



CITY COUNCIL MEETING & PUBLIC HEARING JULY 28, 2025

ALPHARETTA CITY HALL
COUNCIL CHAMBERS
2 PARK PLAZA
6:30 PM

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE TO THE FLAG**
4. **BOARDS & COMMISSIONS**
 - A. **Planning Commission Appointment by Council Member Brady and Swearing In**
5. **PUBLIC HEARING**
 - A. **Announcement of Public Hearing Procedures**
 - B. **CLUP-25-03/Z-25-05/V-25-18 Wooten Tract Townhomes**

Consideration of a comprehensive land use plan amendment, rezoning, and variance to allow 67 'For-Sale' townhomes on 10.19 acres in a gated subdivision. A comprehensive land use plan amendment is requested from 'Mixed Use' to 'High Density Residential' and a rezoning is requested from O-I (Office-Institutional) to R-10M (Dwelling, 'For-Rent' or 'For-Sale', Residential). A variance is requested from Unified Development Code (UDC) Subsection 2.10.4(A)(5) to allow a private street to be gated. The property is located at 0 North Fulton Expressway and is legally described as being located in Land Lot 609, 1st District, 2nd Section, Fulton County, Georgia.
 - C. **MP-25-06/CU-25-10 Sandbox VR/City Center MP**

Consideration of a master plan amendment and conditional use to allow 'Recreation Facility, Indoor' for Sandbox VR in the City Center mixed-use development. A master plan amendment is requested to the City Center Master Plan to add 'Recreation Facility, Indoor' as a conditional use and a conditional use is requested to allow 'Recreation Facility, Indoor' for Sandbox VR. The property is located at 2001 Commerce Street, Suite 6HJK and is legally described as being located in Land Lots 749 & 802, 1st District, 2nd Section, Fulton County, Georgia.
 - D. **PH-25-11 Delman Circus/North Point Mall MP**

Consideration of a request to allow a temporary use for a circus in the parking lot of North Point Mall. The property is located at 1000 North Point Circle and is legally described as being located in Land Lots 688, 689, 700, 701, 702, 742 & 743, 1st District, 2nd Section, Fulton County, Georgia.
 - E. **PH-25-07 Unified Development Code Text Amendments – Parking**

FIRST READING
Consideration of text amendments to Appendix A: Alpharetta Downtown Code Section 2.4 Parking and Loading and Section 2.5 Parking and Loading of the Unified Development Code to amend certain parking ratios for properties over a certain distance from a public parking facility in the Downtown and to amend parking ratios for an elementary and middle school.
 - F. **PH-25-03 Unified Development Code Text Amendments – Zoning Districts and Permitted Use Districts and Regulations**

FIRST READING
Consideration of text amendments to Section 2.1 Zoning Districts and Section 2.2 Permitted Use Districts and Regulations of Article II of the Unified Development Code to clean up zoning district titles and descriptions and to clarify that certain zoning districts are in accordance with a specific master plan.
 - G. **THE FOLLOWING ITEMS HAVE BEEN POSTPONED:**

1. Z-25-06/V-25-13 KOA Land Group/272 & 276 Thompson Street

POSTPONED: This item has been postponed by Staff to the August 25, 2025 City Council Meeting and Public Hearing.

Consideration of a rezoning and variance to allow a 16-lot 'For-Sale single-family subdivision, consisting of 9 detached homes and seven townhome units on 2.03 acres in the Downtown. A rezoning is requested from R-12 (Dwelling, 'For-Sale', Residential) to DT-LW (Downtown Live-Work). Variances are requested from Unified Development Code (UDC) Appendix A: Alpharetta Downtown Code Subsection 2.3.3(G) to reduce the right-of-way width of a local street residential and from UDC Appendix A: Alpharetta Downtown Code Subsection 2.4.6(C) to eliminate the 20' recess requirement for a street-facing garage on a single-family detached home in the Downtown. The property is located at 272 & 276 Thompson Street and is legally described as being located in Land Lots 749 & 802, 1st District, 2nd Section, Fulton County, Georgia.

2. V-25-14 Hampton Hall – Waiting Period Variance

POSTPONED: This item has been postponed by Staff to the August 25, 2025 City Council Meeting and Public Hearing.

Consideration of a variance to Unified Development Code Subsection 4.2.1(C) to reduce the waiting period for City Council consideration of a request for zoning change affecting the same property from 12 months to 6 months. The property is located at 0 Blake Road and is legally described as being located in Land Lot 917, 1st District, 2nd Section, Fulton County, Georgia.

3. PH-25-10/E-25-07 Hampton Hall – Change of Condition & Exception

POSTPONED: This item has been postponed by Staff to the August 25, 2025 City Council Meeting and Public Hearing.

Consideration of a change to conditions of zoning and exception related to a 9-lot single-family detached subdivision. The requested changes to conditions of zoning relate to landscape buffers, lighting, and streetscape standards. A variance is requested from Unified Development Code (UDC) Subsection 3.2.8(B)(3) to allow a fence in a buffer. The property is located at 0 Blake Road and is legally described as being located in Land Lot 917, 1st District, 2nd Section, Fulton County, Georgia.

6. NEW BUSINESS

A. Request For Proposals 25-116: Comprehensive Plan Update

Consideration of approval of the award of Request For Proposals 25-116 and a contract to MKSK and with authorization for the Mayor to execute all necessary documents.

B. Purchase Approval: Data Center Infrastructure to Carahsoft Technology Corp.

Consideration of approval of the issuance of a purchase order to Carahsoft Technology Corp. as the vendor to provide the refresh of data center infrastructure, using the Georgia state contract for an amount not to exceed \$463,638.78 and with authorization for the Mayor to execute all necessary documents.

C. Purchase Approval: Cloud Infrastructure Services to SHI International, Inc

Consideration of approval of the issuance of a purchase order to SHI International, Inc., as the vendor to provide annual cloud infrastructure services in an amount not to exceed \$320,000.00 and with authorization for the Mayor to execute all necessary documents.

D. Purchase Approval: Remote Meeting Management and Streaming to Granicus

Consideration of approval of the procurement of a remote meeting management and streaming agreement with Granicus for three years, which is renewed annually, with first-year costs of \$115,823.46, and with authorization for the Mayor to execute all necessary documents.

E. Request For Proposals 25-1005: Alpharetta Park Improvements for City of Alpharetta

Consideration of approval of the award of a contract for RFP 25-1005 to Integrated Construction and Nobility, LLC for construction of the Alpharetta Park Improvements in an amount totaling \$17,020,895.58, of approval of The F.A. Bartlett Tree Expert Company's proposal for specimen tree care in an amount totaling \$306,932.00, of approval to allocate \$238,228.94 for utility relocation/connections and additional costs, and with authorization for the Mayor to execute all necessary documents.

- F. Contract Approval: North Park Concession and Restroom Building Design/Build**
Consideration of approval to award a contract to Prime Contractors, Inc. under the State of Georgia convenience contract (#99999-S20200901) for the complete development cycle including design and buildout of North Park Concession and Restroom Building, as well as, the demolition of the existing structure and related work, in an amount totaling \$794,916.68 and with authorization for the Mayor to execute all necessary documents.
- G. Intergovernmental Agreement: November 5, 2025 General Election and December 2, 2025 Runoff Election**
Consideration of approval of an Intergovernmental Agreement for the Provision of Election Services between Fulton County, Georgia and City of Alpharetta, Georgia and with authorization for the Mayor to execute all necessary documents.
- H. Resolution: Fiscal Year 2026 City Council Priorities**
Consideration of adoption of a resolution adopting the Fiscal Year 2025 City Council Priorities and Annual Action Plan.
- I. Resolution: Appointment of Hearing Examiner for Alcohol License Hearings**
Consideration of adoption of a resolution appointing a hearing examiner for the purpose of alcoholic beverage license hearings.
- 7. PUBLIC COMMENT**
- 8. REPORTS**
- 9. EXECUTIVE SESSION (IF NECESSARY)**
- 10. ADJOURNMENT**



STAFF REPORT

Department: City Clerk

Submitted By:

Meeting Date: July 28, 2025

AGENDA ITEM:

Announcement of Public Hearing Procedures

STAFF RECOMMENDATION:

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

ALTERNATIVES:

ATTACHMENTS:



CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: July 28, 2025

AGENDA ITEM: CLUP-25-05/Z-25-05/V-25-18 WOOTEN TRACT TOWNHOMES

The applicant, David Weekly Homes, is requesting a comprehensive land use plan amendment, rezoning, and variance to allow for the construction of 67 'For-Sale' townhomes on 10.19 acres in North Point. A comprehensive land use plan amendment is requested from 'Mixed Use' to 'High Density Residential' and a rezoning is requested from O-I (Office-Institutional) to R-10M (Dwelling, 'For-Sale' or 'For-Rent, Residential). A variance is requested to allow a private street to be gated. The subject property is located at 0 North Fulton Expressway in the southeast quadrant of Georgia 400 and Mansell Road.

This item was considered at the July 10, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to the staff recommended conditions and adding to condition #14 that the developer shall construct a sound barrier on their property if GDOT does not construct a sound barrier as part of the Georgia 400 managed lanes project. Vote 6-0

STAFF RECOMMENDATION:

Approve CLUP-25-05/Z-25-05/V-25-18 Wooten Tract Townhomes, subject to the following conditions:

1. The 10.19-acre property shall be rezoned to R-10M and shall be developed substantially as depicted on the site plan prepared by LJA Engineering, revised 6/12/25, except for modifications required to comply with these conditions. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
2. The comprehensive land use plan designation of the property shall be 'High Density Residential'.
3. Use of the property shall be limited to 'Dwelling, 'For-Sale', Attached' with a maximum density of 6.58 dwelling units per acre.
4. Architecture and materials shall be developed substantially similar to the submitted renderings, subject to final approval by Staff. Rear and side elevations shall have the same level of materiality and details as the front elevations, as approved by Staff.
5. Subdivision shall be permitted to be gated substantially as depicted on the site plan by LJA Engineering, revised 6/12/25. Gate access shall be provided by siren, keypad, Knox key and meet 2012 IFC 503.6. Median at gated access shall be planted with decorative landscape material, as approved by Staff.
6. EcoDistrict points shall be substantially similar to the description provided on the site plan prepared by LJA Engineering, revised 6/12/25, as approved by Staff. Developer shall provide detailed information at LDP and building permit regarding compliance with each requested EcoDistrict measure.
7. Minimum 4.02 acres of open space, as depicted on the site plan prepared by LJA Engineering, revised 6/12/25, shall be improved within the development, including decorative hardscape, landscape, and North Point EcoDistrict Monument or District Threshold. A unique EcoDistrict monument shall require approval by the Cultural Arts Commission. Hardscape, landscape and monument/district threshold shall be maintained by the HOA.
8. Green stormwater design techniques shall be employed to address run-off reduction, as approved by Staff.
9. Privacy fences and unfinished wood decks shall not be visible from the public right-of-way or Greenway connection.
10. Townhomes shall have connectivity to the public sidewalk system.

11. New internal street (not including alleys) shall be developed with a minimum 4' planter planted with street trees and 5' sidewalk, as approved by Staff. Decorative pedestrian lighting shall be required throughout the development. Internal streets and alleys shall be private and maintained by the HOA. Development and street names shall be representative of the North Point EcoDistrict.
12. Developer shall investigate the possibility of adding on-street parallel parking to Beaver Creek Road and/or the cul-de-sac. If feasible, design shall include on-street parking, planters planted with street trees, and sidewalk, with final design approved by Staff. If a design is approved, developer shall construct streetscape improvements in exchange for impact fee credits in conjunction with a development agreement. The cost of improvements shall not exceed impact fee credits generated by the development.
13. At a minimum, a row of evergreen trees shall be planted in the 10' landscape strip on the north side of the entrance street between Beaver Creek Road and Unit 67 to screen billboard access easement.
14. Georgia 400 buffer shall be replanted, where sparse. If it's determined that GDOT will not construct a sound barrier along the property as part of the expansion project, the developer will take measures to install a sound barrier on their property between the billboard and the screening landscaping, as approved by Staff.
15. Billboard in Georgia 400 buffer shall be screened from the residential subdivision with a minimum 25' buffer. This condition shall be removed if the billboard is removed.
16. Billboard access shall be separated from the residential development as depicted on the site plan prepared by LJA Engineering, revised 6/12/25. Billboard access easement shall be maintained as a sodded area. This condition shall be removed if the billboard is removed.
17. Landscape strips and buffers shall be exclusive of utilities and easements, except that if Fulton County requires an unencumbered easement shrubs shall replace tree requirements on one side of the street.
18. Pedestrian amenities including paths, lighting, and benches shall be included throughout the development.
19. No more than 10% of the residential units shall be permitted to be rented, as recorded in the HOA's declarations and covenants.

ITEM DESCRIPTION:

The submitted request, if approved, would allow for the development of 67 'For-Sale' townhomes on 10.19 acres in the North Point Overlay. The proposed density is 6.58 dwelling units per acre. A comprehensive land use plan amendment is requested from 'Mixed Use' to 'High Density Residential' and a rezoning is requested from O-I to R-10M. A variance is requested to allow a private street to be gated. The subject property is located at 0 North Fulton Expressway in the southeast quadrant of Georgia 400 and Mansell Road.

The undeveloped property is zoned O-I. The property was previously subject to the Gateway Master Plan, but the master plan has since expired. Surrounding properties are zoned O-I to the north and east. Georgia 400 is located to the west, an undeveloped Georgia Power property is located to the north, Beaver Creek Park (connection to the Big Creek Greenway) is located to the east, and Big Creek and City of Roswell are located to the south. A comprehensive land use plan amendment is requested from 'Mixed Use' to 'High Density Residential' to allow the applicant's proposed residential development.

The Gateway Center Master Plan was approved on the subject property in 2006 and allows 16,635 square feet per acre of office with a maximum building height of twelve (12) stories or 225'. A condition of zoning required reconsideration of the master plan by Planning Commission and City Council if no construction activity occurs by 1/31/2012. Therefore, the Gateway Center Master Plan has expired.

The applicant requests a variance from Unified Development Code (UDC) Subsection 2.10.4(A)(5) to allow a private street to be gated.

SITE PLAN

The submitted site plan depicts 67 'For-Sale' townhome units with access from the cul-de-sac at the end of Beaver Creek Road. The property has approximately 60' of frontage on Beaver Creek Road. Townhomes are depicted to be rear entry and oriented to open space throughout the development, as well as Big Creek and Beaver Creek Park. Townhomes are proposed to be three (3) stories and twenty feet (20') wide, with a typical footprint of 20' x 50'. Units have access from a new street connected to a series of alleys, which will all be private and maintained by the HOA. Townhomes are setback approximately 40' from the Beaver Creek Road cul-de-sac. An existing twenty-foot (20') billboard easement is depicted to remain along the north property line, which provides access to the existing billboard in the Georgia 400 buffer. The required 60' Georgia 400 Buffer is depicted to be replanted to buffer standards, where sparse. Five-foot (5') sidewalks are depicted throughout the development.

Assuming all townhomes are three (3) bedrooms, Unified Development Code (UDC) Parking regulations and North Point Overlay requirements require 161 parking spaces for the 67-unit townhome development. Parking in the North Point Overlay includes a required twenty percent (20%) reduction in parking, due to the abundance of parking and having the largest number of bus routes in the City. However, 'For-Sale' residential uses should meet required parking, especially in areas of North Point with limited walkability outside of a mixed-use development. Each townhome will accommodate two (2) side-by-side parking spaces in a garage, as well as two (2) spaces on a code-compliant driveway, for a total of 268 parking spaces. In addition, eighteen (18) on-street guest parking spaces are depicted along the new internal street.

The North Point Overlay requires a minimum five percent (5%) amenity space and ten percent (10%) civic space, or a total of 1.53 acres of open space. The site plan depicts 2.82 acres, or 28% of the property as open space, which includes a pocket park, yards, bio-retention areas, and a walking trail.

The property was previously cleared and graded. The submitted tree survey and assessment depicts two (2) specimen trees in the northeast corner of the property adjacent to the Beaver Creek Road right-of-way. Because access to the property is limited to approximately 60' of frontage on Beaver Creek Road, the applicant is unable to save the specimen trees and maintained access to the property. The assessment indicates that there are no boundary, landscape, or tree of quality on the property. A stormwater management and bioretention area is depicted along the south end of the property.

Renderings provided by the applicant depict the townhomes to be three (3) stories with brick as the primary exterior material. A mix of siding, shakes, and board and batten are proposed to complement the brick. All units have an elevated deck on the rear elevation over the driveway. Decorative accents, such as brackets, metal roof accents, brick soldier course and rowlock, and carriage-style garage doors

Although the proposed density meets the R-8A zoning district, the applicant is requesting the R-10M zoning district due to the proposed twenty-foot (20') townhome width.

ECODISTRICT

The North Point Overlay requires that EcoDistrict measures be incorporated into all new developments, of which a minimum seven (7) EcoDistrict points are required. According to the site plan, the development proposes at least seven (7) EcoDistrict points. EcoDistrict points are requested for Connected Open Space, Consolidated Open Space, and Additional Landscaped Civic Area.

EcoDistrict Measures	Available Points	Requested Points
Connected Open Space	2	2
Consolidated Open Space	2	2
Additional Landscaped Civic Area	1-5	3
TOTAL	5-9	7

TRAFFIC

The applicant provided a trip generation report, which shows that the proposed 67 townhomes would generate approximately 44 AM Peak Hour trips and 49 PM Peak Hour trips.

Table 1 – Vehicle Trips of Site Location

Land Use (ITE Code)	Units	AM Peak Hour			PM Peak Hour			Weekday 24-Hr Trips		
		In	Out	Total	In	Out	Total	In	Out	Total
Multifamily Housing (Low-Rise) (220)	67 Units	10	34	44	31	18	49	252	253	505
Total		10	34	44	31	18	49	252	253	505

SCHOOLS

Residential development is known to increase school enrollment. Fulton County calculated the potential maximum number of children who may live on the property by using the Fulton County Schools standard calculation to identify the number of children that a residential development will generate. The following chart outlines these figures:

FULTON COUNTY SCHOOLS – 67 Townhomes

School	Single Family Average #
Northwood Elementary School	1 to 11 students
Haynes Bridge Middle School	0 to 4 students
Centennial High School	0 to 7 students
TOTAL	1 to 22 students

Based on the total figure for all three school levels, it can be assumed that the proposed development could house approximately 1 – 22 school age children. Numbers provided by Fulton County Schools show that all three (3) schools have enrollments that are under capacity.

