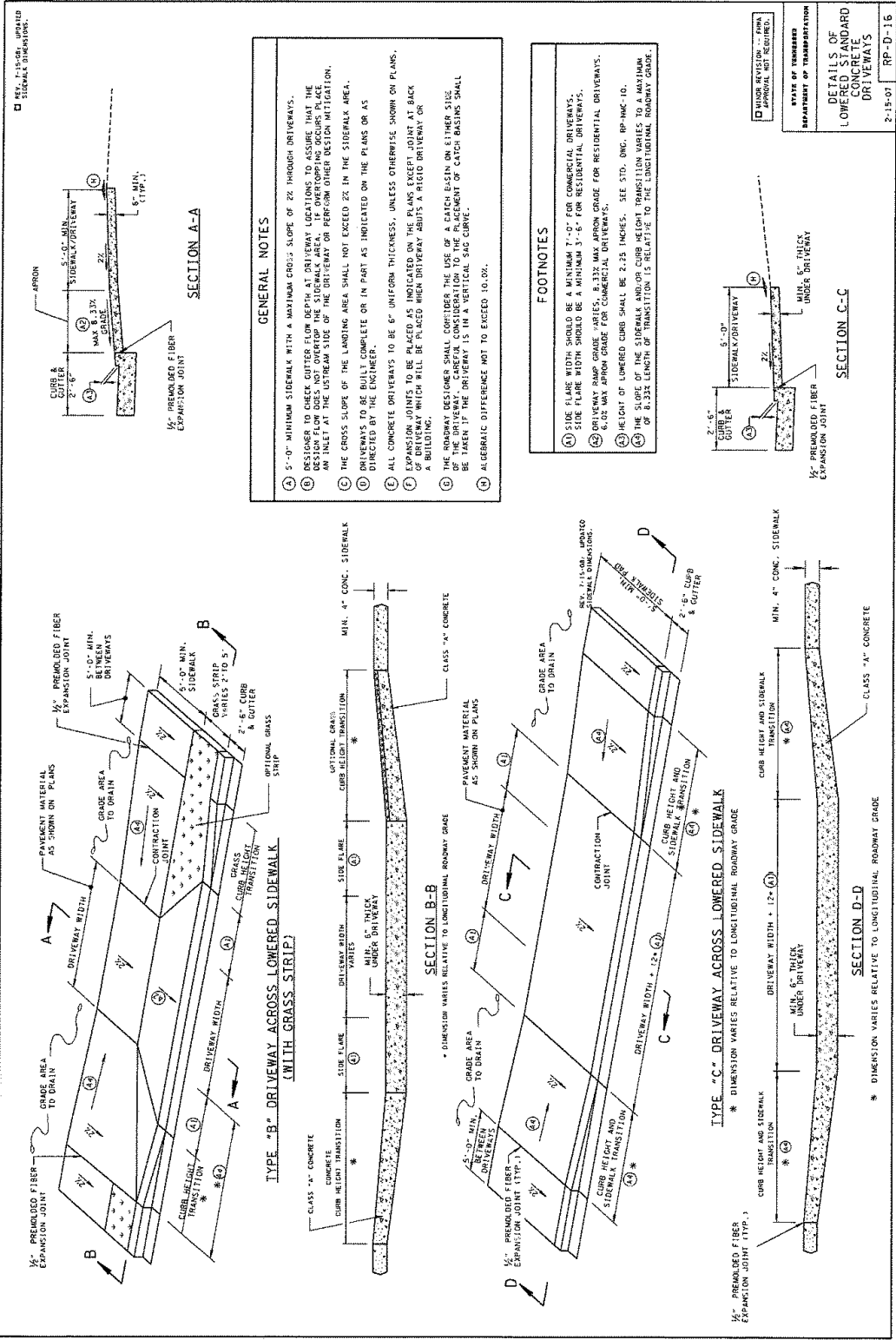
DESIGN STANDARD  
FOR  
CONCRETE WATER TABLS

PRINCIPAL CIVIL ENGINEER  
S. H. Sanyal  
DEPUTY DIRECTOR / CIVIL ENGINEER

DATE 8/5/80  
DATE

DWG. NO. 509

**SCS-11**



## **TECHNICAL SPECIFICATIONS**

### **SIDEWALKS, CURBS, GUTTERS, AND WHEELCHAIR RAMPS, AND OTHER**

#### **1. GENERAL**

- A. Construct sidewalks, curbs, gutters, handicap ramps, and water table to the cross sections elevations, lines, grades, and other details as indicated on the drawings. Construction requirement not shown on the drawings shall be as specified hereinafter.

#### **2. CONCRETE**

- A. All concrete shall be 4,000 psi Limestone, 5% Air Entrained, ready mixed type conforming to ASTM Specification C94; composed of Portland cement and sand all conforming to applicable ASTM Specifications mixed with clean water, free of oil, acid, alkali, inorganic matter; and supplied by an approved ready mix plant. The design mix shall be the ready mix plant's standard for the specified strength, as established and tested by approved laboratory, in accordance with applicable ASTM standard specifications, and shall include fiber mesh.
- B. Prior to beginning construction and before using the proposed concrete on the job, submit to the City for approval a copy of laboratory test reports of the proposed concrete mix and materials.

#### **3. FORMS**

- A. Forms shall be steel or 2" thick lumber, true to proper dimensions, smooth, free from warp, sufficiently braced to resist springing out of shape, and accurately set to proper lines and grades. Remove mortar and dirt from previously used forms, and thoroughly treat them with oil before reusing them. Cross forms shall be 1/4" thick steel, of the full width and depth of the concrete work; leave these in place until the wearing surface has been floated and has attained its initial set.
- B. Set sidewalk forms to provide 1/4" per foot sidewalk fall with 1/2" per foot fall in grass toward the curbs, for proper drainage.

#### **4. JOINT FILLER**

- A. Joint filler for all expansion joints shall be an approved suitable elastic waterproof pre-molded compound which will become soft and push out in hot weather, nor become hard and brittle and chip out in cold weather.
- B. Sidewalks: Filler shall be at least 1/2" but not more than 1" thick, at least as wide as the slab thickness, and length equal to that of the expansion joint involved.
- C. Curbs, Gutters, and Handicap Ramps: Filler shall be not more than 3/8" thick, and shall expand the full depth of the concrete work involved.

## **5. SUBGRADE**

- A. Prepare sub-grade by excavating or filling to proper depth to set finished tops of concrete work at the elevations indicated on the drawings. Provide gravel base where indicated on the drawings.
- B. Remove vegetation and material that will not compact properly and replace it with suitable fill material. Do all filling required to bring the sub-grade up to proper elevation, in 4" maximum thickness layers, and thoroughly ramp, tamp or roll each layer until the fill is compact and firm. In all case bring the sub-grade or base to proper grade in a uniformly firm condition before placing concrete. Do not place any concrete until the City has inspected and approved the sub-grade or base.

## **6. SIDEWALK MARKINGS**

- A. Cut surface of concrete walks into flags by marking with an edging tool having a 1/4" radius. Flags shall not be longer than 6 feet on any side, and not longer than the sidewalk width. Round all surface edges and cross marking between slabs to a 1/4" radius.

## **7. CURB AND GUTTER CONSTRUCTION**

- A. Finish the edges as indicated on the drawings. Block out the area to be replaced in 20-foot maximum length sections, and install each section in one continuous operation so that the curb and gutter will be monolithic. Place only on approved sub-grade or base.

## **8. HANDICAP RAMPS**

- A. The contractor shall install handicap ramps at crosswalks. All such ramps shall be constructed in accordance with the design specifications of the Tennessee Department of Transportation and Bureau of Highways. See detail at the end of this Section.

## **9. EXPANSION JOINTS**

- A. Sidewalks: Provide expansion joints with filler as specified herein before, at the following locations:
  - a. On 25 foot maximum centers.
  - b. In a square outline around each object in sidewalks, such as fire hydrants, utility poles, lighting standards, etc.
  - c. At other locations indicated.
- B. Curbs and Gutters: Provide expansion joints with filler as specified herein before, on 20 foot maximum centers, and at other locations indicated. Score joints on 10' centers.

## 10. PLACING CONCRETE

- A. Place concrete only on a moist upgrade or base course, and not adjacent to or around utility structures, etc. until such structures have been set to the proper grade. Do not deposit any concrete until the sub-grades and forms have been inspected and approved by the City.
- B. Transport concrete from the mixer and place it by methods that will prevent segregation of materials and loss of ingredients. Deposit each successive batch in one layer by a continuous operation. Do not under any circumstances place any concrete that has taken its initial set.
- C. Space and/or vibrate the concrete so that it will flow together and completely fill all void spaces without honey combing, especially along forms and cross joints. Strike off and tamp the concrete until mortar is flushed freely to the surface and a dense surface is obtained, free from porous and rough spots, and at the required section and grade.
- D. The method of placing the various sections shall produce a straight clean-cut joint between them, and make each section between expansion joints an independent unit. No concrete in excess of that needed to complete a section at the stopping of work shall be used.

## 11. FINISHING

- A. After the concrete has been brought to required grade with a strike board and sufficiently tamped to bring the mortar to the surface, finish it as specified below.
- B. Sidewalks: Float concrete to a true even surface, and finish it with a steel trowel finish. After it has taken its initial set, brush the surface lightly with a soft bristle brush, at right angles with the street centerline.
- C. Curbs and Gutters, water tables: Finish surface with trowel and float to an approximately true plane.
- D. Handicap Ramps: Scored lines shall be spaced at 6" centers parallel to the ramp on the side slopes and broomed transverse to the slope.
- E. Do not apply heat cement to any concrete surface to hasten its hardening.

## **12. CURING AND PROTECTION**

- A. As soon as the finished concrete work has hardened sufficiently to prevent damage thereto, keep the surface damp for at least three (3) days. Cover the surfaces with approved curing compound, burlap, straw, earth, sand or other approved materials. Apply water as required to keep forms and covering materials saturated continuously throughout the curing period. Sprinkling the surfaces with water without covering will not be acceptable.
- B. Protect the freshly finished concrete from hot sun and drying winds until it can be sprinkled and covered as above specified. The concrete surface shall not be damaged or pitted by raindrops; provide all necessary protective covers in case of rain before the concrete has hardened sufficiently. Protect all concrete from traffic for at least three (3) days after its completion.
- C. Cold Weather Protection: Air temperature shall be 40 and rising before any concrete is placed. Whenever the air temperature may be expected to reach the freezing point, spread straw or other blanketing material to sufficient depth to keep concrete from freezing, or provide enclosure and heating device capable of maintaining concrete temperature of at least 50 degrees Fahrenheit. Maintain such protection for at least five (5) days. The Contractor shall be responsible for removing and replacing any concrete injured by frost action.

## **END OF TECHNICAL SPECIFICATIONS**

### BID TABULATION SHEET

**Note: There are no guaranteed quantities or dollar amounts to be purchased against this bid. Orders will be on an “as needed” basis.**

| Item                                              | Unit | Bid Price |
|---------------------------------------------------|------|-----------|
| 6-30 Curb and Gutter (SCS-1)                      | LF   |           |
| Drive Gutter                                      | LF   |           |
| 5' Minimum Handicap Ramp (SCS-2)                  | EACH |           |
| 10' New Construction Ramp with Coping (SCS-3)     | EACH |           |
| 10' New Construction Ramp (SCS-4)                 | EACH |           |
| 10' Retrofit Ramp with Coping (SCS-5)             | EACH |           |
| 10' Retrofit Ramp (SCS-6)                         | EACH |           |
| One Way Handicap Ramp (SCS-7)                     | EACH |           |
| T-Intersection Parallel Handicap Ramp (SCS-8)     | EACH |           |
| Coping Wall (SCS-2, SCS-3, SCS-5)                 | LF   |           |
| Detectable Warning Surface Mat (all ramp details) | EACH |           |
| Driveway Apron, Residential 6" (SCS-9, SCS-12)    | SF   |           |
| Driveway Apron, Commercial 8" (SCS-12)            | SF   |           |
| Remove and Replace Sidewalk (SCS-10)              | LF   |           |
| New Construction Sidewalk (SCS-10)                | LF   |           |
| Saw-Cutting (4" thick)                            | LF   |           |
| Saw-Cutting (6" or 8" thick)                      | LF   |           |
| Water Table (SCS-11)                              | SF   |           |
| Caulk                                             | LF   |           |
| Sod                                               | SY   |           |
| Fill Sand                                         | TON  |           |
| CR-610 Crushed limestone                          | TON  |           |
| Extra Demo                                        | SF   |           |

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
QUOTED BY: PRINT NAME

\_\_\_\_\_  
SIGNATURE & TITLE

EMAIL: \_\_\_\_\_

DATE: \_\_\_\_\_



**Release of Liability on Drive Apron**

I, property owner of \_\_\_\_\_ have requested that my drive gutter be removed and replaced by the City of Bartlett. I acknowledge the fact that my drive apron is in good shape but the curb and gutter need to be replaced. I understand that the removal of the drive gutter could damage the remaining driveway apron. I promise to release the City of Bartlett and their contractor from liability for the driveway apron replacement if any cracking or chipping occurs during the saw-cutting, removal, or replacement of the end of the driveway.

The contractor will repair any cracked, chipped or broken area but will **NOT** replace the entire driveway unless specifically requested by the property owner and the property owner agrees to pay the contractor as per the contract unit price for driveway. The City of Bartlett Engineering Inspector, the concrete contractor and I have agreed that this driveway is a good candidate for this type of repair.

\_\_\_\_\_  
Address of Repair

\_\_\_\_\_  
phone \*

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
date

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
date

\_\_\_\_\_  
City of Bartlett Engineering Inspector

\_\_\_\_\_  
date

If agreeable, please call Bartlett Engineering at 385-6499 for confirmation and contact us by \_\_\_\_\_ so this work can be scheduled with the contractor.  
(date)

This form will be collected when notified.

**\*Phone number required for the City of Bartlett to contact you prior to Scheduling Work**

## NOTICE OF AWARD

To:

PROJECT Description: **FY2026-05-024 Concrete Replacement**

The OWNER has considered the BID submitted by you for the above described WORK in response to its Advertisement for Bids dated June 30, 2026 and the bids received on July 23, 2026. You are hereby notified that your BID has been accepted for the following items:

| Item                                  | Unit | Unit Price | Item                         | Unit | Unit Price |
|---------------------------------------|------|------------|------------------------------|------|------------|
| 6-30 Curb and Gutter                  | LF   |            | Driveway Apron, 6" thick     | SF   |            |
| Drive Gutter                          | LF   |            | Driveway Apron, 8" thick     | SF   |            |
| 5' Minimum Handicap Ramp              | EACH |            | Remove and Replace Sidewalk  | LF   |            |
| 10' New Construction Ramp with Coping | EACH |            | New Construction Sidewalk    | LF   |            |
| 10' New Construction Ramp             | EACH |            | Saw-Cutting (4" thick)       | LF   |            |
| 10' Retrofit Ramp with Coping         | EACH |            | Saw-Cutting (6" or 8" thick) | LF   |            |
| 10' Retrofit Ramp                     | EACH |            | Water Table                  | SF   |            |
| One Way Handicap Ramp                 | EACH |            | Caulk                        | LF   |            |
| T-Intersection Parallel Handicap Ramp | EACH |            | Sod                          | SY   |            |
| Coping Wall                           | LF   |            | Fill Sand                    | TON  |            |
| Detectable Warning Surface Mat        | EACH |            | CR-610 crushed limestone     | TON  |            |
|                                       |      |            | Extra Demo                   | SF   |            |

Vendor is required to return an acknowledged copy of this **NOTICE OF AWARD** and certificate of insurance to the City of Bartlett before any work may be performed. All work must be completed by **June 30, 2027**.

CITY OF BARTLETT

Name \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

### **ACCEPTANCE OF NOTICE**

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

by \_\_\_\_\_ this the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Name

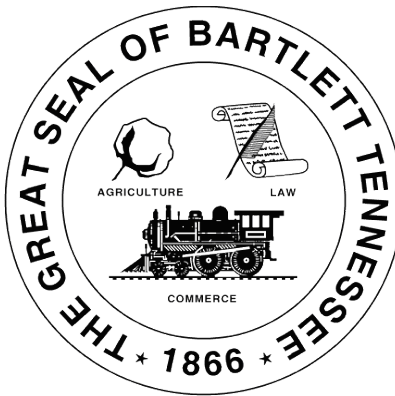
Print Name \_\_\_\_\_

Title \_\_\_\_\_

# **CITY OF BARTLETT**

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

**David Parsons, Mayor  
Steve Sones, Chief Administrator Officer  
Dick Phebus, Finance Director  
John Horne, Engineering Director**



## **REQUEST FOR SEALED BIDS**

**SB # FY2026-05-025**

**DUE: Thursday, July 23, 2026, no later than 2:00 p.m. (CST)**

## **TRAFFIC SIGNAL MAINTENANCE**

### **ENGINEERING**

The City of Bartlett Engineering Department is seeking to purchase Traffic Signal Maintenance at various intersections on an as needed basis, as per the written specifications.

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TRAFFIC SIGNAL MAINTENANCE  
FY2026-05-025  
DUE: July 23, 2026

**NOTICE TO BIDDERS**

Bids are to be received no later than **2:00 P.M. on Thursday, July 23, 2026**. Sealed bids are to be marked **“FY2026-05-025 Traffic Signal Maintenance”** and should be addressed as follows:

**MAYOR DAVID PARSONS  
CITY OF BARTLETT  
6400 STAGE ROAD  
BARTLETT, TENNESSEE 38134**

For clarification on specifications, please contact **Becky Bailey, P.E. at 901-385-6499 or email [bbailey@cityofbartlett.org](mailto:bbailey@cityofbartlett.org)**.

**Please quote prices on the attached pricing 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.

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.

\_\_\_\_\_  
NAME OF FIRM

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED  
REPRESENTATIVE

\_\_\_\_\_  
DATE

## **A. INTENT**

The intent of this request is for the City of Bartlett Engineering Department to purchase Traffic Signal Maintenance at various locations on an as needed basis, from the award date through June 30, 2027, with the option to renew for two (2) additional one year periods, July 1, 2027 through June 30, 2028 and July 1, 2028 through June 30, 2029, upon mutual agreement of both parties subject to the Terms and Conditions listed in this bid.

This will also include maintenance of school flashers and flashing all-red signals in the City of Bartlett System. A list of locations is provided on pages 20-21.

## **B. STATEMENT OF INTENT – EQUALITY AND FAIRNESS**

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

## **C. GENERAL SPECIFICATIONS**

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

### **1. General Requirements**

- All bidders must clearly identify any and all deviations from these specifications that their products may have; however, bids must meet or exceed specifications.
- Bidder shall include the signed pricing sheet along with the signed and notarized Public Acts forms, and current signed W-9 form.
- The City reserves the right to reject any and all bids.
- There is no guaranteed quantity or dollar amounts to be purchased against this bid.
- Prompt payment discount shall be considered as a cost factor in this bid. Invoices shall be paid thirty (30) days after receipt of correct invoices.
- A Purchase Order will be issued to the successful vendor.
- All services be on an as needed basis to location as determined by the City of Bartlett Engineering Services.

## 2. Firm Pricing and Renewals

**Note: Please see pages 22 to 23 Standard Product Pricing Form for individual items and pricing.**

All prices are to remain firm from award date of July 1, 2026 through June 30, 2027 with the option to renew for two (2) additional one year periods, July 1, 2027 through June 30, 2028 and July 1, 2028 through June 30, 2029, subject to the Terms and Conditions listed in this bid. Prior to any renewal period, the contractor receiving an award may review and request an adjustment of pricing sixty (60) days prior to the beginning of the renewal period.

However, the successful contractor shall be required to give the City of Bartlett the benefit of any general price reduction. Price escalation/de-escalations after the first completed year of the contract shall be limited to five percent (5%) or a maximum based upon the Consumer Price Index for Urban Consumers.

The successful contractor shall provide a written letter from the manufacturer advising of the specific product price increase and percent of increase. The City of Bartlett reserves the right to reject any increase and may cancel this agreement if the price increase is not agreed upon by both parties.

## D. INSURANCE

D.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, cost, 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 prosecution of the Work included in this Contract.

D.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.

**D.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.

**D.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.

**D.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.

## **E. SAFETY, PROTECTION, AND EMERGENCIES**

**E.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.

**E.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, procedure, 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.

E.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.

E.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 entitles him to an increase in the Contract Price or to an extension of the Contract Time.

## **F. DRUG PROGRAM**

F.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:

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

- 1. New Employee (Post offer testing)
- 2. Employee being advanced in job or salary, or both
- 3. Random under U.S. DOT regulations (may also include alcohol test).
- 4. Random for Fire, EMS or Law Enforcement employees (at the Fire or Police Chief's discretion with approval by the Mayor).
- 5. 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.
- 6. When the department head determines there is reasonable suspicion or reasonable cause to warrant testing.

**F.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.

1. Alcohol (Ethyl)
2. Amphetamines (e.g. Speed)
3. Barbiturates (e.g. Amobarbital, Butabarbital, Phenobarbital, Secobarbital)
4. Cocaine
5. Methaqualone (e.g. Quaalude)
6. Opiates (e.g. Codeine, Heroin, Morphine, Hydromorphone, Hydrocodone)
7. Phencyclidine (PCP)
8. THC (Marijuana)
9. 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, page 9.(Iran Divestment Act)

**End of General Specifications**

## 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.

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signed \_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_.

**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.

**PUBLIC ACTS 775**  
**(Boycott of Israel 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 engaged in, and will not for the duration of the contract engage in, a boycott of Israel as provided pursuant to Tennessee Code Annotate, Title 12, Chapter 4, Part 1.”*

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.775.php) PublicActs.775.php.

Print Name \_\_\_\_\_

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

*Notary*

Signed \_\_\_\_\_ Print Name \_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_\_.

