



Where Community Connects

STOCKBRIDGE

CITY COUNCIL

Mayor

Anthony Ford

Mayor Pro Tem Elton Alexander

Councilwoman Yolanda Barber

Councilman John Blount

Councilwoman LaKeisha Gantt

Councilman Alphonso Thomas

CITY MANAGER

Randy Knighton

CITY CLERK

Vanessa Holiday

CITY TREASURER

John Wiggins

CITY ATTORNEY

Quinton G. Washington

Jeremy T. Berry

**Council Meeting
Agenda
August 16, 2021 6:00 PM**



Stockbridge City Hall

4640 N. Henry Blvd.

Stockbridge, GA 30281

Website: www.cityofstockbridge.com

Phone: 770-389-7900

Fax: 770-389-7912



AGENDA COUNCIL MEETING CITY OF STOCKBRIDGE

MONDAY, AUGUST 16, 2021 6:00 PM

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem Elton Alexander
Councilwoman Yolanda Barber
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilman Alphonso Thomas

Administration

Randy Knighton, City Manager
Vanessa Holiday, City Clerk
John Wiggins, City Treasurer
Quinton G. Washington, City Attorney
Jeremy T. Berry, City Attorney

ZOOM INFORMATION-

<https://us02web.zoom.us/j/82836070083?pwd=VzF5VVFUOWIUVnMrMi90STV1ZGxNdz09>
Passcode: 651320

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF THE AGENDA

ADOPTION OF THE MINUTES

- 1 Adoption of the Minutes June 14, 2021
- 2 Adoption of the Minutes June 29, 2021

PUBLIC COMMENTS

OLD BUSINESS

- 3 Council Consideration to approve amendment of job descriptions for the Executive Assistant to Mayor & Council, and Administrative Assistant to Mayor & Council positions. - Presented by: Renee Wheeler

NEW BUSINESS

- 4 Council Consideration to approve the November 2021 Municipal Election Early Voting Schedule - Presented by: Vanessa Holiday
- 5 Council consideration to approve emergency purchased generator for the Glynn Addy Pump Station in the amount of \$44,314.00. - Presented by: Decius Aaron, Brad Holtsinger
- 6 Council consideration to approve information technology network equipment for the Public Works Administrative Building in the amount of \$47,478.80. - Presented by: Decius Aaron
- 7 Council consideration to approve Task Order No. 33 with Carter & Sloope - GIS Mapping Program for Water and Sewer in the amount of \$32,020.00. - Presented by: Decius Aaron, Brad Holtsinger, Donnie Mullis
- 8 Council consideration to approve Task Order No. 23 with TSW, Inc. - Renovations of WWTP offices and laboratory in the amount of \$66,590.00. - Presented by: Decius Aaron, Brad Holtsinger
- 9 Council Consideration to approve a contract with Georgia Alliance Stockbridge, LLC. for Management Services of the Amphitheater as a Professional Service - Presented by: Randy Knighton
- 10 Council Consideration to approve COVID-19 State of Emergency for the City of Stockbridge - Presented by: Quinton Washington

COUNCIL DISCUSSION

- 11 Council Update - Police Chief/Department
- 12 Council Discussion - Procurement Manual

MAYOR'S COMMENTS (Mayor Anthony Ford)

ANNOUNCEMENTS OF UPCOMING MEETINGS & EVENTS-UPCOMING MEETINGS & ANNOUNCEMENTS: Meeting will be held via Zoom until further notice. Meeting dates and times are subject to change. Please visit the city's website www.cityofstockbridge.com for the meeting invitation link, Facebook page or contact City Hall offices at 770-389-7900 for updates. □ Main Street Advisory Board Meeting, 2nd Friday of each month 9:00 a.m. - Via Zoom - (Sept 10) □ City Council Meeting at 6:00 p.m. Via Zoom 2nd Monday of each month (Sep 14) □ Downtown Development Authority Meeting, 6:00 p.m. Via Zoom - 3rd Tuesday of each month (Aug 17) □ Youth Council & Advisory Meeting, 6:30 p.m. Via Zoom - 3rd Tuesday of each month (Aug 17) □ Planning Commission Meeting, at 6:30 p.m. Via Zoom – 4th Thursday of each month (Aug 26) □ City Council Work Session at 6:00 p.m. Via Zoom – Last Tuesday of each (Aug 31). CITY EVENT/INITIATIVES Please join Councilwoman Barber at the Merle Manders Conference

Center for the Blood Drive Council Initiative, Saturday, August 21st from 10 a.m. to 4 p.m. Please donate. Here's your opportunity to Meet the Mayor, and voice your questions and/or concerns Monday August 23, 2021 from 10 a.m. to noon. Call City Hall for an appt. 770-389-7900.

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Acts)

ADJOURNMENT



Where Community Connects

COUNCIL MEETING

SUMMARY MINUTES

MONDAY, JUNE 14, 2021 6:00 P.M.

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem Elton Alexander
Councilwoman Yolanda Barber
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilman Alphonso Thomas

Administration

Randy Knighton, City Manager
Vanessa Holiday, City Clerk
John Wiggins, City Treasurer
Quinton Washington, City Attorney
Jeremy T. Berry, City Attorney

Mission: To provide visionary leadership and superior municipal services that enhance the quality of life for citizens while creating a welcoming business atmosphere focused on sustainability and expansion of tourism and cultural events.

The meeting was called to order by Mayor Ford.

Invocation by Mayor Ford.

Pledge of Allegiance was recited all in unison.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members were present for roll call except Councilman Blount and Councilwoman Gantt (Mayor Ford noted Councilman Blount advised him of a personal family medical emergency). Councilman Blount joined the meeting at 6:15 p.m.; Councilwoman Gantt joined the meeting at 6:35 p.m.

Mayor Pro Tem Alexander inquired about amending the Agenda to add an Ordinance amending the formula for Small Box Retail Distance; Attorney Washington noted the action would require a vote of the Council to suspend the rules with a vote count, noting the Charter calls for the request to be made in writing, and further noting the required consensus of the Council to have any item placed the Agenda, and recommended following the process of obtaining a consensus of the Council prior to requesting an item for the Agenda.

Mayor Pro Tem Alexander Motion to place the Small Box Retail Distance Ordinance on the June 29, 2021, meeting Agenda and approve the agenda as presented Alexander: Second by Councilwoman Barber. The motion passed 3-0.

Mayor Pro Tem Alexander Motion to adopt the Minutes for the following meetings: Second by Councilwoman Barber. The motion passed 3-0.

1. 3/17/21
2. 3/18/21
3. 3/19/21
4. 4/12/2020
5. 4/27/2021

CEREMONIAL - Proclamations presented by Mayor Ford

6. Caribbean Heritage Celebration - Presented to Samantha Samuels, President of the Caribbean Association of GA and Stockbridge resident who thanked the Mayor & Council on behalf of the group's Executive Team for recognizing the contributions of the Caribbean community locally and at-large.
7. Alzheimer's Awareness Month - Presented to Sylvia Dennis Wray who thanked the Mayor & Council for bringing attention to Alzheimer's; noted COVID-19 brought on more challenges for patients; asked that we keep everyone lifted in prayer; noted the annual Walk will take place in person on 9/18 at Alexander Park; and referenced the recent FDA approved medication while not a cure, does slow down the progression of the disease.
8. Juneteenth Celebration - Presented to Councilman Thomas who noted Juneteenth as a historical celebration and the first for the City of Stockbridge noted his goal was to educate, unify and celebrate citizens of all races and learn about each other's culture; Mayor Pro Tem Alexander thanked Councilman Thomas for his leadership and spearheading the Juneteenth celebration.

PUBLIC COMMENTS

All public comments must be submitted to the Clerk no later than one hour prior to the meeting. The Public Comment Form can be found on the City's webpage on the City Clerk's page at: <https://stockbridge.seamlessdocs.com/f/20pkdz4mo7xb> and the form must include your name, phone, and email contact information. Comments are limited to (3) three minutes and will be read by the Clerk during the meeting, respecting all members of the elected body, officials, and staff. Comments including defamation, unruliness and/or swearing will not be accepted.

Mr. Charles Marshall, President of the Henry County Coalition Committee noted his support of the upcoming TSPLOST Referendum and is encouraging others to support the item as well; thanked the Mayor & Council for their continued commitment and support of the beautification and infrastructure improvements around the city and surrounding areas.

NEW BUSINESS

9. Council Consideration to approve the Main Street Program 2021-2022 Classic Main Street MOU (Memorandum of Understanding)
Presented by Kira Harris-Braggs Main Street Program Manager
Ms. Harris-Braggs made a request to renew the Classic Main Street MOU (Memorandum of Understanding) with the Georgia Department of Community Affairs for the 2021-2022 year noting the Main Street Advisory Board has continued its work with establishing new partnerships with First Readers of Henry County and Henry County Arts Consort Show which also strengthens the current partnership with Cochran Library, Stockbridge Elementary School, SPDC and Operation Hope. Mrs. Harris-Braggs also noted throughout the pandemic the Main Street Advisory Board has kept small business owners informed about funding opportunities and has helped inform the public of business re-

openings through the *Stockbridge is Open* campaign; noted the success of the recent joint Planning Session of the Main Street Advisory Board and Downtown Development Authority; and thanked the Mayor & Council for their continued support of the program.

Councilman Thomas noted the Main Street Advisory Board has met all (5) five articles of the Main Street Program and motioned to approve the Main Street Program 2021-2022 Classic Main Street MOU (Memorandum of Understanding): Second by Councilman Blount. The motion passed 4-0 (Councilwoman Gantt was not present for the vote).

10. Council Consideration to approve the renewal of RFP (Request for Proposal) 201508-02, Sanitation Collection Services Contract Renewal with GFL (formerly Waste Industries) in the amount of \$1,100,000.00. Funding Source: Sanitation Department Budget.
Presented by Lindell Miller - Procurement Manager and Decius Aaron – Public Works Director
Ms. Miller noted staff is requesting approval to renew the term contract for sanitation collection services which is used for collection and transportation of all residential solid waste.

Councilman Thomas gave accolades to the impeccable service Mr. Dwayne Isaac, representative for GFL has provided for citizens.

Mayor Ford noted he has contacted GFL, and they have always been very responsive.

Mayor Pro Tem Alexander thanked Mr. Isaac for their quick response to bumping back the service for the Martin Luther King, Jr. Holiday.

Councilwoman Barber inquired about annual increases and asked if the renewal includes an increase.

Mr. Isaac noted the contract calls for a yearly GDP increase, except for 2020 there was no increase due to Covid and noted the P.I. rates were pulled back for disposal after having a discussion with Mr. Aaron and noted the increase would have been \$60/ton and a new P.I. was of 3% was added back June 1st which is based on the GDP and noted GFL is always looking for ways to improve service.

Councilwoman Barber noted the contract calls for a one-year renewal with (5) five consecutive years, and noted Sanitation is a huge infrastructure item of over a million dollars and questioned if the item had been bid out; and referenced an increase approved by the Council last year to GFL for additional costs due to COVID and citizens being home generating more trash and cleaning out garages and basements resulting in GFL needing more equipment and labor.

Councilman Blount motioned to approve the renewal of RFP (Request for Proposal) 201508-02, Sanitation Collection Services Contract Renewal with GFL in the amount of \$1,100,000.00: Second by Councilwoman Gantt. The motion passed 4-0-1 (Barber Abstained noting she did not have adequate information on the item).

Mr. Isaac requested a meeting with Councilwoman Barber to address her concerns and thanked Mrs. Holiday for her professionalism and assistance in working with them.

11. Council Consideration to approve the Surplus Inventory List for MMCC (Merle Manders Conference Center) kitchen equipment.
Presented by Lindell Miller - Procurement Manager, Decius Aaron – Public Works Director and CieCie McGhee - Conference Center Mgr.

Councilwoman Barber inquired if the items have been replaced.

Mr. Aaron noted the items that have been requested for surplus have outlived its useful life and have been replaced and upgraded.

Councilman Blount motioned to approve Surplus List and place items on Gov.Deals for the appropriate timeframe: Second by Councilwoman Gantt. The motion passed 5-0.

12. Council Consideration to appoint the Stockbridge representation to the Henry County Council on Aging Board.
Presented by Quinton Washington - City Attorney
Mayor Ford noted Council normally goes into Executive Session to vote.

Item to be heard following Executive Session.

13. Council Consideration to approve the HB317 - Collecting Tax on Short-Term Rentals effective July 1, 2021.
Presented by Quinton Washington - City Attorney
Attorney Washington noted staff is asking for the participation and support of HB317-Collecting Tax on Short-Term Rentals which would be effective July 1, 2021, and would be for the revenue listed for the hotels/motels within the city limits.

Mayor Pro Tem Alexander motioned to approve the HB317 - Collecting Tax on Short-Term Rentals effective July 1, 2021: Second by Councilman Blount. The motion passed 5-0.

DISCUSSION

14. Council Discussion of the proposed TSPLOST Project List.

Presented by Randy Knighton - City Manager

Mr. Knighton presented the Council with a proposed TSPLOST Project List and referenced the County's proposed percentage formulas for certain City/County Joint Projects, and referenced the options:

- 1) Council has no desire to make any changes
- 2) Council desires to contribute a partial amount for the proposed projects
- 3) Council desires to contribute the full amount for the proposed projects.

Mr. Knighton noted the TSPLOST formula, which the cities in Henry County favor are based on population at 70/30, unlike the SPLOST formula of 75/25; and further noted the list is due to the County at the end of this month, and the expectation is to have a finalized list for approval at the June 29th Council Work Session meeting.

COMMENTS FROM THE MAYOR

Mayor Ford noted June 14th is Flag Day which was established by the Continental Congress on June 14, 1777 and is 244 years old today; noted he attended the Stockbridge Youth Council's Senior Banquet where Youth Council seniors, Brittney Browne, Caidyn Carr and Jayden Williams were presented with Certificates of Completion and Jayden received a Letter of Commendation for his efforts in the community during his tenure, and noted all three would be attending college in the fall, and noted the program has received 15 applications for the upcoming year; noted we are still in a pandemic and COVID-19 is still with us, although getting better with hospitalizations and death numbers going down, the virus is still here, noting if you still need to get tested you will be able to do so at the Henry County Heritage Center only until June 30th and to call for an appointment 800-847-4262 from 9am - 3pm Mon - Fri and 9am - noon on Saturday, after June 30th you should contact the National Health Department line at 888-457-0186; noted vaccinations ended at the Atlanta Motor Speedway last Tuesday, and to find a location to administer the vaccines to call the National Health Department line at 888-457-0186 or contact your local CVS, Walgreens, Walmart or other clinics for vaccine information, noted you will be asked for your demographics, race, medical history, past ailments, COVID testing and vaccinations; asked everyone to be vigilant and we will conquer this virus; noted the upcoming Juneteenth celebration also known as Jubilee Day and Emancipation Day where Union General Gordon Grainger declared went to Texas on Monday, June 19, 1865, 2 ½ years after the Presidential Emancipation Proclamation had been signed by President Abraham Lincoln that freed all slaves, and noted the City would celebrate with a drive-thru giveaway on Thursday, June 17th at the Merle Manders Conference Center from 5:30 pm - 8:00 p.m. and noted local restaurants *This is It BBQ & Seafood - El Granero - Tony's @ Brentwood - Jen's Fish Fry - Mrs. Winners - Silver Bay Seafood - Country Cooking Depot - Sarah's Country Cooking* who would be participating in the Juneteenth celebration for the week of June 14th - June 19th and asked that you take pictures when visiting these restaurants and send to the City's Public Information Officer, Shana Thornton

at sthornton@cityofstockbridge-ga.gov as she will be posting pictures submitted at these participating restaurants on the City's social media during the week of June 20 - June 24th and to also check the City's social media outlets for additional education and information regarding the history of Juneteenth.

CITY OFFICES WILL BE CLOSED FRIDAY, JUNE 18TH IN OBSERVANCE OF THE JUNETEEN HOLIDAY CELEBRATION.