COMPREHENSIVE LAND USE PLAN REVIEW CRITERIA

Unified Development Code Section 4.1.3 Standards for CLUP amendment approval, provides the following criteria for consideration when evaluating a request for a change in land use:

A. The extent to which a change in the economy, land use or development opportunities of the area has occurred.

Response: The property is located within the North Point Overlay, which includes a vision to create a mixed-use, walkable environment with an emphasis on sustainability, greenspace, and connectivity.

B. The extent to which the proposed designation is in compliance with the goals and policies of the Plan.

Response: The applicant's proposal is consistent with goals and policies in the City's 2040 Comprehensive Plan which promotes a walkable, mixed-use environment in the North Point area.

C. The extent to which the proposed designation would require changes in the provision of public facilities and services.

Response: The proposed change in use from office to residential would likely generate significantly fewer vehicular trips.

D. The extent to which the proposed designation would impact the public health, safety, and welfare.

Response: The property is located within the North Point Overlay, which includes a vision to create a mixed-use, walkable environment with an emphasis on sustainability, greenspace and connectivity.

E. The extent to which additional land area is needed to be developed for a specific type of use.

Response: The property is located within the North Point Overlay, which includes a vision to create a mixed-use, walkable environment with an emphasis on sustainability, greenspace and connectivity.

F. The extent to which area demographics or projections are not occurring as projected.

Response: Not applicable.

STANDARDS FOR ZONING CHANGES

The Planning Commission and the City Council shall consider the following standards in considering a master plan amendment or rezoning application, giving due weight or priority to those factors particularly appropriate to the circumstances of each application:

a. Whether the zoning proposal will permit a use that is suitable in view of the zoning use and development of adjacent and nearby property.

Response: The property is located within the North Point Overlay, which envisions a mixed-use, walkable environment with an emphasis on sustainability, greenspace and connectivity. The zoning proposal would permit a use that is suitable given the development and use of surrounding properties, including Georgia 400, Georgia Power utility substation, Big Creek Park and the Big Creek Greenway.

b. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.

Response: The zoning proposal would not adversely affect the existing use or usability of adjacent properties, which are developed and/or used as Georgia 400, Georgia Power utility substation, Big Creek Park and the Big Creek Greenway.

c. Whether the zoning proposal will adversely affect the natural environment.

Response: The zoning proposal would not adversely affect the natural environment. The site was previously cleared and there are limited opportunities to save trees outside of required buffers.

d. Whether there are substantial reasons why the property cannot or should not be used as currently zoned.

Response: There are substantial reasons why the property cannot be used as currently zoned. The property's location at the dead-end of Beaver Creek Road lacks the visibility necessary for commercial uses.

e. Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of public facilities or services, including but not limited to existing streets and transportation facilities, schools, water or sewer utilities, and police or fire protection.

Response: The proposed change in use from office to residential would produce fewer vehicular trips, reducing traffic impacts in the vicinity of the property. However, the change to allow residential use would have a greater impact on public facilities and services, such as parks and schools.

f. Whether the zoning proposal is supported by new or changing conditions not anticipated or reflected in the existing zoning on the property.

Response: The property was approved for an office tower, which at the time was thought to be the best use for the property given the close proximity to the interchange at Mansell Road and Georgia 400. Despite the visibility from Georgia 400 that the property offers, the property has not been developed.

g. Whether the zoning proposal reflects a reasonable balance between the promotion of the public health, safety, morality or general welfare against the right to unrestricted use of property.

Response: The request to change the use of the property from office to residential reflects a reasonable balance, if conditions are included that further the concepts of an EcoDistrict.

h. Whether there are substantial reasons why the property cannot be used in accordance with existing zoning.

Response: There are substantial reasons why the property cannot be used as currently zoned. The property's location at the dead-end of Beaver Creek Road lacks the visibility necessary for commercial uses.

- i. The extent to which the zoning proposal is consistent with the Comprehensive Plan.

Response: The applicant requests an amendment to the future land use designation of the property from 'Mixed Use' to 'High Density Residential'.

VARIANCE REVIEW CRITERIA

The City of Alpharetta Unified Development Code Article IV, Section 4.5.3 outlines the criteria set forth for granting a variance. The ordinance specifically states..."a variance may be granted upon a finding that":

- (1) There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography; or

Response: The property does not have exceptional conditions related to its size, shape, or topography which contribute the requested variance to gate a private street. However, the property is located at the end of a cul-de-sac and is bound by Georgia 400, Beaver Creek Park, and the Big Creek which is the jurisdiction boundary of the City. The need for a future connection through the subject property is very unlikely. In addition, gating the property would deter users of the Big Creek Greenway from parking in the subdivision.

- (2) The application of the Ordinance to this particular piece of property would create an unnecessary hardship; or

Response: The application of the Ordinance would not allow the residential subdivision to be gated.

- (3) There are conditions that are peculiar to the property which adversely affect its reasonable use or usability as currently zoned; or

Response: The property has peculiar conditions related to its location at the end of Beaver Creek Road and at the City's jurisdictional boundary. Future connections through the subject property are extremely unlikely.

CONCURRENCES

Staff has reviewed the applicant's proposal against the review criteria for a comprehensive land use plan amendment and rezoning. The property is located in the North Point Overlay where walkability, mix of uses, site design and EcoDistrict measures are key components to a successful development. The proposal to allow residential use would add to the mix of uses in the North Point area, bringing people closer to where they shop, work and live. Additionally, a residential use would produce significantly fewer vehicular trips on the surrounding roadway network and the property is immediately adjacent to Beaver Creek Park and the Big Creek Greenway.

The property is located at the end of a cul-de-sac and is bound by Georgia 400, Beaver Creek Park, and the Big Creek which is the jurisdiction boundary of the City. The need for a future connection through the subject property is very unlikely. In addition, gating the property would deter users of the Big Creek Greenway from parking in the subdivision.

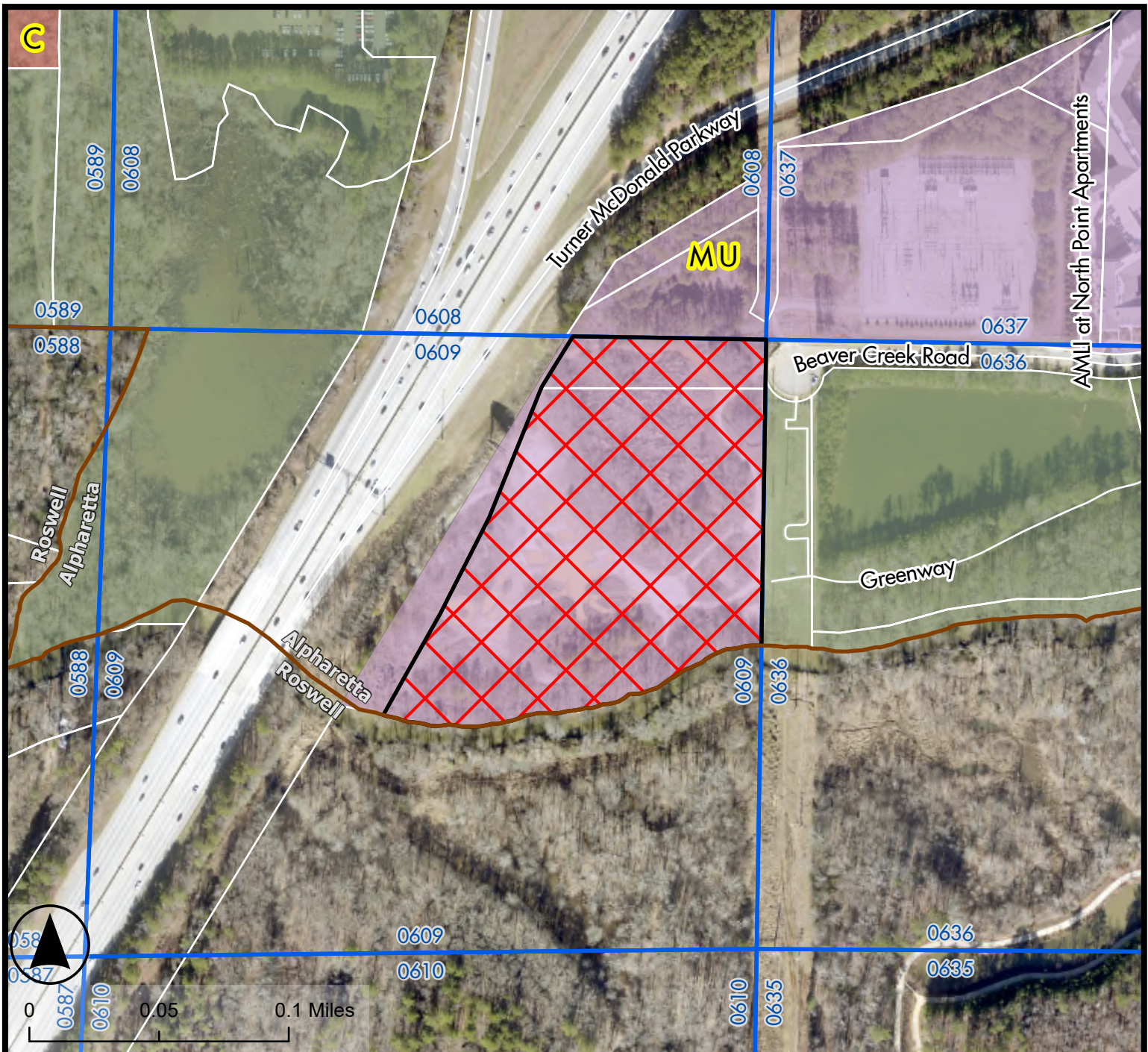
CITIZEN PARTICIPATION PLAN

The report submitted by the applicant states that letters were mailed to each property owner within 500' of the subject property stating the applicant's intent. The report states that no comments were received.

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on May 14, 2025. There were public comments in support of the proposal.

ATTACHMENTS:
• Map Series • Latest Site Plan • CZIM • Citizen Part B • Application



Legend

- CLUP-25-03, Z-25-05
- Land Lots
- Tax Parcels
- Alpharetta City Limits

Future Land Use 2040

- Commercial
- Mixed Use
- Parks, Recreation, Open Space

Future Land Use Map

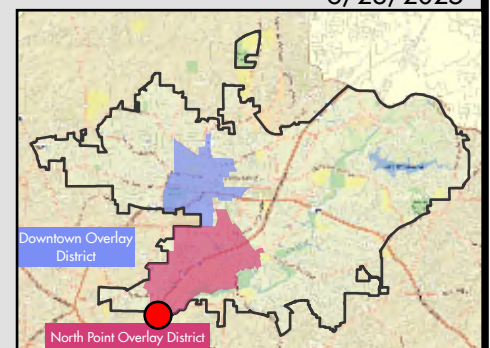
Wooten Tract Townhomes
0 Wooten Rd

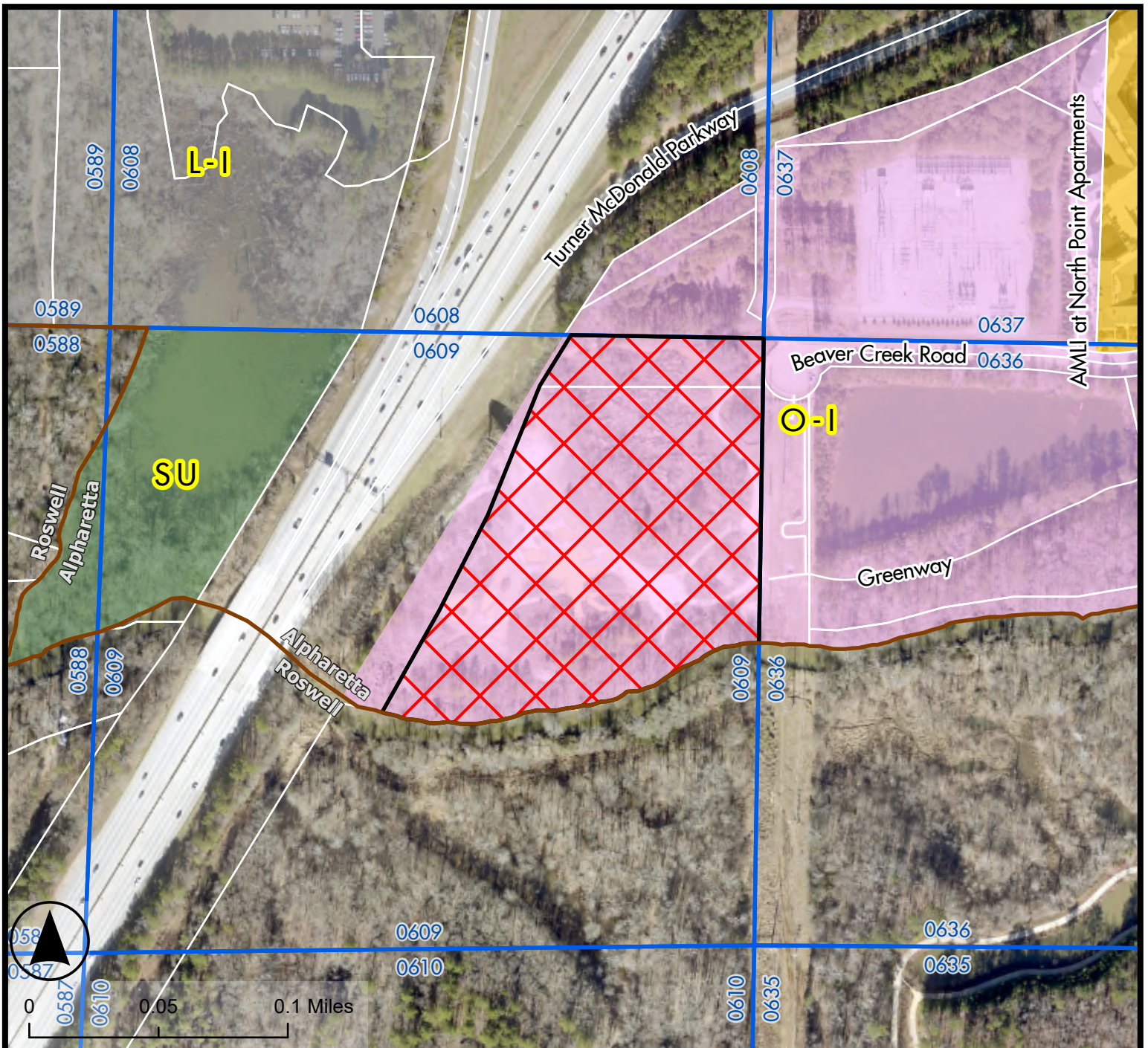
CLUP-25-03, Z-25-05

D/LL: 1/2/0609

6/5/2025

6/23/2025





Legend

- CLUP-25-03, Z-25-05
- Land Lots
- Tax Parcels
- Alpharetta City Limits
- Zoning District**
- L-I Light Industrial
- O-I Office Institutional
- R-10M Multi Family Residential (HDR)
- SU Special Use

Zoning Map

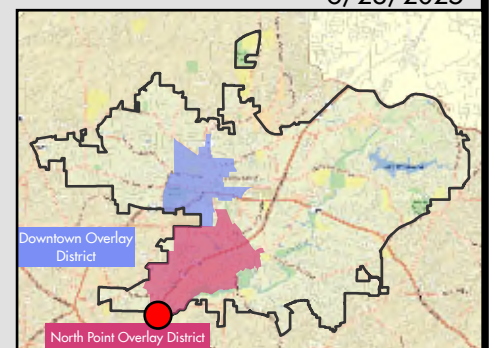
Wooten Tract Townhomes
0 Wooten Rd

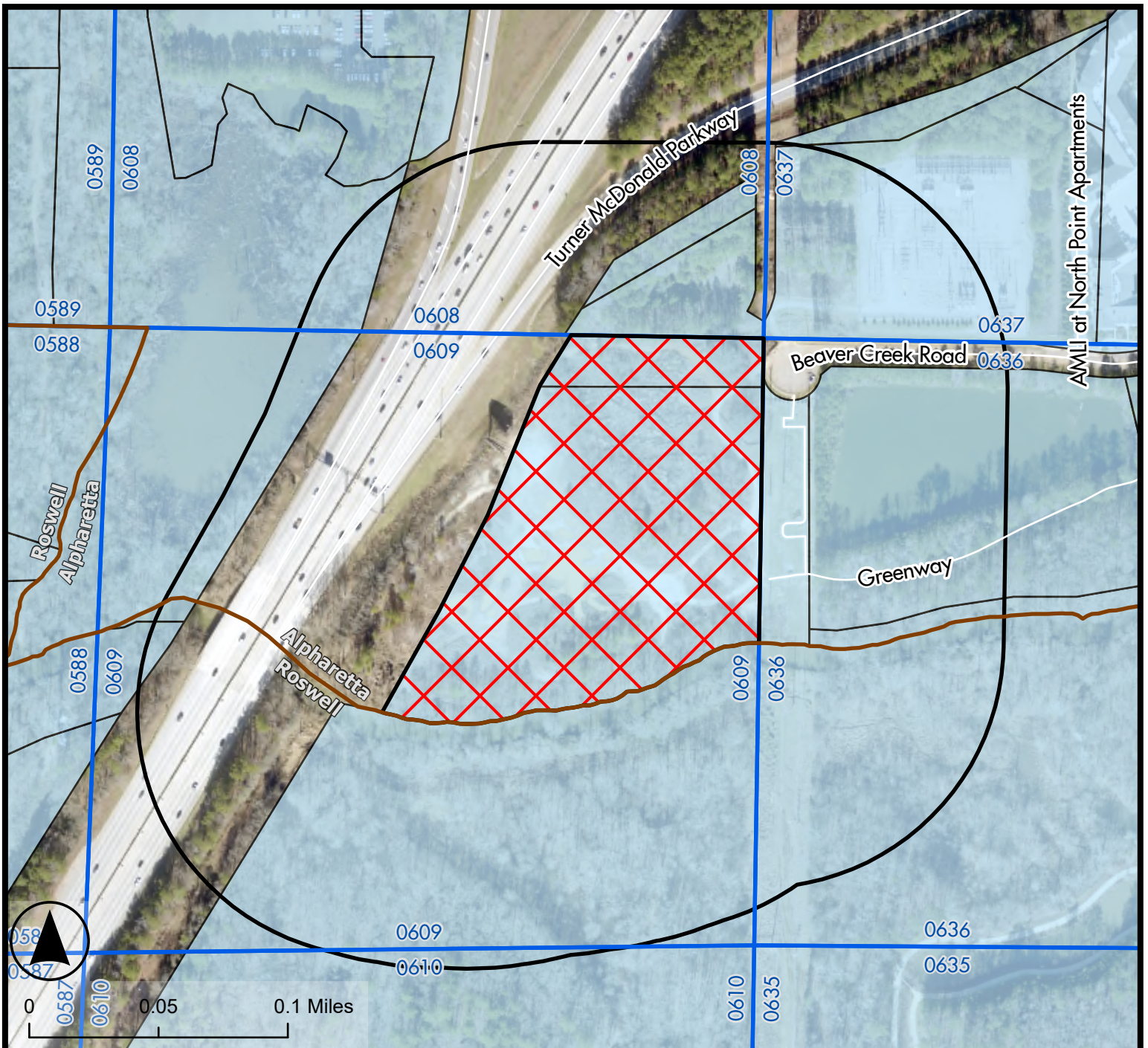
CLUP-25-03, Z-25-05

D/LL: 1/2/0609

6/5/2025

6/23/2025





0 0.05 0.1 Miles

Legend

-  CLUP-25-03, Z-25-05
-  Land Lots
-  Tax Parcels
-  500 ft Buffer
-  Alpharetta City Limits