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

**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.

## **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? \_\_\_\_\_  
\_\_\_\_\_
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.)

TRAFFIC SIGNAL MAINTENANCE  
FY2026-05-025  
DUE: July 23, 2026

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:**

Lori Von Bokel-Amin, Chief HR Officer  
City of Bartlett  
901-385-6430

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

### **SPECIAL CONDITIONS**

These items will be used as needed throughout the year and separate from any signal projects the City is performing otherwise. The City of Bartlett will call on the winner of these bids to install the necessary work based on need. The contractor will be responsible for coordinating the work and inspection with the City of Bartlett Department of Engineering (385-6499). All work shall comply with the City of Memphis traffic signal specifications and requirements and meet the current Manual on Uniform Traffic Control Devices (MUTCD) guidelines.

**Note: The Contractor shall have an IMSA Level 1 Technician to evaluate signal repairs.**

#### **Personnel**

Bid shall be submitted for the Hourly Rates of Personnel to complete work requests. Hourly Rates will be given for Normal Business hours (8AM-5PM Monday-Friday) and Emergency response/ after normal business hours. Bidder shall submit a list of employees, with classifications. Contractor shall provide a list of employees, their classifications, and hourly rates (Regular and Overtime). These rates shall include all related employee expenses, i.e. hourly wage, fringe benefits, profit, overhead.

#### **Equipment**

Bid shall be submitted for the Hourly Rates of Equipment to complete work requests. Hourly Rates will be given for Normal Business hours (8AM-5PM Monday-Friday) and Emergency response/ after normal business hours. Bidder shall submit a list of available equipment. Contractor shall provide a list of all equipment and hourly rates.

#### **Materials**

Costs shall be billed at the supply cost plus the approved mark-up percentage price submitted on this bid. Proof of material cost shall be submitted with each invoice. Include any shipping or delivery fees.

#### **Procedure**

City of Bartlett will submit a work request to Contractor's designated representative by email. Contractor will respond that request is received and give an estimated response time, no longer than 2 hours.

#### **Time Frame**

Each work request will need to be completed within 24 hours of the request for emergency calls, and 2 weeks for non-emergency call, dependent on delivery of supplies. Repair time will be dictated by each work request.

List of intersections, school flashers, and 4-way flashing signals on following pages, 17-18.

## City of Bartlett School Flashers

### Altruria Elementary

1. Yale Westbound
2. Yale Eastbound
3. Altruria Northbound
4. Altruria Southbound
5. Deermont Eastbound
6. Deermont Westbound

### Appling Middle

5. Appling Northbound
6. Appling Southbound

### Bartlett Elementary

7. Billy Maher Northbound
8. Billy Maher Southbound
9. St. Elmo Westbound

### Bartlett High School

10. Woodlawn eastbound
11. Woodlawn westbound
12. Blackwell eastbound
13. Blackwell westbound
14. Shelby northbound

### Bon Lin Elementary and Middle

15. Germantown northbound overhead
16. Germantown southbound overhead
17. Cinders eastbound
18. Memphis Arlington eastbound

### Ellendale Elementary

19. Dawnhill Eastbound
20. Dawnhill Westbound
21. Luther Northbound
22. Luther Southbound
23. Kirby Whitten Northbound
24. Kirby Whitten Southbound

### Elmore Park Middle

25. Althorne Westbound
26. East Hawthorne Northbound

### Oak Elementary

27. Oak Road Northbound
28. Andrews Eastbound
29. Oak Road Southbound

### Rivercrest Elementary

30. Rivercrest Northbound
31. Rivercrest Southbound
32. Old Brownsville Westbound
33. Old Brownsville Eastbound
34. Guffin southbound

### Freshman Academy

35. Shadowlawn Northbound
36. Shadowlawn Southbound
37. Guy Westbound

### St. Ann

38. Stage Road Westbound
39. Stage Road Eastbound

## City of Bartlett Solar Pedestrian Flashers

40. Westbound Yale at Venson (Median)
41. Westbound Yale at Venson (Edge)
42. Eastbound Yale at Venson (Median)
43. Eastbound Yale at Venson (Edge)

### City of Bartlett Signals

1. Stage/Shelby
2. Stage/Sycamore View/Bartlett Road
3. Stage/Bartlett Blvd
4. Stage/Kroger
5. Stage/Elmore Park
6. Stage/Altruria
7. Stage/Kirby Whitten
8. Stage/Summer
9. Yale/Memphis Arlington/Sycamore View
10. Yale/Bartlett Blvd
11. Yale/Altruria
12. Yale/Kirby Whitten
13. Yale/Summer
14. Yale/Brother
15. Memphis Arlington/Bartlett Blvd/Billy Maher
16. Memphis Arlington/St. Elmo/Altruria
17. St. Elmo/Kirby Whitten
18. 70/Appling
19. 70/Memphis Arlington
20. 70/Germantown
21. 70/Kirby Whitten
22. Brother/Appling
23. Brother/Germantown
24. Ellis/Germantown
25. Elmore/Bartlett Blvd
26. Town Center/Kroger/Bartlett Blvd
27. 70/Brunswick
28. Egypt Central/Kirby Whitten
29. Memphis Arlington/Altruria/Wal-Mart
30. Ivanhoe/Bartlett Blvd
31. US 70/Union Depot

#### 4-way flashing signals

32. St. Elmo/Oak/Cedar
33. Ellis/Brunswick

STANDARD PRODUCT PRICING FORM

**(Bid Packet must include one original of all required documents, including the IMSA Certification Form.)**

**Note: There are no guaranteed quantities or dollar amounts to be purchased against this bid. Repair Orders will be on an “as needed” basis.**

**Traffic Signal Maintenance**

| Personnel |                                         | Rate/Hour                         |                          |
|-----------|-----------------------------------------|-----------------------------------|--------------------------|
| Item      | Employee Classification                 | Normal Business<br>(M-F, 8AM-5PM) | After Hour/<br>Emergency |
| 1         | Traffic Signal Technician, IMSA Level 1 |                                   |                          |
| 2         | Traffic Signal Technician, IMSA Level 2 |                                   |                          |
| 3         | Traffic Signal Aide                     |                                   |                          |
| 4         | Journeyman Electrician                  |                                   |                          |
| 5         | Electrician Helper                      |                                   |                          |
|           |                                         |                                   |                          |
|           |                                         |                                   |                          |
|           |                                         |                                   |                          |
|           |                                         |                                   |                          |

| Equipment |                     | Rate/Hour                         |                          |
|-----------|---------------------|-----------------------------------|--------------------------|
| Item      | Description         | Normal Business<br>(M-F, 8AM-5PM) | After Hour/<br>Emergency |
| 1         | Bucket Truck        |                                   |                          |
| 2         | 3/4 ton Crew Truck  |                                   |                          |
| 3         | 1 ton Service Truck |                                   |                          |
| 4         | Pole trailer        |                                   |                          |
| 5         | Excavator           |                                   |                          |
| 6         | Trencher            |                                   |                          |
| 7         | 15 ton Boom Truck   |                                   |                          |
|           |                     |                                   |                          |
|           |                     |                                   |                          |

---

Materials Markup (%)

Signatures on Pricing Form, page 2.

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Initials, page 1

STANDARD PRODUCT PRICING FORM (page 2)

\_\_\_\_\_  
CONTRACTOR/NAME OF FIRM

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
(Signature)

\_\_\_\_\_  
EMAIL  
(Print)

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
(Print name)

\_\_\_\_\_  
DATE

IMSA Certification Form

I, \_\_\_\_\_ Certify that during the construction of this project, FY 2026-05-025 Traffic Signal Maintenance, a member of or consultant for (Company) \_\_\_\_\_ shall hold a State of Tennessee classification of CE or E and that there will be an IMSA Level 1 Technician on hand for the duration of this project.

Must list at least one name of an IMSA Level 1 Technician: \_\_\_\_\_  
\_\_\_\_\_

Company \_\_\_\_\_  
(Contractor)

Print Name \_\_\_\_\_  
(Contractor)

Title \_\_\_\_\_  
(Contractor)

Signed \_\_\_\_\_  
(Contractor)

Date \_\_\_\_\_

**NOTICE OF AWARD**

To:

**PROJECT Description: FY2026-05-025 Traffic Signal Repair.**

The OWNER has considered the BID submitted by you for the above described WORK in response to its Advertisement for Bids dated June 30, 2026 and the bids received on July 23, 2026. You are hereby notified that your BID has been accepted as per the attached pricing sheet.

Contractor is required to return an acknowledged copy of this **NOTICE OF AWARD** and certificate of insurance to the City of Bartlett before any work may be performed. **Projects will be assigned on an as-needed basis through this time period.** All work must be completed by June 30, 2027.

CITY OF BARTLETT

Name\_\_\_\_\_

Print Name\_\_\_\_\_

Title\_\_\_\_\_

**ACCEPTANCE OF NOTICE**

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

by\_\_\_\_\_ this the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Name\_\_\_\_\_

Print Name\_\_\_\_\_

Title\_\_\_\_\_



BID TABULATION

FY2026-05-025 TRAFFIC SIGNAL MAINTENANCE

DUE: July 23, 2026 2:00 PM

| Personnel |                                         | Mid-South Traffic<br>Rate/Hour      |                          | McCrory Electric Co.<br>Rate/Hour   |                          | Shelby Electric Co., Inc<br>Rate/Hour |                          |
|-----------|-----------------------------------------|-------------------------------------|--------------------------|-------------------------------------|--------------------------|---------------------------------------|--------------------------|
| Item      | Employee Classification                 | Business<br>Hours (M-F,<br>8AM-5PM) | After Hour/<br>Emergency | Business<br>Hours (M-F,<br>8AM-5PM) | After Hour/<br>Emergency | Business<br>Hours (M-F,<br>8AM-5PM)   | After Hour/<br>Emergency |
| 1         | Traffic Signal Technician, IMSA Level 1 | \$62.00                             | \$124.00                 | \$103.90                            | \$145.70                 | \$95.00                               | \$150.00                 |
| 2         | Traffic Signal Technician, IMSA Level 2 | \$83.00                             | \$166.00                 | \$129.45                            | \$194.20                 | \$110.00                              | \$160.00                 |
| 3         | Traffic Signal Aide                     | \$37.00                             | \$74.00                  | \$92.10                             | \$128.05                 | \$75.00                               | \$115.00                 |
| 4         | Journeyman Electrician                  | \$83.00                             | \$166.00                 | \$103.90                            | \$145.70                 | \$95.00                               | \$150.00                 |
| 5         | Electrician Helper                      | \$37.00                             | \$74.00                  | \$72.20                             | \$102.20                 | \$75.00                               | \$115.00                 |

| Equipment |                     | Rate/Hour                           |                          | Rate/Hour                           |                          | Rate/Hour                           |                          |
|-----------|---------------------|-------------------------------------|--------------------------|-------------------------------------|--------------------------|-------------------------------------|--------------------------|
| Item      | Description         | Business<br>Hours (M-F,<br>8AM-5PM) | After Hour/<br>Emergency | Business<br>Hours (M-F,<br>8AM-5PM) | After Hour/<br>Emergency | Business<br>Hours (M-F,<br>8AM-5PM) | After Hour/<br>Emergency |
| 1         | Bucket Truck        | \$95.00                             | \$105.00                 | \$57.00                             | \$57.00                  | \$75.00                             | \$75.00                  |
| 2         | 3/4 ton Crew Truck  | \$30.00                             | \$40.00                  | \$24.00                             | \$24.00                  | \$15.00                             | \$15.00                  |
| 3         | 1 ton Service Truck | \$50.00                             | \$60.00                  | \$30.50                             | \$30.50                  | \$15.00                             | \$15.00                  |
| 4         | Pole trailer        | \$15.00                             | \$25.00                  | \$137.00                            | \$237.00                 | \$25.00                             | \$25.00                  |
| 5         | Excavator           | \$65.00                             | \$75.00                  | \$140.00                            | \$140.00                 | \$30.00                             | \$30.00                  |
| 6         | Trencher            | \$65.00                             | \$75.00                  | \$98.75                             | \$98.75                  | \$30.00                             | \$30.00                  |
| 7         | 15 ton Boom Truck   | \$150.00                            | \$170.00                 | \$191.00                            | \$291.00                 | \$80.00                             | \$80.00                  |

Materials Markup (%) - Cost +tax+%

25%

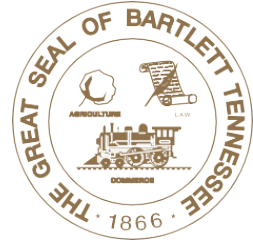
10%

15%

# Board of Mayor and Aldermen

## August 25, 2026

### Item Memo



### Consent Summary:

#### Formal Body:

For Fiscal Year 2027 paving operations, a new type of contract format was developed, a Master Service Agreement (MSA). In response to a request for proposals (RFP), vendors submit their ceiling unit prices for work items, in order to join the MSA for this year. The proposals are evaluated and vendors are selected to join the MSA. When a project is prepared, the traffic engineer will issue a request for each eligible vendor's best and final offer. These are evaluated and a vendor is selected for each project. Multiple contractors could be working on projects throughout the year, or even at the same time. There is one MSA for traditional asphalt paving operations and second MSA for pavement preservation, for which the contractor is required to self-perform. The term of the base year, FY27, ends on June 30, 2027. There is an option for renewal for 4 additional years, as well as guidelines for modifying items, adding vendors, and termination.

The RFPs to join the MSAs for fiscal year 2027 were advertised in *The Daily News* and on the City of Bartlett website on June 30, 2026. On July 23, 2026, we received proposals. Lehman-Roberts and Pollan Paving submitted proposals to join the General Paving MSA. Pavement Restorations Inc (PRI) submitted the only proposal to join the Pavement Preservation MSA. All bidders qualified to join their respective MSA. A copy of each MSA and unit prices submitted are attached. Bids included fixed unit prices (option 1) as well as indexed prices (option 2).

Three areas have been selected for asphalt paving (patching/milling/paving) for the summer/fall 2026 season. These are Appling Road (from Southern Way to US 70), Wolfchase Farms, and Hickory Creek. A map is attached. The estimate for these three areas, based on the fixed (option 1) Lehman-Roberts prices is \$3,145,316.89 (including the cost of pavement markings). Currently pavement preservation operations are paused until road conditions are re-assessed later this year. Pavement preservation product selection depends on the current pavement condition index (PCI) and these haven't been assessed since late 2023. The spring paving program will be considered after fall projects are completed and new PCIs are assessed.

In addition, the TDOT local programs project to resurface Brunswick, Elmore, and Elmore Park will likely be ready to begin construction in Spring 2027. Our local match (20%) is estimated to be \$866,000.

We recommend selecting Lehman-Roberts and Pollan Paving for the General Paving MSA, and PRI for the Pavement Preservation MSA. All of these contractors have performed work in the City of Bartlett.

Funds are available in accounts 121.48121.278 and 311.48311.780.456

**Attachments:**

RFP FY2026-05-022 Bartlett General Paving MSA, RFP FY2026-05-023 Pavement Preservation MSA, Pavement preservation bids FY27, General Paving Bids FY27, FY27 paving map, Asphalt Paving MSA 8-25-26 Update

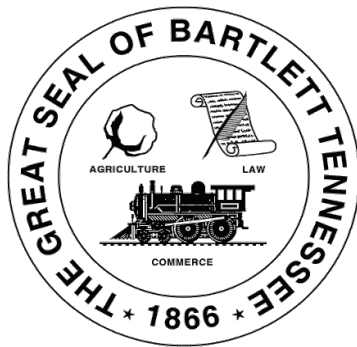
CITY OF BARTLETT  
FINANCE DEPARTMENT  
6400 STAGE ROAD  
BARTLETT, TENNESSEE 38134

David Parsons, Mayor

Steve Sones, Chief Administrative Officer

Dick Phebus, Finance Director

John Horne, Engineering Director



REQUEST FOR PROPOSALS – RFP FY2026-05-022

MASTER SERVICES AGREEMENT (MSA) – GENERAL PAVING OPERATIONS

Engineering

DUE: Thursday, July 23, 2026, no later than 2:00 p.m. (CST)

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## NOTICE TO RESPONDENTS

|                                             |                                                                                                                                                                                                                                                              |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Solicitation Name</b>                    | General Paving Operations                                                                                                                                                                                                                                    |
| <b>Solicitation Number</b>                  | RFP-FY2026-05-022                                                                                                                                                                                                                                            |
| <b>Award Effective Date</b>                 | Upon execution of MSA                                                                                                                                                                                                                                        |
| <b>Award Term</b>                           | 1 year, with up to 4 option years exercised at City's discretion                                                                                                                                                                                             |
| <b>Owner / Department</b>                   | City of Bartlett Engineering Dept.                                                                                                                                                                                                                           |
| <b>Point of Contact (POC)</b>               | Becky Bailey                                                                                                                                                                                                                                                 |
| <b>POC Email</b>                            | bbailey@cityofbartlett.org                                                                                                                                                                                                                                   |
| <b>POC Phone</b>                            | 901-385-6499                                                                                                                                                                                                                                                 |
| <b>Deadline to Submit Questions</b>         | July 9, 2026, via bbailey@cityofbartlett.org, by 5:00 PM (CDT)                                                                                                                                                                                               |
| <b>Q&amp;A and Addenda Release Deadline</b> | July 16, 2026, 5:00 PM (CDT), via <a href="#">Bartlett's procurement website</a>                                                                                                                                                                             |
| <b>Submission Deadline</b>                  | Thursday July 23, 2026, 2:00 P.M. (CDT), via POC email                                                                                                                                                                                                       |
| <b>Solicitation Attachments</b>             | Technical Information Template (Excel file), containing the following forms: <ol style="list-style-type: none"><li>1. Respondent Information</li><li>2. Pricing Tabulation</li><li>3. Operational Information</li><li>4. Subcontractor Information</li></ol> |

### 1. Solicitation Schedule

#### *A. Question and Answer Period*

All questions from prospective Respondents shall be submitted via email to Bartlett's Traffic Engineer at bbailey@cityofbartlett.org with the subject line "RFP FY2026-05-022 General Paving Operations Q&A" by **July 9, 2026, 5:00 PM (CDT)**.

A consolidated Question-and-Answer document, along with any Addenda, will be issued no later than **July 16, 2026, 5:00 PM (CDT)** on Bartlett's procurement website. Only written Addenda and published Q&A responses shall be considered binding.

#### *B. Submission*

Proposals are to be received no later than **2:00 P.M. (CDT) on Thursday, July 23, 2026**.

## 2. Submission Instructions

Proposals are to be emailed to Bartlett’s Traffic Engineer at [bbailey@cityofbartlett.org](mailto:bbailey@cityofbartlett.org) with the subject line “RFP FY2026-05-022 General Paving Operations RFP Submission”.

**All Respondents must complete, sign, and submit the documents listed below:**

1. **Affidavit of Equivalent Drug Testing Program:** Complete and sign the form in Appendix 3 of this solicitation document; submit as a PDF file attachment in submission email.
2. **Public Acts 109:** Complete and sign the form in Appendix 4 of this solicitation document; submit as a PDF file attachment in submission email.
3. **Public Acts 775:** Complete and sign the form in Appendix 5 of this solicitation document; submit as a PDF file attachment in submission email.
4. **Contract Monitoring:** Complete and sign the form in Appendix 6 of this solicitation document; submit as a PDF file attachment in submission email.
5. **Contract Monitoring (Part 2):** Complete and sign the form in Appendix 7 of this solicitation document; submit as a PDF file attachment in submission email.
6. **Non-Collusion Affidavit:** Complete and sign the form in Appendix 8 of this solicitation document; submit as a PDF file attachment in submission email.
7. **W-2 Form:** Submit a current, signed W-9 form (IRS Rev. March 2024) as a PDF file attachment in submission email.

**All Respondents must complete and submit (as an Excel file attachment in Respondent’s email submission) the documents listed below in RFP FY2026-05-022 Technical Information Template:**

1. **Respondent Information:** Complete Tab #1 “Respondent Information” tab.
2. **Pricing Tabulation:** Complete Tab #2 “Pricing Tabulation” tab.
3. **Operational Information:** Complete Tab #3 “Operational Information” tab.
4. **Subcontractor Information:** Complete Tab #4 “Subcontractor Information” tab.

It is the Respondent’s responsibility to ensure that all submitted files are readable, virus-free, and successfully emailed before the deadline.

Failure to complete, sign, and/or submit any of the documents as instructed above will render the submission non-responsive. The City reserves the right to reject any and all proposals and to waive any informality in the proposal process.

Respondent must demonstrate the ability to comply with all applicable federal, state, and local laws, regulations, and industry standards. Bartlett reserves the right to request additional information, clarification, or documentation from Respondents to support the evaluation of MSA qualifications.



### 3. Addenda Registration

All prospective Respondents who wish to receive updates for this solicitation should register for Addenda Notification by submitting a valid email address through the City's bid / procurement [website](#). Registered Respondents will receive all addenda, clarifications, responses to questions, and updates issued during the proposal period.

Failure to register for notifications may result in incomplete or non-responsive proposals. The City is not responsible for a Respondent's failure to receive addenda if the Respondent does not register.

### 4. Plan-Holders List

The City of Bartlett will maintain a public Plan-Holders List for this solicitation. A plan-holders list serves as a record of all contractors, subcontractors, suppliers, and consultants who have obtained the official project documents from the City of Bartlett.

All firms that download, request, or obtain documents pertaining to this solicitation will be added to the Plan-Holders List, if they return the *RFP Document Received Form*, located on the City of Bartlett website, with other project documents. The Plan-holders list will be posted and updated regularly on the City's procurement website. In addition, project notifications will be emailed directly to respondents that return the *RFP Document Received Form*.

The Plan-Holders List is provided solely to facilitate subcontractor and supplier coordination and does not relieve Respondents of responsibility to obtain and review all documents, addenda, and updates issued by the City.