UPCOMING MEETINGS & ANNOUNCEMENTS: Meeting will be held via Zoom until further notice. Meeting dates and times are subject to change. Please visit the city's website www.cityofstockbridge.com for the meeting invitation link, Facebook page or contact City Hall offices at 770-389-7900 for updates.

- City Council Work Session at 6:00 p.m. Via Zoom – Last Tuesday of each month unless otherwise noted (June 29).
- Main Street Advisory Board Meeting, 2nd Friday of each month 9:00 a.m. - Via Zoom - (Jul 9)
- City Council Meeting at 6:00 p.m. Via Zoom – 2nd Monday of each month. (Jul 12)
- Downtown Development Authority Meeting, 6:00 p.m. Via Zoom - 3rd Tuesday of each month (Jul 20)
- Youth Council & Advisory Meeting, 6:30 p.m. Via Zoom - 3rd Tuesday of each month (Jul 20)
- Planning Commission Meeting, at 6:30 p.m. Via Zoom – 4th Thursday of each month (Jul 27)

CITY EVENT - Please join the City of Stockbridge for a Juneteenth Celebration - Various Activities June 14 - June 19 (see the City's website for details www.cityofstockbridge.com) and referenced the restaurants who will be participating in the Juneteenth celebrations: This is It - El Granero - Tony's Pizza - Jen's Fish Fry - Mrs. Winners - Silver Bay Seafood - Country Cooking Depot - Sarah's Country Cooking; and noted the City's Public Information Officer would be posting pictures submitted at these participating restaurants on the City's social media during the week of June 20 - June 24th.

Councilwoman Gantt noted she is spearheading a "Let's Get Back to Normal" Food Truck Council Initiative on Tuesday, June 22nd from 5:30 p.m. to 8:00 p.m. at Clark Park and thanked sponsors Dr. Sylvain and the Eagles Landing Longevity Center and the Mercy Group who will be administering free COVID vaccinations and signing kids up for free healthcare along with other giveaways and free ice cream.

Mayor Pro Tem Alexander announced Walgreens will be administering the Moderna, Pfizer and Johnson & Johnson vaccinations free to everyone age 12+ at Mt. Olive Baptist Church, Stockbridge from 10am - 2pm on tomorrow, June 15th.

Mayor Ford noted the group CORE was working with churches and other organizations in the community to assist with educating and administering and underserved communities to get the word out on vaccinations.

EXECUTIVE SESSION

Councilwoman Gantt motioned to convene Executive Session for Personnel, Litigation and Real Estate: Second by Councilman Blount. The motion passed 5-0.

Mayor Pro Tem Alexander motioned to reconvene the meeting: Second by Councilwoman Gantt. The motion passed 4-0 (Councilman Blount was not present for the vote).

Mayor Pro Tem Alexander motioned to appoint DeRitha Barber as the City's Council on Aging Representative to fill an unexpired term: Second by Councilwoman Gantt. The motion passed 3-0-1 (Councilwoman Barber Abstained, noting she is not related to the applicant, and due to the last name being the same, she prefers not to vote; Councilman Blount was not present for the vote).

ADJOURN

Mayor Pro Tem Alexander motioned to adjourn: Second by Councilwoman Gantt. The motion passed 4-0 (Councilman Blount was not present for the vote).

Respectfully submitted by:

Vanessa Holiday, City Clerk MMC

Anthony S. Ford, Mayor



WORK SESSION MEETING SUMMARY MINUTES

TUESDAY, JUNE 29, 2021 6:00 P.M.

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem Elton Alexander
Councilwoman Yolanda Barber
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilman Alphonso Thomas

Administration

Randy Knighton, City Manager
Vanessa Holiday, City Clerk
John Wiggins, City Treasurer
Quinton Washington, City Attorney
Jeremy T. Berry, City Attorney

Mission: To provide visionary leadership and superior municipal services that enhance the quality of life for citizens while creating a welcoming business atmosphere focused on sustainability and expansion of tourism and cultural events.

The meeting was called to order by Mayor Ford.

Invocation by Randy Knighton.

Pledge of Allegiance was recited all in unison.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members were present.

Mayor Pro Tem Alexander motioned to adopt the Agenda: Second by Councilwoman Gantt. The motion passed 5-0.

Review of the Minutes for the following meetings:

1. 4/15/21
 2. 5/10/21
 3. 5/25/21
- No Action

PUBLIC COMMENTS

All public comments must be submitted to the Clerk no later than one hour prior to the meeting. The Public Comment Form can be found on the City's webpage on the City Clerk's page at: <https://stockbridge.seamlessdocs.com/f/20pkdz4mo7xb> and the form must include your name, phone, and email contact information. Comments are limited to (3) three minutes and will be read by the Clerk during the meeting, respecting all members of the elected body, officials, and staff. Comments including defamation, unruliness and/or swearing will not be accepted.

Mr. Rashid Rowe asked how the city holds investors and owners accountable for code violations.

PRESENTATION

4. Projects Update

Presented by Falcon Design Consultants John Palmer and Skip Layton
Mr. Palmer and Mr. Layton gave an update on the Downtown Alleyway Project, noting documents were recently submitted to the City's Permitting office for processing and construction is estimated to begin between September - October; noted the Lee Street/E. Atlanta Rd. Project pre-bid meeting has taken place, and bids are due July 8th and estimates the project to take 9 months for completion following the Notice to Proceed; the Recommendation to Award was confirmed by the August Council Meeting or sooner, working around the Agenda schedule; Mr. Palmer noted the black mast arms were not approved by GDOT, however, they are working with the contractor; Wayfinding design selections were presented noting plans were ready to turn in on Thursday of this week; ready to meet with the City's Procurement to get bid done for cost; may need to acquire easements and add electricity; mid-to late July confirmed to put bid out, if not sooner; request for mileage signs along Reeves Creek Trail (not included in the scope), but not a problem to add in; Mr. Knighton and Carl Trevathan of Keck and Wood were tasked with putting together a timeline of City projects.

OLD BUSINESS

5. Council Consideration to approve TSPLOST Project List

Presented by Randy Knighton - City Manager
Mr. Knighton presented the proposed TSPLOST Project List and discussed potential joint city/county projects; noted if the November Referendum is approved, the TSPLOST bring in an estimated \$245 million dollars to the County, with an estimated amount of \$30,642,625 million dollars for the City of Stockbridge with an IGA (Intergovernmental Agreement) in place, noting the funding would be significantly reduced to \$14,599,260 million dollars without an IGA in place; noted the Project List to be brought back to the Council at a Special Call Meeting to be determined, but prior to the County's meeting taking place on June 7, 2021.

NEW BUSINESS

6. Council Consideration to approve Task Order No. 28 with Carter & Sloope - Walter Way Lift Station and Memorial Park Lift Station Rehabilitation in the amount of \$124,900.00. Funding Source - Wastewater Department Fund Balance

Presented by Decius Aaron - Public Works Director and Brad Holtsinger, Wastewater Superintendent
Mr. Aaron noted the Walter Way Lift Station and Memorial Park Lift Station Rehabilitation was apart of the Sewer dept.'s top 10 list which was created in 2016 and has a 50% completion rate. Mr. Holtsinger noted the pump station is located behind Mays Crossing and is over 30 years old and serves from the Krispy Kreme all the way into residential area and needs upgrades.

Mr. Knighton noted City will seek reimbursement through the American Rescue Plan Act Funds for items being approved tonight for Water/Sewer Infrastructure projects.

Councilwoman Gantt motioned to approve Task Order No. 28 with Carter & Sloope - Walter Way Lift Station and Memorial Park Lift Station Rehabilitation in the amount of \$124,900.00: Second by Councilwoman Barber. The motion passed 5-0.

7. Council Consideration to approve Task Order No. 29 with Carter & Sloope - Water Service Line Replacement in the amount of \$62,700.00
Funding Source - Water Department Fund Balance.
Presented by Decius Aaron - Public Works Director and Donald Mullis, Water Superintendent
Mr. Mullis noted the Task Order will be to replace the plastic lines to copper lines due to major leaks throughout the service lines in the city.

Mr. Aaron noted most of the work will be completed in the Willow Springs subdivision and believes this would be a good time to replace them as the streets are on the schedule to be resurfaced.

Mayor Pro Tem Alexander asked if Public Works has a Comprehensive Plan in place for these types of infrastructure projects.

Mr. Aaron noted there is a top 10 list of projects and includes: Water, Sewer, and Stormwater; and noted the Public Works and staff is working through the list to make the comprehensive improvements needed.

Councilman Blount motioned to approve Task Order No. 29 with Carter & Sloope - Water Service Line Replacement in the amount of \$62,700.00: Second by Councilwoman Barber. The motion passed 5-0.

8. Council Consideration to approve Task Order No. 30 with Carter & Sloope - Water System Improvements in the amount of \$85,800.00.
Funding Source - Water Department Fund Balance.
Presented by Decius Aaron – Public Works Director
Mr. Aaron noted this would allow for the installation of additional valves and re-route water in the event of leaks and would also help with redundancy and make the systems more reliable.

Councilwoman Gantt motioned to approve Task Order No. 30 with Carter & Sloope - Water System Improvements in the amount of \$85,800.00: Second by Councilman Blount. The motion passed 5-0.

9. Council consideration to approve Task Order No. 31 with Carter & Sloope - Northbridge Subdivision Sanitary Sewer Main Rehabilitation in the amount of \$176,900.00. Funding Source - Wastewater Fund Balance.

Presented by Decius Aaron – Public Works Director

Mr. Aaron noted this item is addressing a problem dating back to the 1960's collection system where the Northbridge subdivision used terracotta which breaks easily, and staff will replace the entire collection system.

Councilman Blount motioned to approve Task Order No. 31 with Carter & Sloope - Northbridge Subdivision Sanitary Sewer Main Rehabilitation in the amount of \$176,900.00: Second by Mayor Pro Tem Alexander. The motion passed 5-0.

10. Council Consideration to approve the amendment of the City's Ordinance to provide for the regulation of Small Box Discount Stores Distance Requirements.

Presented by Quinton Washington - City Attorney

Attorney Washington noted Mayor Pro Tem Alexander requested this item be brought forward extending the radius between Small-Box Discount Stores from a 1-mile radius to a 5-mile radius to coincide with the county.

Councilman Blount motioned to approve the amendment of the City's Ordinance to provide for the regulation of Small Box Discount Stores Distance Requirements: Second by Councilwoman Gantt. The motion passed 5-0.

11. Council Consideration to approve the amendment of the City's Personnel Policy.

Presented by Renee Wheeler - Human Resources Manager

Ms. Wheeler noted this is a revision in the performance and salary review policy, Section 630.000 noting the City Clerk, City Manager, City Attorney, City Treasurer and Executive Assistant to Mayor and Council will receive their annual performance reviews during the months of October- December in Executive Session.

Mayor Ford noted he is not in favor of changing the current process of performance evaluations and thinks they should be completed on their hired anniversary date.

Councilwoman Barber motioned to approve amendment of the City's Personnel Policy: Second by Mayor Pro Tem Alexander. The motion passed 5-0.

12. Council Consideration to approve Amphitheater Change Order No. 77 & 78 in the amount of \$142,269.00 Funding Source - Fund Balance Presented by Randy Knighton - City Manager and Carl Trevathan - Project Manager (Keck & Wood).

Mr. Knighton noted this item covers the \$101,000 for the proposed fencing and to add three (3) flag poles with lighting using Fund Balance as the proposed funding source.

Mr. Trevathan noted the first scope would be to add a 5ft. tall fence along the property edge close to the parking lot in the amount of \$101,598.00; and the second scope is to add three (3) flag poles with lighting in the amount of \$40,671.00 which also covers rearranging landscaping for installation, noting the flags are not included in the price.

Mayor Ford wanted to confirm the three flag poles would include the U. S. American flag, the GA State flag, and the City of Stockbridge flag.

Mayor Pro Tem Alexander expressed there will be duplications of the flags seeing there are flags in front of City Hall.

Mr. Knighton noted the flags are not visible while sitting in the Amphitheater.

Mayor Ford noted it would be proper protocol to have flags visible.

Councilwoman Barber motioned to approve Amphitheater Change Order No. 77 & 78 in the amount of \$142,269.00: Second by Mayor Pro Tem Alexander. The motion passed 4-0-1 (Blount Abstained).

13. Council Consideration to approve Amphitheater Change Order No. 74 in the amount of \$210,661.00 Funding Source - Bond Presented by Randy Knighton - City Manager and Carl Trevathan - Project Manager (Keck & Wood).

Mr. Trevathan noted when space for parking was approved a few months ago, design for landscaping was not yet implemented in Phase II, and noted there is a \$200,000.00 allowance for landscape with no additional funding and would also have to transfer the allocation project contingency into the contractors contract due to the size of the Change Order.

Mayor Pro Tem Alexander motioned to approve Amphitheater Change Order No. 74 in the amount of \$210,661.00: Second by Councilwoman Barber. The motion passed 5-0.

DISCUSSION

14. Council Discussion- Amphitheater Status Update and Operation
Presented by Randy Knighton - City Manager & Carl Trevathan -
Project Manager (Keck & Wood).

Mr. Knighton and Mr. Trevathan gave a brief update on the Amphitheater status noting the parking lot grading was discussed for Phase II along with a retaining wall, light poles, internet, Wi-Fi, and the security system; noted the Punch List for Phase I was being reviewed and noted there were additional items to be done and will not be completed until August 15th, although the parking lot and green space is scheduled to be completed by July 15th, noting the risks are behind us.

COMMENTS FROM THE MAYOR

Mayor Ford asked everyone to cheer on the hometown Atlanta Hawks in Game 4 and wish them well in their quest for the NBA championship; wished everyone a Happy 4th of July and to be safe; and extended belated Happy Father's Day Greetings to all the dads; noted we are still in a pandemic even though things are getting better and the COVID-19 numbers are going down; noted there have been no COVID deaths in Henry County during the last two weeks; noted the Heritage Senior Center is no longer testing for COVID and testing is now being offered at the Red Hawk Field located at 143 Henry Pkwy Tuesday and Thursday only from 9am - 3pm and to call 800-847-4262 to make an appointment; noted you must contact the Public Health Department at 888-457-0186 for COVID vaccination appointments Monday - Friday from 8am - 8pm and Saturday & Sunday from 8am - 5pm where you will be asked about your demographics, health history, age, past infections, COVID testing, COVID vaccination status, and contact information; noted District 4 Public Health Department was working with the non-profit agency CORE, commissioned by Sean Penn to educate and inform underserved communities about COVID testing and vaccinations.

Councilman Thomas thanked the 15-20 volunteers who assisted with Phase I of his Annual First Responders Luncheon initiative where 200 lunches were prepared for local Fire, Police, Sheriff, EMA and EMT workers and thanked them for their service; and noted Phase II is scheduled to be a virtual tribute coming soon.

CITY OFFICES WILL BE CLOSED MONDAY, JULY 5TH IN OBSERVANCE OF THE JULY 4TH HOLIDAY.

UPCOMING MEETINGS & ANNOUNCEMENTS: Meeting will be held via Zoom until further notice. Meeting dates and times are subject to change. Please visit the city's website www.cityofstockbridge.com for the meeting invitation link, Facebook page or contact City Hall offices at 770-389-7900 for updates.

- Virtual Town Hall Meeting on the Quiet Zone and Railroad Crossing Thursday, July 1st at 6 p.m. Via Zoom
- Main Street Advisory Board Meeting, 2nd Friday of each month 9:00 a.m. - Via Zoom - (Jul 9)

- City Council Meeting at 6:00 p.m. Via Zoom – 2nd Monday of each month. (Jul 12)
- Downtown Development Authority Meeting, 6:00 p.m. Via Zoom - 3rd Tuesday of each month (Jul 20)
- Youth Council & Advisory Meeting, 6:30 p.m. Via Zoom - 3rd Tuesday of each month (Jul 20)
- Planning Commission Meeting, at 6:30 p.m. Via Zoom – 4th Thursday of each month (Jul 22)
- City Council Work Session at 6:00 p.m. Via Zoom – Last Tuesday of each month unless otherwise noted (July 27).