Location Map

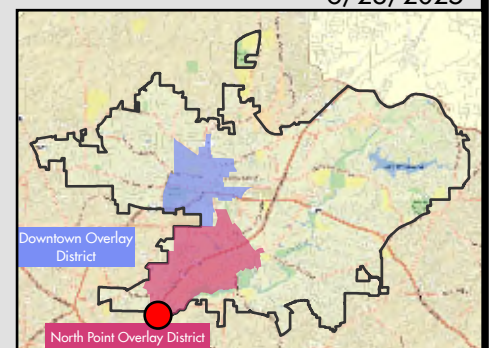
Wooten Tract Townhomes
0 Wooten Rd

CLUP-25-03, Z-25-05

D/LL: 1/2/0609

6/5/2025

6/23/2025





Legend

-  CLUP-25-03, Z-25-05
-  Land Lots
-  Tax Parcels
-  Alpharetta City Limits

Aerial Map

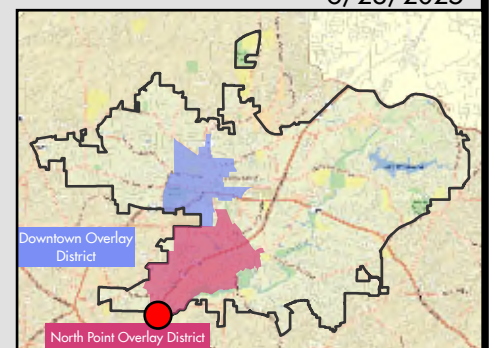
Wooten Tract Townhomes
0 Wooten Rd

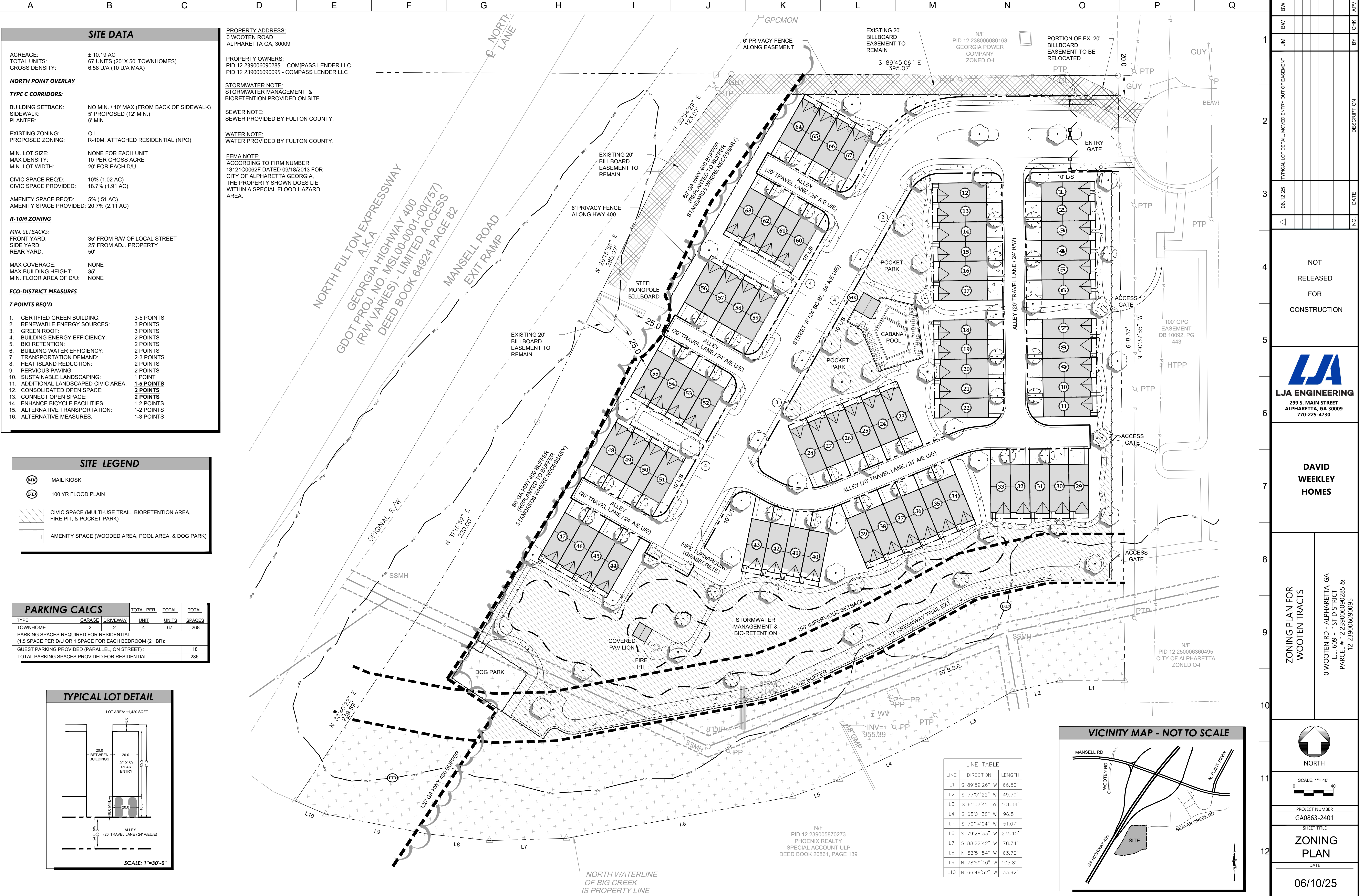
CLUP-25-03, Z-25-05

D/LL: 1/2/0609

6/5/2025

6/23/2025





Community Zoning Information Meeting (CZIM)

May 14, 2025

Please sign-in and leave your comments and/or concerns.

CLUP-25-03/Z-25-05 / Wooten Tract Townhomes

NAME	ADDRESS	COMMENTS
BYRON ALTICE	1003 BEAVER CREEK RD ALPHARETTA 30022	Looks Good!

Community Zoning Information Meeting (CZIM)

May 14, 2025

Please sign-in and leave your comments and/or concerns.

CU-25-09

NAME	ADDRESS	COMMENTS
Jonice Tallute	2104 Windrush Lane	Thanks Thanks for explanation discussion with city planner

Community Zoning Information Meeting (CZIM)

May 14, 2025

Please sign-in and leave your comments and/or concerns.

CU-25-09, 10'

NAME	ADDRESS	COMMENTS
Byron Altice	1003 BEAVER CREEK RD ALPHARETTA 30022	Keep traffic flow

CITIZEN PARTICIPATION FORM - PART B

This form must be completed and submitted to the City of Alpharetta Community Development Department a minimum of twenty (20) working days prior to the scheduled Public Hearing. Failure to do so will result in cancellation of the scheduled hearing.

Public Hearing or Project Name: Wooten Tract Townhomes

Contact Name: Tyler Lasser

Telephone: 470.202.9321

Please describe comments and concerns provided by any and all individuals contacted as part of the the Citizen Participation Program. If any individuals provided written correspondence, please attach copies of same to this report.

The Applicant did not receive any concerned comments from those that attended the CZIM meeting. Only positive feedback was provided, specifically from residents that live within proximity (AMLI Apartments).

Method by which these individuals were contacted. Please mark all that apply. *Please provide samples of any and all written communications used to provide notification.*

- | | |
|--|---|
| ☒ Letter | ☐ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other (Please Specify) _____ |

Attach a list of people who have been notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified.

I, the undersigned, as an authorized representative of the applicant and Public Hearing item identified above, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Citizen Participation Form - Part B and in any and all documents provided in support of this report are true and accurate. I further understand that any false statements provided by representatives of the applicant as part of this report may result in penalties up to and including denial of the subject application.

Signature of Authorized Agent: _____

Date: 5/15/2025

Print Form

4.15.2025

Tyler Lasser
LJA Engineering
299 S. Main Street
Alpharetta, GA 30009

RE: **CLUP-25-03/Z-25-05 Wooten Tract Townhomes**

Dear Property Owner:

Please allow this letter to serve as public notice for consideration of a comprehensive land use plan amendment and rezoning to allow 67 'For-Sale' townhomes on 10.19 acres. A comprehensive land use plan amendment is requested from 'Mixed Use' to 'High Density Residential' and a rezoning is requested from O-I (Office-Institutional) to R-10M (Dwelling, 'For-Rent' or 'For-Sale', Residential). The property is located at 0 North Fulton Expressway and is legally described as being located in Land Lot 609, 1st District, 2nd Section, Fulton County, Georgia.

The Community Zoning Information Meeting (CZIM) for this request will be held on **Wednesday, May 14, at 6:00 PM** in the Community Room in Alpharetta City Hall across from the Council Chambers. Alpharetta City Hall is Located at 2 Park Plaza, Alpharetta, GA 30009. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

This item will be considered by **the Planning Commission on Thursday, June 5, 2025 and City Council on Monday, June 23, 2025, at 6:30 PM**. The meetings will be held in the Council Chambers at City Hall, 2 Park Plaza, Alpharetta, GA 30009.

If you have any questions regarding the request, please feel free to contact me at your convenience. I can be reached at tlasser@lja.com and/or 470.202.9321.

Sincerely,

Tyler Lasser
LJA Engineering

COMPASS LENDER LLC
108 ROME ST
CARROLLTON GA 30117-3103

RESURGENS PARK OWNERS ASSOCIATION INC
1945 VAUGHN RD
KENNESAW GA 30144

PHOENIX REALTY SPECIAL ACC ULP
2200 BELCOURT PKY
ROSWELL GA 30076

GEORGIA POWER COMPANY
TAX DEPT BIN 10120
241 RALPH MCGILL BLVD NE
ATLANTA GA 30308-3374

CITY OF ROSWELL
38 HILL ST
ROSWELL GA 30075

ABBINK OPAL D ET AL
8850 RIVER TRACE DR
JOHNS CREEK GA 30097

DOA REGENCY AFFILIATED LLC
P.O. BOX 98309
ATLANTA GA 30359-2009

MALCOLM CUNNINGHAM
CHEVROLET ALPHARETTA INC
3098 LAVISTA
DECATUR GA 30033

Community Zoning Information Meeting (CZIM)

May 14, 2025

Please sign-in and leave your comments and/or concerns.

CLUP-25-03/Z-25-05 / Wooten Tract Townhomes

NAME	ADDRESS	COMMENTS
BYRON ALTICE	1003 BEAVER CREEK RD ALPHARETTA 30022	Looks Good!

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: _____

PH #: _____

☐ Property Taxes & Code Violations Verified

☐ Fee Paid Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

1. This page should be the first page in each of your completed application packets.
2. It is preferred that all responses be typed. Illegible applications will not be accepted.
3. Prior to signing and submitting your application, please check all information supplied on the following pages to ensure that all responses are complete and accurate. Incomplete applications will not be accepted.
4. Payment of all applicable fees must be made at the time of application. Payment may be made via cash, credit card (American Express, Master Card or Visa), or check made payable to "City of Alpharetta." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted on the designated submittal dates between the hours of 8:30 AM and 3:30 PM.
6. If you have any questions regarding this form, please contact the Community Development Department by calling 678-297-6070.

Contact Information:

Contact Name: Tyler Lasser (LJA Engineering) Telephone: 470.202.9321

Address: 299 S Main Street Suite: _____

City: Alpharetta State: GA Zip: 30009 Fax: _____

Mobile Tel: 470.202.9321 Email: tlasser@lja.com

Subject Property Information:

Address: 0 Wooten Rd Current Zoning: O-I

District: 1 Section: 2 Land Lot: 609 Parcel ID: 12 239006090095

Proposed Zoning: R-10M Current Use: Vacant

This Application For (Check All That Apply):

- | | | |
|--|---|---|
| ☐ Conditional Use | ☐ Master Plan Amendment | ☐ Comprehensive Plan Amendment |
| ☒ Rezoning | ☐ Master Plan Review | |
| ☐ Variance | ☐ Public Hearing | |
| ☐ Exception | ☐ Other (Specify): _____ | |

APPLICANT REQUEST AND INTENT

What is the proposed use(s) of the property?

Attached townhomes (for sale)

Applicant's Request (Please itemize the proposal):

Rezone from O-I to R-10M

Applicant's Intent *(Please describe what the proposal would facilitate).*

Construct 67 rear-entry townhomes with approximately. Townhomes will be three-stories with two-car garages with a size starting at approximately 1,550 heated square feet. Approximately 16.7% amenity space and 11% civic space will be provided, including trails internal to the site that connect to the greenway. Please see attached LOI for further details.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Compass Lender, LLC - Jason Kauffman, Mbr/Mngr Telephone: (678) 656-5025
Address: 110 Rome Street Suite: _____
City: Carrollton State: GA Zip: 30117

Authorization:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Fulton County, Georgia, of the property identified below, which is the subject of the attached Application for Public Hearing before the City of Alpharetta, Georgia.

As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the Application for Public Hearing in request of the items indicated below.

- | | |
|---|--|
| ☐ Annexation | ☐ Special Use |
| ☒ Rezoning | ☐ Conditional Use |
| ☐ Variance | ☐ Master Plan |
| ☐ Land Use Application | ☐ Other |

Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: David Weekley Homes Telephone: (404) 481-3880
Address: _____ Suite: _____
City: Roswell State: GA Zip: 30076

So Sworn and Attested:

Owner Signature: [Signature] Date: 3/12/2025

Notary:

Notary Signature: [Signature] Date: 3/12/2025



DISCLOSURE FORM

The Official Code of Georgia Annotated requires disclosure of campaign contributions to government officials by an applicant or opponent of a rezoning or public hearing petition (O.C.G.A. 36-67 A-1).

Applicants must file this form with the City of Alpharetta Community Development Department within ten (10) days after filing for rezoning or public hearing. Opponents to a rezoning or public hearing petition must file this form five (5) days prior to the Planning Commission meeting at which the subject rezoning or public hearing petition is scheduled to be heard.

Name of Applicant or Opponent: David Weekley Hanes

Subject Public Hearing Case: O Wooten Rd

Campaign Contribution Information:

Please provide the requested information for each contribution with a dollar amount or value of \$0 or more made within the past two (2) years to an Alpharetta Official by the individual identified above. Please use a separate rate form for each Alpharetta Official to whom such a contribution has been made.

If the individual identified above has made no such contributions to an Alpharetta Official within the past two (2) years, please indicate this by entering "N/A" on the appropriate lines below.

Name of Official: n/a Position: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Campaign Contribution Information:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Disclosure Form is true and accurate and that I have disclosed herein any and all campaign contributions made to an Official of the City of Alpharetta, Georgia in accordance with O.C.G.A. 36-67 A-1.

Signature: 

Date: 3/26/25

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

Yes, the site is unique as it is framed by the power easement, vacant land and the highway. Additional nearby uses includes denser housing, including the Amli apartments.

How will this proposal affect the use and value of the surrounding properties?

This is a site that has remained vacant and has been subject to illegal dumping for years. The proposed development will add a significant amount of value to the area.

Can the property be developed for a reasonable economic use as currently zoned? Please explain why or why not.

The Applicant submits that there is not a reasonable economic use as currently zoned due to the lack of demand for additional office in the area and the location having limited visibility and access.

What would be the increase to population and traffic if the proposal were approved?

There would be minimal impact due to the limited number of units. The attached trip generation memo details the amount of trips as a result of the development.

What would be the impact to schools and utilities if the proposal were approved?

The Applicant does not expect an adverse impact on schools or utilities.

How is the proposal consistent with the Alpharetta Comprehensive Plan; particularly the Future Land Use Map?

The future land use map calls for mixed use development. Because of it's location, the Applicant submits that townhomes is a better fit for the site. A commercial component to the development would not be successful due to being at the end of a cul-de-sac with limited visibilty from Mansell Road. The nearby Amli apartments also does not include a commercial component.

Are there existing or changing conditions which affect the development of the property and support the proposed request?

The pattern of development in the area and limited options for the subject site are grounds for approval of the proposed request.

On a separate sheet or sheets, please provide any information or evidence that supports your request and the statements that you have provided in this application.

CITIZEN PARTICIPATION FORM - PART A

This form must be completed and submitted with the applicant's completed Public Hearing Application. Applications submitted to the City of Alpharetta without a completed Citizen Participation Form - Part A will not be accepted.