## GENERAL REQUIREMENTS

### 1. Purpose and Scope of the Request for Proposals

This Master Services Agreement is established for use by the City of Bartlett and its departments. The purpose of this Request for Proposals (RFP) is to establish a Master Service Agreement (MSA) with qualified Respondents to perform asphalt-related services, as required by Bartlett during the term of the agreement (defined below in Section A.2.).

***The intent of this RFP is not to award a single project, but to identify, evaluate, and qualify multiple Respondents for placement under the MSA.*** Respondents approved for the MSA will be eligible to compete for future work in the below categories issued through individual task orders in accordance with the procedures set forth herein.

Work Items shall be defined as the specific services for which Respondents may be selected to join the MSA. Work Items are defined in the "Pricing Tabulation" sheet in RFP FY2026-05-022 Technical Information Template, but shall comprise the following tasks:

- Asphalt paving and overlay (in-place installation)
- Pavement milling (thin and standard milling)
- Full-depth reclamation (FDR)
- Base repair (CTB, RCA, CR-610)
- Asphalt patching
- Asphalt materials supply (plant pickup or delivery, materials-only)

#### *A. Term of the Master Service Agreement*

The Master Service Agreement shall have an initial base term of one (1) year, commencing upon the Effective Date of Execution.

Following the base term, the MSA shall include four (4) option years, exercised at Bartlett's sole discretion, subject to continued Respondent eligibility, satisfactory performance, and compliance with pricing requirements described herein.

Exercise of an option year is contingent upon the City's determination that renewal is in its best interest, taking into account performance, compliance, pricing, and the City's operational needs. The City may elect to renew the MSA with some Respondents and not others.

If selected to participate in an option year, the Respondent shall be required to affirm and, if requested, adjust its pricing to ensure that maximum unit prices or maximum allowable charges do not exceed amounts deemed reasonable and acceptable by Bartlett.

#### *B. Illustrative Historical Service Levels*

To assist Respondents in preparing informed and competitive proposals, the City provides the following summary of typical annual quantities within each service item based on the most recent year of asphalt service operations. These values are for reference only and do not represent guaranteed quantities. By providing a quoted price, the Respondent acknowledges that the quantities shown on the sheet below are derived from the City of Bartlett's historical demand and are provided as a frame of reference for possible future annual demand; such quantities may increase or decrease during the performance of this contract.

**Table 1. Historical Volume of Pavement Preservation Operations**

| Item                                                 | Unit | Average Annual Volume |
|------------------------------------------------------|------|-----------------------|
| 411-D Hot Mix (In Place) (3 yr average)              | Ton  | 3,592                 |
| 411-D Hot Mix (In Place) for Parking Lot (1 yr only) | Ton  | 700                   |
| Finish Patching (1 yr only)                          | Ton  | 127                   |
| 307-BM2 Hot Mix (Patching) (3 yr average)            | Ton  | 1977                  |

|                                                                     |      |       |
|---------------------------------------------------------------------|------|-------|
| Milling (thin and standard) (3 yr average)                          | Ton  | 1,238 |
| Adjustment of Water Valves (2 yr average, incidental)               | Each | 15    |
| Adjustment of Manholes (Drain or Sewer), (2 yr average, incidental) | Each | 22    |

These historical quantities are provided solely for estimation and comparison purposes. Actual work issued under this MSA will vary based on budget, street conditions, and City priorities.

## 2. Statement of Intent – Equality 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 city's intent to fully comply with the provisions of Titles VI and 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.

## 3. Approved Alternate Asphalt Mix Designs

Alternate asphalt mix designs (including substitutes for 411-D, 307-BM2, or other specified mixes) may be submitted for consideration as “approved equals.” Respondents requesting approval of an alternate mix must submit the proposed mix design, applicable Tennessee Department of Transportation (TDOT) references, performance characteristics, and supporting test data by email to the City Traffic Engineer, no fewer than five (5) business after work is authorized under a Task Order. Alternates may be used only with written approval by the City Traffic Engineer upon finding that the alternate is at least as advantageous and suited to the City's purposes as the requirement listed in the Standard Product Specifications section of this document. No unapproved substitutions may be installed.

## 4. Audit Rights and Most-Favored-Customer Pricing

The City reserves the right to audit, inspect, and verify all records, invoices, cost data, material tickets, subcontractor pricing, and supporting documentation related to the performance of this Contract. The Respondent shall provide such records to the City within five (5) business days of request, at no additional cost.

The Respondent further certifies that the unit rates offered to the City of Bartlett are no less favorable than the rates offered to any other municipality, county, or state customer for comparable quantities and scope of asphalt paving work (Most-Favored-Customer pricing). If the Respondent provides lower pricing to another governmental customer during the contract term for substantially similar work, the Respondent shall immediately extend the same rates to the City of Bartlett.

No price increases shall be permitted during the Contract term except as expressly allowed under SP109B – Special Provision Regarding Payment Adjustment for Bituminous Material (detailed in Appendix 2) or as authorized by a written change order executed by the City, or for an upcoming option period, as proposed by a vendor with which the City elects to execute an option period.

## 5. Insurance Requirements

### *A. General Requirements*

The Respondent shall be responsible from the time of signing the contract or from the time of the beginning of 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 Respondent on account of bodily injury (including death) or property damage suffered through the Respondent's negligence, which liability is not impaired or otherwise affected hereby, the Respondent 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, cost, 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 Respondent 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.

In addition to the indemnification provided in above, the Respondent, upon award of the Contract, shall provide, at their own cost and expense, the following insurance as defined in Sections 5.B. through 5.E. 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 applies to non-payment of premium. If the insurer is not required by the policy terms and conditions to provide written notice of cancellation to the City of Bartlett, the Respondent is responsible and must provide immediate written notice to the City of the 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 Respondent 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 to the Respondent.

### *B. Worker's Compensation and Employers Liability*

The Respondent 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.

### *C. 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.

### *D. Commercial General Liability Insurance*

Insurance is to be taken out in the name of the Respondent as the named insured. With minimum limits of \$1,000,000 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.

Insurance coverage shall include:

- a) Premises/Operations
- b) Products/Completed Operations
- c) Contractual
- d) Independent Respondents
- e) Broad Form Property Damage
- f) Personal Injury and Advertising Liability
- g) Comprehensive Form
- h) XCU (Explosion, Collapse, and Underground), if applicable

### *E. Bonds and Mandatory Certifications*

**Performance and Payment Bonds (100%)** — Within ten (10) calendar days of Notice of Task Order Award, the successful Respondent shall furnish a Performance Bond and a Payment Bond, each in the full amount (100%) of the Task Order price, issued by a corporate surety rated A.M. Best “A–” or better and authorized to do business in

Tennessee, guaranteeing faithful performance of the Work and payment of claimants supplying labor and materials. Bonds shall remain in effect until Final Acceptance and completion of all warranty obligations.

**Surety Qualifications** — Surety(ies) shall be listed on the most current U.S. Treasury Department Circular 570 or otherwise acceptable to the City and shall not be liable on any other bonds that would reduce available capacity below the required penal sums. The City reserves the right to reject any surety for reasonable cause.

**Submission** — Performance and Payment Bonds are due after **Notice of Task Order Award** as a condition of Task Order execution.

## 6. Safety, Protection, and Emergencies

### *A. Safety Precautions*

Respondent shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work. Respondent 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 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, and
- 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. Applicable Regulations*

Respondents 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. Respondent shall erect and maintain, as required by the conditions and progress of the work, all necessary safeguards for the 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 the requirements of the "Occupational Safety and Health Act of 1970" as revised and amended. The Respondent 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 Section D caused directly or indirectly, in whole or in part, by the Respondent, 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 Respondent at their expense.

### *C. Designated Personnel*

Respondent shall designate a responsible member of their organization at the site whose duty shall be the prevention of accidents. This person shall be the Respondent's Superintendent unless otherwise designated in writing by the Respondent to the City.

### *D. Emergencies*

In emergencies affecting the safety of persons or the work or property at the site or adjacent thereto, the Respondent, without special instruction or authorization from the Engineer or the City, is obligated to act, at their discretion, to prevent threatened damage, injury, or loss. Respondent shall give the Engineer prompt written notice of any significant changes in the work or deviations from the Contract Documents caused thereby. If the Respondent believes that additional work done by the company in an emergency which arose from causes beyond their control entitles them to an increase in the Contract Price or to an extension of the Contract Time, Respondent should contact the engineer and submit a change order request.

## **7. Drug Program**

### *A. Applicable Regulations*

State TCA Title 50, Chapter 9, Part 1, requires all proposals to be accompanied by the following statements and requires a signed affidavit (provided in Appendix 3 of this document) 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 statements in 7.B – 7.C.

### *B. 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. Department of Transportation (DOT) regulations (may also include alcohol test)
- d) Random for Fire, Emergency Medical Services (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.

### *C. 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 on 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, Butobarbital, 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 Respondents responding to this solicitation must have an affidavit signed by an 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 in Appendix 3.*

## 8. Cleanup

The Respondent is responsible for all cleanup associated with sealing operations. Streets shall be cleaned by removing loose material within five working days.

## 9. Traffic Control

The Respondent is responsible for all traffic control. Traffic control will not be paid for separately but shall be included in the unit prices of the various items on the rate schedule. Coordination of traffic control is the responsibility of the Respondent.

Traffic control may be priced as a separate line if directed by the City; otherwise, Respondent shall include it in unit rates. The Respondent remains fully responsible for traffic control regardless of whether such services are self-performed or subcontracted.



## 10. Haul

Respondent is responsible for hauling all milled material from the job site and disposing of the material in a correct fashion. For payment purposes, weighing of the milled material will be required, with certified tickets provided to the City from a state-certified scale.

## 11. Milling and Paving Coordination

The Respondent responsible for paving shall coordinate and schedule the milling operations on the various streets to ensure that the areas milled are paved within seven (7) calendar days, weather permitting. This is to ensure a continual project keeps the construction inconvenience to a minimum.

Liquidated Damages (LDs): Unless approved by the Engineer, failure to place asphalt within seven (7) calendar days following milling (weather/utility/City-caused delays excepted) will result in LDs assessed at a rate of \$400 per day. Penalty will be assessed against the invoices received from the Respondent responsible for paving.

## 12. Utility Adjustment

Respondent will be responsible for all utility manholes and/or valve box adjustments associated with the milling. Removal of risers and adjustment of castings will be performed by the Respondent. The City of Bartlett Standard Specifications have recently been updated to require SIGMA valve boxes and SIGMA drain and sewer manhole tops. SIGMA risers are specified for drain, sewer, and water valve risers. Risers will not be supplied by the City of Bartlett. These will be provided and set to grade by the Respondent. See the current City of Bartlett Standard Specifications, available on the City of Bartlett [website](#) for more details.

### *A. Utility Components Approved Equal*

The City will not consider alternative products in place of SIGMA brand components. The City Engineer will review the submittal for compliance with the City of Bartlett Standard Specifications and issue a written determination of approval or rejection. No substitutions may be installed without prior written approval.

Risers will not be supplied by the City of Bartlett. Approved SIGMA products shall be provided and set to grade by the Respondent. Refer to the current City of Bartlett Standard Specifications, available on the City's website, for additional requirements.

### *B. Additional Respondent Responsibilities*

The Respondent remains fully responsible for maintaining all required safety measures and traffic control throughout any Utility Adjustment .

The Respondent shall be charged \$100.00 for each water valve box that is damaged. This penalty will be deducted from invoices at time received from Respondent.

## 13. Water Usage

The Respondent will procure a water meter, free of charge, from the Bartlett Public Works Department, located at 3585 Altruria Road. Respondent must meter any water used for this project with the Bartlett water meter so that usage can be documented by the Bartlett Water Department for annual reporting. The water used will not be charged to the Respondent.

### **END OF GENERAL REQUIREMENTS**

## SELECTION FOR MASTER SERVICE AGREEMENT

Proposals will be evaluated to determine which Respondents **meet the General Requirements defined above and offer pricing that is reasonable and competitive.** The City's objective is to select multiple qualified Respondents for inclusion in the MSA.

Selection to the MSA does not guarantee the award of any minimum quantity of work or the issuance of any Task Orders.

Bartlett reserves the right to request additional information, clarification, or documentation consistent with applicable law and the City's procurement code to support the determination of MSA selection.

## 1. Pricing Structure and Maximum Allowable Rates

As part of the proposal submission, Respondent shall provide unit pricing for the Work Items for which they seek to join the MSA in Tab #2 "Pricing Tabulation" of RFP FY2026-05-022 Technical Information Template. Should the Respondent be selected for the MSA, these prices shall represent the maximum allowable rates that the Respondent may charge the City under the MSA for these Work Items during the applicable year of the MSA (i.e., base year or option year). Pricing shall be submitted in numerical figures and shall include all labor, materials, equipment, overhead, indirect costs, and profit necessary to perform the Work Items.

Bartlett will evaluate proposed pricing to determine whether it is reasonable, balanced, and consistent with market conditions. Respondents whose pricing is determined to be

excessive, materially unbalanced, or otherwise unreasonable may be excluded from selection to the MSA.

## 2. Best and Final Offer (BAFO)

Prior to selecting Respondents for the MSA, Bartlett may request a Best and Final Offer (BAFO) from one or more Respondents after all proposals have been received and reviewed. The City's decision to request or not request a BAFO, and from which Respondents, shall be at the City's sole discretion.

The BAFO may be requested for reasons including, but not limited to:

- a) Clarification or refinement of proposed pricing
- b) Alignment of pricing with Bartlett's cost objectives or budgetary constraints

Submission of a BAFO shall be voluntary. Respondents that elect not to submit a BAFO when requested will be evaluated based on their original pricing submission.

## 3. Work Authorization

Work under the MSA will be authorized only through written Task Orders. Task Orders under this Agreement shall be issued through written Task Order Requests for Proposals ("TO RFPs"). Each TO RFP shall define the scope of work, quantities, pricing format, submission requirements, and award method.

For each TO RFP, the City may solicit proposals from:

- a) All Respondents selected for the MSA for the applicable Work Item(s)
- b) A subset of Respondents selected for the MSA for the applicable Work Item(s) that meet objective TO RFP requirements (e.g., availability, response time, geographic/logistical constraints, or specialized qualifications disclosed in the TO RFP).

### *A. Responding to Task Order RFPs*

When responding to a TO RFP, Respondent shall submit a Task Order proposal, which shall include:

- a) Proposed unit prices or lump sum pricing, as applicable, for the Work Item(s) described in the TO RFP; and
- b) Certification that pricing in the TO proposal does not exceed the Respondent's maximum allowable rates established under the MSA.
- c) Any additional information specified within the TO RFP.

Task order pricing may be equal to or less than the MSA pricing but shall not exceed it.

## *B. Task Order Evaluation*

TO Proposals will be evaluated based on total price for the Work Items defined in the TO RFP.

Prior to awarding a Task Order, Bartlett may request a Best and Final Offer (BAFO) from one or more Respondents after all TO proposals have been received and reviewed. The City's decision to request or not request a BAFO, and from which Respondents, shall be at the City's sole discretion.

The BAFO may be requested for reasons including, but not limited to:

- a) Clarification or refinement of proposed pricing
- b) Alignment of pricing with Bartlett's cost objectives or budgetary constraints

Submission of a BAFO shall be voluntary. Respondents that elect not to submit a BAFO when requested will be evaluated based on their original pricing submission.

## *C. Task Order Award*

Unless otherwise specified in the TO RFP, Task Orders issued under the Master Services Agreement shall be awarded to the lowest responsive and responsible Respondent who is eligible to perform the required Work Items.

The City reserves the right, where stated in a TO RFP, to award a Task Order on a best-value basis when the City determines that factors other than price are necessary to meet specific project requirements. The City will apply the stated evaluation method consistently for all Respondents solicited for that Task Order.

The City reserves the right to reject any or all Task Order proposals, request clarifications, or reissue a Task Order RFP if it is determined to be in the City's best interest.

## **4. MSA Governance**

### *A. Roles, Authorities, and Task Order Ownership*

The City establishes a centralized governance structure for administration of this Master Service Agreement (MSA) while enabling authorized City departments to independently initiate and manage Task Orders for their respective work. Roles and responsibilities under this MSA are defined as follows:

- **Engineering Department (Program Owner and Technical Authority):**  
The Engineering Department serves as the Program Owner and Technical Authority for the MSA and is responsible for overall contract administration, technical

oversight, standardization of specifications, compliance with MSA requirements, and governance of Task Order processes.

- **Individual City Departments (Task Order Owners):**

Authorized City departments may serve as Task Order Owners for work within their functional areas and may issue, manage, and oversee Task Orders under this MSA in accordance with the governance framework, MSA terms, and applicable City policies.

### *B. Termination for Cause*

The City may remove a Respondent from the MSA pool, in whole or in part, for cause, including but not limited to:

- a) Repeated performance deficiencies
- b) Safety violations
- c) Material noncompliance with Task Order requirements
- d) Other material breaches of this Agreement.

The City may remove a Respondent from eligibility for specific Work Items while allowing continued participation for other Work Items.

Prior to removal (except in urgent public safety circumstances), the City will provide written notice describing the basis for action and an opportunity for Respondent to respond or cure within a reasonable timeframe established by the City.

### *C. Termination for Convenience*

The City may terminate this Master Services Agreement, in whole or in part, for its convenience and without cause, upon thirty (30) days' prior written notice to the Respondent.

Termination for convenience shall not constitute a default by the Respondent and shall not be deemed a finding of poor performance.

Upon termination for convenience:

- a) The Respondent shall cease work as directed by the City
- b) The Respondent shall be paid for all work properly performed and accepted under any Task Orders issued prior to the effective date of termination
- c) The Respondent shall be paid for any authorized work in progress to the extent completed and accepted by the City
- d) No Task Orders shall be issued after the effective date of termination.

Termination of this Agreement for convenience shall not affect the validity of any Task Order issued prior to termination, which may be completed in accordance with its terms unless otherwise directed by the City.

#### *D. Addition or Modification of Work Items*

The Work Items authorized under this Master Services Agreement (“MSA”) are defined in APPENDIX 1: STANDARD SERVICE SPECIFICATIONS. The City reserves the right to add, modify, or clarify Work Items during the term of the MSA to address operational needs, regulatory requirements, or market conditions.

The City shall only add or modify Work Items that are within the general scope of this MSA. Within-scope changes may include revised specifications, alternate materials, or closely related services consistent with the intent of this Agreement.

For any new or modified Work Item determined to be within scope, the City may issue a Task Order Request for Proposals (RFP) to all Respondents awarded under the applicable MSA to obtain pricing and confirm qualification to perform the Work Item. Task Order RFP responses may include identification of any special equipment, certifications, or technical skills required to perform the Work Item. Responses shall be reviewed using the same qualification principles set forth in the SELECTION FOR MASTER SERVICE AGREEMENT section of this Agreement. Task Orders shall be awarded competitively in accordance with Section 3 – Work Authorization.

If the City elects to make a new Work Item addition a standard Work Item under this MSA, the City may add the service to APPENDIX 1 beginning in the next option year. At the start of that option year, the City shall request Respondents to submit pricing for the added Work Item as part of the standard option-year pricing refresh process.

Any item or service determined to be outside the general scope of this MSA shall not be procured under this Agreement and shall be acquired through a separate lawful purchasing process. No added or modified Work Item shall be authorized unless sufficient and approved funding is available.

#### *E. Addition of New Vendors into the MSA*

The City reserves the right to add qualified vendors to the MSA through an Open Enrollment process that may be conducted prior to the execution of an Option Year, if the City determines that additional vendors are necessary to address capacity, service coverage, or operational needs.

Open Enrollment shall be conducted through solicitation inviting vendors to apply for participation in the MSA. To participate in the Open Enrollment process, new vendors shall be required to submit the same information and qualifications as vendors who are already participating in the MSA (e.g., maximum allowable pricing, qualifications, compliance information) for review in accordance with the evaluation principles set forth in the SELECTION FOR MASTER SERVICE AGREEMENT section of this Agreement.

Vendors selected through Open Enrollment shall be required to execute the MSA prior to being added to the MSA vendor pool. Once fully executed, newly added vendors shall be eligible to compete for Task Orders issued during the applicable MSA option year, in accordance with the terms and conditions of this Agreement.

The addition of vendors through Open Enrollment shall not affect the validity of existing Task Orders and shall not guarantee the award of any minimum volume of work.

## APPENDICES

### APPENDIX 1: STANDARD SERVICE SPECIFICATIONS

#### RFP FY2026-05-022 GENERAL PAVING OPERATIONS

**411-D HOT MIX (IN PLACE)** shall include all necessary labor, equipment and materials required for mixture preparation, transportation, surface preparation, tack or prime coats, spreading, leveling and compaction of the asphalt to a finished thickness of 1 to 1.5 inches thick in the areas specified, utility adjustments and clean up. Work shall be accomplished in accordance with the applicable portions of section 407 of the latest edition of the TDOT Standard Specifications for Road and Bridge Construction. Asphalt shall meet the requirements of section 411 of the TDOT Standard Specifications for 411-D mix. The paving contractor shall coordinate and schedule any milling operations in order to ensure that the areas milled will be paved within seven (7) calendar days, weather permitting. Unless otherwise approved by the Engineer, **any area not paved within this seven (7) day period shall be subject to a penalty of \$400.00 per day, to be paid by the paving contractor, until the milled surfaces are overlaid.** Penalty will be assessed against the invoices received from the paving contractor. The City of Bartlett streets to be overlaid are subject to change. 411-D paving shall be paid at the Contract unit price per ton, **411-D HOT MIX (IN PLACE)**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request.