CITY EVENT/INITIATIVES

Food Truck Tasty Tuesday returns to Clark Park 111 Davis Rd. Dates: July 20th, July 27th, August 3rd, and August 10th 5pm - 8pm.

Please join Mayor Anthony S. Ford on Friday, July 9th from 5 p.m. to 9 p.m. for the Divine 9 Food Truck Rally at Clark Park.

Please join Councilwoman Gantt for the “Let’s Get Back to Normal” Food Truck Council Initiative on Tuesday, July 13th from 5:30 p.m. to 8:00 p.m. at Clark Park.

EXECUTIVE SESSION

Councilwoman Barber motioned to convene Executive Session for Personnel, Litigation and Real Estate: Second by Mayor Pro Tem Alexander. The motion passed 5-0.

Mayor Pro Tem Alexander motioned to adjourn Executive Session: Second by Councilwoman Gantt. The motion passed 3-0 (Councilman Blount and Councilman Thomas were not present for the vote).

Mayor Pro Tem Alexander motioned to reconvene the meeting: Second by Councilwoman Barber. The motion passed 3-0 (Councilman Blount and Councilman Thomas were not present for the vote).

ADJOURN

Councilwoman Gantt motioned to adjourn: Second by Councilwoman Barber. The motion passed 3-0 (Councilman Blount and Councilman Thomas were not present for the vote).

Respectfully submitted by:

Vanessa Holiday, City Clerk MMC

Anthony S. Ford, Mayor



City of Stockbridge

AGENDA ITEM

MEETING DATE

August 16, 2021

FUNDING SOURCE

- ☒ RESOLUTION
- ☐ ORDINANCE
- ☐ CONTRACT APPROVAL/RENEWAL
- ☐ PUBLIC HEARING
- ☐ PRESENTATION
- ☐ BID SELECTION/AWARD
- ☐ TASK ORDER
- ☐ CHANGE ORDER
- ☐ BUDGET AMENDMENT
- ☐ BUDGET TRANSFER
- ☐ PAYMENT APPROVAL
- ☐ OTHER

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- ☐ FUND BALANCE
- ☐ SPLOST IV
- ☐ TSPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ PARTNER/SPONSOR
- ☐ DEPARTMENT FUND BALANCE
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Renee Wheeler

DEPARTMENT: Human Resources

ITEM/PROJECT/EVENT: Revision and Approval of Executive Asst. to Mayor/Council Job Description

The job description has been revised to incorporate specific tasks/responsibilities of the position to support Mayor and Council.

BACKGROUND INFORMATION:

Revision of the job description required an update to the position based on Council requests of duties and responsibilities to support the Mayor and Council.

SIGNATURES:

CITY MANAGER _____

CITY TREASURER _____

CITY ATTORNEY _____

☐ FINANCIAL IMPACT ☒ N/A

AMOUNT N/A

ATTACHMENTS: ☒

Job Title: Executive Assistant to Mayor and Council

Class Characteristics: This is the full-performance exempt level classification.

Job Summary: This position performs highly responsible and confidential administrative services and is responsible for coordinating the work of the Governing Body. This position is a political appointment and serves at the pleasure of the Mayor & Council. Job duties include the following:

Purpose of Classification:

The purpose of this classification is to provide high-level administrative support functions directly for City Officials, including the Mayor, Council. Work involves the preparation of correspondence, studies, and other documents. Employee is also responsible for performing research and providing information; directing the coordination of assisting in the coordination of Council Initiatives; screening and independently handling a variety of routine inquiries by telephone and in person; and maintaining a variety of records and files. Employee must exercise independent judgment, discretion, and initiative in completing assignments. Employee must also exercise considerable tact and courtesy in frequent contact with the public.

Major Duties:

- Respond to incoming calls for Mayor and Council promptly and efficiently.
- Schedule and coordinate calendars, appointments, and travel arrangements.
- Coordinate office details by relieving elected officials of routine requests and matters.
- Manages and reviews with oversight the Governing Body finances and expenses. Prepares and presents the Governing Body Annual Operating Budget.
- Monitors designated budgets and expenditures, review for accuracy, and make revisions as directed by the Mayor and Council.
- Prepares, types, proofreads, and/or completes various forms, reports, correspondence, newsletter information, schedules, calendars, event attendance records, check requests, purchase orders, requisitions, budget documents, charts, graphs, spreadsheets, or other documents.
- Prepares background documents and internal and external communications as necessary and coordinate between various agencies, internal and external departments.

- Prioritizes and manages multiple projects simultaneously and follows through on issues in a timely manner.
- Prepares materials Gathers, investigates, researches, analyzes, and/or studies information affecting the City of Stockbridge.
- Anticipates, identifies, and troubleshoots issues of concern or significance; exercises discretion to provide timely information and necessary updates across multiple stakeholders.
- Provide follow-up and review of miscellaneous reports and documents.
- Provides administrative support to the Office of the Mayor & Council processing a variety of documentation associated with department operations within designated timeframes and per established procedures; works with and provides guidance and assistance to the Administrative Assistant assigned to the Mayor & Council's Office to ensure uniform and cooperative work efforts. Opening and closing the centers for scheduled initiatives/events.
- Ensures that matters requiring the attention of the Governing Body and the City of Stockbridge are thoroughly developed, researched, and evaluated.
- Manages high-priority projects in the Office of the Mayor & Council, frequently involving Department Directors and other senior staff.
- Researches, writes, edits and/or coordinates the preparation of special reports, briefings, and presentations.
- Works closely with the Public Information Officer to conceive, craft, and edit messages, letters, and other communications.
- Participates in strategic scheduling of events, meetings, and other requests to balance and address key objectives.
- Builds and maintains successful working relationships and coordination with a wide range of offices, staff, and stakeholders, internal and external to the Governing Body.
- Helps to lead and sustain a culture of service, professionalism, and continuous improvement in the Office of the Mayor & Council.
- Operates a personal computer, scanner, telephone, postage machine, general office equipment, two-way radio, or other equipment as necessary to complete essential functions, to include spreadsheets, databases, presentations, graphics, desktop publishing, e-mail, Internet, or other computer programs; provides training and/or technical support for other system users; troubleshoots computer problems and performs basic maintenance of computer system and general office equipment, such as backing up data or replacing paper, ink, or toner.
- Monitors inventory of department supplies and forms; ensures availability of adequate materials to conduct work activities; initiates requests/orders for new or replacement supplies.

- Communicates with employees, volunteers, other departments, City officials, other municipalities, government agencies, attorneys, contractors, vendors, customers, the public, community organizations, outside agencies, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.
- Maintains confidentiality of departmental documentation and issues.
- Coordinates Travel & Training with the Clerk's Office team.
- Performs miscellaneous job-related duties as assigned.

Knowledge Required by the Position:

- Ability to carry out oral and written instructions.
- Ability to communicate clearly and effectively, orally and in writing.
- Proficient in coordinating a variety of difficult, technical administrative functions at a level requiring extensive independent decision-making within established rules, policies, and procedures.
- Ability to establish and maintain effective working relationships with elected officials, employees, and the public.
- Ability to exercise independent thinking and exercise judgment to resolve constituent inquiries.
- Ability to interpret policies, administrative regulations, and legislation, and accurately explain to others.
- Ability to maintain an organized office environment.
- Ability to maintain confidentiality and exercise considerable skill in handling sensitive information and data.
- Ability to occasionally work during evening hours to attend city meetings and elected official events.
- Ability to perform research and compile information from a variety of sources.
- Ability to prepare clear, concise, grammatically correct letters, memos, staff meeting minutes, and other written documents.
- Ability to read, analyze and interpret complex documents.
- Proficient in setting priorities, defining tasks, scheduling and coordinate activities and functions, developing procedures, and completing assignments.
- Consistently demonstrate ability to respond to changing situations in a flexible manner to meet current needs, such as reprioritizing work as necessary and excellent time management skills.
- Excellent English grammar, punctuation, spelling, and proofreading.
- Proficient in basic accounting principles, practices, and procedures.
- Knowledge of state records retention schedule.
- Knowledge of municipal laws, policies, codes, and regulations.
- Proficient in standard administrative procedures and office management techniques.

- Proficient in recordkeeping and filing systems.
- Proficient computer skills: advanced Microsoft Office skills, especially Microsoft Word, Excel, and PowerPoint.
- Proficient in using a variety of multi-media computer programs for administrative functions.

Supervisory Controls: The work of this position is directed by the Mayor and Council, with administrative oversight by the City Clerk's Office.

Guidelines: Guidelines include state and federal laws and regulations governing municipal administration; City and departmental rules and regulations, and City ordinances, policies, and procedures.

Complexity: Work requires analysis and judgment in accomplishing diverse duties. Work requires the exercise of independent thinking within the limits of guidelines, policies, standards, and precedents.

Personal Contacts: Contacts typically occur with co-workers, vendors, elected officials, City employees and the public.

Purpose of Contacts: Contacts are typically to give and exchange information, resolve conflicts, solve problems, and provide services.

Physical Demands: This work is performed indoors in an office setting, outdoor venues, and involves occasional light lifting.

Work Environment: This work is performed indoors in an office setting, outdoor venues, off-site, occasional nights, and weekends.

Supervisory and Management Responsibility: Will supervise the Administrative Assistant for Mayor and Council.

Minimum Qualifications: Associates degree in business administration, office administration, management or a closely related field supplemented by five (5) years of experience performing responsible administrative support at the executive level preferably within municipal government; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job; must have advanced skill level with Microsoft Office suite; proficient in using social media; excellent written and interpersonal skills; must have a valid State of Georgia Driver's License.



City of Stockbridge

AGENDA ITEM

MEETING DATE

August 16, 2021

FUNDING SOURCE

- ☒ RESOLUTION
- ☐ ORDINANCE
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- ☐ PUBLIC HEARING
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- ☐ OTHER

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- ☐ SPLOST IV
- ☐ TSPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ PARTNER/SPONSOR
- ☐ DEPARTMENT FUND BALANCE
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Renee Wheeler

DEPARTMENT: Human Resources

ITEM/PROJECT/EVENT: Request to approve revision of Administrative Clerk title and job duties.

Recommendation to approve the revision of title and job duties of the Administrative Clerk to Administrative Assistant.

BACKGROUND INFORMATION:

Current position is part-time and based on the need of the Council, it has been requested to have a full-time position to fully support the Mayor and Council with direct supervision by the Executive Assistant to Mayor and Council.

SIGNATURES:

CITY MANAGER _____

CITY TREASURER _____

CITY ATTORNEY _____

☐ FINANCIAL IMPACT ☐ N/A

ATTACHMENTS: ☒

Job Title: Administrative Assistant (Mayor and Council)

Job Summary: Provide general office administrative support, including electronic correspondence, filing, preparing reports and flyers, maintain calendars and schedules of the elected body. Will assist with the initiatives and/or events while supporting the organization.

Class Characteristics: This is a full-time non-exempt classification level.

Major Duties:

- Must be proficient in social media content and marketing.
- Coordinate the execution of Council Initiative events under the direction from the Executive Assistant to Mayor & Council.
- Prepare flyers, certificates, and presentations.
- Coordinate the preparation of event and program files, and work with the Public Information Officer on announcements, flyers, informational bulletins, news releases, electronic and other related communications for Council-sponsored initiatives and programs.
- Provide concierge service during meetings and initiatives/events.
- Coordinate assistance from Public Works & Events Team staff for set up and break down, following a detailed worksheet.
- Coordinates Council initiatives with external and internal departments and may be required to work weekends and evening hours.
- Handle office interactions with outside visitors, this may include greeting and directing guests, answering phone inquiries, and handling requests or complaints in a professional manner.
- Keep track of inventory and work supplies within the department.
- Maintain a safe and clean area by complying with procedures, rules, and regulations.
- Provide administrative support to the Executive Assistant to Mayor and Council, including typing letters and memoranda, creating reports and other documents.
- Maintain files with confidentiality in an easily accessible format.
- Occasionally travel off-site to deliver files and event material.
- Coordinate between various departments on schedules and meetings, distributes reports and keep all parties informed of general business operations.
- Operate and maintain office machinery, including copiers, fax machines and printers.

- May assist other City departments and perform other duties as assigned.

Knowledge Required by the Position:

- Exceptional customer service skills; time management and organization skills.
- Quick learner and strong computer skills: advanced Microsoft Office skills, especially Microsoft Word and Outlook.
- Experience communicating personnel policies and procedures.
- Excellent verbal and written communication skills required.
- Must be able to interact and communicate with individuals at all levels of the organization.
- Consistently demonstrate the ability to respond to changing situations in a flexible manner in order to meet current needs, such as reprioritizing work as necessary.
- Must have high level of interpersonal skills to handle sensitive and confidential situations.
- Ability to take the initiative to make decisions/choices with direct supervision.
- Knowledge of assigned department's operations and functions.
- Knowledge of modern office procedures and equipment.
- Knowledge of City ordinances, policies and procedures.
- Skill in using a variety of computer programs for administrative functions.
- Basic mathematical skills.
- Ability to carry out oral and written instructions.
- Ability to maintain an organized office environment.
- Ability to communicate clearly and in a pleasant manner with the general public, elected officials and other City employees.

Supervisory Controls: The work of this position is performed under the general supervision of the Executive Assistant to Mayor and Council.

Guidelines: Guidelines include City and departmental safety manuals, policies and procedures.

Complexity: The work consists of administrative and event planning duties.

Personal Contacts: Contacts typically occur with co-workers, elected officials and the general public.

Purpose of Contacts: Contacts are typically to give and exchange

information and provide services.

Physical Demands: Occasional light lifting.

Work Environment: This work is performed indoors in an office setting and will require evening and weekend work. Must be able to work a flexible schedule if required.

Supervisory and Management Responsibility: None.

Minimum Qualifications: High School diploma or equivalency required supplemented by one (1) to (2) years of experience performing administrative support and event planning duties in an office environment; working knowledge of Microsoft Office; excellent communication skills. This position will require evenings and weekends.



City of Stockbridge

AGENDA ITEM

MEETING DATE

August 16, 2021

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- ☒ RESOLUTION
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- ☐ PARTNER/SPONSOR
- ☐ DEPARTMENT FUND BALANCE
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Vanessa Holiday

DEPARTMENT: City Clerk's Office

ITEM/PROJECT/EVENT:

Approval of the November 2021 Municipal Election/TSPLOST Early Voting Schedule

BACKGROUND INFORMATION:

Schedule on Page 2

APPROVALS:

CITY MANAGER : ☐

CITY TREASURER : ☐

CITY ATTORNEY : ☐

☐ FINANCIAL IMPACT ☒ N/A

AMOUNT \$ N/A

ATTACHMENTS: ☐

ITEM/PROJECT/EVENT:

Approval of the November 2021 Municipal Election/TSPLOST Early Voting Schedule

Notice of advanced voting for the November 2, 2021 City of Stockbridge Municipal General Election. Voting will be conducted at the following locations and times listed below. Last day to register to be eligible to vote in the November 2, 2021 City of Stockbridge Municipal General Election is October 4, 2021. Voters will need to vote at their City Precinct on November 2, 2021 for their city ballot. Voters may check their voter registration at mvp.sos.ga.gov. For further information or to request an absentee ballot call 770-288-6448.

ADVANCED/EARLY VOTING SCHEDULE

There will be 2 MANDATORY Saturdays even on the local level.