Public Hearing or Project Name: Wooten Tracts Townhomes

Contact Name: Tyler Lasser Telephone: 470-202-9321

The following people will be notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified. Use additional pages as needed.

All property owners within 500 feet of subject site (list is attached)

Method by which these individuals will be contacted. Please mark all that apply. *If you select "Other," please provide a description of the method of contact that will be used.*

- | | |
|--|--|
| ☒ Letter | ☐ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> |

Please describe the method(s) by which these individuals will have the opportunity to respond or contact the applicant with questions or concerns about the proposal.

At the CZIM meeting, individuals will have the opportunity to discuss the project with the developer (David Weekley Homes) as well as the engineering group and representative (LJA). Further, contact information will be provided for individuals to reach out via email or phone with additional questions or concerns.

GEORGIA POWER COMPANY TAX DEPT BIN
10120
241 RALPH MCGILL BLVD NE
ATLANTA GA 30308-3374

CITY OF ROSWELL
38 HILL ST
ROSWELL GA 30075

CITY OF ALPHARETTA
2 SOUTH MAIN ST
ALPHARETTA GA 30004

CITY OF ALPHARETTA
2 SOUTH MAIN ST
ALPHARETTA GA 30004

GEORGIA POWER COMPANY TAX DEPT BIN
10120
241 RALPH MCGILL BLVD NE
ATLANTA GA 30308-3374

CITY OF ALPHARETTA
2 SOUTH MAIN ST
ALPHARETTA GA 30004

DOA REGENCY AFFILIATED LLC
P.O. BOX 98309
ATLANTA GA 30359-2009

CITY OF ROSWELL
38 HILL ST
ROSWELL GA 30075

COMPASS LENDER LLC
108 ROME ST
CARROLLTON GA 30117-3103

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ROSWELL GA 30076

ABBINK OPAL D ET AL
8850 RIVER TRACE DR
JOHNS CREEK GA 30097

RESURGENS PARK OWNERS ASSOCIATION
INC
1945 VAUGHN RD
KENNESAW GA 30144

COMPASS LENDER LLC
108 ROME ST
CARROLLTON GA 30117-3103

Applicant's Letter of Intent
David Weekley Homes
Rezoning O-I to R-10M
Beaver Creek Road, Alpharetta, GA

David Weekley Homes (the "Applicant") respectfully requests to rezone the approximately 10.19-acre site located at the end of Beaver Creek Road (Parcels 12 239006090285 & 12 239006090095) from O-I to R-10 Attached Residential. The site is situated at the end of Beaver Creek Road between an existing 100-foot-wide power easement to the east and the Mansell Road exit off Highway 400 to the west. Other land uses in proximity on Beaver Creek Road include additional Georgia Power Company property, a large pond, and AMLI North Point apartments. Where Beaver Creek Road meets Mansell, there are a variety of existing restaurants. The requested rezoning will facilitate the development of a high-quality townhome community.

As proposed, the development will feature 67 attached townhomes, resulting in a density of 6.58 units per acre—well below the R-10M maximum of 10 units per acre. Each three-story unit will be 20 feet wide and constructed with high-quality materials, including brick and cementitious siding, in compliance with Alpharetta's architectural standards. Units will start at 1,550 heated square feet, offering ample living space with ideal floor plans. Each townhome will have a two-car rear-entry garage and driveway that are accessible via alleys. With the townhomes being rear loaded, it allows each to front a portion of the community's designed open space. Included in the open space are walking paths that will be interconnected with street-adjacent sidewalks as well as the existing Big Creek Greenway path within the power easement. An extension of the greenway path will be provided at the rear of the property. Providing these opportunities for pedestrian interconnectivity allows for safe and sufficient walkability and creates a better sense of community amongst residents. Additional open space and landscaping features include the 60-foot and 120-foot buffers adjacent to Hwy 400, the 20-foot buffer adjacent to the northern property line, the stream buffers along the southern property line, and the large pocket park at the center of the community. Per the City's Future Land Use Map, the site is designated as Mixed-Use and within the North Point LCI. The Mixed-Use designation promotes "Office, commercial, and residential uses mixed vertically within a building and/or horizontally within a development". The Applicant submits that the subject site is not suitable for those uses due to lack of demand for office uses, and lack of visibility for commercial uses due to the site's location at a dead-end. However, the proposed rezoning and development does align with various goals outlined in the Comprehensive Plan by promoting responsible growth and enhancing housing diversity within this particular area of the city. The plan emphasizes the need for high-quality, sustainable residential development that integrates with existing infrastructure while expanding access to walkable, connected communities. By incorporating pedestrian-friendly design elements, maintaining substantial open space, and ensuring compatibility with surrounding land uses, this project supports the city's vision for vibrant, well-planned neighborhoods. Additionally, the townhome community provides a desirable housing option for professionals, families, and individuals seeking proximity to employment centers, retail, and recreational amenities, further reinforcing the city's long-term planning objectives.

Overall, this development will positively impact the community by enhancing the local tax base, providing high-quality housing options for families and individuals, and fostering a sense of community through thoughtfully designed recreational amenities. The applicant is committed to working collaboratively with Alpharetta to ensure that this development meets all zoning standards and looks forward to meeting with staff and the community to address all questions or concerns.

For these reasons, the applicant believes this rezoning request is reasonable. Any action to deny the request would violate the Just Compensation Clause of the Fifth Amendment and the Due Process Clause of the Fourteenth Amendment to the U.S. Constitution, as well as Article 1, Section 3, Paragraph 1 of the Georgia Constitution, thereby denying the owner viable use of its property.

TRAFFIC IMPACT STUDY MEMO
FOR
BEAVER CREEK ROAD DEVELOPMENT



LJA Project No. GA0863-2401.103

Nikunj Dave
GA License PE053443



LJA Engineering, Inc.

1950 Summit Park Drive, Suite 600
Orlando, FL 32810
Phone: 305.431.9312
www.ljaengineering.com

March 25, 2025

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1. Introduction

The proposed development will be located at the west end of Beaver Creek Road in Alpharetta (Fulton County), Georgia (GA). The proposed development will consist of a residential area with a size of 10.19 acres (AC) and will contain **67 Townhomes**. **As per the latest ITE Trip Generation Manual. Applicable Land Use Code (LUC) for this project is a Low-Rise Multifamily Housing Units with LUC of 220.** It will have one (1) main access driveway that connects to the cul-de-sac of Beaver Creek Road. **Figure 1** shows the general area where the proposed development will be located along with its access. LJA has provided a copy of the proposed site concept plan in **Appendix A** for further reference.

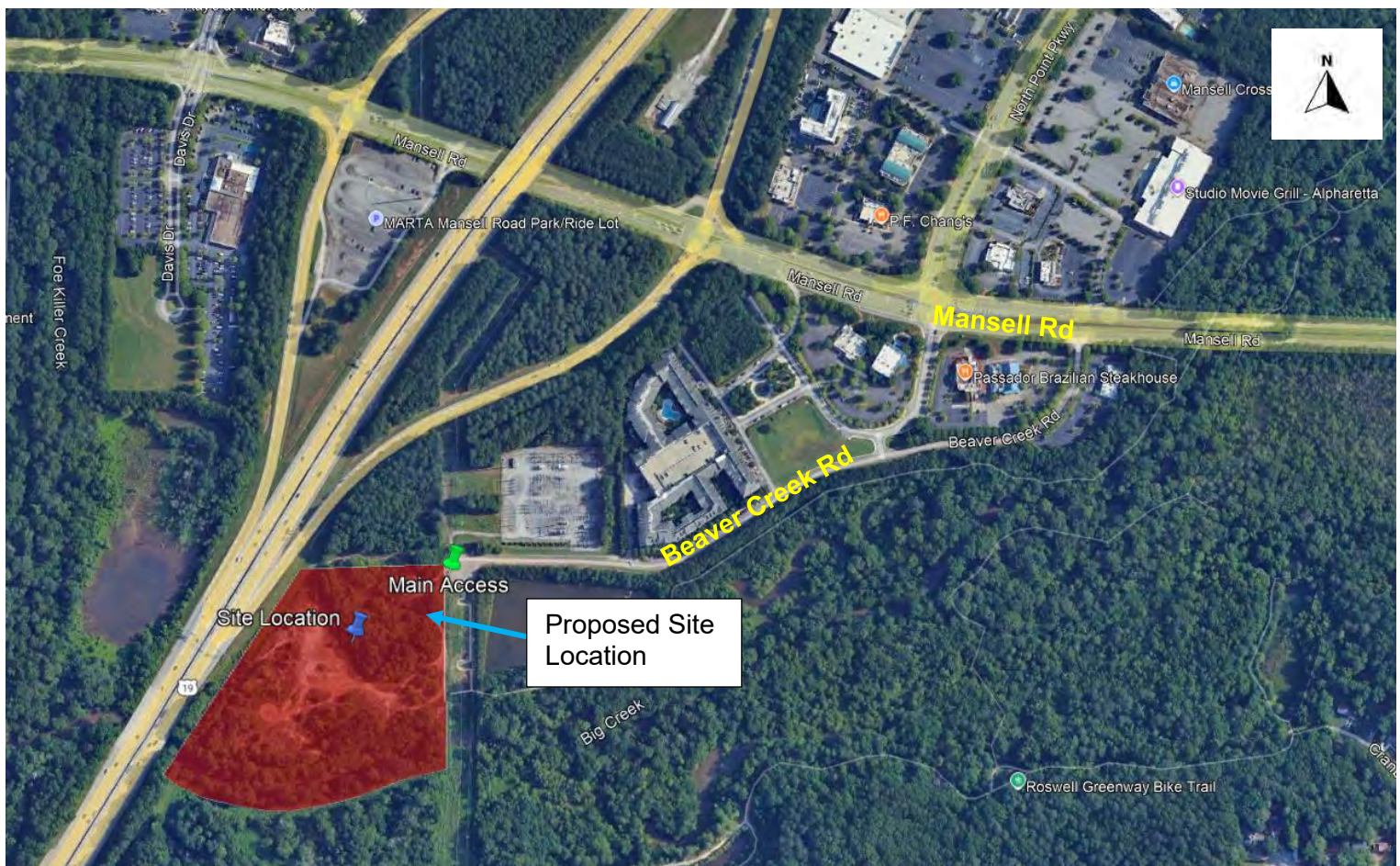


Figure 1 – General Area of Site Location

2. Parameters

2.1 Surrounding Roadways and Roadway Classifications

The proposed development will be surrounded by three existing roadways as listed below:

- Beaver Creek Road – a two-lane 30-ft wide undivided roadway
- Mansell Road – a two-lane 24-ft wide undivided roadway

The current Georgia Department of Transportation (GDOT) Traffic Analysis and Data Application (TADA) provides the following roadway classifications for the roads within the study area:

- Beaver Creek Road – Urban Local Road
- Mansell Road – Urban Minor Arterial

2.2 Land Use

The City of Alpharetta Zoning Districts GIS Application website shows the existing land use of the proposed development's parcel area is classified as Office-Institutional (O-I). Based on the site concept plan, the existing land use will be reclassified as R-10M Dwelling ('For Rent'/'For Sale' Multiple Family Residential (Historic District)). (See **Figure 2**). The zoning change is currently under the City's review. The surrounding land consists of apartment complexes and commercial shopping districts.

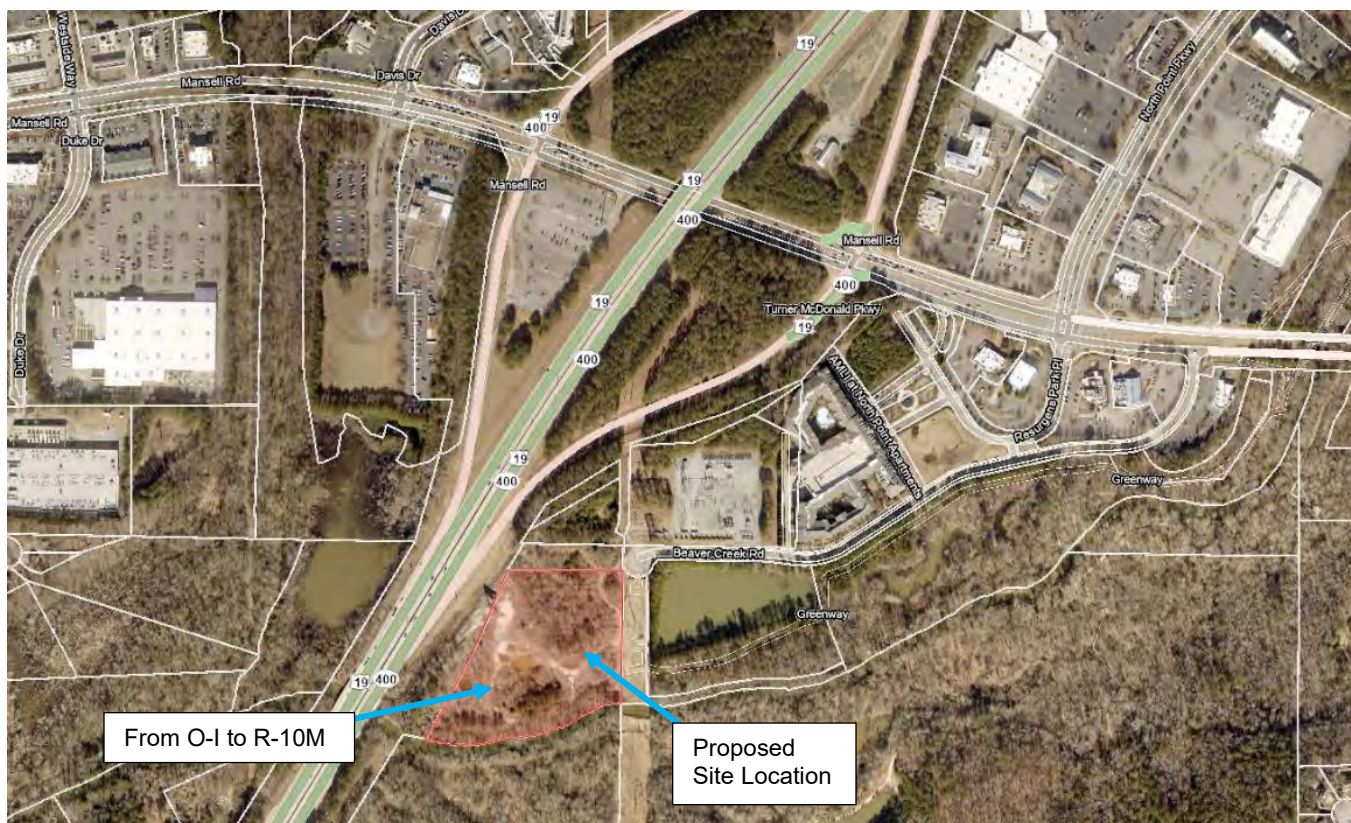


Figure 2 – Zoning Area of Site Location

2.3 Posted Speed

The current GDOT TADA provides the following roadway posted speed for the roads within the study area:

- The posted speed along Beaver Creek Rd is 25 miles per hour.
- The posted speed along Mansell Road is 40 miles per hour

The existing posted speed for all roadways within the Study Area will have no changes.

3. Trip Generation

The amount of traffic a proposed development generates is dependent upon the factors such as

the nature, size, and location of the proposed development. Trip generation related to the proposed development is calculated based on information provided in the Trip Generation Manual – 11th Edition published by the Institute of Transportation Engineers (ITE), as described by the City of Alpharetta's standards.

Table 1 below shows the estimated number of trips which will be generated by the proposed development using the average rates from the ITE manual.

Table 1 – Vehicle Trips of Site Location

Land Use (ITE Code)	Units	AM Peak Hour			PM Peak Hour			Weekday 24-Hr Trips		
		In	Out	Total	In	Out	Total	In	Out	Total
Multifamily Housing (Low-Rise) (220)	67 Units	10	34	44	31	18	49	252	253	505
Total		10	34	44	31	18	49	252	253	505

As shown in **Table 1** above, the overall proposed development is expected to add 505 daily trips with 44 trips (10 in, 34 out) during the AM peak hour period and 49 trips (31 in, 18 out) during the PM peak hour period.

4. Conclusion

According to the City of Alpharetta Public Hearing Application, Traffic Impact Study (TIS) reports are required for all public hearing applications when the proposed development meets or exceeds 500 average daily trips (ADT) and/or 100 total trips in either the AM Peak Hour or PM Peak Hour, or when required at the discretion of the Community Development Department. From **Table 1**, the proposed development generates 49 PM peak hour trips as shown in **Table 1** above.

Based on the recent conversation with the City of Alpharetta, it is expected that 500 ADT criteria will be waived based on the minor impact of the proposed development within the Study Area. Hence, we request the City of Alpharetta to approve this project as a TIS MEMO, without any additional traffic engineering studies.