**411-E HOT MIX (IN PLACE)** shall include all necessary labor, equipment and materials required for mixture preparation, transportation, surface preparation, tack or prime coats, spreading, leveling and compaction of the asphalt to a finished thickness of 1 to 1.5 inches thick in the areas specified, utility adjustments and clean up. Work shall be accomplished in accordance with the applicable portions of section 407 of the latest edition of the TDOT Standard Specifications for Road and Bridge Construction. Asphalt shall meet the requirements of section 411 of the TDOT Standard Specifications for 411-E mix. The paving contractor shall coordinate and schedule any milling operations in order to ensure that the areas milled will be paved within seven (7) calendar days, weather permitting. Unless otherwise approved by the Engineer, **any area not paved within this seven (7) day period shall be subject to a penalty of \$400.00 per day, to be paid by the paving contractor, until the milled surfaces are overlaid.** Penalty will be assessed against the invoices received from the paving contractor. 411-E paving shall be paid at the Contract unit price per ton, **411-E HOT MIX (IN PLACE)**, as evidenced by delivery tickets signed by a City representative. Delivery tickets must be presented at time of payment request.

**411-E HOT MIX (IN PLACE) FOR PARKING LOTS** shall include all necessary labor, equipment and materials required for mixture preparation, transportation, surface preparation, tack or prime coats, spreading, leveling and compaction of the asphalt to a finished thickness of 1 to 1.5 inches thick in the areas specified, utility adjustments and clean up. Work shall be accomplished in accordance with the applicable portions of



section 407 of the latest edition of the TDOT Standard Specifications for Road and Bridge Construction. Asphalt shall meet the requirements of section 411 of the TDOT Standard Specifications for 411-E mix. The paving contractor shall coordinate and schedule any milling operations in order to ensure that the areas milled will be paved within seven (7) calendar days, weather permitting. Unless otherwise approved by the Engineer, **any area not paved within this seven (7) day period shall be subject to a penalty of \$400.00 per day, to be paid by the paving contractor, until the milled surfaces are overlaid.** Penalty will be assessed against the invoices received from the paving contractor. 411-E paving shall be paid at the Contract unit price per ton, **411-E HOT MIX (IN PLACE) FOR PARKING LOTS**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request. Estimated tonnage is not determined at this time and may vary based on budgetary constraints.

**411-E HOT MIX (IN PLACE) FOR WALKING TRAILS** shall include all necessary labor, equipment and materials required for mixture preparation, transportation, surface preparation, tack or prime coats, spreading, leveling and compaction of the asphalt, placed approximately 2" thick for a finished thickness of 1.5 inches thick in the areas specified, and clean up. Work shall be accomplished in accordance with the applicable portions of section 407 of the latest edition of the TDOT Standard Specifications for Road and Bridge Construction. Asphalt shall meet the requirements of section 411 of the TDOT Standard Specifications for 411-E mix. Walking trails are 8' wide but may have short sections as narrow as 6' wide. 411-E paving shall be paid at the Contract unit price per ton, **411-E HOT MIX (IN PLACE) FOR WALKING TRAILS**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request.

**411-D HOT MIX (PICKED UP AT PLANT)** shall include all necessary labor, equipment and materials required for mixture preparation and pick up at the plant by City of Bartlett Public Works maintenance crews throughout the year. Asphalt shall meet the requirements of section 411 of the latest edition of the TDOT Standard Specifications for Road and Bridge Construction for 411-D mix. Payment shall be made at the Contract unit price per ton **411-D HOT MIX (PICKED UP AT PLANT)**, as evidenced by weigh tickets provided to Public Works at time of pick up.

**411-E HOT MIX (PICKED UP AT PLANT)** shall include all necessary labor, equipment and materials required for mixture preparation and pick up at the plant by City of Bartlett Public Works maintenance crews throughout the year. Asphalt shall meet the requirements of section 411 of the latest edition of the TDOT Standard Specifications for Road and Bridge Construction for 411-E mix. Payment shall be made at the Contract unit price per ton **411-E HOT MIX (PICKED UP AT PLANT)**, as evidenced by weigh tickets provided to Public Works at time of pick up.

**BITUMINOUS PLANT MIX SURFACE COURSE (COLD MIX) (PICKED UP AT PLANT)** shall include all necessary labor, equipment and materials required for mixture preparation and pick up at the plant by City of Bartlett Public Works maintenance crews throughout the

year. Asphalt shall meet the requirements of section 410 of the latest edition of the TDOT Standard Specifications for Road and Bridge Construction for Bituminous Plant Mix Surface Course (Cold Mix). Payment shall be made at the contract unit bid price per ton **COLD MIX (PICKED UP AT PLANT)**, as evidenced by weigh tickets provided to Public Works at time of pick up.

**BITUMINOUS PLANT MIX SURFACE COURSE (COLD MIX) (DELIVERED)** shall include all necessary labor, equipment and materials required for mixture preparation and delivery to the City of Bartlett Public Works Complex, located at 3585 Altruria Road, Bartlett, TN 38135. Asphalt shall meet the requirements of section 410 of the latest edition of the TDOT Standard Specifications for Road and Bridge Construction for Bituminous Plant Mix Surface Course (Cold Mix). Payment shall be made at the contract unit bid price per ton **COLD MIX (DELIVERED)**, as evidenced by weigh tickets provided to Public Works at time of delivery.

**307-BM2 HOT MIX (IN PLACE)** shall include all necessary labor, equipment and materials required for mixture preparation, transportation, surface preparation, tack or prime coats, spreading, leveling and compaction of the asphalt to the thickness and area as specified, utility adjustments and clean up. For new streets, a 2" compacted lift is required. Prior to placement on new streets, the gravel or soil cement base shall be shaped to the required grades and cross sections. For parking lots, a 3" compacted lift is required. Work shall be accomplished in accordance with the applicable portions of section 307 of the latest edition of the TDOT Standard Specifications for Road and Bridge Construction. Asphalt shall meet the requirements of section 307 of the TDOT Standard Specifications for 307-BM2 mix. 307-BM2 paving shall be paid at the Contract unit price per ton, **307-BM2 HOT MIX (IN PLACE)**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request.

**307-BM2 HOT MIX (PATCHING)** shall include all necessary labor, equipment and material required to excavate existing asphalt and base to the area and depths specified (normally 3 to 4 inches), removal and proper disposal of the excavated material from the job site; delivery, placement and compaction of the asphalt patching; utility adjustment and clean up. Areas to be patched are marked by the City. The compacted finished surface of the patch shall match the surrounding asphalt surface. Asphalt shall meet the requirements of section 307 of the current edition of the TDOT Standard Specifications for Road and Bridge Construction for 307-BM2 mix. 307-BM2 patching shall be paid at the Contract unit price per ton, **307-BM2 HOT MIX (PATCHING)**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request.

**307-BM2 HOT MIX (PATCHING SUBDIVISION STREETS)** shall include all necessary labor, equipment and material required to excavate existing asphalt and base to the area and depths specified (normally 3 to 4 inches), removal and proper disposal of the excavated material from the job site; delivery, placement and compaction of the asphalt patching; utility adjustment and clean up. This work is to be accomplished in subdivisions that are not 100% complete and have not had the final lift of asphalt installed. The City will provide

the contractor a list of the streets where the repairs are to be made. These locations are considered hazardous to the public, and the Contractor shall coordinate with the City and perform all required patching within fourteen (14) calendar days of notice. **Failure to complete required subdivision hazard patching within the 14-day response window will result in liquidated damages assessed at a rate of \$400 per day until the required work is completed.** Liquidated damages will be deducted from the Contractor's invoices. In addition to scheduled hazard patching, the City may issue priority or emergency work orders for locations requiring immediate attention. The Contractor shall respond within 24 hours for emergency conditions and within 72 hours for priority conditions. Emergency or priority work performed during normal working hours shall be billed at the standard contract unit price with no premium, unless otherwise approved by the City in writing. Any premium pricing for after-hours emergency response must be pre-approved by the City before work begins. Areas to be patched will be marked by the City. The compacted finished surface of each patch shall match the surrounding asphalt surface. A surface lift of asphalt will not be installed under this item. Asphalt shall meet the requirements of Section 307 of the current edition of the TDOT Standard Specifications for Road and Bridge Construction for 307-BM2 mix. 307-BM2 patching shall be paid at the Contract unit price per ton, **307-BM2 HOT MIX (PATCHING SUBDIVISION STREETS)**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request.

**307-BM2 HOT MIX (FINISH PATCHING)** shall include all necessary labor, equipment and material required to excavate existing asphalt and base to the area and depths specified (normally 3 to 4 inches), removal and proper disposal of the excavated material from the job site; delivery, placement and compaction of the asphalt patching; utility adjustment and clean up. Areas to be patched are marked by the City. This patching item will be used as needed on roads that are not slated for overlay. The compacted finished surface of the patch shall match the surrounding asphalt surface. Asphalt shall meet the requirements of section 307 of the current edition of the TDOT Standard Specifications for Road and Bridge Construction for 307-BM2 mix. 307-BM2 finish patching shall be paid at the Contract unit price per ton, **307-BM2 HOT MIX (FINISH PATCHING)**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request.

**THIN MILL** shall include all necessary labor, equipment and materials required to mill existing asphalt to the depths and area specified; utility adjustments; removal of the milled asphalt from the project and clean up. Streets to be thin milled are indicated on the paving plan. Thin mill involves the leveling of patches and other bumps to provide a smooth surface for the asphalt overlay. Corners with wheelchair ramps will be milled one (1) inch deep at the curb for the length of the ramp curb and feathered out to zero (0) depth at 8 feet. This milling at the ramps is so as to provide a flush finish at the ramp for the overlay. Thin mill also includes a 1" deep transverse pass across the full width of the roadway, to allow for a smooth transition at the termini of the milling/paving areas. Thin

mill shall be paid at the Contract unit price per ton, **THIN MILL**, as evidenced by weigh tickets. Weigh tickets must be presented at time of payment request.

**STANDARD MILL** shall include all necessary labor, equipment and materials required to mill existing asphalt to the depths and area specified; utility adjustments; removal of the milled asphalt from the project and clean up. Standard mill involves milling to a depth of 1 to 3 inches (depending upon existing asphalt thickness) at the curb and feathering out to 0 inches at 8' on most subdivision streets, 24' on arterial streets. Standard mill also includes a transverse pass (approximately 1" deep) across the full width of the roadway, to allow for a smooth transition at the termini of the milling/paving areas. Standard mill shall be paid at the Contract unit price per ton, **STANDARD MILL**, as evidenced by weigh tickets. Weigh tickets must be presented at time of payment request.

**ADJUSTMENT OF WATER VALVES** shall include all necessary labor, equipment and materials required to adjust existing water valve roadway box rings and covers to finished grades. This does not include any adjustments required to facilitate milling and paving operations where no additional rings are added since those adjustments are included in the Contract unit price for asphalt and milling. Adjustment of water valve roadway box rings and covers shall be paid at the Contract unit price per each, **ADJUSTMENT OF WATER VALVES**, complete and in place.

**ADJUSTMENT OF MANHOLES** shall include all necessary labor, equipment and materials required to adjust existing manhole (drain or sewer) rings and covers to finished grades. This does not include any adjustments required to facilitate milling and paving operations where no additional rings are added since those adjustments are included in the Contract unit price for asphalt and milling. Adjustment of manhole rings and covers shall be paid at the Contract unit price per each, **ADJUSTMENT OF MANHOLES**, complete and in place.

**RECYCLED CONCRETE AGGREGATE (RCA) DEEP PATCHING** shall include all necessary labor, equipment and material required to excavate below the existing patch excavation and base to the area and depths agreed upon by the contractor and City inspector, removal and proper disposal of the excavated material from the job site; delivery, placement and compaction of the RCA; utility adjustment and clean up. This item is to be used as needed when subsurface conditions require a patch that is deeper than a standard 4" patch and this method of repair has been agreed upon by the contractor and the City inspector. Surface elevation of the completed RCA deep patch will be 3" below the existing surface to allow the patch to be completed with a 307-BM2 hot mix patch, which shall be paid separately under **307-BM2 HOT MIX (PATCHING) or 307-BM2 HOT MIX (FINISH PATCHING)**. If hot mix patching is to be delayed, the RCA will be installed to match the existing asphalt surface and the top 3" removed when hot mix patching is to be performed. RCA shall meet the requirements of section 907-05c of the current edition of the TDOT Standard Specifications for Road and Bridge Construction. RCA shall be paid at the Contract unit price per ton, **RECYCLED CONCRETE AGGREGATE (RCA) DEEP**

**PATCHING**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request.

**CEMENT TREATED BASE (CTB) DEEP PATCHING** shall include all necessary labor, equipment and material required to excavate below the existing patch excavation and base to the area and depths agreed upon by the contractor and City inspector, removal and proper disposal of the excavated material from the job site; mixture preparation, delivery, placement, compaction and protection of the CTB; utility adjustment and clean up. This item is to be used as needed when subsurface conditions require a patch that is deeper than a standard 4" patch and this method of repair has been agreed upon by the contractor and the City inspector. Surface elevation of the completed CTB deep patch will be 3" below the existing asphalt surface to allow the patch to be completed with a 307-BM2 hot mix patch, which shall be paid separately under **307-BM2 HOT MIX (PATCHING) or 307-BM2 HOT MIX (FINISH PATCHING)**. CTB shall meet the requirements of section 309 – Aggregate-Cement Base Course of the current edition of the TDOT Standard Specifications for Road and Bridge Construction. CTB shall be allowed to cure in accordance with section 304 of the TDOT Standard Specifications before completing the patch with asphalt. The CTB patch shall be protected from traffic during the curing process. CTB shall be paid at the Contract unit price per ton, **CEMENT TREATED BASE (CTB) DEEP PATCHING**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request.

**CR-610 DEEP PATCHING** shall include all necessary labor, equipment and material required to excavate below the existing patch excavation and base to the area and depths agreed upon by the contractor and City inspector, removal and proper disposal of the excavated material from the job site; delivery, placement and compaction of the CR-610; utility adjustment and clean up. This item is to be used as needed when subsurface conditions require a patch that is deeper than a standard 4" patch and this method of repair has been agreed upon by the contractor and the City inspector. Surface elevation of the completed CR-610 deep patch will be 3" below the existing asphalt surface to allow the patch to be completed with a 307-BM2 hot mix patch, which shall be paid separately under **307-BM2 HOT MIX (PATCHING) or 307-BM2 HOT MIX (FINISH PATCHING)**. If hot mix patching is to be delayed, the CR-610 will be installed to match the existing asphalt surface and the top 3" removed when hot mix patching is to be performed. CR-610 shall be paid at the Contract unit price per ton, **CR-610 DEEP PATCHING**, as evidenced by delivery tickets signed by a City of Bartlett representative. Delivery tickets must be presented at time of payment request.

**FULL DEPTH RECLAMATION WITH CEMENT (FDR) WITH 8% CEMENT** shall be used when subgrades are found to be inadequate to satisfactorily support existing roadways or parking lots using patching techniques. Cores may be required to determine the composition of the pavement and subgrade. 3 FDR items are included on the Pricing Tabulation sheet in RFP FY2026-05-022 Technical Information Template (8", 10", and 12"). Required depth will be determined by the engineer on a case-by-case basis. This item includes all necessary labor, equipment, material and transportation required to pulverize

existing pavement, base and/or subgrade to the requested depth and mix it with 8% by volume cement quantity and water to produce a uniform base course for paving. Includes the protection of existing utility apertures and adjusting of same to final grade. FDR must cure for 7 days before paving over.

**ADDITIONAL CEMENT** shall include all necessary labor, equipment, material and transportation required to incorporate additional cement as required by the mix design, exceeding the standard 8%, into the FDR work. Payment will be only for that cement used greater than 8% since 8% is included in the price for **FULL DEPTH RECLAMATION (FDR) WITH 8% CEMENT**. Measurement shall be made by using the calculated weight of cement required for FDR with 8% cement and subtracting that from the total tons delivered as evidenced by delivery tickets. By submitting pricing, the Respondent acknowledges that quantities in General Requirements Section A are only a historical average and may increase or decrease across work issued during the Contract term. Additional cement shall be paid at the unit price per ton, **ADDITIONAL CEMENT**, as evidenced by delivery tickets signed by a City of Bartlett representative and the calculated 8% weight subtracted from the total weight. Delivery tickets must be presented at time of payment request.

**EXCESS EXCAVATION** Shall include the removal and haul off of all excess material produced from FDR, in order to establish the required crown and finished grade at the edge of the roadway. This item shall be paid the unit price per ton, as evidenced by weigh tickets.

## APPENDIX 2: SP109B - SPECIAL PROVISION REGARDING PAYMENT ADJUSTMENT FOR BITUMINOUS MATERIAL

### STATE OF TENNESSEE

(Rev. 05-16-16) January 1, 2021

(Rev. 04-01-19)

(Rev. 11-08-19)

This Special Provision covers the method of payment adjustment for bituminous materials.

#### 100% Virgin Bituminous Material

A payment adjustment will be made to compensate for increases and decreases of 5% or more in the contractor's bituminous material cost. The normal items in the solicitation covering the bituminous material shall not be changed. Payment adjustments (+/-) shall be paid under "Payment Adjustment for Bituminous Material" and calculated as described herein:

A "Basic Bituminous Material Index" will be established by the Tennessee Department of Transportation prior to the time the solicitation is opened. This "Basic Bituminous Material Index" is the average of the current quotations on P.G. 64-22 from suppliers furnishing asphalt cement to contractors in the State of Tennessee. These quotations are the cost per ton f.o.b. supplier's terminal.

The "Basic Bituminous Material Index" for this project is **\$746.92** per ton.

The "Monthly Bituminous Material Index" is also established on the first day of each month by the same method.

A payment adjustment shall be made provided the "Monthly Bituminous Material Index" varies 5% or more (+/-) from the "Basic Bituminous Material Index".

Where the price index varies 5% or more, the payment adjustment will be made as follows:

$$PA = [Ic - Ib] \times T$$

Where:

PA = Price Adjustment for Adjustment Month Ib = Basic Bituminous Material Index

Ic = Monthly Bituminous Material Index

T = Tons bituminous material for Adjustment Month

Payment adjustment will be applied to all asphalt cement, asphalt emulsion, or bituminous material used for paving on this project.

Upon the expiration of the allocated working time, as set forth in the original contract or as extended by Change Order, payment adjustments for bituminous material will continue to be

made only when the "Monthly Bituminous Material Index" is less than the "Basic Bituminous Material Index" and varies 5% or more.

Payment adjustment, for bituminous material used after the expiration of the allocated working time and where the "Monthly Bituminous Material Index" exceeds the "Basic Bituminous Material Index", will not be made until after the contract records have been approved by Final Records (FR)/Materials & Tests (MT) and a Final Estimate is ready to be processed. Upon contract record approval by FR/MT, payment adjustments for bituminous material shall be calculated for each month where the allocated working time has expired, the "Monthly Bituminous Material Index" exceeds the "Basic Bituminous Material Index", and the indices vary 5% or more. The calculation of the bituminous payment adjustment shall be made using the "Monthly Bituminous Material Index" or the "Bituminous Material Index for Contract Completion Date" in accordance with the following formulas:

The "Bituminous Material Index for Contract Completion Date" is the Monthly Bituminous Material Index in effect on the allocated Contract Completion Date or on the completion date as extended by Change Order.

The "Monthly Bituminous Material Index" is less than the "Bituminous Material Index for Contract Completion Date".

$$PA = [Ic - Ib] \times T$$

The "Monthly Bituminous Material Index" is greater than the "Bituminous Material Index for Contract Completion Date".

PA =

Where:  $[Icd - Ib] \times T$

PA = Price Adjustment for Adjustment Month Ib =

Basic Bituminous Material Index

Ic = Monthly Bituminous Material Index

Icd = Bituminous Material Index for Contract Completion Date (or as extended by Change Order)

T = Tons

FOR REFERENCE ONLY



SiteManager calculates the price adjustment based on the actual amount of asphalt cement (residue) in the emulsion using the following percentages:

-tack coats and shoulder sealants (e.g. SS-1, SS-1h, CSS-1, Css-1h) 63% residue

-prime coats (e.g. AE-P) 54% residue

-scrub seals and microsurfacing (e.g. CQS-1HP) 65% residue

-chip seals (e.g. CRS-2, CRS-2P) 69% residue

-hot in-place recycle (ARA-3P) 63% residue

#### Mixes Containing Recycled Bituminous Material

The quantity of virgin asphalt cement in tons subject to payment adjustment in recycled mixes shall be the product of the total tons of each mix multiplied by the difference between (1) the percent of asphalt cement specified for Contract purposes and (2) the percent of asphalt cement obtained from the recycled asphaltic material (RAP) used in each mix. No payment adjustment under this special provision for increases and decreases in the contractor's cost for virgin asphalt cement in recycled mixes will be allowed for asphalt cement content in excess of the percent specified for Contract purposes, as all payment adjustments for asphalt cement in the mix design of recycled mixes in excess of the percent of asphalt cement specified for Contract purposes will be made in accordance with the Standard Specifications.

No payment adjustment for bituminous material containing RAP shall be made unless the "Monthly Bituminous

Material Index" varies 5% or more from the "Basic Bituminous Material Index" indicated in this Special Provision. Where the price index varies 5% or more, the payment adjustment will be made as follows:

$$PA = [Ic - Ib] \times [BA - RA] \times Tm \div 100$$

PA = Price Adjustment for Adjustment Month Ib =

Basic Bituminous Material Index

Ic = Monthly Bituminous Material Index

BA = Percent asphalt specified for Contract purposes

RA = Percent asphalt obtained from recycled asphaltic material used in each mix

Tm = Tons asphalt mix for adjustment month

Upon the expiration of the allocated working time, as set forth in the original contract or as extended by Change Order, payment adjustments for bituminous material containing RAP will continue to be made only when the "Monthly Bituminous Material Index" is less than the "Basic Bituminous Material Index" and varies 5% or more.