Elections & Voter Registration Main Office: 40 Atlanta St., McDonough

October 11 th – October 15 th	9:00 am – 5:00 pm
October 18 th – October 22 th	9:00 am – 5:00 pm
October 23 rd	9:00 am – 5:00 pm
October 25 th – October 29 th	9:00 am – 5:00 pm
October 30 th	9:00 am – 5:00 pm

Merle Manders Conference Center: 111 Davis Rd., Stockbridge

October 11 th – October 15 th	9:00 am – 5:00 pm
October 18 th – October 22 th	9:00 am – 5:00 pm
October 23 rd	9:00 am – 5:00 pm
October 25 th – October 29 th	9:00 am – 5:00 pm
October 30 th	9:00 am – 5:00 pm

Fortson (Hampton) Library: 61 McDonough St., Hampton

October 11 th – October 15 th	9:00 am – 5:00 pm
October 18 th – October 22 th	9:00 am – 5:00 pm
October 23 rd	9:00 am – 5:00 pm
October 25 th – October 29 th	9:00 am – 5:00 pm
October 30 th	9:00 am – 5:00 pm

Locust Grove Library: 115 M.L.K. Jr. Blvd., Locust Grove

October 11 th – October 15 th	9:00 am – 5:00 pm
October 18 th – October 22 th	9:00 am – 5:00 pm
October 23 rd	9:00 am – 5:00 pm
October 25 th – October 29 th	9:00 am – 5:00 pm
October 30 th	9:00 am – 5:00 pm

COUNTY ONLY BALLOTS

JP Moseley Park 1041 Millers Mill Rd., Stockbridge, GA 30281

Fairview Recreation Center 35 Austin Rd. Stockbridge, GA 30281

October 25 th – October 29 th	9:00 am – 5:00 pm
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City of Stockbridge

AGENDA ITEM

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- ☐ COUNCIL INITIATIVE
- ☐ PARTNER/SPONSOR
- ☒ DEPARTMENT BUDGET
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Decius T. Aaron

DEPARTMENT: Public Works

ITEM/PROJECT/EVENT:

Glynn Addy Generator

BACKGROUND INFORMATION:

On **July 12, 2021**, the generator at the Glynn Addy liftstation failed and W.W. Williams was called to repair the unit. The generator provides backup power in the event of the loss of power. The Georgia Environmental Protection Division requires the City to have backup power to reduce the probability of a sewer spill. The liftstation is located next to the Reeves Creek Trail and receives a large amount of sewage on a daily basis and if power is lost it would result in a major sewage spill into waters of the State. Keith Merchant, W.W. Williams, inspected the generator and determined that twenty (20) parts were needed to repair the generator and over half were obsolete. The generator is over twenty (20) years old and is beyond its serviceable life.

SIGNATURES:

CITY MANAGER _____

CITY TREASURER _____

CITY ATTORNEY _____

☐ FINANCIAL IMPACT ☐ N/A

AMOUNT **\$44,314.00**

ATTACHMENTS:

☐



City of Stockbridge

AGENDA ITEM

MEETING DATE

August 16, 2021

FUNDING SOURCE

- ☒ RESOLUTION
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- ☒ DEPARTMENT BUDGET
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Decius T. Aaron

DEPARTMENT: Public Works

ITEM/PROJECT/EVENT:

Glynn Addy Generator

BACKGROUND INFORMATION:

On **July 12, 2021**, the generator at the Glynn Addy liftstation failed and W.W. Williams was called to repair the unit. The generator provides backup power in the event of the loss of power. The Georgia Environmental Protection Division requires the City to have backup power to reduce the probability of a sewer spill. The liftstation is located next to the Reeves Creek Trail and receives a large amount of sewage on a daily basis and if power is lost it would result in a major sewage spill into waters of the State. Keith Merchant, W.W. Williams, inspected the generator and determined that twenty (20) parts were needed to repair the generator and over half were obsolete. The generator is over twenty (20) years old and is beyond its serviceable life.

SIGNATURES:

CITY MANAGER _____

CITY TREASURER _____

CITY ATTORNEY _____

☐ FINANCIAL IMPACT ☐ N/A

AMOUNT **\$44,314.00** _____

ATTACHMENTS:

☐

CITY OF STOCKBRIDGE

4640 NORTH HENRY BOULEVARD
STOCKBRIDGE, GEORGIA 30281
PHONE (770) 389-7900
FAX (770) 389-7912

July 22, 2021

MEMORANDUM

TO: Randy Knighton
City Manager

FROM:  Decius T. Aaron
Public Works Director

DATE: July 22, 2021

REFERENCE: **generator for the Glynn Addy Pump Station**

On **July 12, 2021**, the generator at the Glynn Addy liftstation failed and W.W. Williams was called to repair the unit. The generator provides backup power in the event of the loss of power. The Georgia Environmental Protection Division requires the City to have backup power to reduce the chances of a sewer spill. The liftstation is located next to the Reeves Creek Trail and receives a large amount of sewage on a daily basis and if power is lost it would result in a major sewage spill into waters of the State.

Keith Merchant, W.W. Williams, inspected the generator and determined that twenty (20) parts were needed to repair the generator and over half were obsolete. The generator is over twenty (20) years old and is beyond its useful life. Attached is a quote for **\$44,314.00** from W.W. Williams for a turnkey generator installation. The cutoff date to ensure current pricing is **August 20, 2021** and the order has to be placed with the factory before that day to receive that pricing. I spoke with Lindell Miller on **July 22, 2021** and she stated staff could purchase the generator with your approval and take it before Council for ratification at the **August 16, 2021** meeting. The Sewer Department is currently renting a generator from W.W. Williams in order to comply with the backup power requirement.

If additional information is needed, please advise.

DTA:da

City of Stockbridge Requisition

Date: July 22, 2021
 Requestor: Brad Holtsinger
 Vendor: WW Williams
 Date Needed: ASAP
 Budgeted: Yes
 Amend Budget:

PO#

Order #

Date Ordered:

Date Received:

ITEM(S) TO PURCHASE

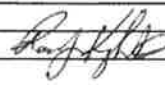
Quantity	Description of Item/Service	Unit Price	Cost Ext.	Entity	Division	Acct
1	Lift Station Generator Replacement	\$42,399.00	\$42,399.00	505	43300	52.2231
1	Level 2 Sound enclosure	\$1,052.00	\$1,052.00	505	43300	52.2231
1	5 Year Warranty	\$863.00	\$863.00	505	43300	52.2231
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
	Emergency generator replacement at Glynn Addy Lift Station		\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
TOTAL			\$44,314.00	505	43300	

Approved by: Brad Holtsinger/ 

Date: 7/22/2021

Approved by: _____

Date: _____

Approved by: 

Date: _____

Approved by: _____

Date: 7-26-2021

**W.W. Williams**

CONSIDER IT DONE.

To:	City of Stockbridge	Attn:	Brad Holtsinger
Project:	Lift Station Gen Replacement	Quote#:	JD7794-01-1
Date Issued:	7/22/2021	Expiration:	8/19/2021
Reply To:	John Dennis, 404-623-7475, JDennis@WWWilliams.com		Page 1 of 7

MTU A Rolls-Royce Solution 100kW / 125kVA kW UL2200 Generator Set

One (1) MTU, Natural Gas Driven Generator Set, Standby rated at 0.8 Power Factor, 240Δ/120 Volt 3 Phase 12w 60Hz, equipped as follows for OUTDOOR application:

Engine:

- GS100 MTU SI 6.8LTL V10, EPA Certified
- Engine Coolant 50/50 Mix and Engine Oil

Cooling System:

- Unit Mounted Radiator, 50°C (122°F) Capability
- Engine Jacket Water Heater, 20°F Block Heater, 1500W, with ball type isolation valves. (120V 1 PH input)

Starting System:

- Electric Starting Motor, 12VDC
- Battery Charging Alternator
- One (1) Group 31 Battery, 12 VDC Lead Acid type with battery rack and cables.
- One (1) MicroGenius 10 amp Battery Charger. NFPA 110 alarms Mounted and Wired.

Instrumentation & Controls:

- Isochronous Electronic Governor (frequency reg. +/- .25%)
- MGC 1520 Control Panel, Unit Mounted
 - MGC 1520 Standard Features: Phase Imbalance (47), Overvoltage (59), Undervoltage (27), Underfrequency (81U), Overfrequency (81O) 7 Digital Inputs, Outputs: 3 Digital Form A 5-amp, 4 Digital Form A 2-amp

The following optional features are included:

- Frequency & Voltage Adjust Control
- (4) Relay Option: The 4-relay board includes (4) 10-amp form C relays customizable for user defined functionality requirements.

Generator (Alternator):

- Brushless, 2/3 Pitch, Permanent Magnet Generator (PMG) **100kW / 125kVA** at 130°C temp rise.
- PM300 Voltage Regulator: 1.0% regulation. Includes Voltage adjust rheostat, EMI filter, and V/Hz Roll-off. Fully encapsulated construction.

Circuit Breaker:

- Factory Mounted
 - 350 Amp 3 Pole, 100% Rated, LSI

Generator Enclosure:

- Level 1 Standard Weatherproof Enclosure
- Steel Construction
- Sound performance: **76.8 dB(A)** at 23 feet
- Wind Rated at 190 mph
- Exhaust Louver: Fixed
- Intake Louver: Fixed

The W.W. Williams Company, LLC • 2849 Moreland Ave SE • Atlanta, GA 30315



A Rolls-Royce
solution



W.W. Williams
CONSIDER IT DONE.

To:	City of Stockbridge	Attn:	Brad Holtsinger
Project:	Lift Station Gen Replacement	Quote#:	JD7794-01-1
Date Issued:	7/22/2021	Expiration:	8/19/2021
Reply To:	John Dennis, 404-623-7475, JDennis@WWWWilliams.com		Page 2 of 7

Exhaust System:

- Internal Critical Grade Exhaust System with Stainless Steel Flex, Elbow and Rain cap.

Vibration Isolators:

- Vibration Isolators: Elastomeric Pad Isolators (Standard)

Fuel System:

- Gas Connection Size: GS100 1 1/2" NPT
- Dry Fuel Strainer (Shipped Loose)
- Required inlet pressure at generator connection point: GS100 7-11 in. w.c.

Warranty:

- 2 Yr/3000 Hour Basic Standby Limited Warranty from MTU
(MTU A Rolls-Royce Solution manufacturer's warranty commences on the date that W.W. Williams completes generator start-up.)

Instruction Manuals:

- O-M Manuals, Electronic Copy

Factory Testing:

- Standard Factory Test at Choose an item. Power Factor with Certified Test Report

Turnkey Install Scope of Work:

- Furnish all material and labor to install new 100kW mtu Rolls Royce Solution natural gas generator
- Existing ATS to be left as is
- Remove existing 100kW Generac generator and replace it with a new 100kW mtu Rolls Royce Solution generator.
- Old Generac unit to be loaded and delivered to the city's disposal yard.
- Concrete Pad Modifications (Angle Iron Side Support added)
- Gas Connection Piping (Regulator Not Included) - Using existing regulator
- All load cable and control wiring terminations.

Onsite Services:

- Start-up inspection includes One (1) trip(s) with Two (2) hour load bank test using portable resistive load bank, to be completed during normal business hours, Monday thru Friday (excluding holidays). Additional trips or hours onsite, due to construction or other delays beyond our control, will be billed at extra cost at prevailing rates. Generator sets not started up within six months of shipment may require preservation at additional cost.
- Training of operating personnel
- Simulated power outage test using available site loads during start-up.

NET PRICE, F.O.B. FACTORY, FREIGHT ALLOWED:\$42,399.00

*The genset **MUST** be released for production by August 20, 2021 and delivery accepted by December 31, 2021, or price is subjected to a price increase. Acceptable methods of payment include cash, check, ACH, wire, or debit card.*

The W.W. Williams Company, LLC • 2849 Moreland Ave SE • Atlanta, GA 30315



A Rolls-Royce
solution



W.W. Williams
CONSIDER IT DONE.

To:	City of Stockbridge	Attn:	Brad Holtsinger
Project:	Lift Station Gen Replacement	Quote#:	JD7794-01-1
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NET PRICE, F.O.B. FACTORY, FREIGHT ALLOWED (2022 DELIVERY): \$45,735.00.00

Acceptable methods of payment include cash, check, ACH, wire, or debit card.

OPTIONS: (CUSTOMER TO INDICATE ACCEPTANCE ON PURCHASE ORDER)

1. ADDER - Level 2 Sound Attenuated Enclosure – 72.8 dB(A) @ 23'	\$1,052.00
2. ADDER - 5-year comprehensive factory warranty.	\$863.00

This quote is based on standard MTU A Rolls-Royce Solution (previously MTU Onsite Energy and MTU-Detroit Diesel) equipment intended to meet, or be substantially comparable to, our understanding of the project requirements only, based on review of: No drawings or specifications have been reviewed. W.W. Williams RESERVES THE RIGHT TO CORRECT ERRORS OR OMISSIONS.

NOTES(N), CLARIFICATIONS(C), DEVIATIONS(D), AND EXCEPTIONS(E):

1. (N) NETA TESTING NOT INCLUDED (PROVIDED BY OTHERS)
2. (N) ALL INTERCONNECT WIRING (AC & DC) MUST BE STRANDED WIRE.
3. (N) NO TESTING IS PROVIDED FOR GROUND FAULT AT JOBSITE (PROVIDED BY OTHERS)

Price DOES NOT include the following:

Any Applicable Local, State, or Federal Taxes
Offloading of and/or installation of the equipment at the job site, including ship loose items
Fuel for start-up and testing

Lead Times: Estimated delivery of this product is approximately **12 - 14 Weeks** from date of submittal approval. Please note that this is an estimate, and actual ship date could vary. In no event will we be responsible for any delay damages, liquidated damages, or any other late fees or penalties. If a specific ship date is required for this project, we must be notified in writing prior to date of order and we will accept or reject the order depending on all factors involved. We will not accept back charges or penalties unless we have agreed in writing to do so.

Terms: Net 30, Upon Delivery of Equipment, With Approved Credit, Otherwise C.O.D. - A 1 1/2% (18% APR) Finance Charge Will Be Applied to All Accounts Past Due. 90% OF JOB TOTAL MUST BE PAID BEFORE START-UP IS PERFORMED. Terms and Conditions include those on the last page of this document.

We regret to inform you that W.W. Williams, along with the rest of our industry, is in the midst of a significant steel supply shortage. This shortage results from the downturn in production at the mills in 2020 due to demand reduction related to the emergence of the Covid 19 pandemic.

Please know that W.W. Williams suppliers are doing their very best to attain the steel required to meet your order requirements, and up until now, we have been able to find creative ways to meet the needs. Please be advised, though, lead times may be affected as well.

Unfortunately, this supply issue has come at tremendous financial expense as well. Quarterly steel pricing is increasing at an alarming rate, and it is beyond normal variations that we typically can absorb. That said, W.W. Williams will be forced to re-price all orders based on the steel cost increase, and currently will hold our quote prices for ten (10)

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business days. We also see significant increases in costs within other portions of our supply chain due to the steel, electrical parts, insulation shortages, & more.

Be assured that our cost increase to you is based upon accurate data. Our vendors carefully watch the CRU Index each quarter to determine our steel cost. If required, we will provide you with the CRU Index values from the quarters affecting your pricing. If needed, you may share this information with your customer or management team to justify the new cost.

We thank you for your understanding on this issue. We are very sorry that this situation has arisen, but we are doing everything in our power to get through this with the least harm to our valued customers.

W. W. Williams offers comprehensive scheduled service maintenance agreements performed by our experienced field service technicians for all makes of emergency power systems. A customer service maintenance agreement tailored to meet your facility's requirements will be quoted upon request.