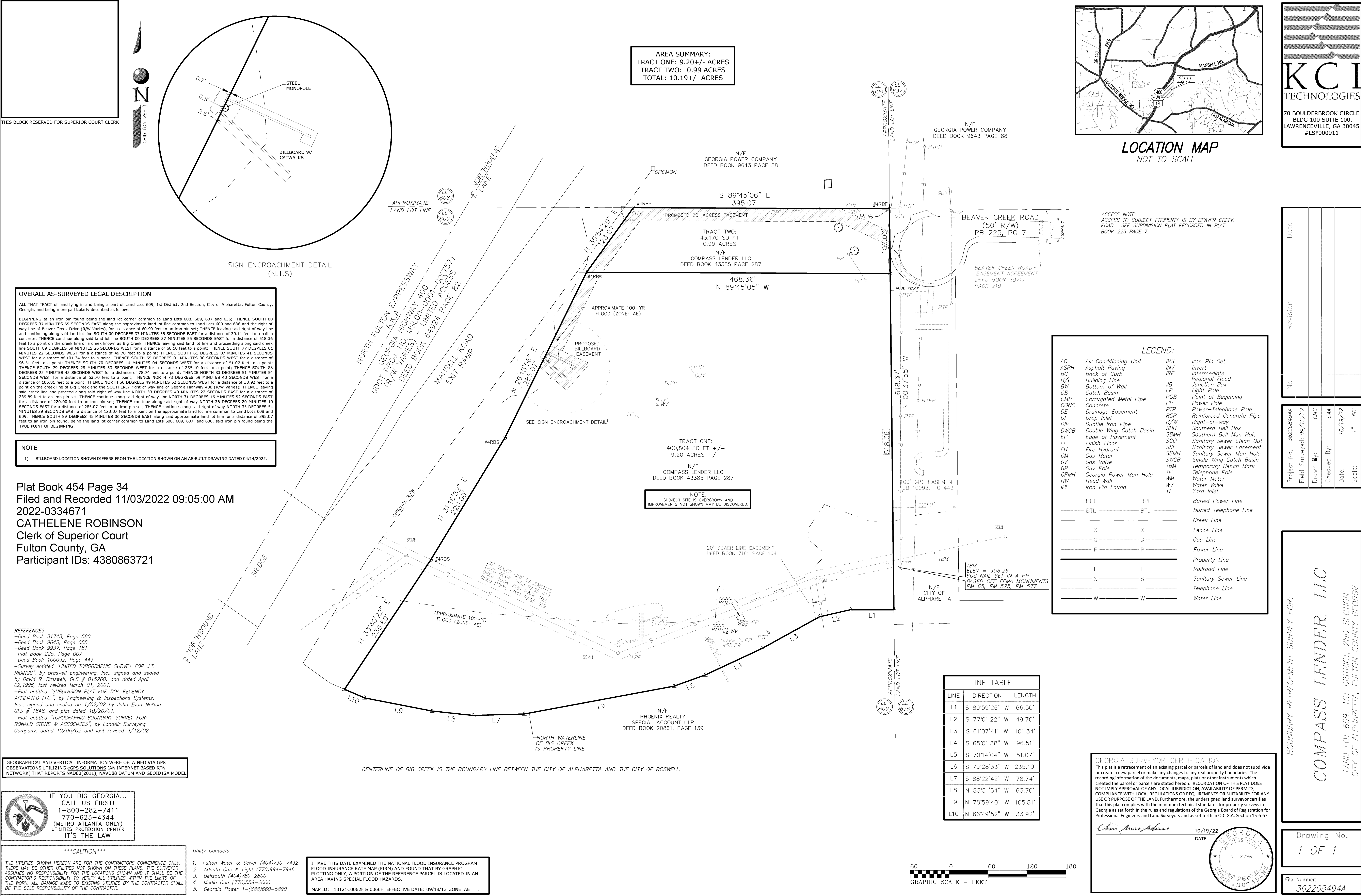
Appendix A – Proposed Development Concept Plan

This page intentionally left blank.

OVERALL AS-SURVEYED LEGAL DESCRIPTION

ALL THAT TRACT of land lying In and being a part of Land Lots 609, 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

BEGINNING at an iron pin found being the land lot corner common to Land Lots 608, 609, 637 and 636; THENCE SOUTH 00 DEGREES 37 MINUTES 55 SECONDS EAST along the approximate land lot line common to Land Lots 609 and 636 and the right of way line of Beaver Creek Drive (R/W Varies), for a distance of 60.90 feet to an iron pin set; THENCE leaving said right of way line and continuing along said land lot line SOUTH 00 DEGREES 37 MINUTES 55 SECONDS EAST for a distance of 39.11 feet to a nail in concrete; THENCE continue along said land lot line SOUTH 00 DEGREES 37 MINUTES 55 SECONDS EAST for a distance of 518.36 feet to a point on the creek line of a creek known as Big Creek; THENCE leaving said land lot line and proceeding along said creek line SOUTH 89 DEGREES 59 MINUTES 26 SECONDS WEST for a distance of 66.50 feet to a point; THENCE SOUTH 77 DEGREES 01 MINUTES 22 SECONDS WEST for a distance of 49.70 feet to a point; THENCE SOUTH 61 DEGREES 07 MINUTES 41 SECONDS WEST for a distance of 101.34 feet to a point; THENCE SOUTH 65 DEGREES 01 MINUTES 38 SECONDS WEST for a distance of 96.51 feet to a point; THENCE SOUTH 70 DEGREES 14 MINUTES 04 SECONDS WEST for a distance of 51.07 feet to a point; THENCE SOUTH 79 DEGREES 28 MINUTES 33 SECONDS WEST for a distance of 235.10 feet to a point; THENCE SOUTH 88 DEGREES 22 MINUTES 42 SECONDS WEST for a distance of 78.74 feet to a point; THENCE NORTH 83 DEGREES 51 MINUTES 54 SECONDS WEST for a distance of 63.70 feet to a point; THENCE NORTH 78 DEGREES 59 MINUTES 40 SECONDS WEST for a distance of 105.81 feet to a point; THENCE NORTH 66 DEGREES 49 MINUTES 52 SECONDS WEST for a distance of 33.92 feet to a point on the creek line of Big Creek and the SOUTHERLY right of way line of Georgia Highway 400 (R/W Varies); THENCE leaving said creek line and proceed along said right of way line NORTH 33 DEGREES 40 MINUTES 22 SECONDS EAST for a distance of 239.89 feet to an iron pin set; THENCE continue along said right of way line NORTH 31 DEGREES 16 MINUTES 52 SECONDS EAST for a distance of 220.00 feet to an iron pin set; THENCE continue along said right of way NORTH 36 DEGREES 20 MINUTES 10 SECONDS EAST for a distance of 285.07 feet to an iron pin set; THENCE continue along said right of way NORTH 35 DEGREES 54 MINUTES 29 SECONDS EAST a distance of 123.07 feet to a point on the approximate land lot line common to Land Lots 608 and 609; THENCE SOUTH 89 DEGREES 45 MINUTES 06 SECONDS EAST along said approximate land lot line for a distance of 395.07 feet to an iron pin found, being the land lot corner common to Land Lots 608, 609, 637, and 636, said iron pin found being the TRUE POINT OF BEGINNING.





RELEASED FOR
CONSTRUCTION



FRONT ELEVATION

© Weekley Homes L.P. 2017
The measurements, dimensions, and other specifications shown on this document are guidelines for construction only. The actual specifications of the finished structure may vary. This document may not be relied on as a representation of what the completed structure will look like.

David Weekley Homes

Scale: 1/4" = 1'-0"

Rev:

Date:

108-113
Lot:

Proj. No.:
4677

Block:

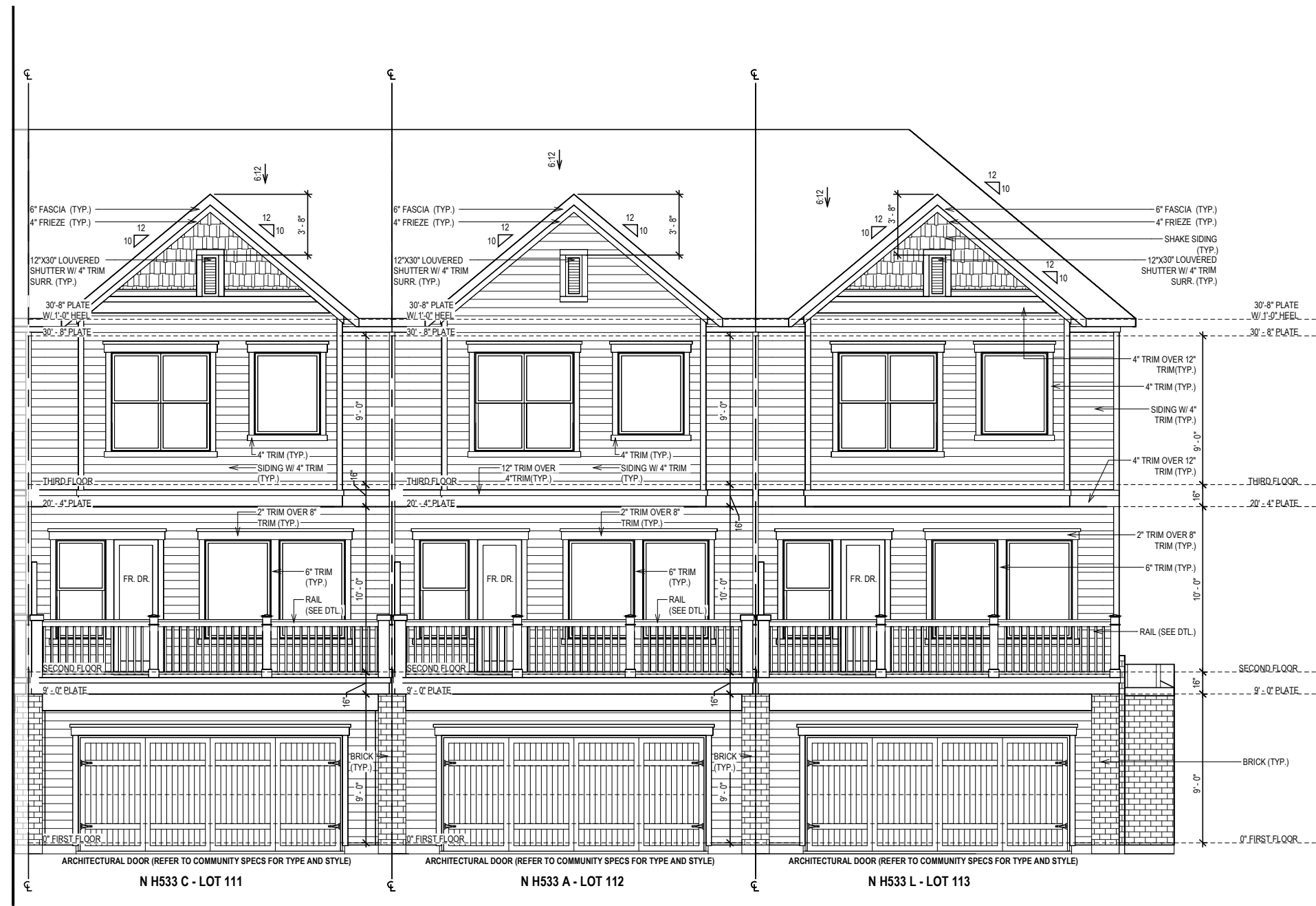
Job No.:
108-113

Sect:

ASHBURY (TH)
TOWNHOMES LOTS 108-113
ALPHARETTA, GA 30076

BUILDING
BLDG
ELV-1
ASHBURY
ATLANTA

RELEASED FOR
CONSTRUCTION



REAR ELEVATION

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David Weekley Homes

108-113
Lot:
Block:
Date:
Rev:

ASHBURY (TH)
TOWNHOMES LOTS 108-113
ALPHARETTA, GA 30076

BUILDING
BLDG
ELV-3
ASHBURY
ATLANTA

RELEASED FOR
CONSTRUCTION



REAR ELEVATION

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David Weekley Homes

RD/JF/AA Scale: 1/4" = 1'-0"

Date: Rev:

Proj. No.: 108-113
Lot: 4677

Block: 108-113
Job No.: 108-113

Sect:

ASHBURY (TH)
TOWNHOMES LOTS 108-113
ALPHARETTA, GA 30076

BUILDING
BLDG
ELV-4
ASHBURY
ATLANTA

RELEASED FOR
CONSTRUCTION



SIDE ELEVATION - LOT 108

© Weekley Homes L.P. 2017

The measurements, dimensions, and other specifications shown on this document are guidelines for construction only. The actual specifications of the finished structure may vary. This document may not be relied on as a representation of what the completed structure will look like.

David Weekley Homes

Scale: 1/4" = 1'-0"

Rev:

Date:

108-113
Lot:

Proj. No.:
4677

ASHBURY (TH)
TOWNHOMES LOTS 108-113
ALPHARETTA, GA 30076

Block:

Job No.:
108-113

Sect:

BUILDING
BLDG
ELV-5
ASHBURY
ATLANTA

RELEASED FOR
CONSTRUCTION



SIDE ELEVATION - LOT 113

© Weekley Homes L.P. 2017

The measurements, dimensions, and other specifications shown on this document are guidelines for construction only. The actual specifications of the finished structure may vary. This document may not be relied on as a representation of what the completed structure will look like.

David Weekley Homes

Scale: 1/4" = 1'-0"

Rev:

Date:

108-113

Lot:

Proj. No.:

4677

Job No.:

108-113

ASHBURY (TH)
TOWNHOMES LOTS 108-113
ALPHARETTA, GA 30076

BUILDING
BLDG
ELV-16
ASHBURY
ATLANTA





Arthur E. Ferdinand
Tax Commissioner
Fulton County, Georgia

Tax Bill

141 Pryor Street
Atlanta, Georgia 30303
404.613.6100

Property Owner

COMPASS LENDER LLC

Parcel Identification

12 239006090095

Description

Real Estate

User ID

IWR

Tax District 10 - ALPHARETTA

Property Address

0 WOOTEN ROAD

Account Number

0657191

Current Fair Market Value

2,384,600

Current Assessed Value

953,840

City Exemption**County Exemption**

City Sales Tax Credit \$0.00

County Sales Tax Credit \$180.28

Tax Year	Cycle	Principal Amount	Interest	Penalties/Fees	Paid	Total	Due Date
2024	County	24,914.30	0.00	0.00	24,914.30	0.00	11/15/2024
2023	County	31,552.67	0.00	0.00	31,552.67	0.00	11/15/2023
2022	County	31,697.23	0.00	0.00	31,697.23	0.00	11/15/2022
2021	County	32,685.14	0.00	0.00	32,685.14	0.00	11/30/2022
2020	County	16,675.20	0.00	0.00	16,675.20	0.00	11/15/2020
2019	County	16,749.00	0.00	0.00	16,749.00	0.00	10/15/2019
2018	County	16,935.60	0.00	0.00	16,935.60	0.00	10/31/2018

Grand Total Due \$0.00

Mailing Address

COMPASS LENDER LLC

108 ROME ST

CARROLLTON GA 30117-3103

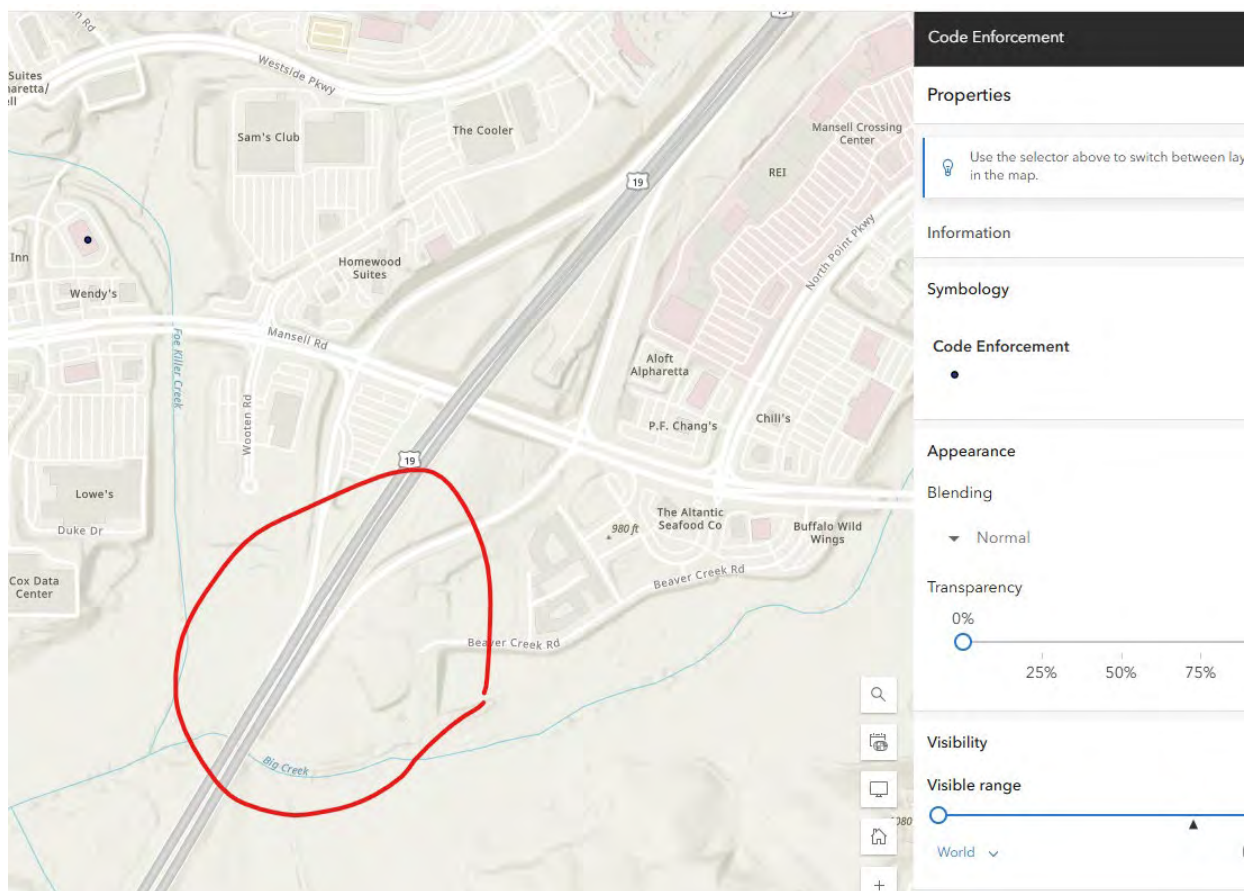
Property owners with current legal matters, such as bankruptcy or foreclosure, must contact the Tax Commissioner's office at 404.613.6100 for the official balance due on their parcel(s).

From: [Woodman, Michael](#)
To: [Tyler Lasser](#)
Cc: [Borden, Brian](#)
Subject: RE: Beaver Creek Road Rezoning
Date: Wednesday, March 26, 2025 12:28:19 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)

[EXTERNAL EMAIL]

Tyler,

I checked our Code Enforcement map and there is nothing showing on the subject property (see below). Just submit this email as evidence.