Payment adjustment, for bituminous material containing RAP provided after the expiration of the allocated working time and where the "Monthly Bituminous Material Index" exceeds the "Basic Bituminous Material Index", shall not be made until after the contract records have been approved by Final Records (FR)/Materials & Tests (MT) and a Final Estimate is ready to be processed. Upon contract record approval by FR/MT, payment adjustments for bituminous material containing RAP shall be calculated for each month where the allocated working time has expired, the "Monthly Bituminous Material Index" exceeds the "Basic Bituminous Material Index", and the indices vary 5% or more. The calculation of the bituminous payment adjustment shall be made using the "Monthly Bituminous Material Index" or the "Bituminous Material Index for Contract Completion Date" in accordance with the following formulas:

The "Bituminous Material Index for Contract Completion Date" is the Monthly Bituminous Material Index in effect on the allocated Contract Completion Date or on the completion date as extended by Change Order.

The "Monthly Bituminous Material Index" is less than the "Bituminous Material Index for Contract Completion Date".

$$PA = [Ic - Ib] \times [BA - RA] \times Tm$$

100 The "Monthly Bituminous Material Index" is greater than the "Bituminous Material Index for Contract Completion Date".

$$PA = [Icd - Ib] \times [BA - RA] \times Tm / 100$$

Where:

PA = Price Adjustment for Adjustment Month Ib =

Basic Bituminous Material Index

Ic = Monthly Bituminous Material Index

Icd = Bituminous Material Index for Contract Completion Date (or as extended by Change Order)

BA = Percent asphalt specified for Contract purposes

RA = Percent asphalt obtained from recycled asphaltic material used in each mix

Tm = Tons asphalt mix for adjustment month

### APPENDIX 3: AFFIDAVIT OF EQUIVALENT DRUG TESTING PROGRAM

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_, being first duly sworn, deposes and says that:

(1) He/She is \_\_\_\_\_ of the company submitting this proposal 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 solicitation.

(3) His/Her company has a testing program in place equal to or greater than the City's program.

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Signed \_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20 \_\_\_\_\_.

NOTE: Proposals cannot be considered nor MSA selections made to anyone without the above required statement.

For electronic submissions, scanned notarized forms are acceptable. The selected Respondent must provide original notarized forms prior to award.

## APPENDIX 4: PUBLIC ACTS 109

(Iran Divestment Act)

“By submission of this proposal, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint submission each party thereto certifies as to its own organization, under penalties of perjury, that to the best of its knowledge and belief that each Respondent 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/ PublicActs.109.php](http://tnsos.org/acts/PublicActs.109.php).

Print Name\_\_\_\_\_

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary

Signed \_\_\_\_\_ Print Name\_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_\_.

NOTE: Proposals cannot be considered nor MSA selections made to anyone without the above required statement.

For electronic submissions, scanned notarized forms are acceptable. The selected Respondent must provide original notarized forms prior to award.

## APPENDIX 5: PUBLIC ACTS 775

(Boycott of Israel Act)

“By submission of this proposal, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint submission each party thereto certifies as to its own organization, under penalties of perjury, that to the best of its knowledge and belief that each Respondent is not engaged in, and will not for the duration of the contract engage in, a boycott of Israel as provided pursuant to Tennessee Code Annotate, Title 12, Chapter 4, Part 1.”

Full text of Public Chapters can be found on the Tennessee Secretary of State’s website:  
[http://tnsos.org/acts/ PublicActs.775.php](http://tnsos.org/acts/PublicActs.775.php).

Print Name\_\_\_\_\_

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary

Signed \_\_\_\_\_ Print Name\_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_\_.

NOTE: Proposals cannot be considered nor MSA selections made to anyone without the above required statement.

For electronic submissions, scanned notarized forms are acceptable. The selected Respondent must provide original notarized forms prior to award.

## APPENDIX 6: CONTRACT MONITORING

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

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

Company Name:

Date:

|               |                                 |
|---------------|---------------------------------|
| <b>Gender</b> | <input type="checkbox"/> Male   |
|               | <input type="checkbox"/> Female |

|             |                                                 |
|-------------|-------------------------------------------------|
| <b>Race</b> | <input type="checkbox"/> Caucasian              |
|             | <input type="checkbox"/> African-American       |
|             | <input type="checkbox"/> Hispanic               |
|             | <input type="checkbox"/> Other (please specify) |

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

## APPENDIX 7: CONTRACT MONITORING – PART 2

All Respondents, consultants, and suppliers that receive funds from state or federal projects (through Bartlett) must comply with Title VI guidelines. All Respondents/ 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 Respondent/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 association will be discontinued.

### Title VI Self Survey for Respondents/Consultants/Suppliers

Name of Respondent: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

This should be completed annually while the contract is active and submitted to the subrecipient'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?

---

---

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 Respondents awarded contracts/subcontracts?

---

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 Supplier's Letterhead:

\_\_\_\_\_ assures that no person on the grounds of race, color,

Company Name

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 - Name of Authorized Official

---

Date



## APPENDIX 8: NON-COLLUSION AFFIDAVIT OF PRIME RESPONDENT

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_, being first duly sworn, deposes and says that:

1. The Respondent is \_\_\_\_\_ of \_\_\_\_\_ the person who has submitted the attached proposal;
2. The Respondent is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such proposal is genuine and is not a collusive or sham proposal;
4. Neither the said Respondent 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 agree, directly or indirectly, with any other Respondent, firm, or person to submit a collusive or sham proposal in connection with the Agreement for which the attached proposal has been submitted or to refrain from proposing in connection with such Agreement, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Respondent, firm or person, to fix the price or prices in the attached proposal or of any other Respondent, or to fix any overhead, profit, or cost element of the proposal price or the proposal prices of any other Respondent, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the Agreement; and
5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) \_\_\_\_\_ Title \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_

Title: \_\_\_\_\_

My commission expires: \_\_\_\_\_

## APPENDIX 9: 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:

Lori Von Bokel-Amin, Chief HR Officer, City of Bartlett; 901-385-6430

MILITARY DEPARTMENT TITLE VI COMPLAINT HOTLINE:

1-800-367-9635

CITY OF BARTLETT  
FINANCE DEPARTMENT  
6400 STAGE ROAD  
BARTLETT, TENNESSEE 38134

David Parsons, Mayor

Steve Sones, Chief Administrative Officer

Dick Phebus, Finance Director

John Horne, Engineering Director



REQUEST FOR PROPOSALS – RFP FY2026-05-023

MASTER SERVICES AGREEMENT (MSA) – PAVEMENT PRESERVATION OPERATIONS

Engineering

DUE: Thursday, July 23, 2026, no later than 2:00 p.m. (CDT)

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## NOTICE TO RESPONDENTS

|                                             |                                                                                                                                                                                                                                                              |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Solicitation Name</b>                    | Pavement Preservation Operations                                                                                                                                                                                                                             |
| <b>Solicitation Number</b>                  | RFP FY2026-05-023                                                                                                                                                                                                                                            |
| <b>Award Effective Date</b>                 | Upon execution of MSA                                                                                                                                                                                                                                        |
| <b>Award Term</b>                           | 1 year, with up to 4 option years exercised at City's discretion                                                                                                                                                                                             |
| <b>Owner / Department</b>                   | City of Bartlett Engineering Dept.                                                                                                                                                                                                                           |
| <b>Point of Contact (POC)</b>               | Becky Bailey                                                                                                                                                                                                                                                 |
| <b>POC Email</b>                            | <a href="mailto:bbailey@cityofbartlett.org">bbailey@cityofbartlett.org</a>                                                                                                                                                                                   |
| <b>POC Phone</b>                            | 901-385-6499                                                                                                                                                                                                                                                 |
| <b>Deadline to Submit Questions</b>         | July 9, 2026, via email to <a href="mailto:bbailey@cityofbartlett.org">bbailey@cityofbartlett.org</a> , by 5:00 PM (CDT)                                                                                                                                     |
| <b>Q&amp;A and Addenda Release Deadline</b> | July 16, 2026, 5:00 PM (CDT), via <a href="#">Bartlett's procurement website</a>                                                                                                                                                                             |
| <b>Submission Deadline</b>                  | Thursday, July 23, 2026, 2:00 P.M. (CDT), via email to <a href="mailto:bbailey@cityofbartlett.org">bbailey@cityofbartlett.org</a>                                                                                                                            |
| <b>Solicitation Attachments</b>             | Technical Information Template (Excel file), containing the following forms: <ol style="list-style-type: none"><li>1. Respondent Information</li><li>2. Pricing Tabulation</li><li>3. Operational Information</li><li>4. Subcontractor Information</li></ol> |

### 1. Solicitation Schedule

#### *A. Question and Answer Period*

All questions from prospective Respondents shall be submitted via email to Bartlett's Traffic Engineer at [bbailey@cityofbartlett.org](mailto:bbailey@cityofbartlett.org) with the subject line "RFP FY2026-05-023 Pavement Preservation Operations Q&A" by **July 9, 2026, 5:00 PM (CDT)**.

A consolidated Question-and-Answer document, along with any Addenda, will be issued no later than **July 16, 2026, 5:00 PM (CDT)** on Bartlett's procurement website. Only written Addenda and published Q&A responses shall be considered binding.

#### *B. Submission*

Proposals are to be received no later than **2:00 P.M. (CDT) on Thursday, July 23, 2026**.

## 2. Submission Instructions

Proposals are to be emailed to Bartlett's Traffic Engineer at [bbailey@cityofbartlett.org](mailto:bbailey@cityofbartlett.org) with the subject line "RFP FY2026-05-023 Pavement Preservation Operations RFP Submission".

**All Respondents must complete, sign, and submit the documents listed below:**

1. **Respondent Self-Performance Certification:** Complete and sign the form in Appendix 3 of this solicitation document; submit as PDF file attachment in submission email.
2. **Affidavit of Equivalent Drug Testing Program:** Complete and sign the form in Appendix 4 of this solicitation document; submit as a PDF file attachment in submission email.
3. **Public Acts 109:** Complete and sign the form in Appendix 5 of this solicitation document; submit as a PDF file attachment in submission email.
4. **Public Acts 775:** Complete and sign the form in Appendix 6 of this solicitation document; submit as a PDF file attachment in submission email.
5. **Contract Monitoring:** Complete and sign the form in Appendix 7 of this solicitation document; submit as a PDF file attachment in submission email.
6. **Contract Monitoring (Part 2):** Complete and sign the form in Appendix 8 of this solicitation document; submit as a PDF file attachment in submission email.
7. **Non-Collusion Affidavit:** Complete and sign the form in Appendix 9 of this solicitation document; submit as a PDF file attachment in submission email.
8. **W-2 Form:** Submit a current, signed W-9 form (IRS Rev. March 2024) as a PDF file attachment in submission email.

**All Respondents must complete and submit (as an Excel file attachment in Respondent's email submission) the documents listed below in RFP FY2026-05-023 Technical Information Template:**

1. **Respondent Information:** Complete Tab #1 "Respondent Information" tab.
2. **Pricing Tabulation:** Complete Tab #2 "Pricing Tabulation" tab.
3. **Operational Information:** Complete Tab #3 "Operational Information" tab.
4. **Subcontractor Information:** Complete Tab #4 "Subcontractor Information" tab.

It is the Respondent's responsibility to ensure that all submitted files are readable, virus-free, and successfully emailed before the deadline.

Failure to complete, sign, and/or submit any of the documents as instructed above will render the submission non-responsive. The City reserves the right to reject any and all proposals and to waive any informality in the proposal process.

Respondent must demonstrate the ability to comply with all applicable federal, state, and local laws, regulations, and industry standards. Bartlett reserves the right to request additional information, clarification, or documentation from Respondents to support the evaluation of MSA qualifications.

### 3. Addenda Registration

All prospective Respondents who wish to receive updates for this solicitation should register for Addenda Notification by submitting a valid email address through the City's bid / procurement [website](#). Registered Respondents will receive all addenda, clarifications, responses to questions, and updates issued during the proposal period.

Failure to register for addenda notifications may result in incomplete or non-responsive proposals. The City is not responsible for a Respondent's failure to receive addenda if the Respondent does not register.

### 4. Plan-Holders List

The City of Bartlett will maintain a public Plan-Holders List for this solicitation. A plan holders list serves as a record of all contractors, subcontractors, suppliers, and consultants who have obtained the official project plans and documents from the City of Bartlett.

All firms that download, request, or obtain documents pertaining to this solicitation will be added to the Plan-Holders List, if they return the *RFP Document Received Form*, located on the City of Bartlett website, with other project documents. The Plan-holders list will be posted and updated regularly on the City's procurement website. In addition, project notifications will be emailed directly to respondents that return the *RFP Document Received Form*.

The Plan-Holders List is provided solely to facilitate subcontractor and supplier coordination and does not relieve Respondents of responsibility to obtain and review all documents, addenda, and updates issued by the City.

## GENERAL REQUIREMENTS

### 1. Purpose and Scope of the Request for Proposals

This Master Services Agreement is established for use by the City of Bartlett and its departments. The purpose of this Request for Proposals (RFP) is to establish a Master Service Agreement (MSA) with qualified Respondents to perform asphalt-related services, as required by Bartlett during the term of the agreement (defined below in Section A.2.).

***The intent of this RFP is not to award a single project, but to identify, evaluate, and qualify multiple Respondents for placement under the MSA.*** Respondents approved for the MSA will be eligible to compete for future work in the below categories issued through individual task orders in accordance with the procedures set forth herein.



Work Items shall be defined as the specific services for which Respondents may be selected to join the MSA. Work Items are defined in the “Pricing Tabulation” sheet in RFP FY2026-05-023 Technical Information Template, but shall comprise the following tasks:

- Pavement preservation (chip seal, fog seal, crack sealing)

#### *A. Term of the Master Service Agreement*

The Master Service Agreement shall have an initial base term of one (1) year, commencing upon the Effective Date of Execution.

Following the base term, the MSA shall include four (4) option years, exercised at Bartlett’s sole discretion, subject to continued Respondent eligibility, satisfactory performance, and compliance with pricing requirements described herein.

Exercise of an option year is contingent upon the City’s determination that renewal is in its best interest, taking into account performance, compliance, pricing, and the City’s operational needs. The City may elect to renew the MSA with some Respondents and not others.

If selected to participate in an option year, the Respondent shall be required to affirm and, if requested, adjust its pricing to ensure that maximum unit prices or maximum allowable charges do not exceed amounts deemed reasonable and acceptable by Bartlett.

#### *B. Illustrative Historical Service Levels (Pavement Preservation Operations)*

To assist Respondents in preparing informed and competitive proposals, the City provides the following summary of typical annual quantities within each service item based on the most recent year of asphalt service operations. These values are for reference only and do not represent guaranteed quantities. By providing a quoted price, the Respondent acknowledges that the quantities shown on the sheet below are derived from the City of Bartlett’s historical demand and are provided as a frame of reference for possible future annual demand; such quantities may increase or decrease during the performance of this contract.

**Table 1. Historical Volume of Pavement Preservation Operations (Last Year)**

| Item                                                   | Unit | Average Annual Volume |
|--------------------------------------------------------|------|-----------------------|
| Chip Seal (Bituminous Surface Treatment), double layer | SY   | 78,070                |
| Fog Seal (Tack Coat)                                   | SY   | 78,070                |
| Roadway Crack Sealing                                  | LB   | 24,810                |

These historical quantities are provided solely for estimation and comparison purposes. Actual work issued under this MSA will vary based on budget, street conditions, and City priorities.

## 2. Self-Performance of Work Items

The City seeks to establish a Master Service Agreement with firms that will be actively and substantially engaged in the performance of Work Items. The Respondent must directly perform the core services pertaining to Work Items for which they seek to join the MSA.

For purposes of this Agreement, “core services” means the primary construction activity that defines the Work Item and directly affects quality, durability, and performance of the finished work (e.g., a core service for Chip Sealing is the application of the sealing material to the surface). Core services do not include ancillary support services such as traffic control, hauling, or material supply unless otherwise specified by the City.

Proposals in which the Prime Respondent serves primarily as a pass-through entity, broker, or contract administrator for core Work Item services performed by subcontractors will be deemed non-responsive.

Subcontracting of ancillary or support services (e.g., traffic control, hauling, etc.) is permitted. However, the Respondent may not subcontract core services of Work Items without the City’s prior written approval.

The City reserves the right to evaluate the Respondent’s demonstrated capability to self-perform core Work Item services based on the information submitted in RFP FY2026-05-023 Technical Information Template. The City may request clarification or additional documentation to confirm the Respondent’s role in the performance of the Work Items.

## 3. Statement of Intent – Equality 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 city's intent to fully comply with the provisions of Titles VI and 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.

## 4. Audit Rights and Most-Favored-Customer Pricing

The City reserves the right to audit, inspect, and verify all records, invoices, cost data, material tickets, subcontractor pricing, and supporting documentation related to the performance of this Contract. The Respondent shall provide such records to the City within five (5) business days of request, at no additional cost.

The Respondent further certifies that the unit rates offered to the City of Bartlett are no less favorable than the rates offered to any other municipality, county, or state customer for comparable quantities and scope of asphalt paving work (Most-Favored-Customer pricing). If the Respondent provides lower pricing to another governmental customer during the contract term for substantially similar work, the Respondent shall immediately extend the same rates to the City of Bartlett.

No price increases shall be permitted during the Contract term except as expressly allowed under SP109B – Special Provision Regarding Payment Adjustment for Bituminous Material (detailed in Appendix 2) or as authorized by a written change order executed by the City, or for an upcoming option period, as proposed by a vendor with which the City elects to execute an option period.

## 5. Insurance Requirements

### *A. General Requirements*

The Respondent shall be responsible from the time of signing the contract or from the time of the beginning of 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 Respondent on account of bodily injury (including death) or property damage suffered through the Respondent's negligence, which liability is not impaired or otherwise affected hereby, the Respondent 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, cost, 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 Respondent 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.

In addition to the indemnification provided in above, the Respondent, upon award of the Contract, shall provide, at their own cost and expense, the following insurance as defined in Sections 5.B. through 5.E. 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 applies to non-payment of premium. If the insurer is not required by the policy terms and conditions to provide written notice of cancellation to the City of Bartlett, the Respondent is responsible and must provide immediate written notice to the City of the 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 Respondent 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 to the Respondent.

#### *B. Worker's Compensation and Employers Liability*

The Respondent 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.

#### *C. 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.

#### *D. Commercial General Liability Insurance*

Insurance is to be taken out in the name of the Respondent as the named insured. With minimum limits of \$1,000,000 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.

Insurance coverage shall include:

- a) Premises/Operations
- b) Products/Completed Operations
- c) Contractual
- d) Independent Respondents
- e) Broad Form Property Damage
- f) Personal Injury and Advertising Liability
- g) Comprehensive Form
- h) XCU (Explosion, Collapse, and Underground), if applicable

### *E. Bonds and Mandatory Certifications*

**Performance and Payment Bonds (100%)** — Within ten (10) calendar days of Notice of Task Order Award, the successful Respondent shall furnish a Performance Bond and a Payment Bond, each in the full amount (100%) of the Task Order price, issued by a corporate surety rated A.M. Best “A–” or better and authorized to do business in Tennessee, guaranteeing faithful performance of the Work and payment of claimants supplying labor and materials. Bonds shall remain in effect until Final Acceptance and completion of all warranty obligations.

**Surety Qualifications** — Surety(ies) shall be listed on the most current U.S. Treasury Department Circular 570 or otherwise acceptable to the City and shall not be liable on any other bonds that would reduce available capacity below the required penal sums. The City reserves the right to reject any surety for reasonable cause.

**Submission** — Performance and Payment Bonds are due after **Notice of Task Order Award** as a condition of Task Order execution.

## **6. Safety, Protection, and Emergencies**

### *A. Safety Precautions*

Respondent shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work. Respondent 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 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, and
- 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. Applicable Regulations*

Respondents 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. Respondent shall erect and maintain, as required by the conditions and progress of the work, all necessary safeguards for the 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 the requirements of the "Occupational Safety and Health Act of 1970" as revised and amended. The Respondent

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 Section D caused directly or indirectly, in whole or in part, by the Respondent, 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 Respondent at their expense.

### *C. Designated Personnel*

Respondent shall designate a responsible member of their organization at the site whose duty shall be the prevention of accidents. This person shall be the Respondent's Superintendent unless otherwise designated in writing by the Respondent to the City.

### *D. Emergencies*

In emergencies affecting the safety of persons or the work or property at the site or adjacent thereto, the Respondent, without special instruction or authorization from the Engineer or the City, is obligated to act, at their discretion, to prevent threatened damage, injury, or loss. Respondent shall give the Engineer prompt written notice of any significant changes in the work or deviations from the Contract Documents caused thereby. If the Respondent believes that additional work done by the company in an emergency which arose from causes beyond their control entitles them to an increase in the Contract Price or to an extension of the Contract Time, Respondent should contact the engineer and submit a change order request.

## **7. Drug Program**

### *A. Applicable Regulations*

State TCA Title 50, Chapter 9, Part 1, requires all proposals to be accompanied by the following statements and requires a signed affidavit (provided in Appendix 4 of this document) 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 statements in 7.B – 7.C.

### *B. 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. Department of Transportation (DOT) regulations (may also include alcohol test)
- d) Random for Fire, Emergency Medical Services (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.

### *C. 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 on 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, Butobarbital, 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 Respondents responding to this solicitation must have an affidavit signed by an 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 in Appendix 4.*

## **8. Cleanup**

The Respondent is responsible for all cleanup associated with sealing operations. Streets shall be cleaned by removing loose material within five working days.

## **9. Traffic Control**

The Respondent is responsible for all traffic control. Traffic control will not be paid for separately but shall be included in the unit prices of the various items on the rate schedule. Coordination of traffic control is the responsibility of the Respondent.

Traffic control may be priced as a separate line if directed by the City; otherwise, Respondent shall include it in unit rates. The Respondent remains fully responsible for traffic control regardless of whether such services are self-performed or subcontracted.