John Dennis

Power Generation Sales
The W.W. Williams Company, LLC

DATE: _____ ACCEPTED FIRM NAME: _____ BY: _____

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TERMS AND CONDITIONS

These Terms and Conditions apply to all sales transactions with The W.W. Williams Company, LLC, including quotations, purchase orders, service orders, sales orders, or similar documents:

- Terms Exclusive.** These Terms and Conditions and the applicable quotation, purchase order, service order, sales order or similar document constitute the complete, exclusive and final agreement (collectively, the "Agreement") of the buyer ("Buyer") and The W.W. Williams Company, LLC ("Williams"). All other additional or conflicting terms or conditions which may now or in the future appear on Buyer's acknowledgment, purchase order, or other similar document are expressly objected to by Williams without future notification and shall be null and void. These Terms and Conditions may only be modified, superseded or altered in writing signed by both parties. Buyer's acceptance of any performance by Williams shall be taken as Buyer's acceptance of these Terms and Conditions.
- Prices.** Prices are subject to change or withdrawal without notice. Unless otherwise stated in the Agreement, prices may be adjusted to and invoiced at Williams's price list in effect at the time of the shipment of goods or furnishing of the services. Unless otherwise stated in the Agreement, prices are exclusive of applicable taxes, excises, duties, quotation fees or other governmental impositions which Williams may be required to pay or collect on behalf of Buyer.
- Payment Terms; Security Interest.** Extensions of credit by Williams are subject to credit approval by Williams in its sole discretion, which may be modified or revoked by Williams at any time. Unless otherwise stated in the Agreement, payment shall be due and payable in full and without setoff within 15 days following delivery of the goods or completion of the services. Any payment not made when due shall be subject to a carrying charge of one and one-half percent (1 1/2%) per month on the unpaid balance until paid in full. Buyer expressly grants to Williams a security interest in any goods, or a mechanic's or garage keeper's lien, as applicable, in respect of any services, to secure payment of the purchase price therefore and any other amounts or charges owed by Buyer to Williams. Buyer authorizes Williams (but Williams is not obligated) to file a financing statement or take such action as Williams deems advisable to evidence and perfect its security interest.
- Delivery; Force Majeure.** Unless otherwise stated in the Agreement, delivery of the goods, and services, if any, shall be F.O.B. point of shipment. Any delivery date specified is approximate only. Acceptance of shipment by a common carrier shall constitute tender of delivery. Upon tender of delivery, risk of loss shall pass to Buyer. Title shall pass to Buyer when the full price has been paid. Partial shipments may be made and payments therefore shall become due in accordance with the terms hereof as shipments are made and invoices rendered. If Williams is not able to meet the delivery date specified by reason of any force majeure event beyond Williams's control, including (but not limited to) war, governmental requests, restrictions or regulations, fire, flood, casualty, accident, or other acts of God, disease or illness, including but not limited to epidemic, pandemic, or quarantine, national or state declared emergency, strikes or other difficulties with employees, supplier delays, delay or inability to obtain goods, labor, equipment, material and service through Williams's usual sources, failure, refusal or delay of any carrier to transport materials, or any other similar event, Williams shall not be liable therefor and may, in its discretion without prior notice to Buyer, postpone the delivery date(s) under this Agreement for a time which is reasonable under all the circumstances. Acceptance of the goods or services shall constitute a waiver of all claims for damages.
- Standard Limited Warranty; Limitations of Liability.** The Williams Standard Limited Warranty and the limitations of liability contained therein, attached as Exhibit A hereto, shall apply to the purchase and sale of goods and services under this Agreement.
- Indemnification.** Buyer shall indemnify, defend, and hold harmless Williams, its directors, officers, employees and their respective affiliates against any claim, demand, complaint, liability, loss, cost, damage and/or expense (including attorneys' fees, costs and expenses of litigation and settlements) incurred by Williams arising out of or as a result of this Agreement, except to the extent caused by the negligence of Williams.

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W.W. Williams
CONSIDER IT DONE

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Project:	Lift Station Gen Replacement	Quote#:	JD7794-01-1
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Reply To:	John Dennis, 404-623-7475, JDennis@WWWilliams.com		Page 6 of 7

7. **Claims.** Unless otherwise stated in the Agreement, claims respecting the condition of goods, compliance with specifications, or any other matter affecting goods shipped or services provided to Buyer, must be made promptly and in no event later than twenty (20) days after receipt of the goods by Buyer or the furnishing of the services by Williams. Failure of Buyer to make a claim within such 20-day period shall be deemed an unqualified acceptance of the goods or services by Buyer. Buyer shall set aside, protect, and hold such goods (without charge to Williams) without further processing until Williams has an opportunity to inspect and advise of the disposition, if any, to be made of such goods. In no event shall any goods be returned, reworked, or scrapped by Buyer without the express written authorization of Williams.
8. **Default and Williams's Remedies.** If Buyer fails to make timely payment on any sale of goods or services from Williams to Buyer, Williams, in addition to any other remedies available to it, may at its option, (a) defer further shipment or services until such payments are made and satisfactory credit arrangements are reestablished or (b) cancel the balance of any order, and Buyer shall not have any cause of action or be entitled to any offset, counterclaim, or recoupment against Williams by reason of such action. In the event of Buyer's default, Williams may exercise any and all remedies set forth in this Agreement, any other agreement between the parties, and applicable law, all of which rights and remedies are cumulative.
9. **Collection Costs and Attorney Fees.** Buyer agrees to pay all of Williams's costs and expenses incurred in collecting payments due from Buyer (including without limitation reasonable attorney fees and costs and expenses of any collection agency).
10. **Return Policy.** Returns must be accompanied by this invoice and in the original, unopened box or packaging. A 15% restocking charge will be applied to all returned items. No returns on electrical items. No returns on special order items. No returns after 30 days from invoice date.
11. **Technical Assistance.** Unless otherwise stated in the Agreement: (a) any technical advice provided by Williams with respect to the use of goods or services furnished to Buyer shall be provided as a courtesy without charge and without warranty; (b) Williams assumes no obligation and disclaims all liability for any such advice or for any results occurring as a result of the application of such advice; and (c) Buyer shall have sole responsibility for selection and specification of the goods and services appropriate for the end use of such goods or services.
12. **Miscellaneous.** This Agreement will be governed by the laws of the State of Ohio. The exclusive venue for any dispute related to this Agreement shall be the federal and state courts located in Columbus, Ohio. If any of the provisions hereof shall be held invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall in no way be affected or impaired thereby. The individual rights and remedies of Williams reserved herein shall be cumulative and additional to any other or further remedies provided in law or equity. Waiver by Williams of performance or inaction with respect to Buyer's breach of any provision hereof, or failure of Williams to enforce any provision hereof which may establish a defense or limitation of liability, shall not be deemed a waiver of future compliance therewith or a course of performance modifying such provision, and such provision shall remain in full force and effect as written.
13. **Entire Agreement.** This Agreement, including without limitation the Terms and Conditions and any other document incorporated herein by reference, constitutes the sole and entire agreement between Buyer and Williams with respect to any order or sale of goods or furnishing of services to Buyer, superseding completely any prior or contemporaneous oral or written communications.

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EXHIBIT A**W.W. Williams**

CONSIDER IT DONE.

The W.W. Williams Company, LLC**Standard Limited Warranty*****Limited warranty for parts and equipment:***

The sole warranty provided for any part or equipment sold by The W.W. Williams Company, LLC ("Williams") is to assign the warranty offered by the manufacturer or supplier to the Buyer. WILLIAMS MAKES NO REPRESENTATION OR WARRANTY TO THE EFFECTIVENESS OR EXTENT OF SUCH MANUFACTURER OR SUPPLIER WARRANTY. WILLIAMS EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, and does not assume or authorize any other person to assume for it any liability in connection with the sale.

Limited warranty for services:

Williams warrants its workmanship for a period of ninety (90) days from the date the services are performed (the "Warranty Period"). This warranty covers defects in Williams's workmanship that are discovered during the Warranty Period. Buyer's sole remedy, and Williams's only liability, for Williams's breach of its service warranty shall be, at Williams's option, (i) reperforming the defective services; or (ii) refunding the purchase price paid for the defective services. WILLIAMS EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, and does not assume or authorize any other person to assume for it any liability in connection with the sale.

Limitations of Liability:

IN NO EVENT SHALL WILLIAMS BE LIABLE FOR ANY PUNITIVE, INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL OR UNKNOWN DAMAGES, INCLUDING BUT NOT LIMITED TO, LOSS OF PROPERTY OR EQUIPMENT, LOSS OF DATA, LOSS OF USE, LOSS OF TIME, LOSS OF REVENUE, LOSS OF PROFIT, OR LOSS OF INCOME, WHETHER THE DAMAGES BE IN CONTRACT OR TORT.

WILLIAMS'S TOTAL LIABILITY FOR ANY PARTS, EQUIPMENT, OR SERVICES SOLD SHALL NOT EXCEED THE AMOUNT PAID TO WILLIAMS FOR SUCH PARTS, EQUIPMENT, OR SERVICES CAUSING THE LIABILITY.

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City of Stockbridge

AGENDA ITEM

MEETING DATE

August 16, 2021

FUNDING SOURCE

- ☒ RESOLUTION
- ☐ ORDINANCE
- ☐ CONTRACT APPROVAL/RENEWAL
- ☐ PUBLIC HEARING
- ☐ PRESENTATION
- ☐ BID SELECTION/AWARD
- ☐ TASK ORDER
- ☐ CHANGE ORDER
- ☐ BUDGET AMENDMENT
- ☐ BUDGET TRANSFER
- ☐ PAYMENT APPROVAL
- ☒ OTHER

- ☐ GENERAL FUND
- ☐ FUND BALANCE
- ☒ SPLOST
- ☐ TSPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ PARTNER/SPONSOR
- ☐ DEPARTMENT BUDGET
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Decius T. Aaron

DEPARTMENT: Public Works

ITEM/PROJECT/EVENT:

Information Technology network equipment for the Public Works Administrative Building.

BACKGROUND INFORMATION:

Public Works Department is requesting approval to purchase IT network equipment for the Public Works Administrative Building in the amount of **\$47,478.80**.

SIGNATURES:

CITY MANAGER _____

CITY TREASURER _____

CITY ATTORNEY _____

☐ FINANCIAL IMPACT ☐ N/A

AMOUNT **\$47,478.80**

ATTACHMENTS:

☐



Pricing Proposal
Quotation #: 20801817
Created On: 7/28/2021
Valid Until: 8/27/2021

City of Stockbridge

Ky Parker

GA
United States
Phone: (678)-672-1511
Fax:
Email: Kparker@interdev.com

Inside Account Executive

John Kearney

290 Davidson Ave,
Somerset, NJ 08873
Phone: 732-564-8563
Fax: 732-564-8363
Email: John_Kearney@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Fortinet FortiGate 101F - Security appliance - with 3 years UTM Protection Bundle - 10 GigE - 1U Fortinet - Part#: FG-101F-BDL-950-36	1	\$7,455.22	\$7,455.22
2 Nexus 3524x, 24 10G Ports Cisco Systems - Part#: N3K-C3524P-10GX	1	\$6,097.50	\$6,097.50
3 SNTC-24X7X4 Nexus 3524x, 24 10G Cisco Systems - Part#: CON-SNTP-3524P10X	1	\$655.28	\$655.28
4 Nexus 3500 Base License Cisco Systems - Part#: N3548-BAS1K9	1	\$0.00	\$0.00
5 Nexus 3524 Layer 3 LAN Enterprise License Cisco Systems - Part#: N3524-LAN1K9	1	\$2,347.00	\$2,347.00
6 SWSS UPGRADES Nexus 3524 Ler 3 LayAN Enterprise Licens Cisco Systems - Part#: CON-ECMU-N35243LA	1	\$200.00	\$200.00
7 Nexus 9500, 9300, 3000 Base NX-OS Software Rel 9.2.2 Cisco Systems - Part#: NXOS-9.2.2	1	\$0.00	\$0.00
8 Nexus Fan, 30CFM, port side exhaust airflow Cisco Systems - Part#: NXA-FAN-30CFM-F	4	\$0.00	\$0.00
9 Nexus 3524 Factory Installed 24 port license Cisco Systems - Part#: N3548-24P-LIC	1	\$0.00	\$0.00
10 Nexus 3K/9K Fixed Accessory Kit Cisco Systems - Part#: N3K-C3064-ACC-KIT	1	\$0.00	\$0.00
11 Nexus 400W AC Power Supply, Std airflow (port side exhaust) Cisco Systems - Part#: N2200-PAC-400W	2	\$0.00	\$0.00

12	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America Cisco Systems - Part#: CAB-9K12A-NA	2	\$0.00	\$0.00
13	Catalyst 9200L 48-port PoE+, 4 x 10G, Network Essentials Cisco Systems - Part#: C9200L-48P-4X-E	2	\$2,336.12	\$4,672.24
14	SN7C-24X7X4 Catalyst 9200L 48-port PoE+, 4 x 10G, Ne Cisco Systems - Part#: CON-SNTP-C9200L4X	2	\$718.50	\$1,437.00
15	C9200L Network Essentials, 48-port license Cisco Systems - Part#: C9200L-NW-E-48	2	\$0.00	\$0.00
16	North America AC Type A Power Cable Cisco Systems - Part#: CAB-TA-NA	4	\$0.00	\$0.00
17	C9200L Cisco DNA Essentials, 48-port Term license Cisco Systems - Part#: C9200L-DNA-E-48	2	\$0.00	\$0.00
18	C9200L Cisco DNA Essentials, 48-port, 3 Year Term license Cisco Systems - Part#: C9200L-DNA-E-48-3Y	2	\$624.57	\$1,249.14
19	Network Plug-n-Play Connect for zero-touch device deployment Cisco Systems - Part#: NETWORK-PNP-LIC	2	\$0.00	\$0.00
20	1KW AC Config 5 Power Supply - Secondary Power Supply Cisco Systems - Part#: PWR-C5-1KWAC/2	2	\$1,765.25	\$3,530.50
21	Catalyst 9200 Blank Stack Module Cisco Systems - Part#: C9200-STACK-BLANK	4	\$0.00	\$0.00
22	10GBASE-SR SFP Module Cisco Systems - Part#: SFP-10G-SR=	6	\$509.19	\$3,055.14
23	Meraki MR44 WiFi 6 Indoor AP Cisco Systems - Part#: MR44-HW	2	\$671.51	\$1,343.02
24	Meraki MR Enterprise License, 3YR Cisco Systems - Part#: LIC-ENT-3YR	2	\$170.53	\$341.06
			Subtotal	\$32,383.10
			Total	\$32,383.10

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.