From: Tyler Lasser <tlasser@lja.com>
Sent: Wednesday, March 26, 2025 11:55 AM
To: Woodman, Michael <mwoodman@alpharetta.ga.us>
Cc: Borden, Brian <bborden@alpharetta.ga.us>
Subject: RE: Beaver Creek Road Rezoning

Michael,

Arborist Report For The City of Alpharetta



Tree Report for:
David Weekley Homes

Property Address:
Beaver Creek Road
Alpharetta, Georgia

Moore Urban Forestry
6405 Kinsey Way
Cumming, GA 30040
Field Smith, Consulting Arborist
ISA Certified Arborist # GO-0102A

The City of Alpharetta requires an Arborist report that assesses the condition of all specimen trees, boundary trees, trees of quality, and landscape trees.

Criteria for a Specimen Tree:

Pine Trees: 30-inches diameter or larger for these in the *Pinus* (Pine) genus.

Coniferous Trees: 20-inch diameter or larger for trees in the *Cedrus* (deodar cedar), *Thuja* (Arborvitae), or other ecologically similar trees.

Overstory Trees: 30-inch diameter or larger for trees in the *Liquidambar* (Sweetgum) or *Liriodendron* (Tulip poplar) genus.

20-inch diameter or larger for trees in the *Fagus* (Beech), *Nyssa* (Tupelo), *Diospyros* (Persimmon), *Sassafras* (Sassafras), or other ecologically similar trees.

20-inch diameter or larger for *Magnolia grandiflora* (Southern magnolia) and those cultivars that generally reach a mature height over 40'.

24-inch diameter or larger for trees in all other genera

Understory Trees: 8-inch diameter or larger.

10-inch diameter or larger for *Oxydendron arboreum* (Sourwood).

Criteria for a Boundary Tree:

Any tree located on adjacent property with a critical root zone that will be impacted by proposed land disturbance activity.

Criteria for a Landscape Tree:

A tree or trees that were planted or retained on a developed or previously developed site.

Criteria for a Tree of Quality

A tree that merits special consideration due to historical significance, ideal shape and structure, or uniqueness of the species as determined by the director.

The diameter of all trees that were collected at Beaver Creek Road were measured at dbh (diameter at breast height, 4 ½' off the ground). They were marked with aluminum tags (984-985). Trees were collected with Trimble Geo Xh (Real-time sub foot accuracy).

Specimen Trees

Tree #	Scientific Name	Common Name	dbh in Inches	Condition	Comments
984	<i>Quercus nigra</i>	Water Oak	38	Fair	Minor Dead Limbs, Vines
985	<i>Quercus nigra</i>	Water Oak	44	Fair	Minor Included Bark, Vines

Pictures of Specimen Trees



Tree # 984



Tree # 985

Boundary Trees

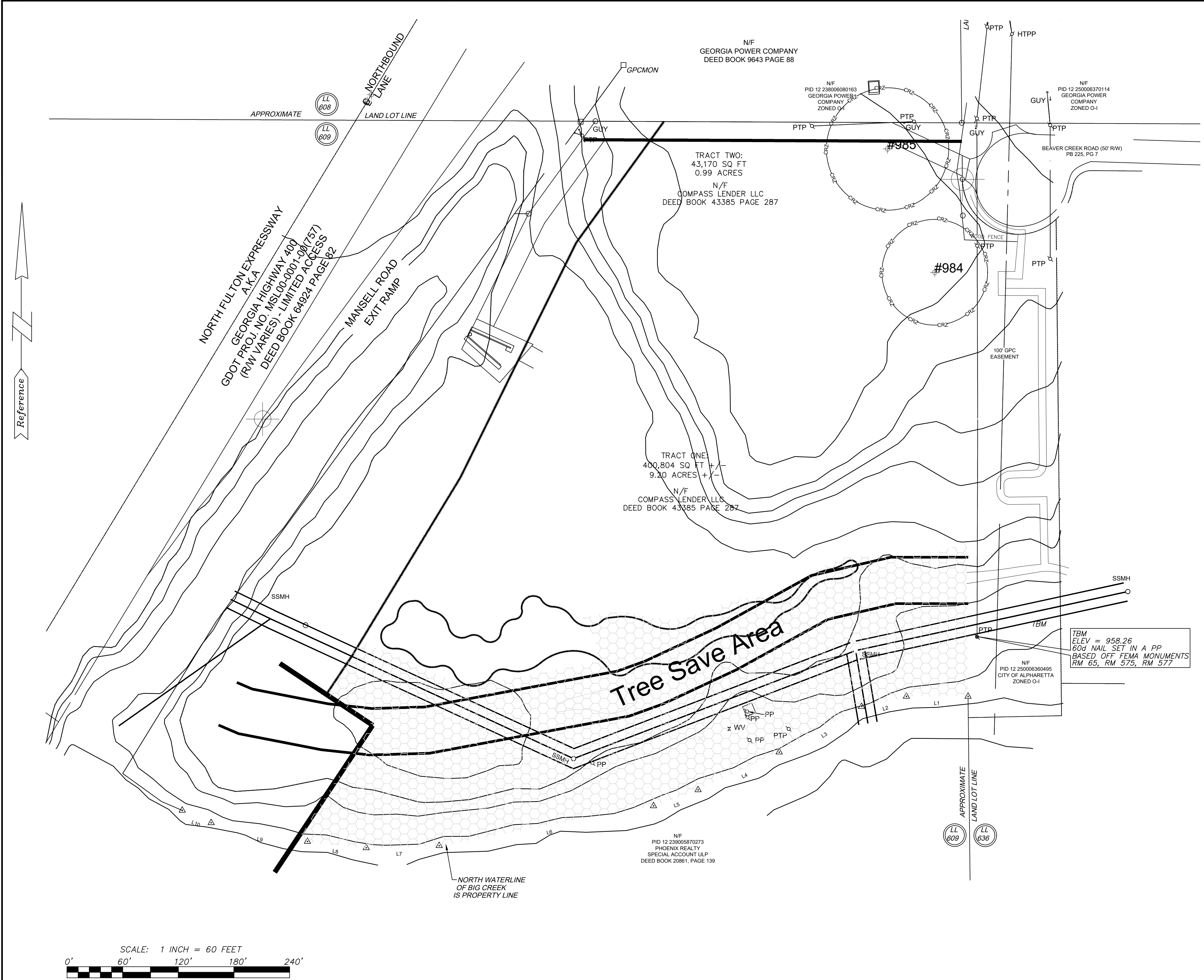
No boundary trees adjacent to the property.

Landscape Trees

No landscape trees on the property.

Trees of Quality

No trees of quality on the property



Specimen Trees

Tree #	Scientific Name	Common Name	DBH	Condition	Comments
984	Quercus nigra	Water Oak	38	Fair	Minor Dead Limbs, Vines
985	Quercus nigra	Water Oak	44	Fair	Minor Included Bark, Vines



6405 KINSEY WAY
CUMMING, GEORGIA 30040
(470) 505-4880
fsmith@mooreurbanforestry.com

PREPARED FOR:

David Weekley Homes
100 Mansell Court East
Ste 100
Roswell, GA. 30007

PROJECT NAME:

Beaver Creek

TASK:

Tree Survey and
Inventory



PROJECT INFORMATION:

Beaver Creek
Project Name

Project Number

Beaver Creek Road
Project Address

Land Lot No.(s)

District
City of Alpharetta, GA
Municipality

DATE									
REVISION									
No.	1	2	3	4	5	6	7	8	9
FS DESIGN	AS SHOWN SCALE								
FS DRAWN	T1								
FS CHECKED	SHEET								
3/27/2025 DATE	PROJECT No.								

[illegible]

Steven L. Jones | Partner
Direct Dial: 678.336.7282
Cell Phone: 404.218.2756
E-mail: sjones@taylorlorduma.com

July 22, 2025

VIA EMAIL (C/O MICHAEL WOODMAN: mwoodman@alpharetta.ga.us)

Mayor and Councilmembers of the City of Alpharetta, Georgia
c/o Michael Woodman, Planning and Development Services Manager
City Hall
2 Park Plaza
Alpharetta, Georgia 30009

**RE: City of Alpharetta Tax Assessor Parcel Identification Number(s): 12 239006090095
and 12 239006090285 (the “Property”);
Rezoning Application to Amend the Zoning Map of the City of Alpharetta
(the “Application”)**

Alpharetta Mayor and City Council:

This law firm represents Weekley Homes, LLC (the “**Applicant**”), which is the applicant/proponent of the Application. This letter supplements the letter of intent submitted with the Application. Georgia law and the procedures of the City of Alpharetta, Georgia require our firm to raise Federal and State constitutional and other objections during the public hearing application process. While the Applicant anticipates a smooth application process, failure to raise such objections at this stage may mean that the Applicant will be barred from raising important legal claims later in the process. Accordingly, we are required to and hereby raise the objections set forth in Attachment “A” and Attachment “B” hereto at this time.

The Applicant and I are excited to present the Application for the Mayor and City Council’s consideration. Should you or the Mayor and City Council have any questions or concerns prior to the public hearing(s) on the Application, please let me know.

Sincerely,



Steven L. Jones

cc: Applicant

Enclosures

CONSTITUTIONAL OBJECTION

As applied to the real property of the owners of Fulton County Tax Assessor Parcel Numbers (“TPN(s)”) 12 239006090095 and 12 239006090285 (collectively, the “Property”) and is the subject of the previously-filed Application (as that term is defined in the foregoing letter) of Weekley Homes, LLC (the “Applicant”), if the Application, in whole or in part, is not approved or is approved with conditions not consented to by the Applicant, the THE UNIFIED DEVELOPMENT CODE OF THE CITY OF ALPHARETTA, GEORGIA (the “Zoning Ordinance”) will be unconstitutional in that the Applicant’s (and the Owner’s) property rights in and to the Property will be destroyed without first receiving fair, adequate, and just compensation for such property rights. As applied to the Property, in such case, such action on the Application and the Zoning Ordinance, as applied and facially, will deprive the Applicant (and the Owner) of constitutionally protected rights in violation of the Just Compensation Clause of the Fifth Amendment to the Constitution of the United States of America; Article I, Section I, Paragraphs I-II of the Constitution of the State of Georgia of 1983; Article I, Section III, Paragraph I of the Constitution of the State of Georgia of 1983; and the Due Process and Equal Protection Clauses of the Fourteenth Amendment to the Constitution of the United States of America.

If the Application is not approved or is approved with conditions not consented to by the Applicant, such action on the Application and the Zoning Ordinance, as applied to the Property and facially, will be unconstitutional, illegal, arbitrary, capricious, null, and void, and constitute a taking of the Property in violation of the Just Compensation Clause of the Fifth Amendment to the Constitution of the United States of America; Article I, Section I, Paragraphs I-II of the Constitution of the State of Georgia of 1983; Article I, Section III, Paragraph I of the Constitution of the State of Georgia of 1983; and the Equal Protection and Due Process Clauses of the Fourteenth Amendment to the Constitution of the United States of America thereby denying the Applicant (and the Owner) an economically viable use of the Property while not substantially advancing legitimate state interests.

Inasmuch as it is impossible for the Applicant (and the Owner) to use the Property and simultaneously comply with the Zoning Ordinance, and if the Application, in whole or in part, is not approved or is approved with conditions not consented to by the Applicant, such action on the Application and Zoning Ordinance, as applied to the Property and facially, will constitute arbitrary, capricious, and unreasonable acts by the City of Alpharetta, Georgia (the “City”), by and through the City Council of the County (the “Council”), without any rational basis therefor and constitute abuses of discretion in violation of the Just Compensation Clause of the Fifth Amendment to the Constitution of the United States of America; Article I, Section I, Paragraphs I-II of the Constitution of the State of Georgia of 1983; Article I, Section III, Paragraph I of the Constitution of the State of Georgia of 1983; and the Due Process and Equal Protection Clauses of the Fourteenth Amendment to the Constitution of the United States of America.

If the Application, in whole or in part, is not approved or is approved with conditions not consented to by the Applicant, such action on the Application and the Zoning Ordinance, as applied to the Property and facially, will be unconstitutional and discriminate against the Applicant (and the Owner) in an arbitrary, capricious, and unreasonable manner between the Applicant and others similarly situated in violation of Article I, Section I, Paragraph II of the Constitution of the State

of Georgia of 1983 and the Equal Protection Clause of the Fourteenth Amendment to the Constitution of the United States of America.

Additionally, application of any amendments to the Zoning Ordinance adopted or enacted after the date the Application was filed with the County, to the Application, the Property, and/or the Applicant will constitute an unconstitutional ex post facto law, in violation of Article 1, Section 10 of the Constitution of the United States of America and Article I, Section I, Paragraph X of the Constitution of the State of Georgia of 1983.

WHEREFORE, the Applicant requests that the Council approve the Application, with no condition(s) or only conditions consented to by the Applicant, and take all other action(s) necessary to permit the Applicant to utilize the Property as a set forth in the Application and the foregoing letter.

Respectfully submitted this 22nd day of July 2025.

TAYLOR DUMA LLP
Counsel for Applicant

A handwritten signature in black ink, appearing to read 'Steven L. Jones', with a stylized, flowing script.

Steven L. Jones
Georgia State Bar No.: 639038

1600 Parkwood Circle
Suite 200
Atlanta, Georgia 30339
(678) 336-7282
sjones@taylorduma.com

ATTACHMENT “B”

OBJECTION TO AND FOR HEARINGS BASED ON YORK V. ATHENS COLLEGE OF MINISTRY, INC.

As applied to the real property of the Owner of Fulton County Tax Assessor Parcel Numbers (“TPN(s)”) 12 239006090095 and 12 239006090285 (collectively, the “Property”) and is the subject of the previously-filed Application (as that term is defined in the foregoing letter) of Weekley Homes, LLC (the “Applicant”), and as applied to the Applicant, the public and/or other hearing(s) regarding, and any action of the City of Alpharetta, Georgia (the “City”), by and through City Council of the City (the “Council”), on the Application are objected to by the Applicant based on, but not limited to, the reasons set forth herein (collectively, the “York Objection” and each an “Objection”), in accordance with *York v. Athens College of Ministry, Inc.*, 348 Ga. App. 58 (2018):

Contemporaneous with the filing of this *York* Objection, the Applicant is filing a Constitutional Objection, and all Objections set forth therein are incorporated herein by reference as if fully restated.

The Applicant objects to any and every hearing before the Council of the City on the Application because the time limitation(s), if any, imposed on the presentation of evidence and/or testimony in support of, or in rebuttal to evidence and/or testimony in opposition to, the Application, or any limitation of the Applicant’s ability and right to present evidence and testimony at such hearing(s), deprives and will deprive the Applicant a meaningful opportunity to be heard and preserve issues, in violation of the Due Process Clause of the Fourteenth Amendment to the Constitution of the United States and Article I, Section I, Paragraphs I, II, XI, and XII of the Constitution of Georgia of 1983. Likewise, the Applicant objects to any and all members of the public (and/or other persons) who appear (or otherwise give testimony or opinion) at the hearing(s) or otherwise on the Application, if any, to the extent that (but not limited to) said individuals (a) do not satisfy the substantial interest-aggrieved citizen test and/or are not citizens of the City; (b) are not under oath; (c) are not subject to cross-examination; (d) present evidence on and/or make statements that qualify as (or must or should be assessed with the aid of) expert opinion without any or all individuals being qualified as expert witnesses; (e) present evidence on and/or make statements that are not germane to the purview of the Council, as applicable, with respect to the Application; and/or (f) present evidence and/or make statements that are founded, wholly or in part, upon inadmissible, unreliable, nonprobative, insubstantial, and/or lay, nonexpert opinion evidence.

Additionally, the Applicant objects to any and every Council action that does not approve the Applicant and/or does not approve the Application or approves the Application with conditions not consented to by the Applicant, to the extent that (but not limited to) such action is: (a) in violation of Section 50-13-19(h) of the Official Code of Georgia Annotated or otherwise: (1) in violation of any constitutional, statutory, and/or ordinance provisions, (2) in excess of the constitutional, statutory, and/or ordinance authority of the Council, (3) made upon unlawful procedure, (4) affected by other error of law, (5) clearly erroneous in view of the reliable, probative, and substantial evidence on the whole record, and/or (6) arbitrary or capricious or characterized by abuse of discretion or clearly unwarranted exercise of discretion; (b) founded, wholly or in part, upon inadmissible, unreliable, nonprobative, insubstantial, and/or lay, nonexpert opinion evidence; (c) contrary to or outside of the purview (if any) of the Council; (d) based, in

ATTACHMENT "B"

whole or part, on evidence or other information received outside of the hearing(s) on the Application, and/or in any manner which does not afford the Applicant an opportunity to review or respond to the same; (e) not supported by sufficient evidence; and/or (f) not made pursuant and in conformance with the Zoning Ordinance, the Georgia Zoning Procedures Law, O.C.G.A. § 36-66-1, *et seq.*, and/or any other law of the state of Georgia or the United States of America.

By and through this *York* Objection, the Applicant hereby preserves all the above and incorporated Objections, and any and all evidence, arguments, and objections made and/or tendered by the Applicant at or prior to the Council hearing(s) on the Application, and asserts them on and within the record before, and for consideration and resolution (prior to any formal decision) by, the Council, as applicable.

WHEREFORE, the Applicant requests that the Council approve the Application, with no condition(s) or only conditions consented to by the Applicant, and take all other action(s) necessary to permit the Applicant to utilize the Property as a set forth in the Application and the foregoing letter.

Respectfully submitted this 22nd day of July 2025.

TAYLOR DUMA LLP
Counsel for Applicant



Steven L. Jones
Georgia State Bar No.: 639038

1600 Parkwood Circle
Suite 200
Atlanta, Georgia 30339
(678) 336-7282
sjones@taylorduma.com



CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: July 28, 2025

AGENDA ITEM: MP-25-06/CU-25-10 SANDBOX VR/CITY CENTER MP

The applicant, Aplos VR, LLC, is requesting a master plan amendment and conditional use to allow 'Recreation Facilities, Indoor' in a 4,393 square foot suite in the City Center mixed-use development for Sandbox VR. A master plan amendment is requested to add 'Recreation Facilities, Indoor' as a conditional use in the City Center Master Plan and a conditional use is requested to allow 'Recreation Facilities, Indoor' for Sandbox VR. According to the application, Sandbox VR is an immersive, location-based virtual reality (VR) entertainment venue offering group-oriented, interactive VR adventures. The subject property is located at 2001 Commerce Street, Suite 6HJK in the City Center mixed-use development.