## 10. Water Usage

The Respondent will procure a water meter, free of charge, from the Bartlett Public Works Department, located at 3585 Altruria Road. Respondent must meter any water used for this project with the Bartlett water meter so that usage can be documented by the Bartlett Water Department for annual reporting. The water used will not be charged to the Respondent.

### ***END OF GENERAL REQUIREMENTS***

## SELECTION FOR MASTER SERVICE AGREEMENT

Proposals will be evaluated to determine which Respondents **meet the General Requirements defined above and offer pricing that is reasonable and competitive**. The City's objective is to select multiple qualified Respondents for inclusion in the MSA.

Selection to the MSA does not guarantee the award of any minimum quantity of work or the issuance of any Task Orders.

Bartlett reserves the right to request additional information, clarification, or documentation consistent with applicable law and the City's procurement code to support the determination of MSA selection.

## 1. Pricing Structure and Maximum Allowable Rates

As part of the proposal submission, Respondent shall provide unit pricing for the Work Items for which they seek to join the MSA in Tab #2 "Pricing Tabulation" of RFP FY2026-05-023 Technical Information Template. Should the Respondent be selected for the MSA, these prices shall represent the maximum allowable rates that the Respondent may charge the City under the MSA for these Work Items during the applicable year of the MSA (i.e., base year or option year). Pricing shall be submitted in numerical figures and shall include all labor, materials, equipment, overhead, indirect costs, and profit necessary to perform the Work Items.

Bartlett will evaluate proposed pricing to determine whether it is reasonable, balanced, and consistent with market conditions. Respondents whose pricing is determined to be excessive, materially unbalanced, or otherwise unreasonable may be excluded from selection to the MSA.



## 2. Best and Final Offer (BAFO)

Prior to selecting Respondents for the MSA, Bartlett may request a Best and Final Offer (BAFO) from one or more Respondents after all proposals have been received and reviewed. The City's decision to request or not request a BAFO, and from which Respondents, shall be at the City's sole discretion.

The BAFO may be requested for reasons including, but not limited to:

- a) Clarification or refinement of proposed pricing
- b) Alignment of pricing with Bartlett's cost objectives or budgetary constraints

Submission of a BAFO shall be voluntary. Respondents that elect not to submit a BAFO when requested will be evaluated based on their original pricing submission.

## 3. Work Authorization

Work under the MSA will be authorized only through written Task Orders. Task Orders under this Agreement shall be issued through written Task Order Requests for Proposals ("TO RFPs"). Each TO RFP shall define the scope of work, quantities, pricing format, submission requirements, and award method.

For each TO RFP, the City may solicit proposals from:

- a) All Respondents selected for the MSA for the applicable Work Item(s)
- b) A subset of Respondents selected for the MSA for the applicable Work Item(s) that meet objective TO RFP requirements (e.g., availability, response time, geographic/logistical constraints, or specialized qualifications disclosed in the TO RFP).

### *A. Responding to Task Order RFPs*

When responding to a TO RFP, Respondent shall submit a Task Order proposal, which shall include:

- a) Proposed unit prices or lump sum pricing, as applicable, for the Work Item(s) described in the TO RFP; and
- b) Certification that pricing in the TO proposal does not exceed the Respondent's maximum allowable rates established under the MSA.
- c) Any additional information specified within the TO RFP.

Task order pricing may be equal to or less than the MSA pricing but shall not exceed it.

## *B. Task Order Evaluation*

TO Proposals will be evaluated based on total price for the Work Items defined in the TO RFP.

Prior to awarding a Task Order, Bartlett may request a Best and Final Offer (BAFO) from one or more Respondents after all TO proposals have been received and reviewed. The City's decision to request or not request a BAFO, and from which Respondents, shall be at the City's sole discretion.

The BAFO may be requested for reasons including, but not limited to:

- a) Clarification or refinement of proposed pricing
- b) Alignment of pricing with Bartlett's cost objectives or budgetary constraints

Submission of a BAFO shall be voluntary. Respondents that elect not to submit a BAFO when requested will be evaluated based on their original pricing submission.

## *C. Task Order Award*

Unless otherwise specified in the TO RFP, Task Orders issued under the Master Services Agreement shall be awarded to the lowest responsive and responsible Respondent who is eligible to perform the required Work Items.

The City reserves the right, where stated in a TO RFP, to award a Task Order on a best-value basis when the City determines that factors other than price are necessary to meet specific project requirements. The City will apply the stated evaluation method consistently for all Respondents solicited for that Task Order.

The City reserves the right to reject any or all Task Order proposals, request clarifications, or reissue a Task Order RFP if it is determined to be in the City's best interest.

## **4. MSA Governance**

### *A. Roles, Authorities, and Task Order Ownership*

The City establishes a centralized governance structure for administration of this Master Service Agreement (MSA) while enabling authorized City departments to independently initiate and manage Task Orders for their respective work. Roles and responsibilities under this MSA are defined as follows:

- **Engineering Department (Program Owner and Technical Authority):**  
The Engineering Department serves as the Program Owner and Technical Authority for the MSA and is responsible for overall contract administration, technical oversight, standardization of specifications, compliance with MSA requirements, and governance of Task Order processes.

- **Individual City Departments (Task Order Owners):**

Authorized City departments may serve as Task Order Owners for work within their functional areas and may issue, manage, and oversee Task Orders under this MSA in accordance with the governance framework, MSA terms, and applicable City policies.

#### *B. Termination for Cause*

The City may remove a Respondent from the MSA pool, in whole or in part, for cause, including but not limited to:

- a) Failure to maintain the capability to directly and primarily perform the core scope of work for MSA Items with the Respondent's own workforce and equipment
- b) Repeated performance deficiencies
- c) Safety violations
- d) Material noncompliance with Task Order requirements
- e) Other material breaches of this Agreement.

The City may remove a Respondent from eligibility for specific Work Items while allowing continued participation for other Work Items.

Prior to removal (except in urgent public safety circumstances), the City will provide written notice describing the basis for action and an opportunity for Respondent to respond or cure within a reasonable timeframe established by the City.

#### *C. Termination for Convenience*

The City may terminate this Master Services Agreement, in whole or in part, for its convenience and without cause, upon thirty (30) days' prior written notice to the Respondent.

Termination for convenience shall not constitute a default by the Respondent and shall not be deemed a finding of poor performance.

Upon termination for convenience:

- a) The Respondent shall cease work as directed by the City
- b) The Respondent shall be paid for all work properly performed and accepted under any Task Orders issued prior to the effective date of termination
- c) The Respondent shall be paid for any authorized work in progress to the extent completed and accepted by the City
- d) No Task Orders shall be issued after the effective date of termination.

Termination of this Agreement for convenience shall not affect the validity of any Task Order issued prior to termination, which may be completed in accordance with its terms unless otherwise directed by the City.

#### *D. Addition or Modification of Work Items*

The Work Items authorized under this Master Services Agreement (“MSA”) are defined in APPENDIX 1: STANDARD SERVICE SPECIFICATIONS. The City reserves the right to add, modify, or clarify Work Items during the term of the MSA to address operational needs, regulatory requirements, or market conditions.

The City shall only add or modify Work Items that are within the general scope of this MSA. Within-scope changes may include revised specifications, alternate materials, or closely related services consistent with the intent of this Agreement.

For any new or modified Work Item determined to be within scope, the City may issue a Task Order Request for Proposals (RFP) to all Respondents awarded under the applicable MSA to obtain pricing and confirm qualification to perform the Work Item. Task Order RFP responses may include identification of any special equipment, certifications, or technical skills required to perform the Work Item. Responses shall be reviewed using the same qualification principles set forth in the SELECTION FOR MASTER SERVICE AGREEMENT section of this Agreement. Task Orders shall be awarded competitively in accordance with Section 3 – Work Authorization.

If the City elects to make a new Work Item addition a standard Work Item under this MSA, the City may add the service to APPENDIX 1 beginning in the next option year. At the start of that option year, the City shall request Respondents to submit pricing for the added Work Item as part of the standard option-year pricing refresh process.

Any item or service determined to be outside the general scope of this MSA shall not be procured under this Agreement and shall be acquired through a separate lawful purchasing process. No added or modified Work Item shall be authorized unless sufficient and approved funding is available.

#### *E. Addition of New Vendors into the MSA*

The City reserves the right to add qualified vendors to the MSA through an Open Enrollment process that may be conducted prior to the execution of an Option Year, if the City determines that additional vendors are necessary to address capacity, service coverage, or operational needs.

Open Enrollment shall be conducted through solicitation inviting vendors to apply for participation in the MSA. To participate in the Open Enrollment process, new vendors shall be required to submit the same information and qualifications as vendors who are already participating in the MSA (e.g., maximum allowable pricing, qualifications, compliance information) for review in accordance with the evaluation principles set forth in the SELECTION FOR MASTER SERVICE AGREEMENT section of this Agreement.

Vendors selected through Open Enrollment shall be required to execute the MSA prior to being added to the MSA vendor pool. Once fully executed, newly added vendors shall be eligible to compete for Task Orders issued during the applicable MSA option year, in accordance with the terms and conditions of this Agreement.

The addition of vendors through Open Enrollment shall not affect the validity of existing Task Orders and shall not guarantee the award of any minimum volume of work.

## APPENDICES

### APPENDIX 1: STANDARD SERVICE SPECIFICATIONS

#### RFP FY2026-05-023 PAVEMENT PRESERVATION OPERATIONS

**SCRUB SEAL** shall include all necessary labor, equipment, hauling, and material required to apply a single-layer scrub seal that meets TDOT SP405SS specifications. Includes protection of utility apertures and adjustment of the same to grade. In areas with curb and gutter, a scrub seal shall be placed in the joint between the roadway and the toe of the gutter. Price includes protection of the gutter at/near the joint with the roadway, to 2" or less infiltration in the gutter. Roads that are scrub sealed will also receive a fog seal on the surface, which will be paid at the unit price for fog seal. Scrub seal shall be paid at the Task Order proposal unit price per square yard **SCRUB SEAL** complete and in place.

**CHIP SEAL (BITUMINOUS SURFACE TREATMENT)** shall include all necessary labor, equipment, hauling, and material required to apply a double-layer chip seal that meets TDOT section 405 specifications. Includes protection of utility apertures and adjustment of the same to grade. This item shall be paid at the Task Order proposal unit price per square yard **CHIP SEAL (BITUMINOUS SURFACE TREATMENT)**, complete and in place.

**FOG SEAL (TACK COAT)** shall include all necessary labor, equipment, hauling, and material required to apply a fog seal coat over a double layer chip seal; that meets TDOT section 403 specifications. Fog seal shall be paid at the Task Order proposal unit price per square yard **FOG SEAL (TACK COAT)**, complete and in place.

**ROADWAY CRACK SEALING** shall include all necessary labor, equipment, hauling, and material required to seal roadway cracks, as selected by the City of Bartlett inspector. Crack sealing shall be accomplished in accordance with TDOT specifications (SP411CS/CF) and an approved sealant from TDOT's QPL (list 5, section C). This item shall be measured and paid per Pound of sealant used, as measured by the City of Bartlett inspector. Crack sealing shall be paid at the Task Order proposal unit price per pound for **ROADWAY CRACK SEALING**, complete and in place.

**CRACK SEALING WALKING TRAILS AND PARKING LOTS** shall include all necessary labor, equipment, hauling, and material required to seal cracks on 8' wide walking trails and in parking lots, as selected by the City of Bartlett inspector. Crafcro Roadsaver 221-PN 34221 meeting ASTM 690 Type 2 (D3405) or AASHTO 324 or a prior approved equal shall be used. All cracks ¼" to 1½" in size shall be cleaned with air or pressure washed to remove dirt and vegetation, and allowed to dry prior to filling with crack sealant. Cracks larger than 1½" will be cleaned and filled with asphalt sand mix to fill large voids prior to overlay. This item shall be measured and paid per Linear foot of cracks sealed, as measured by the City of Bartlett inspector for **CRACK SEALING WALKING TRAILS AND PARKING LOTS**, complete and in place.

## APPENDIX 2: SP109B - SPECIAL PROVISION REGARDING PAYMENT ADJUSTMENT FOR BITUMINOUS MATERIAL

### STATE OF TENNESSEE

(Rev. 05-16-16) January 1, 2021

(Rev. 04-01-19)

(Rev. 11-08-19)

This Special Provision covers the method of payment adjustment for bituminous materials.

#### 100% Virgin Bituminous Material

A payment adjustment will be made to compensate for increases and decreases of 5% or more in the contractor's bituminous material cost. The normal items in the solicitation covering the bituminous material shall not be changed. Payment adjustments (+/-) shall be paid under "Payment Adjustment for Bituminous Material" and calculated as described herein:

A "Basic Bituminous Material Index" will be established by the Tennessee Department of Transportation prior to the time the solicitation is opened. This "Basic Bituminous Material Index" is the average of the current quotations on P.G. 64-22 from suppliers furnishing asphalt cement to contractors in the State of Tennessee. These quotations are the cost per ton f.o.b. supplier's terminal.

The "Basic Bituminous Material Index" for this project is **\$746.92** per ton.

The "Monthly Bituminous Material Index" is also established on the first day of each month by the same method.

A payment adjustment shall be made provided the "Monthly Bituminous Material Index" varies 5% or more (+/-) from the "Basic Bituminous Material Index".

Where the price index varies 5% or more, the payment adjustment will be made as follows:

$$PA = [Ic - Ib] \times T$$

Where:

PA = Price Adjustment for Adjustment Month Ib = Basic Bituminous Material Index

Ic = Monthly Bituminous Material Index

T = Tons bituminous material for Adjustment Month

Payment adjustment will be applied to all asphalt cement, asphalt emulsion, or bituminous material used for paving on this project.

Upon the expiration of the allocated working time, as set forth in the original contract or as extended by Change Order, payment adjustments for bituminous material will continue to be

made only when the "Monthly Bituminous Material Index" is less than the "Basic Bituminous Material Index" and varies 5% or more.

Payment adjustment, for bituminous material used after the expiration of the allocated working time and where the "Monthly Bituminous Material Index" exceeds the "Basic Bituminous Material Index", will not be made until after the contract records have been approved by Final Records (FR)/Materials & Tests (MT) and a Final Estimate is ready to be processed. Upon contract record approval by FR/MT, payment adjustments for bituminous material shall be calculated for each month where the allocated working time has expired, the "Monthly Bituminous Material Index" exceeds the "Basic Bituminous Material Index", and the indices vary 5% or more. The calculation of the bituminous payment adjustment shall be made using the "Monthly Bituminous Material Index" or the "Bituminous Material Index for Contract Completion Date" in accordance with the following formulas:

The "Bituminous Material Index for Contract Completion Date" is the Monthly Bituminous Material Index in effect on the allocated Contract Completion Date or on the completion date as extended by Change Order.

The "Monthly Bituminous Material Index" is less than the "Bituminous Material Index for Contract Completion Date".

$$PA = [Ic - Ib] \times T$$

The "Monthly Bituminous Material Index" is greater than the "Bituminous Material Index for Contract Completion Date".

PA =

Where:  $[Icd - Ib] \times T$

PA = Price Adjustment for Adjustment Month Ib =

Basic Bituminous Material Index

Ic = Monthly Bituminous Material Index

Icd = Bituminous Material Index for Contract Completion Date (or as extended by Change Order)

T = Tons

FOR REFERENCE ONLY



SiteManager calculates the price adjustment based on the actual amount of asphalt cement (residue) in the emulsion using the following percentages:

-tack coats and shoulder sealants (e.g. SS-1, SS-1h, CSS-1, Css-1h) 63% residue

-prime coats (e.g. AE-P) 54% residue

-scrub seals and microsurfacing (e.g. CQS-1HP) 65% residue

-chip seals (e.g. CRS-2, CRS-2P) 69% residue

-hot in-place recycle (ARA-3P) 63% residue

#### Mixes Containing Recycled Bituminous Material

The quantity of virgin asphalt cement in tons subject to payment adjustment in recycled mixes shall be the product of the total tons of each mix multiplied by the difference between (1) the percent of asphalt cement specified for Contract purposes and (2) the percent of asphalt cement obtained from the recycled asphaltic material (RAP) used in each mix. No payment adjustment under this special provision for increases and decreases in the contractor's cost for virgin asphalt cement in recycled mixes will be allowed for asphalt cement content in excess of the percent specified for Contract purposes, as all payment adjustments for asphalt cement in the mix design of recycled mixes in excess of the percent of asphalt cement specified for Contract purposes will be made in accordance with the Standard Specifications.

No payment adjustment for bituminous material containing RAP shall be made unless the "Monthly Bituminous

Material Index" varies 5% or more from the "Basic Bituminous Material Index" indicated in this Special Provision. Where the price index varies 5% or more, the payment adjustment will be made as follows:

$$PA = [Ic - Ib] \times [BA - RA] \times Tm \div 100$$

PA = Price Adjustment for Adjustment Month Ib =

Basic Bituminous Material Index

Ic = Monthly Bituminous Material Index

BA = Percent asphalt specified for Contract purposes

RA = Percent asphalt obtained from recycled asphaltic material used in each mix

Tm = Tons asphalt mix for adjustment month

Upon the expiration of the allocated working time, as set forth in the original contract or as extended by Change Order, payment adjustments for bituminous material containing RAP will continue to be made only when the "Monthly Bituminous Material Index" is less than the "Basic Bituminous Material Index" and varies 5% or more.

Payment adjustment, for bituminous material containing RAP provided after the expiration of the allocated working time and where the "Monthly Bituminous Material Index" exceeds the "Basic Bituminous Material Index", shall not be made until after the contract records have been approved by Final Records (FR)/Materials & Tests (MT) and a Final Estimate is ready to be processed. Upon contract record approval by FR/MT, payment adjustments for bituminous material containing RAP shall be calculated for each month where the allocated working time has expired, the "Monthly Bituminous Material Index" exceeds the "Basic Bituminous Material Index", and the indices vary 5% or more. The calculation of the bituminous payment adjustment shall be made using the "Monthly Bituminous Material Index" or the "Bituminous Material Index for Contract Completion Date" in accordance with the following formulas:

The "Bituminous Material Index for Contract Completion Date" is the Monthly Bituminous Material Index in effect on the allocated Contract Completion Date or on the completion date as extended by Change Order.

The "Monthly Bituminous Material Index" is less than the "Bituminous Material Index for Contract Completion Date".

$$PA = [Ic - Ib] \times [BA - RA] \times Tm$$

100 The "Monthly Bituminous Material Index" is greater than the "Bituminous Material Index for Contract Completion Date".

$$PA = [Icd - Ib] \times [BA - RA] \times Tm / 100$$

Where:

PA = Price Adjustment for Adjustment Month Ib =

Basic Bituminous Material Index

Ic = Monthly Bituminous Material Index

Icd = Bituminous Material Index for Contract Completion Date (or as extended by Change Order)

BA = Percent asphalt specified for Contract purposes

RA = Percent asphalt obtained from recycled asphaltic material used in each mix

Tm = Tons asphalt mix for adjustment month

### APPENDIX 3: RESPONDENT SELF-PERFORMANCE CERTIFICATION

Respondent shall complete the following Certification Statements by providing the initials of an authorized representative where indicated.

|                                                                                                                                                                                        |                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Respondent regularly self-performs the <b>Work Items</b> in the <b>Pricing Tabulation Sheet</b> for which the Respondent wishes to join the MSA using its own employees and equipment. | <i>Enter Initial Here</i> |
| Respondent maintains sufficient personnel and equipment to self-perform the selected services during the term of the MSA.                                                              | <i>Enter Initial Here</i> |
| Respondent does not primarily function as a broker or coordinator for the selected services.                                                                                           | <i>Enter Initial Here</i> |
| Respondent understands it will only be eligible for Task Orders that include services it has identified as self-performed and approved by the City.                                    | <i>Enter Initial Here</i> |
| Respondent will notify the City within <b>10 business days</b> of any material change affecting its ability to self-perform approved services.                                         | <i>Enter Initial Here</i> |

Complete the following table.

|                                            |  |
|--------------------------------------------|--|
| <b>Company Name</b>                        |  |
| <b>Authorized Representative Name</b>      |  |
| <b>Authorized Representative Signature</b> |  |
| <b>Title</b>                               |  |
| <b>Date</b>                                |  |

## APPENDIX 4: AFFIDAVIT OF EQUIVALENT DRUG TESTING PROGRAM

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_, being first duly sworn, deposes and says that:

- (1) He/She is \_\_\_\_\_ of the company submitting this proposal 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 solicitation.
- (3) His/Her company has a testing program in place equal to or greater than the City's program.

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Signed \_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20 \_\_\_\_\_.

NOTE: Proposals cannot be considered nor MSA selections made to anyone without the above required statement.

For electronic submissions, scanned notarized forms are acceptable. The selected Respondent must provide original notarized forms prior to award.

## APPENDIX 5: PUBLIC ACTS 109

(Iran Divestment Act)

“By submission of this proposal, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint submission each party thereto certifies as to its own organization, under penalties of perjury, that to the best of its knowledge and belief that each Respondent 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/ PublicActs.109.php](http://tnsos.org/acts/PublicActs.109.php).

Print Name\_\_\_\_\_

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary

Signed \_\_\_\_\_ Print Name\_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_\_.

NOTE: Proposals cannot be considered nor MSA selections made to anyone without the above required statement.

For electronic submissions, scanned notarized forms are acceptable. The selected Respondent must provide original notarized forms prior to award.

## APPENDIX 6: PUBLIC ACTS 775

(Boycott of Israel Act)

“By submission of this proposal, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint submission each party thereto certifies as to its own organization, under penalties of perjury, that to the best of its knowledge and belief that each Respondent is not engaged in, and will not for the duration of the contract engage in, a boycott of Israel as provided pursuant to Tennessee Code Annotate, Title 12, Chapter 4, Part 1.”