Pricing Proposal
Quotation #: 20777102
Created On: 7/22/2021
Valid Until: 8/21/2021

City of Stockbridge

Ky Parker

GA
United States
Phone: (678)-672-1511
Fax:
Email: Kparker@interdev.com

Inside Account Executive

John Kearney

290 Davidson Ave,
Somerset, NJ 08873
Phone: 732-564-8563
Fax: 732-564-8363
Email: John_Kearney@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 DELL EMC NX3240 Dell - Part#: 210-APUR	1	\$1,159.42	\$1,159.42
2 CHASSIS WITH UP TO 12 X 3.5" HDDS ON BP, 4 X 3.5" HDDS ON MP AND 2 X 3.5" HDDS FLEXBAY, 1 AND 2CPU CONFIGURATION Dell - Part#: 321-BCPV	1	\$84.93	\$84.93
3 POWEREDGE 2U LCD BEZEL Dell - Part#: 325-BCHV	1	\$74.17	\$74.17
4 POWEREDGE R740/R740XD MOTHERBOARD Dell - Part#: 329-BEIK	1	\$0.00	\$0.00
5 RISER CONFIG 1, 4 X8 SLOTS Dell - Part#: 330-BBHF	1	\$40.79	\$40.79
6 INTEL XEON BRONZE 3204 1.9G, 6C/6T, 9.6GT/S, 8.25M CACHE, NO TURBO, NO HT (85W) DDR4-2133 Dell - Part#: 338-BSDV	1	\$186.68	\$186.68
7 DELL EMC LUGGAGE TAG FOR NX3240 Dell - Part#: 350-BBQY	1	\$0.00	\$0.00
8 PERFORMANCE OPTIMIZED Dell - Part#: 370-AAIP	1	\$0.00	\$0.00
9 10 MEMORY FILLERS Dell - Part#: 370-ABXJ	1	\$0.00	\$0.00
10 BLANK FOR 1CPU CONFIGURATION Dell - Part#: 370-ADPF	1	\$4.42	\$4.42
11 8GB RDIMM, 3200MT/S, SINGLE RANK Dell - Part#: 370-AEVO	1	\$218.25	\$218.25

12	8GB RDIMM, 3200MT/S, SINGLE RANK Dell - Part#: 370-AEVO	1	\$218.25	\$218.25
13	3200MT/S RDIMMS Dell - Part#: 370-AEVR	1	\$0.00	\$0.00
14	NO ADDITIONAL PROCESSOR EMC - Part#: 374-BBBX	1	\$0.00	\$0.00
15	PERC H730P RAID CONTROLLER, 2GB NV CACHE, MINI CARD Dell - Part#: 405-AAQU	1	\$369.93	\$369.93
16	1U PIPE LOW PROFILE HEATSINK Dell - Part#: 412-AAIP	1	\$13.01	\$13.01
17	WINDOWS STORAGE SERVERS 2016 STANDARD EDITION Dell - Part#: 634-BRMV	1	\$343.36	\$343.36
18	RAID 6 Dell - Part#: 780-BCJY	1	\$0.00	\$0.00
19	SINGLE, HOT-PLUG, POWER SUPPLY (1+0), 750W Dell - Part#: 450-AJSB	1	\$163.90	\$163.90
20	INTEL X710 QUAD PORT 10GBE SFP+, RNDC Dell - Part#: 555-BCKP	1	\$362.34	\$362.34
21	IDRAC9,ENTERPRISE Dell - Part#: 385-BBKT	1	\$210.66	\$210.66
22	NO TRUSTED PLATFORM MODULE Dell - Part#: 461-AADZ	1	\$0.00	\$0.00
23	NO RACK RAILS Dell - Part#: 770-BBBS	1	\$0.00	\$0.00
24	IDRAC,FACTORY GENERATED PASSWORD Dell - Part#: 379-BCSF	1	\$0.00	\$0.00
25	6 PERFORMANCE FANS FORR740/740XD Dell - Part#: 384-BBPZ	1	\$85.56	\$85.56
26	NO SYSTEMS DOCUMENTATION, NO OPENMANAGE DVD KIT Dell - Part#: 631-AACK	1	\$0.00	\$0.00
27	DELL EMC NX3240 SHIPPING Dell - Part#: 340-CEMY	1	\$0.00	\$0.00
28	DELL EMC NX3240 SHIPPING MATERIAL Dell - Part#: 328-BDHP	1	\$0.00	\$0.00
29	US ORDER Dell - Part#: 332-1286	1	\$0.00	\$0.00

30	QUICK SYNC 2 (AT-THE-BOX MGMT) Dell - Part#: 350-BBJU	1	\$77.96	\$77.96
31	DELL HARDWARE LIMITED WARRANTY Dell - Part#: 818-4655	1	\$152.88	\$152.88
32	PROSUPPORT: NEXT BUSINESS DAY ONSITE SERVICE AFTER PROBLEM DIAGNOSIS, 3 YEARS Dell - Part#: 818-4665	1	\$53.66	\$53.66
33	PROSUPPORT: 7X24 HW/SW TECHNICAL SUPPORT AND ASSISTANCE, 3 YEARS Dell - Part#: 818-4675	1	\$450.68	\$450.68
34	THANK YOU CHOOSING DELL PROSUPPORT. FOR TECH SUPPORT, VISIT /WWW.DELL.COM/SUPPORT OR CALL 1-800- 945-3355 Dell - Part#: 989-3439	1	\$0.00	\$0.00
35	ON-SITE INSTALLATION DECLINED Dell - Part#: 900-9997	1	\$0.00	\$0.00
36	600GB 10K RPM SAS 12GBPS 512N 2.5IN FLEX BAY HARD DRIVE, 3.5IN HYB CARR Dell - Part#: 401-ABCF	2	\$210.66	\$421.32
37	4TB 7.2K RPM NLSAS 12GBPS 512N 3.5IN HOT-PLUG HARD DRIVE Dell - Part#: 400-ASHY	12	\$336.90	\$4,042.80
38	4TB 7.2K RPM NLSAS 12GBPS 512N 3.5IN INTERNAL BAY HARD DRIVE Dell - Part#: 401-ABDZ	4	\$345.91	\$1,383.64
39	POWER CORD - C13, 3M, 125V, 15A (NORTH AMERICA, GUAM, NORTH MARIANAS, PHILIPPINES, SAMOA, VIETNAM) Dell - Part#: 450-AALV	1	\$0.00	\$0.00
			Subtotal	\$10,118.61
			Total	\$10,118.61

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.



Pricing Proposal
Quotation #: 20771534
Created On: 7/21/2021
Valid Until: 7/31/2021

City of Stockbridge

Ky Parker
GA
United States
Phone: (678)-672-1511
Fax:
Email: Kparker@interdev.com

Inside Account Executive

John Kearney
290 Davidson Ave,
Somerset, NJ 08873
Phone: 732-564-8563
Fax: 732-564-8363
Email: John_Kearney@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 APC Smart-UPS X 2000VA Short Depth TowerRack Convertible LCD 100-127V with Network Card TAA APC by Schneider Electric - Part#: SMX2000LVNCUS Note: Limited stock (3)	1	\$1,862.85	\$1,862.85
2 APC Switched Rack PDU AP7901B - Power distribution unit (rack-mountable) - AC 120 V - input: NEMA L5-20 - output connectors: 8 (NEMA 5-20) - 1U - 3.66 m - black APC by Schneider Electric - Part#: AP7901B Note: In stock (58)	1	\$593.08	\$593.08
Subtotal			\$2,455.93
Total			\$2,455.93

Additional Comments

Please Note: APC has a zero returns policy.

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

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TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

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Pricing Proposal
Quotation #: 20781393
Created On: 7/23/2021
Valid Until: 7/31/2021

City of Stockbridge

Ky Parker

GA
United States
Phone: (678)-672-1511
Fax:
Email: Kparker@interdev.com

Inside Account Executive

John Kearney

290 Davidson Ave,
Somerset, NJ 08873
Phone: 732-564-8563
Fax: 732-564-8363
Email: John_Kearney@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 1.5m (5ft) Cisco SFP-H10GB-CU1M Compatible 10G SFP+ for CISCO - Passive Direct Attach Copper Twinax Cable fs.com - Part#: 30851 Note: Part# SFPP-PC01	6	\$14.50	\$87.00
2 Cisco SFP-10G-LRM Compatible, 10GBASE-LRM SFP+ 1310nm 220m DOM LC MMF/SMF Transceiver Module fs.com - Part#: 11556 Note: Part# SFP-10GLRM-31	6	\$24.99	\$149.94
3 1.5m (5ft) LC UPC to LC UPC Duplex OM3 Multimode PVC (OFNR) 2.0mm Fiber Optic Patch Cable fs.com - Part#: 88537 Note: Part# OM3-LC-LC-DX-FS-1.5M-PVC	6	\$5.00	\$30.00
4 APC - Rack shelf - black - for P/N: AR3103, AR3103SP, AR3106SP, SMX1000C, SMX750CNC, SRT1000RMLI-NC, SRT5KRMXLW-TW APC by Schneider Electric - Part#: AR8122BLK	2	\$91.83	\$183.66
5 APC Roof Fan Tray - Rack fan tray - AC 120 V - black - for NetShelter SX Enclosure with Sides APC by Schneider Electric - Part#: ACF501	1	\$304.75	\$304.75
6 APC Horizontal Cable Manager Single-Sided with Cover - Rack cable management kit - black - 2U - 19" - for Smart-UPS X 3000VA Short Depth Tower/Rack LCD APC by Schneider Electric - Part#: AR8600A	3	\$84.37	\$253.11
7 APC NetShelter SX Enclosure with Sides - Rack - black - 42U - 19" APC by Schneider Electric - Part#: AR3100 Note: Dock-to-dock shipping is free; otherwise there will be an added freight charge	1	\$1,320.00	\$1,320.00
8 ADD-ON : 1ft RJ-45 (Male) to RJ-45 (Male) Straight Black Cat6 UTP PVC Copper Patch Cable AddOn Networks - Part#: ADD-1FCAT6-BK	25	\$1.26	\$31.50

9	ADD-ON : AddOn 1ft RJ-45 (Male) to RJ-45 (Male) Straight Green Cat6 UTP Copper PVC Patch Cable AddOn Networks - Part#: ADD-1FCAT6-GN	5	\$1.26	\$6.30
10	ADD-ON : AddOn 4ft RJ-45 (Male) to RJ-45 (Male) Straight Black Cat6 UTP PVC Copper Patch Cable AddOn Networks - Part#: ADD-4FCAT6-BK	25	\$1.57	\$39.25
11	ADD-ON : AddOn 7ft Blue Molded Snagless Cat6 Cable AddOn Networks - Part#: ADD-7FCAT6-BE	25	\$2.61	\$65.25
12	ADD-ON : AddOn 10ft RJ-45 (Male) to RJ-45 (Male) Straight Red Cat6 UTP Copper PVC Patch Cable AddOn Networks - Part#: ADD-10FCAT6-RD	10	\$3.15	\$31.50
13	ADD-ON : AddOn 15ft RJ-45 (Male) to RJ-45 (Male) Cat6 Straight Red UTP Copper PVC Patch Cable AddOn Networks - Part#: ADD-15FCAT6-RD	5	\$3.78	\$18.90
			Subtotal	\$2,521.16
			Total	\$2,521.16

Additional Optional Items

AddOn - Patch cable - RJ-45 (M) to RJ-45 (M) - 30 cm - UTP - CAT 6 - yellow AddOn Networks - Part#: ADD-1FCAT6-YW	5	\$1.26	\$6.30
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Additional Comments

Please Note: APC has a zero returns policy.

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

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TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.



City of Stockbridge

AGENDA ITEM

MEETING DATE

August 16, 2021

FUNDING SOURCE

- ☒ RESOLUTION
- ☐ ORDINANCE
- ☐ CONTRACT APPROVAL/RENEWAL
- ☐ PUBLIC HEARING
- ☐ PRESENTATION
- ☐ BID SELECTION/AWARD
- ☒ TASK ORDER
- ☐ CHANGE ORDER
- ☐ BUDGET AMENDMENT
- ☐ BUDGET TRANSFER
- ☐ PAYMENT APPROVAL
- ☐ OTHER

- ☐ GENERAL FUND
- ☐ FUND BALANCE
- ☐ SPLOST
- ☐ TSPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ PARTNER/SPONSOR
- ☒ DEPARTMENT BUDGET
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Decius T. Aaron/Brad Holtsinger/Donnie Mullis

DEPARTMENT: Water and Sewer

ITEM/PROJECT/EVENT:

GIS mapping program

BACKGROUND INFORMATION:

Carter & Sloope will partner with GeoSpatial Technology Solutions to provide GPS data collection and GIS updates, corrections to the current mapping system and setup for the City's water distribution and sanitary sewer collection systems.

SIGNATURES:

CITY MANAGER _____

CITY TREASURER _____

CITY ATTORNEY _____

☐ FINANCIAL IMPACT ☐ N/A

AMOUNT \$32,020.00

ATTACHMENTS:



Task Release

THIS ____ day of _____, 2021 the undersigned Owner offers and the undersigned Engineer agrees to provide and perform services as identified herein (the "Work") on a project identified herein (the "Project") under the terms and conditions set forth herein and in a certain extension of **Master Agreement** for engineering services, dated January 31, 2017, between the Owner and the Engineer (the "Master Agreement") which is incorporated herein by reference and made a part hereof as if fully restated herein.

1. The Project:

- 1.1 This Task Release is for a Project described as:
GIS Mapping Program

2. The Work:

- 2.1 Carter & Sloope will partner with GeoSpatial Technology Solutions to provide GPS data collection and GIS updates, corrections to the current mapping system and setup for the City's water distribution and sanitary sewer collection systems. Engineer shall provide the following Work on the Project as defined herein and as follows:

1. Mapping Updates and Corrections

Carter & Sloope, Inc. will meet with the Client for a kickoff meeting. After the meeting, C&S will use the GPS points, either collected or currently available from the City's existing data, to correct the existing mapping system and incorporate all new collected data into the City's existing Geodatabase.

Updating existing and incorporating new sanitary sewer lateral points have been excluded from our scope but this can be added as an additional service once the existing mapping system has been corrected.

2. Data Collection

C&S will use survey grade equipment to GPS locate and collect the City's existing sanitary sewer manholes (rim elevations included), water system valves, and fire hydrants as directed by the City. A per point price is being provided allowing the City to select if they would like all points collected with survey grade equipment or just specific areas and / or features. The following quantities were estimated based on the number of existing features and may be increased or decreased as desired by the City:

- 550 Water System Valves
- 310 Fire Hydrants
- 420 Sanitary Sewer Manholes

The Client is to provide the most up to date maps of the collection system and keys to any locked facilities where data needs to be collected.

3. ArcGIS Online Setup

The updated geodatabase and mapping system will be used to create and develop an ArcGIS Online account through ESRI. Once the account is created, C&S will store the scrubbed data online and provide log-in information for City employees to access and use the maps, the redline tool and other available apps. The City will be responsible for paying all licensing and fees required for the ESRI account(s).

4. Training and Support

C&S will provide training to the City's personnel as needed to ensure operator's are able to use the updated system and support to update the mapping system as needed.

5. Project Management

C&S will provide general project oversight and coordination.

3. Contract Time:

Upon execution of this Contract and commitment by Owner of funds to complete the Project, Engineer will commence performance of its services hereunder, and will complete same within a time period mutually established between Owner and Engineer to meet Project schedules.

4. Fee Summary:

Fee Basis

We propose to complete our work for Basic Services described herein for the hourly, not-to-exceed amount as scheduled below. No fee amount may be exceeded without prior written approval from the Owner.

<u>Task No.</u>	<u>Description</u>	<u>Fee Basis</u>
1	Mapping Updates and Corrections	Lump Sum \$ <u>5,750</u>
2	Data Collection (\$11.50 / point)	Per point not-to-exceed \$ <u>14,720</u>
3	ArcGIS Online Setup	Lump Sum \$ <u>3,450</u>
4	Training and Support (40 hours)	Hourly not-to-exceed \$ <u>4,600</u>
5	Project Management (25 hours)	Hourly not-to-exceed \$ <u>3,500</u>
	Total of Items 1 - 5 Inclusive:	\$ <u>32,020</u>

Hourly rates for Basic and Additional Services are provided in the Master Agreement.

4.1 The Owner agrees to pay the Engineer for the Work described the amounts up to the not-to-exceed pricing provided herein for the agreed upon scope described herein.

4.2 **Reimbursable Expenses:** There are no fees for reimbursable expenses from Carter & Sloope, Inc. for the Basic Services of the Engineer. All costs associated with normal

travel, meals, printing/reproduction, etc. are included in our lump sum fee. However, direct reimbursable expenses from sub-consultants and reimbursable expenses they may invoice us for will be charged at 1.15 times direct cost.

4.3 **Additional Services:** Services not included within the Basic Scope of Services above, which are considered Additional Services, are specifically excluded from the Scope of the Engineer’s services, but can be provided on an hourly basis in accordance with Exhibit A in the Master Agreement executed between the Owner and the Engineer. Additional Services include, but are not limited to, the following:

- a. Services resulting in significant changes in the scope, extent, or character of the work including, but not limited to, changes in size, complexity, Client’s schedule, method of financing; and revising previously accepted reports/maps, or other project related documents when such revisions are required by changes in Laws and regulations enacted subsequent to the date of this proposal or are due to any other causes beyond Engineer’s control.
- b. Services required as a result of Client providing incomplete or incorrect Project information to Engineer.
- c. Furnishing services of Engineer’s Sub-Consultants, if any, for other than Basic Services.
- d. Preparing to serve or serving as a consultant or witness for Client in any litigation, arbitration, or other dispute resolution process related to the Project. Preparation time for deposition and trial testimony or arbitration will be charged at hourly rate multiplied by 1.25. Actual time for deposition, trial testimony or arbitration including travel time will be charged at hourly rate multiplied by 2.0. Reimbursable expenses will be charged at actual cost multiplied by 1.15.
- e. Providing more extensive services required to enable Engineer to issue notices or certifications requested by Client and not specifically provided in the Basic Services.
- f. Additional or extended services made necessary by (1) emergencies or acts of God, (2) the presence at the Site of any Hazardous Materials and/or Environmental Conditions, or (3) a request by the Client for acceleration of the progress schedule involving services beyond normal working hours.
- g. Subsurface Utility Engineering or Investigations.
- h. Other services performed or furnished by Engineer not otherwise detailed or provided for in this Agreement.