This item was considered at the July 10, 2025 Planning Commission meeting. There was one (1) public comment in support of the request from a commercial leasing representative indicating that the business would complement and benefit existing businesses in City Center and Downtown. After discussion, the Commission recommended approval subject to the staff recommended conditions. Vote 6-0

STAFF RECOMMENDATION:

Approve MP-25-06/CU-25-10 SANDBOX VR/City Center MP, subject to the following conditions:

1. 'Recreation Facilities, Indoor' shall be added as a conditional use at 2001 Commerce Street, Suite 6HJK and limited to no more than 4,393 square feet.
2. 'Recreation Facilities, Indoor' shall be added as a conditional use in the City Center Master Plan.
3. Conditional use approval shall be limited to Sandbox VR; no additional 'Recreation Facilities, Indoor' use or subleasing shall be permitted within the approved space.
4. 'Recreation Facilities, Indoor' shall be limited to an indoor active entertainment virtual reality experience.
5. Hours of operation shall be Monday – Thursday 12:00 PM – 9:00 PM, Friday 12:00 PM – 11:00 PM, Saturday 10:00 AM – 11:00 PM, and Sunday 11:00 AM – 9:00 PM.
6. Noise attenuation measures shall be added to the ceiling within the suite, with final approval by Staff.

ITEM DESCRIPTION:

The submitted request, if approved, would allow Sandbox VR to operate a 'Recreation Facilities, Indoor' use in a 4,393 square foot suite in the City Center mixed-use development. A master plan amendment is requested to add 'Recreation Facilities, Indoor' as a conditional use in the City Center Master Plan and a conditional use is requested to allow 'Recreation Facilities, Indoor' for Sandbox VR. According to the application, Sandbox VR is an immersive, location-based virtual reality (VR) entertainment venue offering group-oriented, interactive VR adventures. The subject property is located at 2001 Commerce Street, Suite 6HJK in the City Center mixed-use development.

The property is zoned MU (Mixed Use) subject to the City Center Master Plan. The 25-acre City Center mixed-use development was approved in 2015 and is developed with 'For-Rent'

residential, 'For-Sale' residential, office, retail, restaurant, Alpharetta City Hall, Fulton County Library, and a variety of park spaces. The property is developed as a mixed-use development, including retail, office, residential and open space. Surrounding properties are zoned MU (Mixed Use). Vitality Bowl is located to the west, City Center parking deck is located to the south, Natural Body Spa is located to the north, and Al's Alpharetta Barber Shop is located to the east. The comprehensive land use plan designation of the property is 'Central Business District', which supports the applicant's proposal.

According to the application, Sandbox VR is an immersive, location-based virtual reality (VR) entertainment venue offering group-oriented, interactive VR adventures. The business blends cutting-edge VR technology with full-body motion tracking to transport guests into cinematic worlds. Groups of two (2) to six (6) people participate in a "holodeck"-style (fictional room-sized holographic simulator) gameplay within private rooms. The entertainment experience is geared toward families, kids, tourists, and corporate team building. The business has several locations around the world including two (2) locations in Atlanta at The Battery Atlanta and Interlock Midtown. Hours of operation are proposed to be Monday – Thursday 12:00 PM – 9:00 PM, Friday 12:00 PM – 11:00 PM, Saturday 10:00 AM – 11:00 PM, and Sunday 11:00 AM – 9:00 PM. The applicant anticipates approximately five (5) to six (6) employees.

SITE PLAN

Sandbox VR proposes to occupy 4,393 square foot suite previously occupied by Exquisite Living. The applicant does not propose any changes to the site or building. Parking for City Center is provided in the parking deck and on-street parking. The applicant's use has the same parking requirement as the retail and restaurant uses in City Center. The applicant's proposal is supported by sufficient parking.

TRAFFIC

Staff estimates that the proposed use will generate approximately six (6) AM Peak Hour trips and fifteen (15) PM Peak Hour trips.

STANDARDS FOR MASTER PLAN AMENDMENTS

The Planning Commission and the City Council shall consider the following standards in considering a rezoning application, giving due weight or priority to those factors particularly appropriate to the circumstances of each application:

- a. Whether the zoning proposal will permit a use that is suitable in view of the zoning use and development of adjacent and nearby property.

Response: The proposal would be suitable as it relates to the use and development of adjacent or nearby properties, which are primarily developed as a mixed-use development. The business is similarly located in mixed-use developments, such as The Battery and Interlock Midtown. The proposed entertainment use would draw customers to existing businesses in City Center and Downtown.

- b. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.

Response: The zoning proposal should not adversely affect the existing use or usability of adjacent or nearby properties, which are primarily developed as a mixed-use development. The business is similarly located in mixed-use developments, such as The Battery and Interlock Midtown. The proposed entertainment use would draw customers to existing businesses in City Center and Downtown.

c. Whether the zoning proposal will adversely affect the natural environment.

Response: The proposal should not have significant impacts on the natural environment. The applicant proposes to occupy an existing building and does not propose any exterior changes to the site.

d. Whether there are substantial reasons why the property cannot or should not be used as currently zoned.

Response: The property is approved for retail and restaurant uses. The proposed entertainment use would draw customers to existing businesses in City Center and Downtown.

e. Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of public facilities or services, including but not limited to existing streets and transportation facilities, schools, water or sewer utilities, and police or fire protection.

Response: The proposal would not have significant impacts on public facilities and services. The proposed use would not generate any more vehicular trips than the approved retail and restaurant uses.

f. Whether the zoning proposal is supported by new or changing conditions not anticipated or reflected in the existing zoning on the property.

Response: Not applicable.

g. Whether the zoning proposal reflects a reasonable balance between the promotion of the public health, safety, morality or general welfare against the right to unrestricted use of property.

Response: The proposal reflects a reasonable balance and would be compatible with surrounding uses and other locations for this business type, which are primarily developed as a mixed-use development. The business is similarly located in mixed-use developments, such as The Battery and Interlock Midtown. The proposed entertainment use would draw customers to existing businesses in City Center and Downtown.

h. Whether there are substantial reasons why the property cannot be used in accordance with existing zoning.

Response: The property is approved for retail and restaurant uses. The proposed entertainment use would draw customers to existing businesses in City Center and Downtown.

i. The extent to which the zoning proposal is consistent with the Comprehensive Plan.

Response: *The zoning proposal is consistent with the comprehensive land use plan designation of the property, which is 'Central Business District'.*

CONDITIONAL USE REVIEW CRITERIA

City staff has reviewed the applicant's request and compared it to the conditional use standards established in UDC Sec. 4.2.3 (B) which are as follows:

A conditional use otherwise permitted within a zoning district shall be considered to be compatible with other uses permitted in the district, provided that due consideration is given to the following objective criteria at a public hearing and satisfactory provisions or arrangements are made for:

1. Access into and out of the property with regard to traffic and pedestrian safety, volume of traffic flow, and emergency vehicles, as well as the type of street providing access;

Response: *The property has multiple points of access from Highway 9, Academy Street and Haynes Bridge Road. The proposed use would not impact vehicular and pedestrian safety.*

2. The extent to which refuse areas, loading and service areas, off street parking, and buffers and screening are provided on the property;

Response: *The above-referenced improvements are provided on the subject property.*

3. Ensuring that the conditional use will not be injurious to the use and enjoyment of the environment or of other property in the immediate vicinity or diminish and impair property values within the surrounding neighborhood;

Response: *The proposal would not adversely affect the use, value, and enjoyment of the environment of adjacent or nearby properties, which are developed as a mixed-use development. The business is similarly located in mixed-use developments, such as The Battery and Interlock Midtown. The proposed entertainment use would draw customers to existing businesses in City Center and Downtown.*

4. Ensuring that the conditional use will not increase local or state expenditures in relation to the cost of servicing or maintaining neighboring properties;

Response: *Not applicable.*

5. Ensuring that the conditional use will not impede the normal and orderly development of surrounding property for uses predominant in the area;

Response: *The proposal would not impede the normal and orderly development of surrounding properties, which are developed as a mixed-use development. The business is similarly located in mixed-use developments, such as The Battery and Interlock Midtown. The proposed entertainment use would draw customers to existing businesses in City Center and Downtown.*

6. Ensuring that the location and character of the conditional use is consistent with a desirable pattern of development for the city, in general; and

Response: *The location and character of the proposed use is appropriate as it relates to the use and development of adjacent or nearby properties, which are developed as a mixed-use development. The business is similarly located in mixed-use developments, such as The Battery and Interlock Midtown.*

7. Ensuring that the conditional use is appropriately separated from similar uses and conflicting uses, such as residences, government buildings, parks, churches, or schools.

Response: *The nearest similar business is Immersive Gamebox located at 3920 1st Street in Avalon, which is located approximately one (1) mile to the east of the applicant's proposed location. There are no conflicting uses in the area.*

CONCURRENCES

Staff has reviewed the applicant's proposal against the review criteria for a master plan amendment and conditional use. The proposal would not adversely affect the existing use or usability of adjacent or nearby properties, which are primarily developed as a mixed-use development. The business is similarly located in mixed-use developments, such as The Battery and Interlock Midtown. Allowing an entertainment use at City Center would draw additional customers benefiting the existing businesses in Downtown.

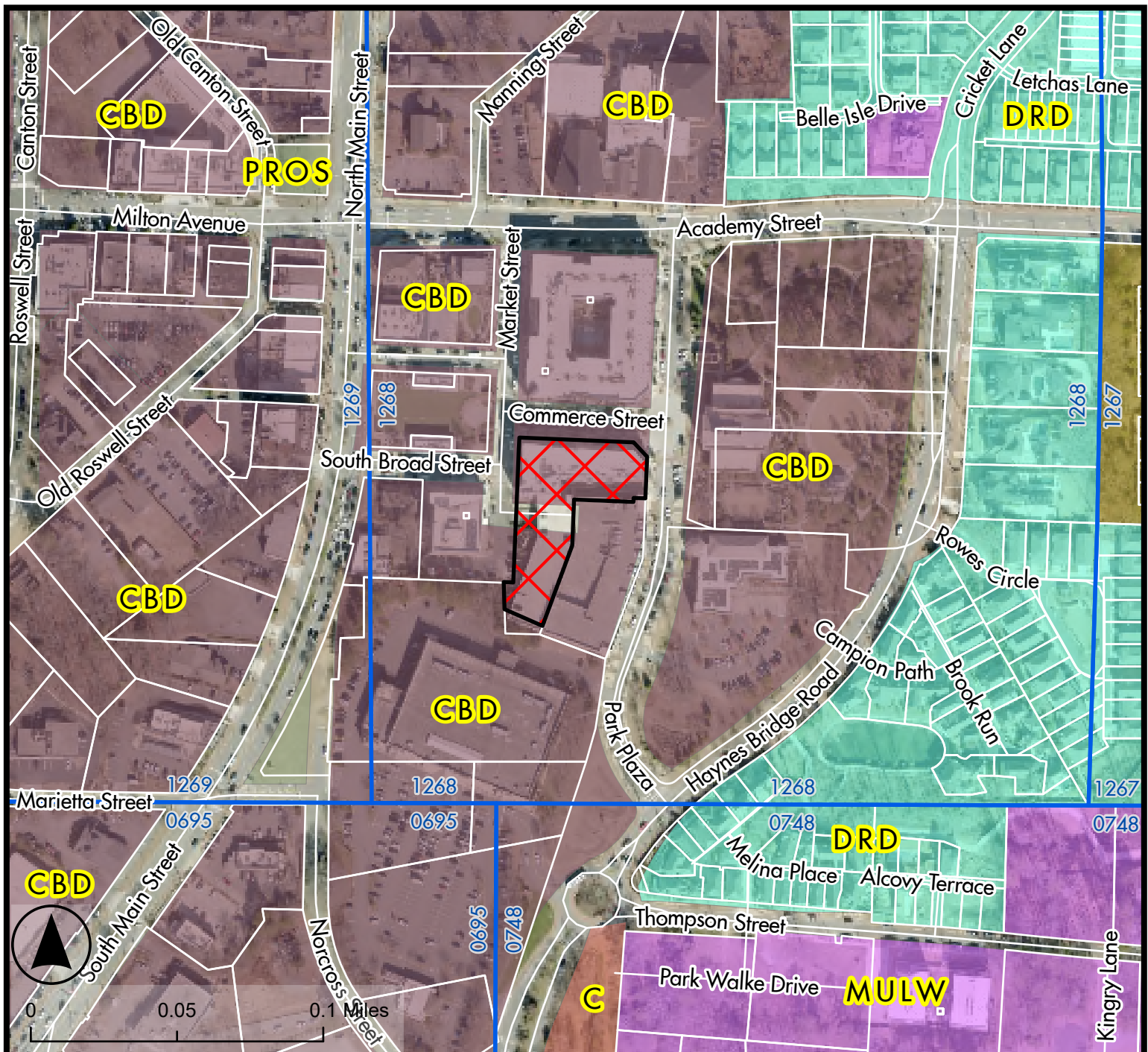
CITIZEN PARTICIPATION PLAN

The report submitted by the applicant states that letters were mailed to each property owner within 500' of the subject property stating the applicant's intent. The report states that no public comments were received.

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on June 11, 2025. There were no public comments.

ATTACHMENTS:
• Map Series • CZIM • Citizen Part B • Application



Future Land Use Map

MP-25-06, CU-25-10

SandBox VR

D/LL: 2/2/1268

2001 Commerce Street, Suite 6HJK

PC: 7/10/2025

CC: 7/28/2025

- ### Legend

- MP-25-06, CU-25-10

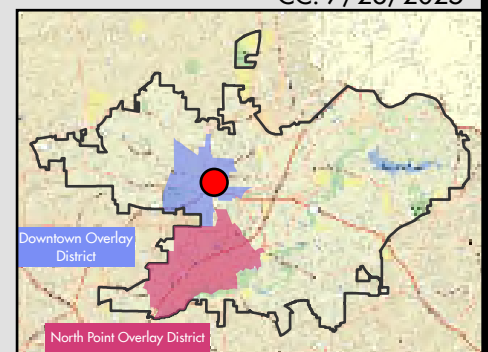
- Land Lots

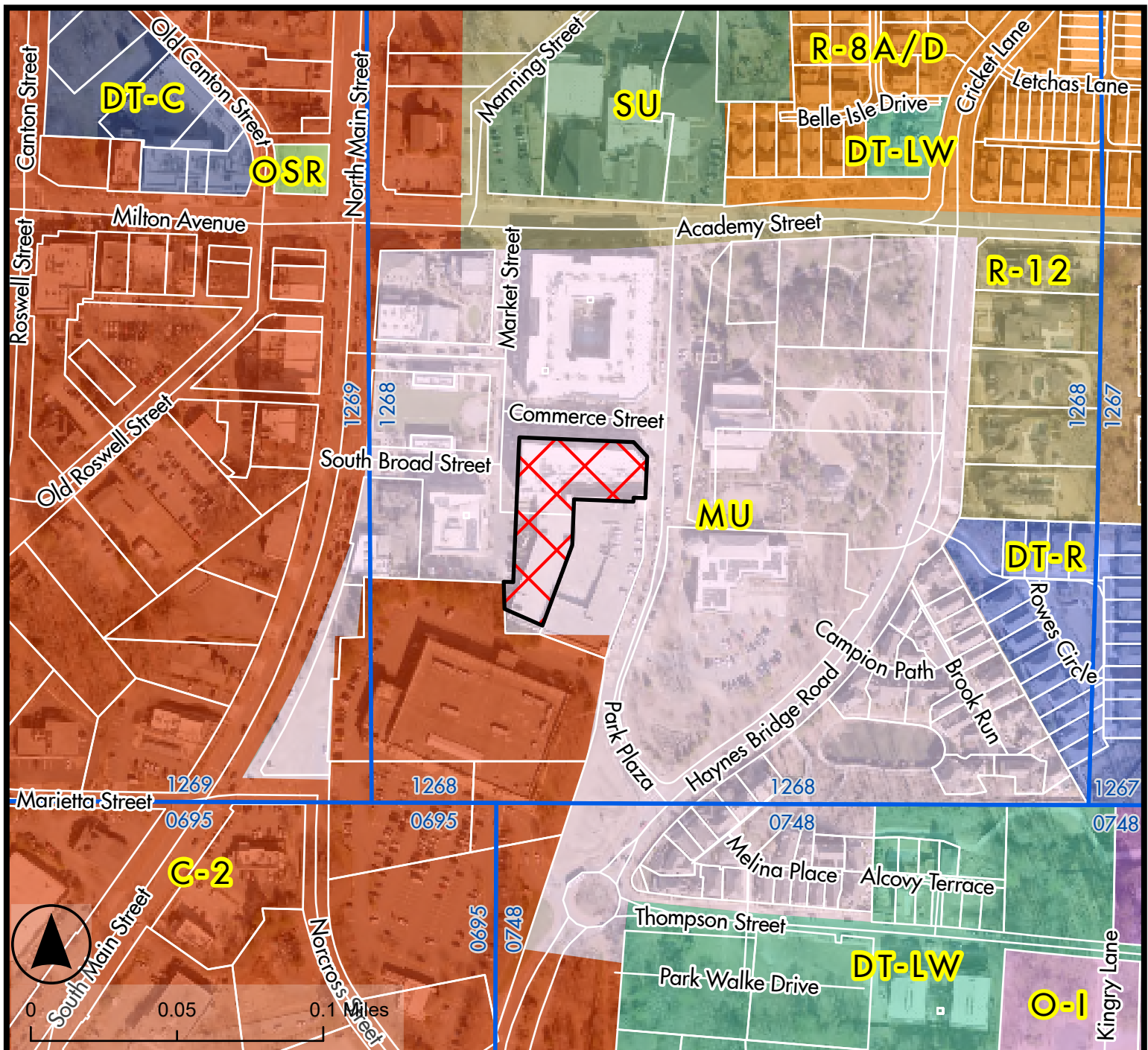
- ☐ Tax Parcels

- Alpharetta City Limits

Future Land Use 2040

-  Central Business District
-  Commercial
-  Downtown Residential Density
-  Medium Density Residential
-  Mixed Use Live Work
-  Parks, Recreation, Open Space