Full text of Public Chapters can be found on the Tennessee Secretary of State’s website:  
[http://tnsos.org/acts/ PublicActs.775.php](http://tnsos.org/acts/PublicActs.775.php).

Print Name\_\_\_\_\_

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary

Signed \_\_\_\_\_ Print Name\_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_\_.

NOTE: Proposals cannot be considered nor MSA selections made to anyone without the above required statement.

For electronic submissions, scanned notarized forms are acceptable. The selected Respondent must provide original notarized forms prior to award.

## APPENDIX 7: CONTRACT MONITORING

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

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

Company Name:

Date:

|               |                                 |
|---------------|---------------------------------|
| <b>Gender</b> | <input type="checkbox"/> Male   |
|               | <input type="checkbox"/> Female |

|             |                                                 |
|-------------|-------------------------------------------------|
| <b>Race</b> | <input type="checkbox"/> Caucasian              |
|             | <input type="checkbox"/> African-American       |
|             | <input type="checkbox"/> Hispanic               |
|             | <input type="checkbox"/> Other (please specify) |

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

## APPENDIX 8: CONTRACT MONITORING – PART 2

All Respondents, consultants, and suppliers that receive funds from state or federal projects (through Bartlett) must comply with Title VI guidelines. All Respondents/ 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 Respondent/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 association will be discontinued.

### Title VI Self Survey for Respondents/Consultants/Suppliers

Name of Respondent: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

This should be completed annually while the contract is active and submitted to the subrecipient'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?

---

---



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 Respondents awarded contracts/subcontracts?

---

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 Supplier's Letterhead:

\_\_\_\_\_ assures that no person on the grounds of race, color,

Company Name

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 - Name of Authorized Official

---

Date

## APPENDIX 9: NON-COLLUSION AFFIDAVIT OF PRIME RESPONDENT

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_, being first duly sworn, deposes and says that:

1. The Respondent is \_\_\_\_\_ of \_\_\_\_\_ the person who has submitted the attached proposal;
2. The Respondent is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such proposal is genuine and is not a collusive or sham proposal;
4. Neither the said Respondent 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 agree, directly or indirectly, with any other Respondent, firm, or person to submit a collusive or sham proposal in connection with the Agreement for which the attached proposal has been submitted or to refrain from proposing in connection with such Agreement, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Respondent, firm or person, to fix the price or prices in the attached proposal or of any other Respondent, or to fix any overhead, profit, or cost element of the proposal price or the proposal prices of any other Respondent, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the Agreement; and
5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) \_\_\_\_\_ Title \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_

Title: \_\_\_\_\_

My commission expires: \_\_\_\_\_

## APPENDIX 10: 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:

Lori Von Bokel-Amin, Chief HR Officer, City of Bartlett; 901-385-6430

MILITARY DEPARTMENT TITLE VI COMPLAINT HOTLINE:

1-800-367-9635

Pavement Preservation Unit Prices

|                                                        |      |                  | Median Pricing    |                   | PRI               |                   |
|--------------------------------------------------------|------|------------------|-------------------|-------------------|-------------------|-------------------|
|                                                        |      |                  | Option 1<br>Fixed | Option 2<br>Index | Option 1<br>Fixed | Option 2<br>Index |
| Work Item                                              | Unit | Estimated volume | Max Unit Price    | Max Unit Price    | Max Unit Price    | Max Unit Price    |
| Scrub Seal                                             | SY   |                  | \$ 5.25           | \$ 5.25           | \$ 5.25           | \$ 5.25           |
| Chip Seal (Bituminous Surface Treatment), double layer | SY   |                  | \$ 7.75           | \$ 7.75           | \$ 7.75           | \$ 7.75           |
| Fog Seal (Tack Coat)                                   | SY   |                  | \$ 2.15           | \$ 2.15           | \$ 2.15           | \$ 2.15           |
| Roadway Crack Sealing                                  | LB   |                  | \$ 3.00           | \$ 3.00           | \$ 3.00           | \$ 3.00           |
| Crack Sealing Parking Lots and Walking Trails          | LF   |                  | \$ 3.00           | \$ 3.00           | \$ 3.00           | \$ 3.00           |
| Total Estimated Cost (calculated using volume)         |      |                  | \$ -              | \$ -              | \$ -              | \$ -              |
| Pricing Grade                                          |      |                  |                   |                   | -                 | -                 |

NOTE: Vendor passes if their total pricing is within 15% above the median total price of that Option (either Fixed or Index)

NOTE: Manually review unit pricing for Vendors that submit pricing for fewer Work Items, should they arise

These bids are all less expensive than FY26

Pricing Tabulation

|                                                                   |      |                  | Median Pricing    |                   | Lehman Roberts    |                   | Pollan Paving     |                   |
|-------------------------------------------------------------------|------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                                                   |      |                  | Option 1<br>Fixed | Option 2<br>Index | Option 1<br>Fixed | Option 2<br>Index | Option 1<br>Fixed | Option 2<br>Index |
| Work Item                                                         | Unit | Estimated volume | Max Unit Price    | Max Unit Price    | Max Unit Price    | Max Unit Price    | Max Unit Price    | Max Unit Price    |
| 411-D Hot Mix (In Place)                                          | Ton  | 1,237.50         | \$ 146.50         | \$ 145.13         | \$ 156.00         | \$ 152.00         | \$ 137.00         | \$ 138.25         |
| 411-E Hot Mix (In Place)                                          | Ton  | 6,860.20         | \$ 147.45         | \$ 143.00         | \$ 161.00         | \$ 151.00         | \$ 133.90         | \$ 135.00         |
| 411-E Hot Mix (In Place) for Parking Lot                          | Ton  |                  | \$ 150.38         | \$ 149.25         | \$ 157.00         | \$ 154.00         | \$ 143.75         | \$ 144.50         |
| 411-E Hot Mix (In Place) for Walking Trails                       | Ton  |                  | \$ 164.38         | \$ 163.25         | \$ 169.00         | \$ 166.00         | \$ 159.75         | \$ 160.50         |
| 411-D Hot Mix (Picked up at Plant)                                | Ton  |                  | \$ 105.00         | \$ 90.00          | \$ 105.00         | \$ 90.00          |                   |                   |
| 411-E Hot Mix (Picked up at Plant)                                | Ton  |                  | \$ 102.00         | \$ 80.00          | \$ 102.00         | \$ 80.00          |                   |                   |
| Bituminous Plant Mix Surface course (cold Mix) picked up at plant | Ton  |                  | \$ 227.00         | \$ 227.00         | \$ 227.00         | \$ 227.00         |                   |                   |
| Bituminous Plant Mix Surface course (cold Mix) delivered          | Ton  |                  | \$ 243.00         | \$ 243.00         | \$ 243.00         | \$ 243.00         |                   |                   |
| 307-BM Hot Mix (In Place)                                         | Ton  |                  | \$ 181.25         | \$ 178.50         | \$ 176.00         | \$ 169.00         | \$ 186.50         | \$ 188.00         |
| 307-BM Hot Mix (Patching)                                         | Ton  | 6,677.98         | \$ 244.75         | \$ 242.00         | \$ 236.00         | \$ 229.00         | \$ 253.50         | \$ 255.00         |
| 307-BM Hot Mix (Patching Subdivision Streets)                     | Ton  |                  | \$ 260.75         | \$ 260.50         | \$ 268.00         | \$ 266.00         | \$ 253.50         | \$ 255.00         |
| 307-BM Hot Mix (Finish Patching)                                  | Ton  |                  | \$ 300.25         | \$ 297.50         | \$ 267.00         | \$ 260.00         | \$ 333.50         | \$ 335.00         |
| Thin Mill                                                         | Ton  | 2,595.50         | \$ 101.50         | \$ 101.50         | \$ 103.00         | \$ 103.00         | \$ 100.00         | \$ 100.00         |
| Standard Mill                                                     | Ton  |                  | \$ 100.00         | \$ 100.00         | \$ 106.00         | \$ 106.00         | \$ 94.00          | \$ 94.00          |
| Adjustment of Water Valves                                        | Each |                  | \$ 115.00         | \$ 115.00         | \$ 130.00         | \$ 130.00         | \$ 100.00         | \$ 100.00         |
| Adjustment of Manholes (Drain or Sewer)                           | Each |                  | \$ 201.00         | \$ 201.00         | \$ 227.00         | \$ 227.00         | \$ 175.00         | \$ 175.00         |
| Recycled Concrete Aggregate (RCA)                                 | Ton  |                  | \$ 144.50         | \$ 144.50         | \$ 89.00          | \$ 89.00          | \$ 200.00         | \$ 200.00         |
| Cement Treated Base (CTB)                                         | Ton  |                  | \$ 170.50         | \$ 170.50         | \$ 141.00         | \$ 141.00         | \$ 200.00         | \$ 200.00         |
| CR-610                                                            | Ton  |                  | \$ 155.00         | \$ 155.00         | \$ 110.00         | \$ 110.00         | \$ 200.00         | \$ 200.00         |
| 8" Full Depth Reclamation (FDR) with 8% cement                    | SY   |                  | \$ 11.00          | \$ 11.00          | \$ 11.00          | \$ 11.00          |                   |                   |
| 10" Full Depth Reclamation (FDR) with 8% cement                   | SY   |                  | \$ 14.00          | \$ 14.00          | \$ 14.00          | \$ 14.00          |                   |                   |
| 12" Full Depth Reclamation (FDR) with 8% cement                   | SY   |                  | \$ 16.00          | \$ 16.00          | \$ 16.00          | \$ 16.00          |                   |                   |
| Additional Cement                                                 | Ton  |                  | \$ 480.00         | \$ 480.00         | \$ 480.00         | \$ 480.00         |                   |                   |
| Excess Excavation                                                 | Ton  |                  | \$ 48.00          | \$ 48.00          | \$ 48.00          | \$ 48.00          |                   |                   |
| Total Esitmated Cost (calculated using volume)                    |      |                  | \$ 3,090,709.10   | \$ 3,040,115.20   | \$ 3,140,881.98   | \$ 3,020,584.12   | \$ 3,040,536.21   | \$ 3,059,646.28   |
| Pricing Grade                                                     |      |                  |                   |                   | PASS              | PASS              | PASS              | PASS              |

NOTE: Vendor passes if their total pricing is within 15% above the median total price of that Option (either Fixed or Index)

NOTE: Manually review unit pricing for Vendors that submit pricing for fewer Work Items, should they arise

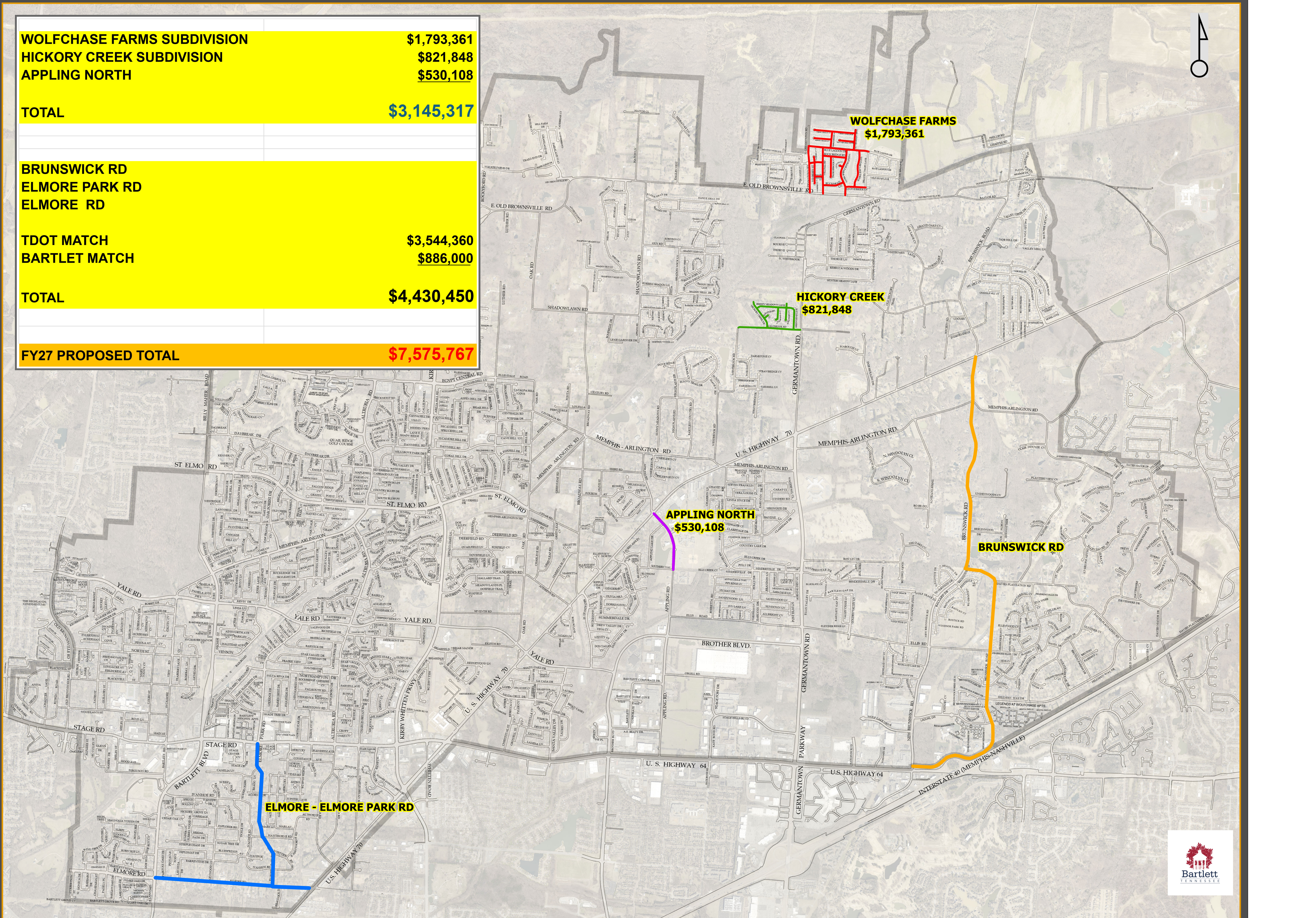
Cost of Pavement Markings and utility adjustment not included



|                             |             |
|-----------------------------|-------------|
| WOLFCHASE FARMS SUBDIVISION | \$1,793,361 |
| HICKORY CREEK SUBDIVISION   | \$821,848   |
| APPLING NORTH               | \$530,108   |
| TOTAL                       | \$3,145,317 |

|                |             |
|----------------|-------------|
| BRUNSWICK RD   |             |
| ELMORE PARK RD |             |
| ELMORE RD      |             |
| TDOT MATCH     | \$3,544,360 |
| BARTLET MATCH  | \$886,000   |
| TOTAL          | \$4,430,450 |

|                     |             |
|---------------------|-------------|
| FY27 PROPOSED TOTAL | \$7,575,767 |
|---------------------|-------------|



Date: 8/19/2026





Memo To: Mayor and Board of Aldermen

From: John Horne

RE: City of Bartlett Paving Master Service Agreement

August 25, 2026

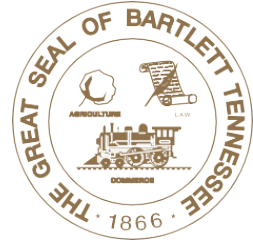
Regarding this Agenda Item on the August 25, 2026 Board of Mayor and Aldermen Meeting, I recommend the following items to be removed from this Master Service Agreement:

1. 411-D Hot Mix (Picked up at Plant)
2. 411-E Hot Mix (Picked up at Plant)
3. Bituminous Plant Mix Surface course (cold Mix) picked up at plant
4. Bituminous Plant Mix Surface course (cold Mix) delivered

In an effort to potentially attract more bidders, these 4 Items will be rebid and brought to the Board for Approval.

**Board of Mayor and Aldermen**  
**August 25, 2026**

**Item Memo**



**Consent Summary:**

Recommend contract renewal with Pavement Management Systems (PMG) for \$75,000.00. Funding is available in Account 311.48311.780.456.

**Formal Body:**

In 2023, the City of Bartlett contracted with Pavement Management Services (PMG) to assess all roads in Bartlett and to provide services to help us optimize our paving funds.

Under the original contract, PMG provided the road assessment, created our dashboard, recommended treatment options, and provided three years of updates and support. The original contract also provided an option for a renewal after three years.

Under this renewal contract, PMG will re-assess our roads, update our dashboard with our second assessment, and provide the same services for three additional years, for the same price as the original, \$75,000. The renewal contract proposal is attached.

Engineering recommends awarding this contract to PMG in the amount of \$75,000.00.

Funding is available in Account 311.48311.780.456.

**Attachments:**

PMG - City of Bartlett Three Year Continuing Services Proposal v2





## YOUR THREE YEAR PAVEMENT MANAGEMENT PROPOSAL

Prepared For:  
City of Bartlett, TN

Date: 07/03/2026



**DATA-DRIVEN DECISIONS TODAY, BETTER ROADWAYS TOMORROW™**

# YOUR PAVEMENT MANAGEMENT PROPOSAL

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# YOUR PAVEMENT MANAGEMENT PROPOSAL

## II. Introduction

Becky Bailey  
City of Bartlett, TN  
6382 Stage Road  
Bartlett, TN 38134

Dear Becky,

Pavement Management Group (PMG) is a pavement management professional services firm headquartered in Heath, Ohio, founded in 2017 and led by Founder & CEO James Golden, who brings 28 years of industry-specific expertise. Today, PMG proudly supports more than 100 clients nationwide. We're pleased to present this comprehensive pavement management proposal for the City of Bartlett, TN.

At PMG, we understand the challenge of maintaining roadway infrastructure while balancing limited budgets and high community expectations. Our mission is simple: to make pavement management smarter, data-driven, and cost-effective.

Through our turnkey solution, PMG efficiently manages your 300 centerline-mile pavement network by combining advanced condition assessment methodologies, proven industry expertise, and our proprietary RoadINsights™ platform. The result is clear, actionable insights—without the burden of complex software, lengthy contracts, or expensive equipment.

Our services include detailed pavement condition assessments, strategic maintenance recommendations, and customized budget scenarios that help you optimize resources, extend pavement life, and plan confidently for the future.

### The PMG Guarantee



We stand behind every project with our unwavering commitment to clarity, accuracy, and integrity. PMG guarantees a pavement management program that is data-driven, defensible, and deliverable—empowering better decisions, maximizing budgets, and improving roadway conditions for the communities you serve.

On behalf of the entire PMG team, thank you for the opportunity to support your community's long-term infrastructure planning and management goals.

**James Golden**  
President & CEO

A handwritten signature in black ink that reads "James Golden III". The signature is fluid and cursive, with the last name "Golden" being more prominent.

# YOUR PAVEMENT MANAGEMENT PROPOSAL

## III. Scope of Services

### Project Kickoff and Management

Together, we'll begin the project with a virtual kickoff meeting to ensure complete alignment on scope, timeline, and deliverables. This session establishes a clear roadmap for smooth execution, defines key milestones, and provides an opportunity to address any initial questions—ensuring all stakeholders are informed and aligned from day one. To successfully initiate your project, PMG requires the following files (*New Projects Only, We Have on File*):

- **Street Centerline Shapefile and Municipal Boundary Shapefile**

These files are typically available through your internal GIS team, engineering consultant, or county GIS department. Within your Street Centerline Shapefile, please include (or create) a field identifying the streets under your maintenance and repair responsibility. This step is critical, as it forms the foundation of your roadway inventory and pavement management database.

If you need assistance locating or preparing these files, PMG is happy to help. In many cases, we can source this data on your behalf. Please contact your sales representative with any requests so our project team can receive and review the files in advance of your scheduled kickoff meeting.