5. **The Primary Contacts:**

5.1 The Engineer designates the following individual as its primary contact for day-to-day communications with the Owner under this Task Release:

<u>Chad Peden, P.E.</u>	<u>(706) 769-4119</u>
Name	Phone
	<u>cpeden@cartersloope.com</u>
	Email

5.2 The Owner designates the following individual as its primary contact for day-to-day communications with the Engineer under this Task Release:

Name

Phone

Email

WITNESS the signatures of the Owner's and the Engineer's authorized representatives placed on duplicate copies of this Task Release on the day and year first above written.

Carter & Sloope, Inc. ("Engineer")	City of Stockbridge ("Owner")
 _____ Signature By: <u>Martin C. Boyd, PE.</u> Title: <u>President / Senior Engineer</u> Date: <u>July 30, 2021</u>	 _____ Signature By: <u>Randy Knighton</u> Title: <u>City Manager</u> Date: _____, 2021



City of Stockbridge

AGENDA ITEM

MEETING DATE

August 16, 2021

FUNDING SOURCE

- ☒ RESOLUTION
- ☐ ORDINANCE
- ☐ CONTRACT APPROVAL/RENEWAL
- ☐ PUBLIC HEARING
- ☐ PRESENTATION
- ☐ BID SELECTION/AWARD
- ☒ TASK ORDER
- ☐ CHANGE ORDER
- ☐ BUDGET AMENDMENT
- ☐ BUDGET TRANSFER
- ☐ PAYMENT APPROVAL
- ☐ OTHER

- ☐ GENERAL FUND
- ☒ FUND BALANCE
- ☐ SPLOST
- ☐ TSPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ PARTNER/SPONSOR
- ☐ DEPARTMENT BUDGET
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Decius T. Aaron/Brad Holtsinger

DEPARTMENT: Sewer

ITEM/PROJECT/EVENT:

Renovation of WWTP offices and laboratory.

BACKGROUND INFORMATION:

TSW, Inc. will furnish concept and construction documents for an interior renovation to the WWTP Office Building and adjacent staff area of the Chemical Building.

SIGNATURES:

CITY MANAGER _____

CITY TREASURER _____

CITY ATTORNEY _____

☐ FINANCIAL IMPACT ☐ N/A

AMOUNT \$66,590.00

ATTACHMENTS:





ARCHITECTURAL ON-CALL SERVICES CITY OF STOCKBRIDGE

NO. 23 PROJECT ASSIGNMENT AGREEMENT INTERIOR RENOVATION OF THE WATER CONTROL BUILDING

July 30, 2021

TSW, Inc. proposes to furnish concept and construction documents for an interior renovation to the Water Control Office Building and adjacent staff area of the Chemical Building. Per direction by Stockbridge Public Works the renovation shall include the following components:

- New interior finishes for the interior of the Water Control Building shall be provided. These finishes shall include- floor, wall, ceiling, milwork, and furniture.
- New interior finishes for the Chemical Building Staff Space only shall be provided. These finishes include- floor, wall, ceiling, milwork, and furniture.
- The locker room in the Water Control Building is anticipated to need new finishes. This includes the potential for new plumbing fixtures and lockers.
- The staff room inside of the Chemical Building is anticipated to require new kitchen milkwork. This room may need improved HVAC. A TV screen is anticipated to be needed in this room.
- One office wall shall move to create a larger office and the remainder of the space shall be made into a new space for the copy room.
- The water testing lab shall be redesigned with new lab benches.
- The new fume hood in the water testing lab shall be 4-foot wide. It shall be vented and only have water and compressed air utilities.
- The lab benches shall need only water and compressed air. Special gases are not anticipated for the lab benches.
- Special air purification needs or special gases for the lab benches are not anticipated.
- The lab dish washer shall need exhaust added and potentially its own enclosed room.
- One of the existing offices shall be fitted with a water pond video wall observation station
- The IT rack in the Water Control Buliding may need to be relocated.
- Updated Audio Visual is needed for the conference room .

The Project requires a comprehensive design and biddable construction document package. The scope shall also include construction phase services. This Project will include the follow disciplines and consultants:

Architecture-	TSW, Inc.
Interior Design-	TSW, Inc.
Mechanical Engineering-	Covalent Engineering
Plumbing Engineering-	Covalent Engineering
Electrical Engineering-	Covalent Engineering
Fire Protection-	Covalent Engineering
Security & Audio Visual-	J&A Engineering

SCOPE OF SERVICES

PHASE A -CONCEPT DESIGN

FEE- \$10,000

Step No. 1- Draft Design

TSW shall provide a maximum of (2) draft design floor plan layouts of the renovated interior space of

the Water Control Building and Shed Community Center and Inspiration images for the interior office space.

Deliverables

- Maximum two (2) draft floor plan layouts
- Area summary of interior spaces
- Inspiration images

Step No. 2- Meeting to discuss draft designs

TSW shall review the draft concepts with Stockbridge Public Works. The meeting will focus on the final direction of the concept design and possible revisions. All feedback shall be incorporated into the final concept.

Deliverables

- Meeting No. 1

Step No. 3- Refine the concept design based on the feedback received

TSW shall create a final concept plan. Based on input received from the meeting. The final plans shall focus on one concept solution. The final concept design shall include:

Deliverables

- Updated final floor plan
- Updated inspirational images

PHASE B: DESIGN DEVELOPMENT

FEE- \$18,710

Following completion of the Concept Design Phase, the TSW Team will develop working floor plans that address life safety, mechanical, electrical, plumbing, and fire protection systems. During Design Development, focus will also be placed on the interior material selections for the Client's review and input. The Development Document deliverables shall be formatted to 24x36 or 30x42 sheet size. This set shall include:

Deliverables:

- Code summary and life safety plan
- Outline specifications and notes
- Interior material selections
- Furniture selections
- Floor and reflected ceiling plans
- Enlarged plan areas, if needed
- Mechanical and electrical plans
- Security & Audio Visual plans
- Meeting No. 2

TASK C: CONSTRUCTION DOCUMENTS

FEE- \$20,120

The TSW Team will create Construction Documents based on the client approved Design Development Plans. The Construction Documents will include plans and specifications required to public bid of the Project. All documents and drawings will be reviewed using our QA/QC process before releasing documents for the Client's review. The Construction Documents will include the follow drawings:

Deliverables:

- Code Summary
- Life safety plan
- Specifications formatted on the drawings

- Dimensioned floor plan
- Dimensioned reflected ceiling plan
- Dimensioned demolition floor plans
- Wall, door, and window schedules
- Mechanical and electrical plans, schedules, and legends
- Security & Audio Visual plans, schedules, and legends
- Finish Schedules
- Furniture Schedules
- Interior Elevations
- Meeting No. 3

TASK D: BIDDING & APPROVALS

FEE- \$5,520

Step No. 1- Approvals

The TSW Team will pursue the required governmental permits for the construction of the project. TSW Team will participate in phone calls with City Officials, provide any required revisions to drawings, and participate in meetings as needed to ensure the building permit is obtained in a timely manner.

Deliverables:

- Hard copy plans required for Permitting

Step No. 2- Bidding

The TSW Team will assist the City during the bidding process answering prospective bidder's questions about the design and evaluate bids.

Deliverables:

- Meeting No. 4 - attendance at pre-bid meeting
- Answers to bid questions and any related addenda
- Participating in bid evaluation and recommendations

TASK E: CONSTRUCTION ADMINISTRATION

FEE- \$11,040

TSW Team's Construction Phase Services are based on a 4 month construction period. The TSW Team will provide Construction Administration services typical for a design team during construction including:

- Request for Information (RFI) responses
- Architects Supplemental Information (ASI) design clarifications, if needed
- Contractor submittal reviews
- Monthly Contractor pay application review and approval, if needed
- Punch-list review and creation, if needed
- Substantial Completion Certificate, if needed

Site visits during construction of the Project shall only be provided as needed at the request of the City of Stockbridge's Public Works Staff. Each site visit by a professional will include a written field report. The cost of each site visit shall be an add service of \$1,200.

Exclusions to scope of services:

The following are not included in this Project Assignment, but may be added as an add service as the City deems appropriate:

1. Topography, boundary, and tree surveys in CADD
2. Variances and other zoning filing
3. Replatting or consolidation

4. Site work scope items more than 3 feet outside the building
5. Renovations to the exterior of the building.
6. Project Manual
7. Structural Engineering
8. Civil Engineering
9. Landscape Architecture

Reimbursable:

Reimbursable for the this scope shall be \$1,200 maximum. These reimbursables shall adhere to the terms of the Master Agreement.

PROFESSIONAL FEE

Task A: Concept Design	\$ 10,000
Task B: Design Development	\$ 18,710
Task C Construction Documents	\$ 20,120
Task D: Bidding & Permitting	\$ 5,520
Task E: Construction Administration	\$ 11,040
Reimbursables	\$ 1,200

TOTAL FEE	\$66,590
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Profession Time

TSW, Covalent Engineering, and J&A Engineering are committed to providing the Construction Document within 50 business days of the executed Project Assignment Agreement by the City of Stockbridge.

Billing and Payment Policies:

The above Scope and the policies of the Stockbridge Master Agreement with TSW are part of this Project Assignment Agreement. Signing this Project Assignment Agreement signifies the City's intent to contract TSW, Inc. for professional services. In contracting with TSW, Inc., the Client warrants that funds are available to compensate TSW, Inc. for the total amount of services and expenses contracted, and that these funds are neither encumbered nor contingent upon subsequent approvals, permits, or financing commitments by lending institutions or other parties.

TSW, Inc. submits monthly invoices. Invoices are due and payable upon receipt and become delinquent if not paid in full thirty (30) days after their date. The City shall notify TSW, Inc. of any dispute regarding invoices received within twenty one (21) days of receipt of invoice. Only the disputed portion of the payment may be withheld.

Accounts delinquency longer than forty-five (45) days will result in the stoppage of work on the job by TSW, Inc. Seven (7) days notice will be given prior to stoppage of work to enable accounts to be brought current. Work will recommence upon payment of all fees and service charges due.

Initiation of Work:

The City may initiate work described above Scope of Services by signing where indicated below as an agreement and acceptance of this Project Agreement. TSW will begin to execute work upon receipt of this authorization.

City of Stockbridge

Date



TSW, Inc.

July 30, 2021

Date



City of Stockbridge

Agenda Request Form

Meeting Date

August 16, 2021

ACTION

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required
- ☐ Attachment (s)
- ☐ Payment of Invoice/Task Order/Change Order

- ☐ PUBLIC HEARING
- ☐ ORDINANCE
- ☐ RESOLUTION
- ☐ BID/SOLICITATION AWARD
- ☐ PRESENTATION
- ☒ DISCUSSION
- ☐ REPORT
- ☐ DISCUSSION
- ☐ CONTRACT APPROVAL - RENEWAL

PRESENTER: RANDY KNIGHTON

ITEM/PROJECT/EVENT: Approval of the Contract with Georgia Alliance Stockbridge, LLC.

BACKGROUND INFORMATION:

Council Consideration to approve the Contract with Georgia Alliance Stockbridge, LLC. for Management Services of the Amphitheater as a Professional Service



2021 & 2022 STOCKBRIDGE AMPHITHEATER SPONSORSHIP MANAGEMENT & SALES AGREEMENT

This Agreement made this 20th day of July 2021 will serve as the agreement regarding the 2021 & 2022 Stockbridge Amphitheater Management & Sponsorship Sales Agreement between the city of Stockbridge, GA and the Georgia Radio Alliance Stockbridge LLC, a Georgia limited liability company. "Georgia Radio Alliance Stockbridge or GRAS." Georgia Radio Alliance Stockbridge LLC operates multiple radio stations (the "Stations") including the Bear 92.5, FOX 94.7, 95.5, 97.3, 102.1, 104.9, Power 107.1, KISS 105.1/107.5 and Praise 99.5 radio. The Georgia Radio Alliance Stockbridge LLC will be responsible for management, selling the naming rights, presenting sponsor, all concert sponsorships, on site signage, on site promotion, web site, program, charitable and radio advertising sponsorships for the 2021 and 2022 concerts at Stockbridge Amphitheater based on the following terms and services listed within this agreement. *See attached GRAS information.*

The Georgia Radio Alliance Stockbridge LLC will provide and have exclusive control of the following:

1. Venue Management. Manage the selection and booking of all concert performers for the Stockbridge 2021 and 2022 concert series as well as certain other defined aspects of the Stockbridge Amphitheater related to the 2021 and 2022 concert series as set forth below in line items 2 - 13.
2. Naming Rights. Sell the naming rights to Stockbridge Amphitheater for the 2021 and 2022 concert series.
3. Presenting Sponsor. Sell the Presenting Sponsor for the Stockbridge Amphitheater 2021 and 2022 concert series.
4. Concert Ticket Sales, VIP package sales, and Sponsorships. Sell Stockbridge Amphitheater concert tickets; Sell VIP tickets and packages; Sell sponsorships via a Platinum, Gold, Silver and Bronze package.
5. Food and Beverage Vendors licensing/sales and Sponsorships. Sell Stockbridge Amphitheater licensing to food and beverage vendors.
6. On Site Signage. Sell all on site video signage and signage at the Stockbridge Amphitheater.
7. On Site Promotion. Sell and manage all on site promotion at the Stockbridge Amphitheater.
8. Web Site Advertising. Sell and create all Amphitheater and Station web site advertising for the Stockbridge Amphitheater.
9. Amphitheater Program Advertising. Sell and create all on site concert program advertising for the Stockbridge Amphitheater.
10. Charities. Sell and coordinate all charitable sponsorship activities for the Stockbridge Amphitheater.

11. Client VIP Parties. Host and sell Georgia Radio Alliance / Stockbridge Amphitheater Concert VIP parties for clients and sponsors. Per City Code Section 2.40.040(D), "No city official shall directly or indirectly receive, or agree to receive, any compensation, gift, or reward, or gratuity in any manner or proceeding connected with or related to, the duties of his office except as may be provided by law."
12. On Site Venue Management. Staff & manage all amphitheater, stage and giveaways for approximately ten (10) Stockbridge Amphitheater concerts.
13. Radio Advertising. Sell and promote the Stockbridge Amphitheater concert series on the Georgia Radio Alliance Stockbridge LLC stations including the Bear 92.5, FOX 94.7, 95.5, 97.3, 102.1, 104.9, Power 107.1, KISS 105.1/107.5 and Praise 95.5 as follows:

All GRAS stations Stockbridge Amphitheater promo spots
August 1, 2021 - December 31, 2022 (during concert season)
168 promo spots per week for 35 weeks = 35,280 promo spots
Promotional Value = \$1,764,000

All GRAS stations Stockbridge Amphitheater promo spots production
August 1, 2021 - December 31, 2022 (during concert season)
10 produced promos per week for 35 weeks = 350 produced promo spots
Production Value = \$35,000

Two (2) GRA stations live broadcasts for each Stockbridge Amphitheater concert
August 1, 2021 - December 31, 2022 (during concert season)
2 remote broadcasts per concert for 10 concerts = 20 remote broadcasts
Promotional Value = \$30,000

Ten (10) GRA stations Stockbridge Amphitheater ticket giveaway promotions
August 1, 2021 - December 31, 2022 (during concert season)
30-day ticket giveaway promotion for each of the 10 concerts
Promotional Value = \$10,000

TOTAL PROMOTIONAL VALUE: \$1,839,000

The city of Stockbridge will provide the following:

1. Amphitheater Security and Expenses. The City of Stockbridge will provide 100% of the expenses for the operation and maintenance for 2021 and 2022 Stockbridge Amphitheater concert series and provide adequate security for all events. *See attached budget.*
2. Performer Expenses. The city of Stockbridge will provide 100% of the expenses for the performers for the 2021 and 2022 Stockbridge Amphitheater concert series. *See attached budget.*
3. Production Expenses. The City of Stockbridge will provide 100% of the expenses for the sound system, lights, video and production including non Georgia Radio Alliance station promotional partners not to exceed \$5,000.00 per concert as needed for the 2021 and 2022 Stockbridge Amphitheater concert series. *See attached budget.*

4. Management Fee. The City of Stockbridge will provide the Georgia Radio Alliance Stockbridge LLC a \$90,000 per year Management Fee to be paid monthly in the amount of \$7,500 commencing August 1, 2021, and continue through December 31, 2022, for the management of the Stockbridge Amphitheater. *See attached budget.*

Stockbridge Amphitheater Revenue Split

1. Concert Revenue. The city of Stockbridge will receive 85% of net concert ticket revenue from the 2021 and 2022 Stockbridge Amphitheater concert series. *See attached budget.*

Georgia Radio Alliance Stockbridge LLC will receive 15% of the net concert ticket revenue from the 2021 and 2022 Stockbridge concert series.

2. Sponsorship Revenue. The city of Stockbridge will receive 30% of the sponsorship revenue from all sponsorship sales from 2021 and 2022 Stockbridge Amphitheater concert series. Payments will be made to the city of Stockbridge 30 days after payment is received monthly beginning August 1, 2021. *See attached budget.*

Georgia Radio Alliance Stockbridge LLC will receive 70% of the sponsorship revenue from the sponsorship sales from 2021 and 2022 Stockbridge Amphitheater concert series.

3. Vendor Revenue. The City of Stockbridge will receive 85% of the net food and beverage vender revenue from the 2021 and 2022 Stockbridge Amphitheater concert series. *See attached budget.*

Georgia Radio Alliance Stockbridge LLC will receive 15% of the net food and beverage vender revenue from 2021 and 2022 Stockbridge Amphitheater concert series.

GENERAL PROVISIONS.

Entire Agreement: This Agreement constitutes the entire agreement between the parties as of the effective date and shall supersede any and all other agreements, whether oral or otherwise, between the parties and is non-cancelable.

Amendments: Any amendment or modification of this Agreement must be in writing and signed by authorized representatives of both parties.

Waivers: To be effective, all waivers shall be in writing and signed by the party to be charged. No waivers shall be construed or held to be a waiver of any other right or instance of breach of the same, similar or any other provision, succeeding or preceding.

Choice of Law and Venue: This agreement will be governed by and construed according to the laws of the State of Georgia and the parties hereby consent to the exclusive jurisdiction of the state and federal courts located in Henry County, GA.

Severability: If any term or provision of this Agreement, or the application thereof to any person or circumstance shall, to any extent be held invalid or unenforceable, the remainder of the Agreement, or the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each such term and provision of this Agreement shall remain valid and enforced to the fullest extent permitted by law.

No Partnership. Neither anything contained in this Agreement, nor any acts of the Parties shall be deemed or construed by the Parties, or any of them, or by any third person or entity to create the relationship of principal and agent, or of partnership, or of joint venture.

Notices: A notice or communication under this Agreement by a Party to another Party shall be deemed sufficiently given or delivered if: (1) personally delivered to the authorized representative set forth below; (2) registered or certified U.S. Mail, return receipt requested as follows:

If to the City of Stockbridge:
Randy Knighton - City Manager
Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, GA 30281

If to Georgia Radio Alliance Stockbridge LLC:
Chris Murray - President
105 Stonewall Avenue East
Fayetteville, GA 30214

Counterparts: This Agreement may be executed in one or more counterparts and signed copies may be delivered by facsimile or e-mail, in which event, each of which shall be deemed original and all of which together will constitute one and the same instrument.

Time of Essence: Time is of the essence in this Agreement.

Calculation of Time: All periods of time referred to in this Agreement and not otherwise specified as business days, shall include Saturdays, Sundays, and legal holidays in the State of Georgia, except if the last day of any period falls on any Saturday, Sunday or such legal holiday, the period shall be extended to include the next day which is not a Saturday, Sunday, or legal holiday.

AGREED AND ACCEPTED:

The City of Stockbridge, GA

Georgia Radio Alliance Stockbridge, LLC

By: _____

By: _____

Name: _____

Name: Chris Murray

Title: _____

Title: President

By: _____

By: _____

Name: _____

Name: Mark Ware

Title: _____

Title: Senior Vice President

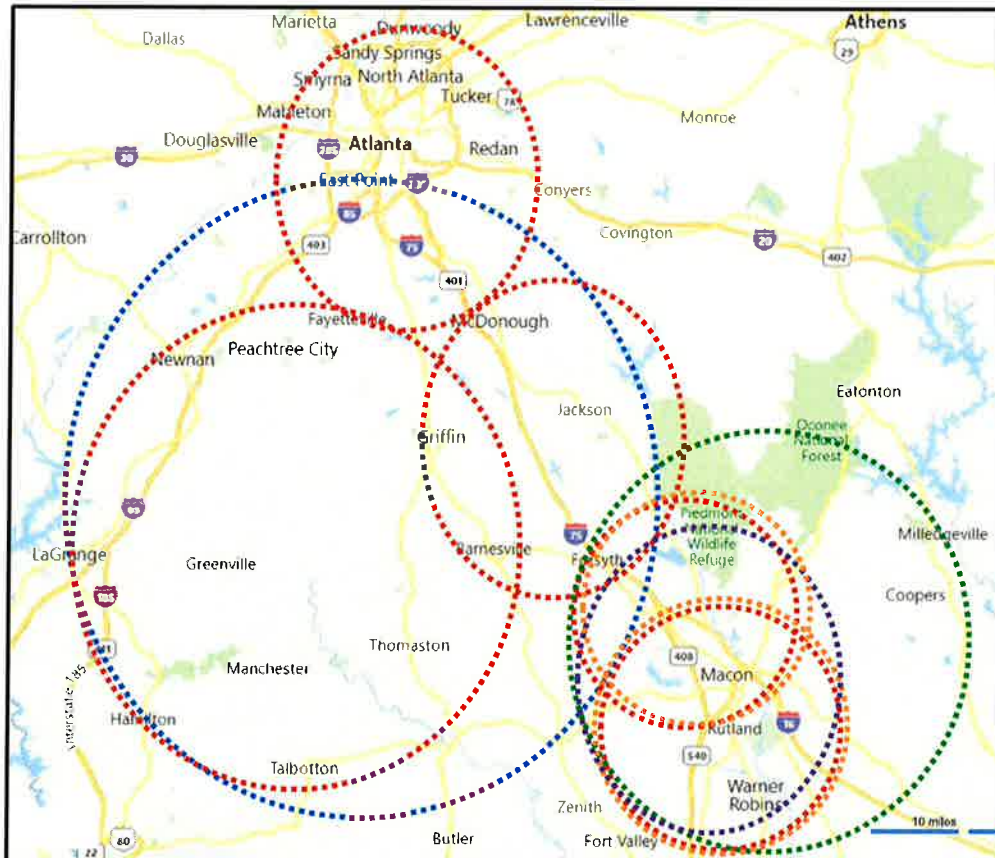
GEORGIA RADIO ALLIANCE



Atlanta
Newnan
Peachtree City
LaGrange
Manchester
Fayetteville
College Park
McDonough
Griffin

Jackson
Barnesville
Thomaston
Forsyth
Macon
Gray
Warner Robins
Milledgeville
Cochran

POPULATION COVERAGE



THE BEAR 92.5 FM -- 54 dBu Pop Coverage 876,440

FOX 94.7/95.5/97.3/102.1/104.9 FM -- 54 dBu Pop Coverage 2,392,270

POWER 107.1 FM -- 54 dBu Pop Coverage 389,994

KISS 105.1 / 107.5 FM -- 54 dBu Pop Coverage 394,326

PRAISE 99.5 -- 54 dBu Pop Coverage 345,634

105 A Stonewall Ave

Fayetteville, GA 30214

404.374.6485

GEORGIA RADIO ALLIANCE STATION OVERVIEW



STATION: WWPW-FM HD4 / WFDR-AF / WBAF-AF
FORMAT: The FOX 96.1 FM HD / 97.3 FM / 102.1 FM / 104.9 FM is a Classic Hits formatted radio station cluster featuring a unique mix of classic artists appealing to the powerful 25-54 year old consumer group.
MARKETS: Atlanta, Newnan, Peachtree City, La Grange, Manchester, Fayetteville, College Park, McDonough, Griffin, Jackson, Barnesville, Thomaston & Forsyth.



STATION: WEKS-FM
FORMAT: The Bear 92.5 FM is a Country formatted radio station featuring a unique mix of current country artists and legendary country music appealing to the powerful 18-54 year old consumer group.
MARKETS: South Atlanta, Newnan, Peachtree City, La Grange, Manchester, Fayetteville, College Park, McDonough, Griffin, Jackson, Barnesville, Thomaston & Forsyth.



STATION: WFXM-FM
FORMAT: Power 107.1 FM is an Urban Contemporary formatted radio station featuring Hip Hop and R & B, appealing to the powerful 18-44 year old consumer group.
MARKETS: Macon, Warner Robins, Milledgeville, Forsyth, Fort Valley, Gray & Cochran



STATION: WRWR-FM
FORMAT: KISS 105.1 FM / 107.5 FM is an Urban Adult Contemporary featuring artists like Anita Baker, Luther Vandross, Robin Thicke and Beyonce appealing to the powerful 25-54 consumer group.
MARKETS: Macon, Warner Robins, Milledgeville, Forsyth, Fort Valley, Gray & Cochran



STATION: WYPZ-AF
FORMAT: Listeners of Praise 99.5 FM are the most passionate of any radio station in middle GA, featuring a unique mix of uplifting Inspirational Gospel music appealing to the powerful 18-54 consumer group.
MARKETS: Macon, Warner Robins, Milledgeville, Forsyth, Fort Valley, Gray & Cochran



STATION: WBML-AF
FORMAT: The FOX 94.7 FM / 95.5 FM is a Classic Hits formatted radio station cluster featuring a unique mix of classic artists appealing to the powerful 25-54 year old consumer group.
MARKETS: Macon, Warner Robins, Milledgeville, Forsyth, Fort Valley, Gray & Cochran

**STOCKBRIDGE AMPHITHEATER
PROJECTIONS (draft)
3,500 TICKETS (per show)**

SINGLE CONCERT		12 CONCERTS (2022)	
REVENUE	AMOUNT	REVENUE	AMOUNT
Ticket Revenue	\$ 285,000	Ticket Revenue	\$ 3,420,000
EXPENSES		EXPENSES	
Venue & Talent Expenses	\$ 160,000	Venue & Talent Expenses	\$ 1,920,000
Sound/Lights/Video	\$ 25,000	Sound/Lights/Video	\$ 300,000
Total Expenses	\$ 185,000	Total Expenses	\$ 2,220,000
NET REVENUE		NET REVENUE	
Net Revenue	\$ 100,000	Net Revenue	\$ 1,200,000
ADDITIONAL REVENUE		ADDITIONAL REVENUE	
Sponsorship Revenue	\$ 40,000	Sponsorship Revenue	\$ 480,000
Vendor Revenue	\$ 10,000	Vendor Revenue	\$ 120,000
Total Additional Revenue	\$ 50,000	Total Additional Revenue	\$ 600,000
TOTAL NET REVENUE		TOTAL NET REVENUE	
Total Net Revenue	\$ 150,000	Total Net Revenue	\$ 1,800,000
REVENUE SPLIT	AMOUNT	REVENUE SPLIT	
City of Stockbridge		City of Stockbridge	
Net Ticket Revenue 85%	\$ 85,000	Net Ticket Revenue 85%	\$ 1,020,000
Sponsorship Revenue 30%	\$ 12,000	Sponsorship Revenue 30%	\$ 144,000
Vender Revenue 85%	\$ 8,500	Vender Revenue 85%	\$ 102,000
Stockbridge Revenue Total	\$ 105,500	Stockbridge Revenue Total	\$ 1,266,000
Georgia Radio Alliance Stockbridge		Georgia Radio Alliance Stockbridge	
Net Ticket Revenue 15%	\$ 15,000	Ticket Revenue 15%	\$ 180,000
Sponsorship Revenue 70%	\$ 28,000	Sponsorship Revenue 70%	\$ 336,000
Vender Revenue 15%	\$ 1,500	Vender Revenue 15%	\$ 18,000
GRAS Management Fee	\$ 7,500	GRAS Management Fee	\$ 90,000
GRAS Revenue Total	\$ 52,000	GRAS Revenue Total	\$ 624,000

STATE OF GEORGIA
HENRY COUNTY
CITY OF STOCKBRIDGE

RESOLUTION _____

A RESOLUTION FOR RESPONSE TO THE DELTA VARIANT OF COVID-19

WHEREAS, the World Health Organization has declared the Corona Virus Disease 2019 (COVID-19) a world health emergency and a pandemic; and

WHEREAS, as a result of the COVID-19 pandemic and Delta variant, the President of the United States renewed a National Public Health Emergency on July 19, 2021; and

WHEREAS, as a result of the COVID-19 pandemic and Delta variant, the Governor of the State of Georgia renewed a State Emergency on July 22, 2021; and

WHEREAS, as a result of the COVID-19 pandemic and Delta variant, Henry County, Georgia has declared a State Emergency on August 3, 2021; and

WHEREAS, on INSERT DATE HERE, Mayor Anthony S. Ford declared a State of Emergency for the City of Stockbridge;

WHEREAS, the Center for Disease Control and Prevention have recommended that any large gathering be discontinued or prohibited; and

WHEREAS, O.C.G.A 38-3-28, grants to local governments, including the City of Stockbridge, the power, during a state of emergency to “*make ,amend, and rescind such orders, rules, and regulations as may be necessary for emergency management purposes...* ”; and

WHEREAS, after due consideration, the City of Stockbridge does hereby find and declare that, in order to protect the health, safety, and welfare of the City and it’s citizens, and to manage the pending emergency create by COVID-19 and the Delta variant the measures described below must be implemented

THEREFORE, IT IS NOW RESOLVED BY THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE, GEORGIA, AS FOLLOWS:

1. **Symptomatic Persons.** Any person showing symptoms recognized by the CDC as indicators of COVID-19 shall refrain from entering public buildings, restaurants, shops, public transportation facilities and all other areas where the public ingress or egresses. Such persons should seek medical attention and follow the directions of their Primary Care Physician until given clearance to return to public interaction.
2. **In Person Meetings.** All official in person meetings for the City of Stockbridge shall be thus forth suspended until further notice.

3. **Businesses and Houses of Worship.** All businesses, business-type operations, and houses of worship are encouraged to strive for density reduction in all services whether scheduled or based upon a life event.
4. **Physical Distancing.** Physical distancing is the most effective manner of stopping the spread of this emergency. To the extent feasible, it is in the best interest of citizens of Stockbridge not to gather in crowds. It is further highly recommended to utilize masks when in a public setting or around non-household members of the public.
5. **Duration.** This Resolution shall take effect immediately upon approval by the Mayor and Council and shall expire by its own terms at 11:59 pm on INSERT DATE HERE, unless extended by further actions of the Mayor and Council.

SO BE IT RESOLVED this _____ day of _____ 2021.

ANTHONY S. FORD, Mayor

ATTEST:

VANESSA HOLIDAY, City Clerk

(SEAL)

APPROVED AS TO FORM:

QUINTON G. WASHINGTON, City Attorney

Council Update- Police Chief/Department
Presented by Randy Knighton, City
Manager