### Pavement Network Inventory

A successful pavement management program relies on a strong foundation — an accurate, well-organized roadway inventory. For this project, PMG will review, validate, and update your existing Street Centerline Shapefile and inventory to ensure it aligns with PMG's proven pavement management standards. In many cases, existing GIS inventories are incomplete, outdated, or missing key pavement management attributes.

| VIDEO LINK          | ROAD NAME        | SECTION | FROM                   | TO                     | LENGTH | WIDTH | AREA   | RANK        | SURFACE | LANES |
|---------------------|------------------|---------|------------------------|------------------------|--------|-------|--------|-------------|---------|-------|
| WICKLOW LN 01       | WICKLOW LN       | 01      | DENEEN AVE             | TARRYTON CT            | 425    | 24    | 10,200 | RESIDENTIAL | ASPHALT | 2     |
| WICKLOW LN 02       | WICKLOW LN       | 02      | TARRYTON CT            | FOX RUN PL             | 551    | 24    | 13,224 | RESIDENTIAL | ASPHALT | 2     |
| WICKLOW LN 03       | WICKLOW LN       | 03      | FOX RUN PL             | CUL-DE-SAC N           | 533    | 24    | 12,792 | RESIDENTIAL | ASPHALT | 2     |
| WILLOW BROOK DR 01  | WILLOW BROOK DR  | 01      | WYANDOT WOODS BLVD     | WYNDHAM PL             | 844    | 24    | 20,256 | RESIDENTIAL | ASPHALT | 2     |
| WILLOW BROOK DR 02  | WILLOW BROOK DR  | 02      | WYNDHAM PL             | WYANDOT WOODS BLVD     | 823    | 24    | 19,752 | RESIDENTIAL | ASPHALT | 2     |
| WINDING BROOK LN 01 | WINDING BROOK LN | 01      | BRITTON LN             | HICKORY HILL CT        | 350    | 24    | 8,400  | RESIDENTIAL | ASPHALT | 2     |
| WINDING BROOK LN 02 | WINDING BROOK LN | 02      | HICKORY HILL CT        | HIDDEN CREEK DR        | 373    | 24    | 8,952  | RESIDENTIAL | ASPHALT | 2     |
| WINDING BROOK LN 03 | WINDING BROOK LN | 03      | HIDDEN CREEK DR        | BROOKHURST DR          | 497    | 24    | 11,928 | RESIDENTIAL | ASPHALT | 2     |
| WINESAP LN 01       | WINESAP LN       | 01      | ANNE RD                | APPLE RIDGE CT         | 214    | 23    | 4,922  | RESIDENTIAL | ASPHALT | 2     |
| WINESAP LN 02       | WINESAP LN       | 02      | APPLE RIDGE CT         | GRANNY SMITH LN        | 278    | 23    | 6,394  | RESIDENTIAL | ASPHALT | 2     |
| WINESAP LN 03       | WINESAP LN       | 03      | GRANNY SMITH LN        | MAGINTOSH LN           | 311    | 23    | 7,153  | RESIDENTIAL | ASPHALT | 2     |
| WINESAP LN 04       | WINESAP LN       | 04      | MAGINTOSH LN           | APPLE KNOLL LN         | 314    | 23    | 7,222  | RESIDENTIAL | ASPHALT | 2     |
| WINESAP LN 05       | WINESAP LN       | 05      | APPLE KNOLL LN         | DEAD END N             | 189    | 23    | 4,347  | RESIDENTIAL | ASPHALT | 2     |
| WINSTON LN 01       | WINSTON LN       | 01      | DOVERDALE DR           | SANDS AVE N            | 872    | 23    | 20,056 | RESIDENTIAL | ASPHALT | 2     |
| WM GROTH DR 01      | WM GROTH DR      | 01      | S MAIN ST              | DAVIS DR               | 494    | 23    | 11,362 | RESIDENTIAL | ASPHALT | 2     |
| WOODCREST DR 01     | WOODCREST DR     | 01      | HAMILTON MIDDLETOWN RD | HAMILTON MIDDLETOWN RD | 1,016  | 19    | 19,304 | RESIDENTIAL | ASPHALT | 2     |
| WOODGATE CT 01      | WOODGATE CT      | 01      | CUL-DE-SAC W           | HOLLYTREE DR           | 581    | 23    | 13,363 | RESIDENTIAL | ASPHALT | 2     |
| WOODLAND CT 01      | WOODLAND CT      | 01      | CUL-DE-SAC W           | OAKLAWN DR             | 500    | 24    | 12,000 | RESIDENTIAL | ASPHALT | 2     |
| WOODSDALE DR 01     | WOODSDALE DR     | 01      | TAM-O-SHANTER WAY      | RUSTIC CT              | 246    | 24    | 5,904  | RESIDENTIAL | ASPHALT | 2     |

[Click Here](#) to See an Example of our Standardized Pavement Network Inventory



# YOUR PAVEMENT MANAGEMENT PROPOSAL

## PMG's team will:

- Carefully examine your current GIS and Inventory data
- Identify missing, inconsistent, or inaccurate fields
- Update and supplement those attributes
- Ensure your roadway network is fully pavement-management-ready

This organized GIS database becomes the cornerstone of your pavement management program—supporting accurate condition assessments, meaningful analytics, and strategic long-term planning for your roadway network. Once PMG completes the updated inventory, we will provide a comprehensive spreadsheet of all inventory data along with an accompanying GIS map for your review.

This review stage allows you to confirm accuracy and identify any roadways that should be added or removed before finalization. Once you are satisfied that the inventory fully reflects all roadways under your maintenance responsibility, you will provide approval for PMG to proceed to the next phase: **Onsite Video Capture**.

## Onsite Video Capture

PMG conducts 1080p high-definition video capture of all pavement sections to support a fully data-driven pavement management approach. This footage forms the foundation for automated distress identification and condition assessment within the RoadINsights™ platform, where users can seamlessly access, analyze, and verify real-world pavement conditions.



[Click Here](#) to View an Example of our High Definition Streaming Video



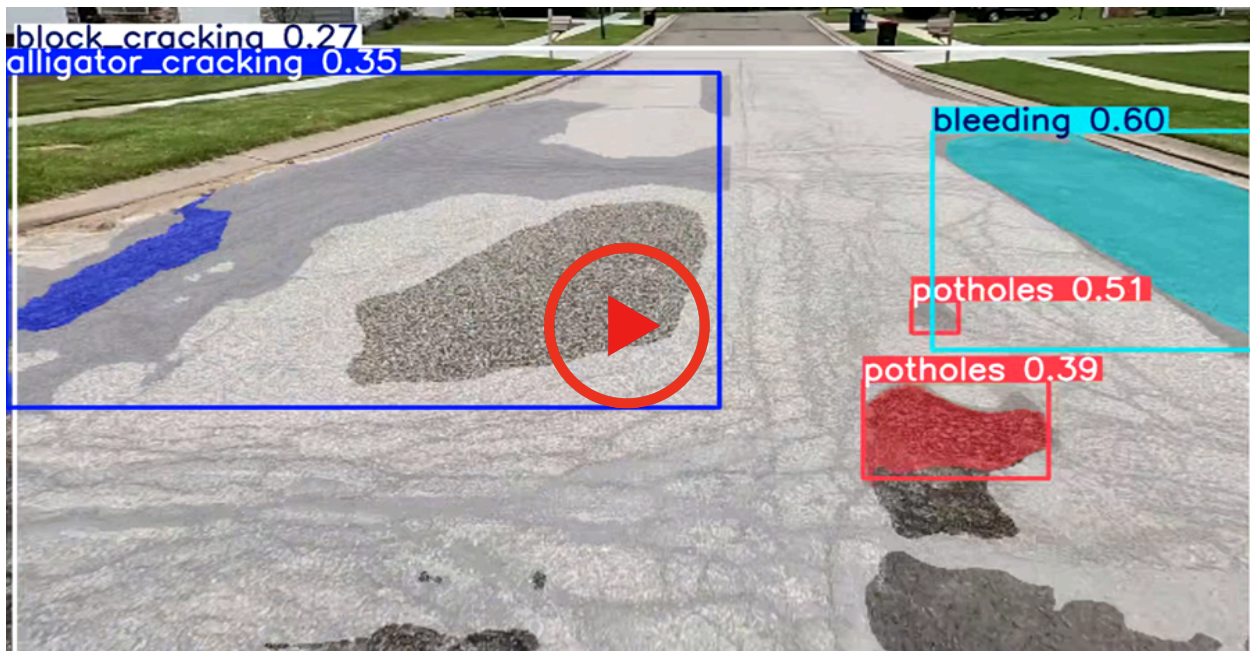
# YOUR PAVEMENT MANAGEMENT PROPOSAL

Each video is geo-located, time-stamped, and searchable by street name or address, allowing staff to instantly stream footage with exceptional clarity and transparency. PMG's process is efficient, accurate, and non-disruptive—captured safely at or below posted speeds with no traffic control or lane closures required.

Before deployment, PMG's Project Manager coordinates all vehicle and operator details with your staff to ensure smooth communication with internal teams, law enforcement, and the public. This transparent approach keeps the survey safe, compliant, and aligned with your agency's expectations.

## Condition Assessment

PMG conducts a detailed pavement condition assessment for every section under your maintenance responsibility. Using AI-powered distress detection combined with ASTM D6433-compliant analysis, we identify, classify, and quantify all visible distresses, assigning severity and extent to calculate each section's Pavement Condition Index (PCI) on the standardized 0–100 scale.



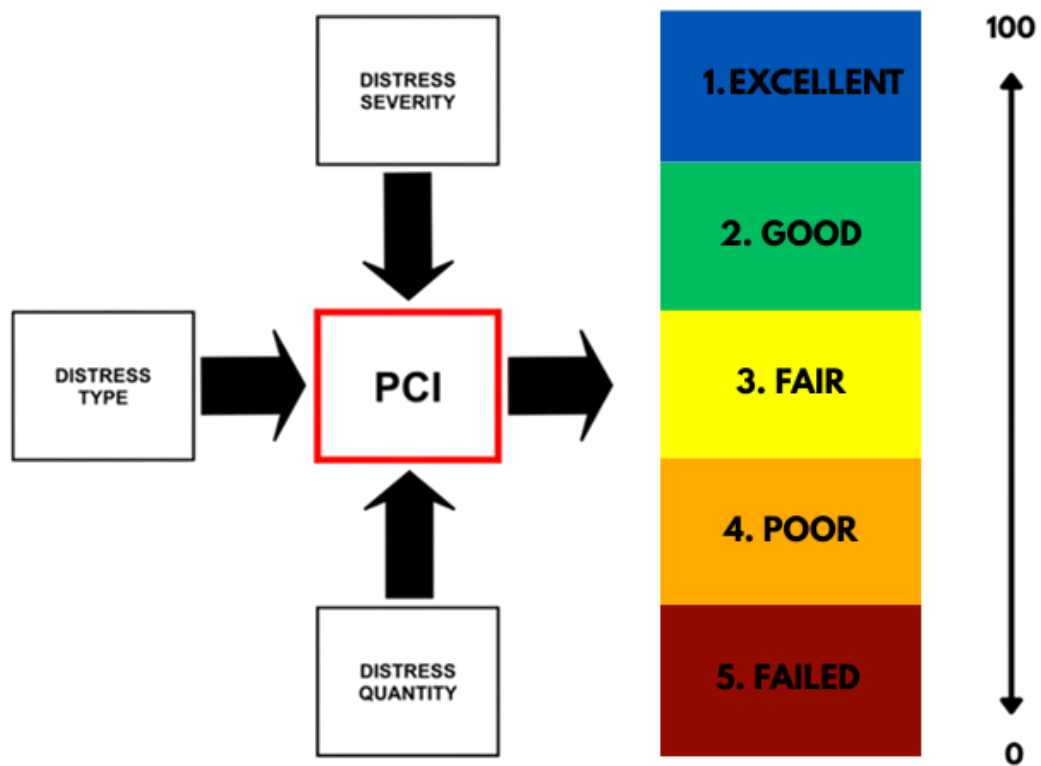
[Click Here](#) to Watch an Example of our Automated ASTM Distress Recognition

Unlike AI-only solutions, PMG pairs advanced technology with expert human review. Every assessment undergoes strict QA/QC by our pavement specialists to ensure accuracy, consistency, and ASTM compliance across your entire network.

# YOUR PAVEMENT MANAGEMENT PROPOSAL

The result is a reliable, data-driven foundation for planning maintenance and rehabilitation, minimizing costly surprises, extending pavement life, and maximizing every budget dollar.

And for complete transparency, each section's PCI is backed by streaming, geo-located video within RoadINsights™, enabling your team to visually verify conditions and confidently communicate findings to stakeholders.



*Example of how ASTM Distress Data Creates PCI and Condition Categories*



# YOUR PAVEMENT MANAGEMENT PROPOSAL

## Project Completion, Client Success & Support

At PMG, a successful project means more than delivering data—it means ensuring your team has the tools, information, and confidence to manage your pavement network effectively. Our structured close-out and support process provides a smooth transition from project delivery to ongoing success, with continued access to your data, resources, and technical assistance from PMG's dedicated team. Your final deliverables include:

- **RoadINsights™ Web/GIS Platform** – A centralized, interactive dashboard with HD video streaming, analytics, treatment qualifications, and map-driven planning tools. All data is securely stored and easily accessible for viewing, downloading, and long-term management.
- **Dedicated Shared Google Drive** – A secure, organized repository containing all project files, reports, and videos for convenient team access.
- **Final Project Report** – Delivered in PDF and through RoadINsights™, professionally designed to help your agency communicate findings and next steps to boards, councils, and stakeholders.
- **Final Inventory & Condition Data** – Provided in both Excel and GIS shapefile formats for compatibility with internal systems and future updates.

Following delivery, PMG facilitates a formal close-out meeting to walk your team through all materials in RoadINsights™, ensuring comfort with accessing, interpreting, and applying the data for planning, budgeting, and project development.

After project completion, support transitions to your dedicated Client Success Manager (CSM), who remains your ongoing point of contact for:

- Guidance on navigating and using RoadINsights™ features and reports
- Assistance if the platform appears offline, inaccessible, or not performing as expected
- Coordination with PMG's technical team for any confirmed software or data issues
- Support in requesting proposals for future annual projects upon contract expiration

PMG's Client Success Team ensures your platform remains reliable and fully functional so your staff can confidently use the system for daily decision-making, planning, and reporting. Our goal is to provide structured, proactive support that empowers your organization to independently manage your pavement data—while knowing PMG's expertise is always just a call or email away.



# YOUR PAVEMENT MANAGEMENT PROPOSAL

## IV. RoadINsights™: Annual License, Features, and Support Services

The RoadINsights™ Annual License provides continuous access to PMG's advanced pavement management platform and ongoing data maintenance over the two-year contract term. This ensures your pavement management program remains accurate, active, and aligned with your community's evolving maintenance and rehabilitation needs.

As part of this agreement, PMG performs an annual update to incorporate completed maintenance and repair activities into your system. By keeping your data and analysis current, PMG helps your organization confidently make informed, data-driven decisions year after year.



[Click Here](#) to Access and Demo our RoadINsights™ Dashboard

# YOUR PAVEMENT MANAGEMENT PROPOSAL

## RoadINsights™ License Features

Your RoadINsights™ license provides full access to all pavement data, HD video, and analytical tools in a single, intuitive web-based platform designed for municipalities. The platform allows your team to review, analyze, and plan roadway maintenance with accuracy and transparency.

Key platform capabilities include:

- **Complete Data Access** – View and analyze all collected pavement condition data, including streaming 1080p high-definition video, PCI scores, distress details, and historical records.
- **Detailed Measurements** – Instantly access roadway lengths, widths, areas, surface types, and classifications to support precise evaluations and project planning.
- **Historical Data Comparison** – Evaluate changes in pavement condition over time to measure the impact of completed maintenance and treatment strategies.
- **Qualified Treatment Recommendations** – View and analyze all treatment recommendations and associated costs by pavement section.
- **Budget/Target Driven Scenarios** – Evaluate the condition impact over time against various annual budgets and goals.
- **Annual Work History Updates** – PMG incorporates your annual maintenance and repair projects directly into RoadINsights™, tracking changes by year and treatment type. Client to provide treatments to PMG following our provided template.

## Client Success & Annual Program Review

PMG complements the RoadINsights™ Annual License with structured client success and support services to ensure your pavement management program remains accurate, active, and aligned with your community's goals. Each year, your Client Success Manager leads an Annual Program Review via Microsoft Teams to evaluate progress, confirm that RoadINsights™ reflects recent maintenance activities, and discuss upcoming goals, priorities, or changes in your roadway network. During this review, PMG can also provide on-demand budget-driven funding scenarios and assist in qualifying roadways for optimized treatments upon request.

Beyond the annual review, PMG's Client Success Team remains available year-round to support your use of the RoadINsights™ platform. This includes guidance on navigating reports and features, assistance with accessibility or performance issues, and coordination with PMG's technical specialists for any confirmed platform or data-related needs.



# YOUR PAVEMENT MANAGEMENT PROPOSAL

This structured and proactive approach ensures your pavement management program continues operating smoothly—keeping your data accurate, your platform reliable, and your team confident in making informed, data-driven decisions.

## V. Project Planning

Upon contract execution, PMG will schedule a project kickoff call to align expectations, confirm scheduling, and review the scope, timeline, deliverables, and any municipal or seasonal factors that may influence fieldwork. This ensures all stakeholders are informed and fully prepared for project launch.

Projects of this size are typically completed within **120-150 days**. During the kickoff, your Project Manager will provide a detailed project timeline outlining milestones, deliverable dates, and dependencies. PMG's advanced project management system supports transparent coordination by offering real-time visibility into progress, schedule updates, and key milestones.

Throughout execution, clients have 24/7 access to a summarized dashboard displaying completed tasks, upcoming work, and any timeline adjustments. Should delays or changes occur, your Project Manager will communicate updates promptly with revised timelines and next steps—ensuring the project stays on track, on budget, and fully visible from kickoff to close-out.

## VI. Invoicing

PMG issues invoices on a monthly basis to accurately reflect project progress and completed deliverables. The **first invoice**, totaling **30% of the turn key project value**, will be **issued during the Project Kickoff and Management phase** to initiate project coordination, field scheduling, and data acquisition planning. Subsequent invoices will follow monthly as work advances, ensuring billing remains fair, transparent, and aligned with the measurable progress achieved throughout the project.

Accepted payment methods include **check, electronic or ACH transfer**. All invoices are due **NET 30** days from the date of receipt, unless otherwise specified in writing.

In the event payment is not received within the **NET 30 period**, PMG reserves the right to apply a **1.5%** monthly service charge (18% annually) on overdue balances and to temporarily suspend project activity or system access until the account is current.



# YOUR PAVEMENT MANAGEMENT PROPOSAL

## VII. Contract Period & Renewal

This Agreement shall remain in effect for a **three year** term, commencing on the date the Contract is fully executed and the corresponding Purchase Order is issued. The Agreement shall expire three years from that effective date.

The Agreement includes all services and deliverables outlined in this Proposal, including the RoadINsights™ Annual License, scheduled data updates, and ongoing client support services.

Upon expiration of the initial term, the Agreement may be renewed for an additional term upon mutual written consent. Renewal allows the Client to maintain uninterrupted access to the RoadINsights™ platform, continued system enhancements, maintenance updates, and support services.

Prior to the end of the current term, PMG will provide a renewal proposal reflecting then current market pricing, available services, and platform enhancements. This ensures both parties have the opportunity to review and align on updated terms that reflect evolving technology, service levels, and budget considerations.

PMG will provide advance written notice before the expiration of the Agreement to discuss renewal options and confirm continuity of services.

## VIII. Project Pricing

The following pricing reflects the complete scope of services, deliverables, and support outlined in this proposal and for a full **three year term**. PMG provides a transparent, milestone-based billing structure to ensure accountability and clarity throughout the project. Pricing is valid for 90 days from the date of this proposal; any adjustments beyond that period may reflect updated market conditions or service enhancements.

To move forward, please review and complete the form below, submitting to your PMG sales representative. This signed form will constitute your acceptance of the pricing, terms, and scope of services contained herein and will finalize execution of the contract so the project can be scheduled for Kickoff. If you have any questions prior to signing, our team is available to assist and ensure complete clarity before project initiation. Your proposal and pricing quoted is valid for **60 days**.



# YOUR PAVEMENT MANAGEMENT PROPOSAL

## IX. Professional Services Execution

| Project Services                                         | Unit price<br>(Miles/Years) | Quantity<br>(Miles/Years) | Amount      |
|----------------------------------------------------------|-----------------------------|---------------------------|-------------|
| <b>Streets - Pavement Management:<br/>Turn-Key Scope</b> | \$225.00                    | 300                       | \$67,500.00 |
| <b>RoadINsights: Annual License &amp;<br/>Support</b>    | \$2,500.00                  | 3                         | \$7,500.00  |

***Total Investment: \$75,000.00***

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*Purchase Order Number:*

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*Signature:*

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*Date:*



# YOUR PAVEMENT MANAGEMENT PROPOSAL

## X. Terms

All deliverables—including reports, datasets, maps, GIS files, and access to RoadINsights™ dashboards—remain the property of Pavement Management Group until full payment for the associated phase or milestone has been received. Upon full completion of the project and receipt of final payment, ownership of the project-specific deliverables and associated project data transfers to the client for its internal governmental use.

Notwithstanding the foregoing, Pavement Management Group retains exclusive ownership of its pre-existing and independently developed intellectual property, including but not limited to:

- AI system architecture and orchestration pipelines
- Model weights and machine learning configurations
- ASTM D6433 PCI calculation logic and methodologies
- Proprietary annotations and training datasets
- Synthetic data generation tools
- Workflow designs, QA processes, and operational know-how
- Configuration logic and branding associated with RoadINsights™

RoadINsights™ is a PMG trademark applied to GIS dashboard configurations implemented on licensed third-party GIS infrastructure. PMG retains ownership of its configuration logic, schema design, and workflow customization. Clients receive access rights to dashboards and data outputs but do not acquire ownership of PMG's underlying platform architecture, AI models, or proprietary methodologies.

Client ownership of project data does not include rights to:

- Source code
- AI model weights
- Training datasets
- Internal annotations
- Platform architecture
- Derivative system improvements

PMG reserves the right to use non-client-identifiable and anonymized data derived from project activities for internal research, quality improvement, model refinement, benchmarking, and product development purposes, provided that no confidential or client-identifiable information is disclosed.

The use and access of the RoadINsights™ platform, including streaming of HD video and analytics dashboards, is restricted to the client organization and its authorized personnel. Sharing platform dashboards, HD video streams, or data access with outside consultants, contractors, or third parties is prohibited without prior written authorization from PMG.





## YOUR PAVEMENT MANAGEMENT PROPOSAL

If third-party access is required—for example, to support consulting engineers or project teams—clients may request additional user licenses through PMG. Additional access may be subject to written approval and applicable access fees.

Clients may not reverse engineer, decompile, disassemble, or otherwise attempt to derive underlying source code, model structure, or proprietary methodologies from platform outputs or deliverables.

To the extent PMG utilizes open-source software components within its development environment, such components remain governed by their respective licenses. Nothing in this agreement transfers ownership of such open-source components to the client.

PMG maintains open and proactive communication regarding billing, project progress, and platform access. Our Client Success Team remains available to ensure clarity and transparency throughout the engagement.

The Company may assign or transfer this Agreement, in whole or in part, without the Municipality's consent in connection with (a) a merger, consolidation, or change of control of the Company, or (b) a sale of all or substantially all of the assets of the Company or of the business to which this Agreement relates, provided that the assignee assumes in writing all obligations of the Company under this Agreement.

Except as expressly permitted above, neither Party may assign or transfer this Agreement without the prior written consent of the other Party. The Municipality may not assign this Agreement without the prior written consent of the Company. Any purported assignment in violation of this Section shall be void. Subject to the foregoing, this Agreement shall bind and inure to the benefit of the Parties and their respective permitted successors and assigns.