- Legend**
- MP-25-06, CU-25-10
 - Land Lots
 - Tax Parcels
 - Alpharetta City Limits
 - Zoning District**
 - General Commercial
 - DT-C Downtown Core
 - DT-LW Downtown Live Work
 - DT-R Downtown Residential
 - MU Mixed Use
 - O-I Office Institutional
 - O-P Office Professional
 - OSR Open Space and Recreational
 - R-12 Single Family Detached Residential
 - R-4A Single Family Detached Residential (Low Density)
 - R-8A/D Single Family Attached/Detached Residential
 - SU Special Use

Zoning Map

SandBox VR

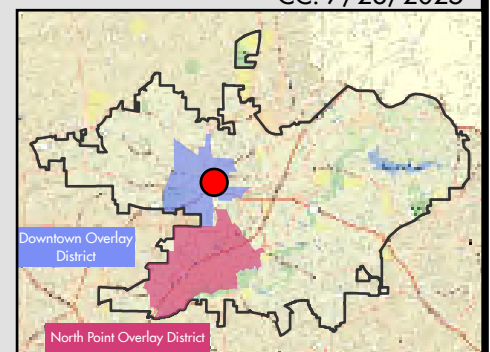
2001 Commerce Street, Suite 6HJK

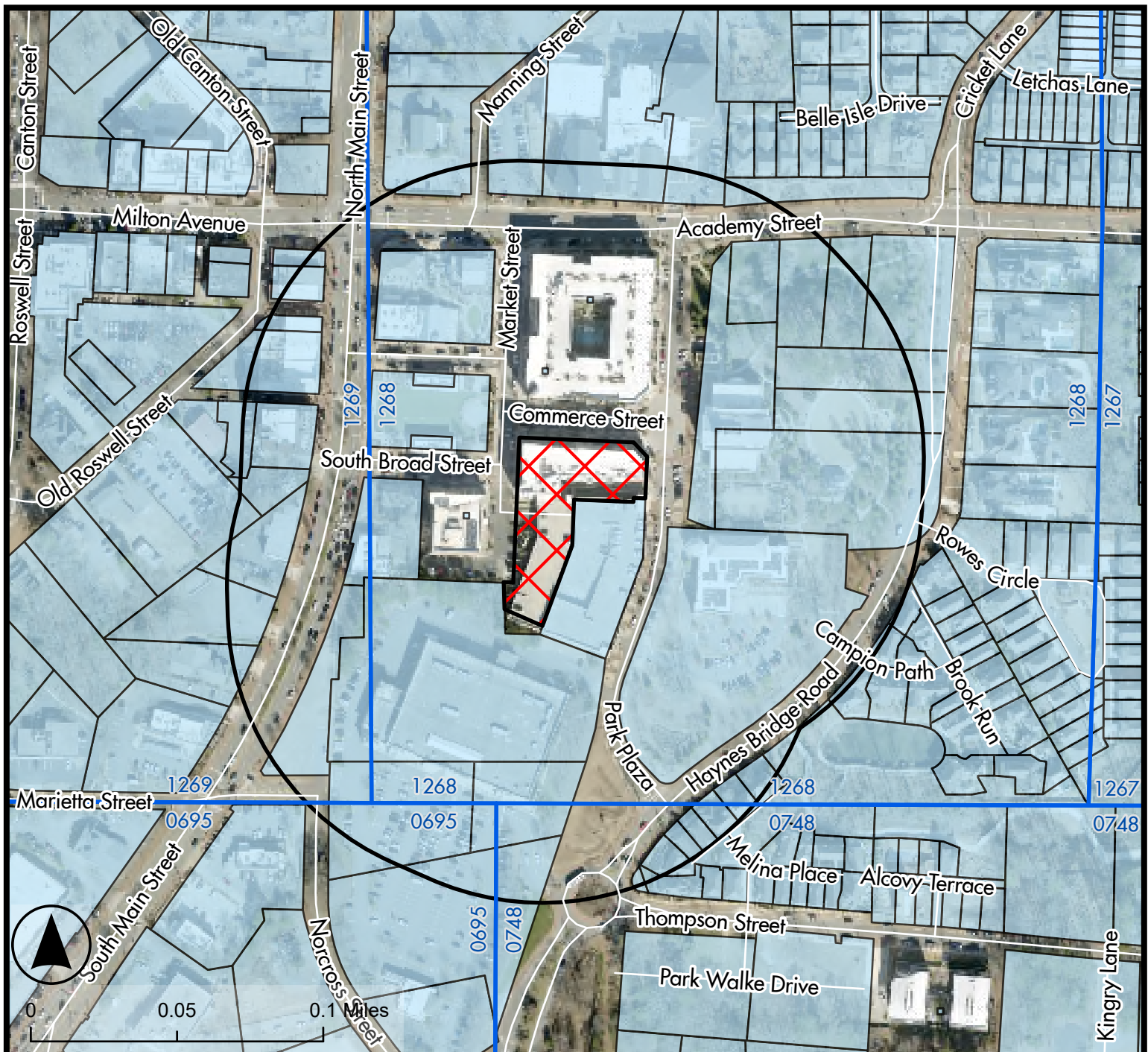
MP-25-06, CU-25-10

D/LL: 2/2/1268

PC: 7/10/2025

CC: 7/28/2025





Legend

-  MP-25-06, CU-25-10
-  Land Lots
-  Tax Parcels
-  500 ft Buffer
-  Alpharetta City Limits

Location Map

MP-25-06, CU-25-10

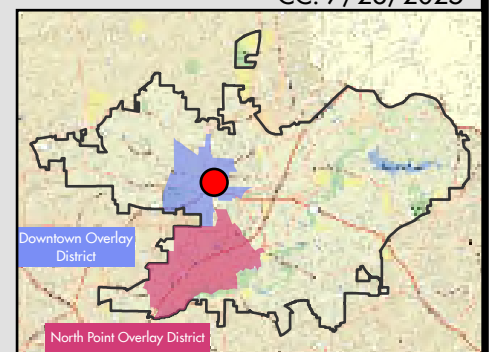
SandBox VR

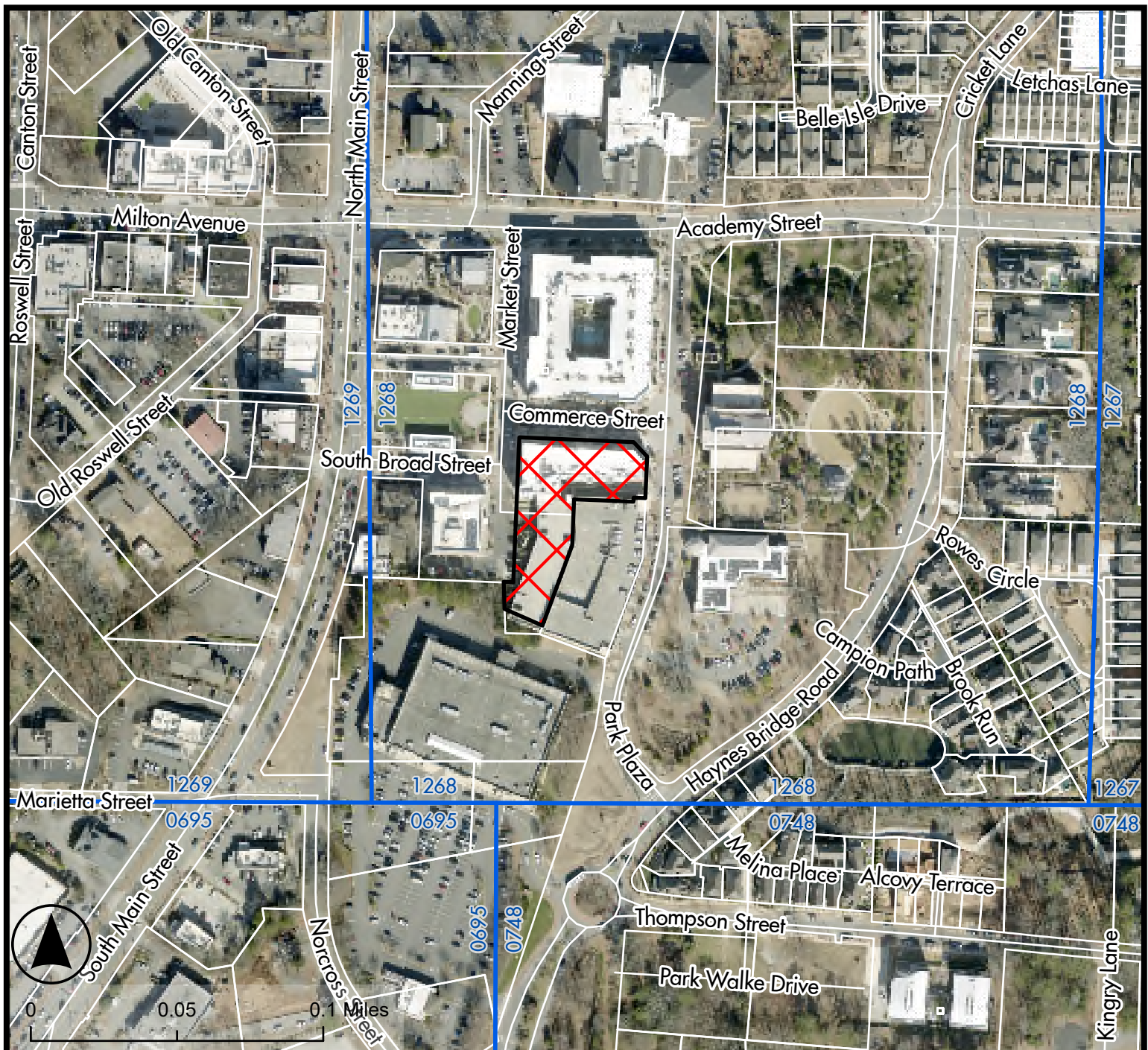
D/LL: 2/2/1268

2001 Commerce Street, Suite 6HJK

PC: 7/10/2025

CC: 7/28/2025





Legend

- MP-25-06, CU-25-10
- Land Lots
- Tax Parcels
- Alpharetta City Limits

Aerial Map

MP-25-06, CU-25-10

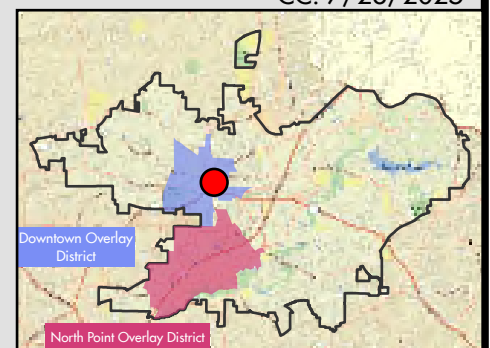
SandBox VR

D/LL: 2/2/1268

2001 Commerce Street, Suite 6HJK

PC: 7/10/2025

CC: 7/28/2025



Community Zoning Information Meeting (CZIM)

June 11, 2025

Please sign-in and leave your comments and/or concerns.

MP-25-06/CU-25-10 / Sandbox VR / City Center MP
~~PH-25-10 / Hampton Hall - Change of Condition~~

NAME	ADDRESS	COMMENTS
Ashante Donald	527 Huntington Downs Alpharetta GA	

CITIZEN PARTICIPATION FORM - PART B

This form must be completed and submitted to the City of Alpharetta Community Development Department a minimum of twenty (20) working days prior to the scheduled Public Hearing. Failure to do so will result in cancellation of the scheduled hearing.

Public Hearing or Project Name: Sandbox VR

Contact Name: Aplos VR LLC - Jay Mithani Telephone: (470) 214-3066

Please describe comments and concerns provided by any and all individuals contacted as part of the the Citizen Participation Program. If any individuals provided written correspondence, please attach copies of same to this report.

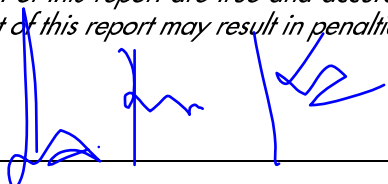
None received

Method by which these individuals were contacted. Please mark all that apply. *Please provide samples of any and all written communications used to provide notification.*

- | | |
|--|--|
| ☒ Letter | ☐ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> _____ |

Attach a list of people who have been notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified.

I, the undersigned, as an authorized representative of the applicant and Public Hearing item identified above, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Citizen Participation Form - Part B and in any and all documents provided in support of this report are true and accurate. I further understand that any false statements provided by representatives of the applicant as part of this report may result in penalties up to and including denial of the subject application.

Signature of Authorized Agent: 

Date: 06/12/2025

Print Form

05/23/2025

Sandbox VR
Aplos VR LLC
19 Lakeview Pt
Dawsonville, GA 30534

RE: **MP-25-06/CU-25-10 Sandbox VR/City Center MP**

Dear Property Owner:

Please allow this letter to serve as public notice for consideration of a master plan amendment and conditional use to allow 'Recreation Facility, Indoor' for Sandbox VR in the City Center mixed-use development. A master plan amendment is requested to the City Center Master Plan to add 'Recreation Facility, Indoor' as a conditional use and a conditional use is requested to allow 'Recreation Facility, Indoor' for Sandbox VR. The property is located at 2001 Commerce Street, Suite 6HJK and is legally described as being located in Land Lots 749 & 802, 1st District, 2nd Section, Fulton County, Georgia.

The Community Zoning Information Meeting (CZIM) for this request will be held on **Wednesday, June 11, 2025 at 6:00 PM** in the Community Room in Alpharetta City Hall across from the Council Chambers. Alpharetta City Hall is Located at 2 Park Plaza, Alpharetta, GA 30009. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

This item will be considered by **the Planning Commission on Thursday, July 10, 2025 at 6:30 PM and City Council on Monday, July 28, 2025, at 6:30 PM**. The meetings will be held in the Council Chambers at City Hall, 2 Park Plaza, Alpharetta, GA 30009.

If you have any questions regarding the request, please feel free to contact me at your convenience. I can be reached at prem@ascenddesignstudio.com or (912) 596-5807.

Sincerely,

Jay Mithani

PARSONS ACE HARDWARE INC
10465 STONEFIELD LNDG
DULUTH GA 30097-5951

PARSONS JAMES J
10465 STONEFIELD LNDG
DULUTH GA 30097-5951

FULTON COUNTY GEORGIA
141 PRYOR ST
ATLANTA GA 30303

OLD GEORGIA LLC
178 S MAIN ST STE 250
ALPHARETTA GA 30009

33 SOUTH MAIN LLC
1905 EVERGREEN LN
ALPHARETTA GA 30009

TWENTY NORTH MAIN LLC
231 VAUGHN DR
ALPHARETTA GA 30009-2333

EAST OF MAIN HOMEOWNERS ASSOCIATION INC
3245 PEACHTREE PKWY # D242
SUWANEE GA 30024

DELSON STORES INC
3270 COCHISE DR
ATLANTA GA 30339

28 NORTH MAIN STREET LLC
3270 COCHISE DR SE
ATLANTA GA 30339-4319

KAJ ASHER FREEDOM PROPERTIES LLC
3396 CAVERTON LANE
ALPHARETTA GA 30022

FIRST BAPTIST CHURCH OF ALPHARETTA INC
42 ACADEMY ST
ALPHARETTA GA 30009-3702

FIRST BAPTIST CHURCH OF ALPHARETTA INC
44 ACADEMY ST
ALPHARETTA GA 30004

ALPHARETTA CHRISTIAN ACADEMY
44 ACADEMY ST
ALPHARETTA GA 30004

9 S MAIN STREET LLC
5 S MAIN ST
ALPHARETTA GA 30009

TRICORNER HOLDINGS LLC
5400 LAUREL SPRINGS SUITE 407
SUWANEE GA 30024

ALPHARETTA FIRST METHODIST CHURCH INC
69 N MAIN ST
ALPHARETTA GA 30009

CHECK PATRICA & STEVEN
70 ACADEMY ST
ALPHARETTA GA 30009

ONE SOUTH MAIN LLC
710 COOPER SANDY CV
ALPHARETTA GA 30004

BEST DIANA R
74 ACADEMY ST
ALPHARETTA GA 30009

CRAVOTTA MARK STEVEN &
CRAVOTTA ELIZABETH
775 BELLE ISLE DR
ALPHARETTA GA 30009

ROBERT & KATHY TRUST THE
78 ACADEMY ST
ALPHARETTA GA 30009

CLARK LAURA ANSLEY
785 BELLE ISLE DR
ALPHARETTA GA 30009

JOHNSEN CHRISTIAAN HENDRIK
787 BELLE ISLE DR
ALPHARETTA GA 30009

OSBOURNE JAMES GREGORY &
BLANCHARD ERIN
795 BELLE ISLE DR
ALPHARETTA GA 30009

LABODA STEVEN M & ABBE C H
797 BELLE ISLE DR
ALPHARETTA GA 30009

MULLANE JEREMIAH A &
MULLANE ANNEMARIE
82 ACADEMY ST
ALPHARETTA GA 30009

PINION BYRON RAY & CHERYL LYNN
86 ACADEMY ST
ALPHARETTA GA 30009

DIAMOND LEE & DIAMOND JENNIFER
90 ACADEMY ST
ALPHARETTA GA 30009

PUBLIX SUPER MARKETS INC
P.O. BOX 32018
LAKELAND FL 33802

DEVELOPMENT AUTHORITY OF ALPHARETTA
2 S MAIN ST
ALPHARETTA GA 30009

CURRENT OCCUPANT
2001 COMMERCE ST SUITE 6HJK
ALPHARETTA GA 30009

05/23/2025

Sandbox VR
Aplos VR LLC
19 Lakeview Pt
Dawsonville, GA 30534

RE: **MP-25-06/CU-25-10 Sandbox VR/City Center MP**

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Sincerely,

Jay Mithani

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DEVELOPMENT AUTHORITY OF ALPHARETTA
2 S MAIN ST
ALPHARETTA GA 30009

CURRENT OCCUPANT
2001 COMMERCE ST SUITE 6HJK
ALPHARETTA GA 30009

Community Zoning Information Meeting (CZIM)

June 11, 2025

Please sign-in and leave your comments and/or concerns.

MP-25-06/CU-25-10 / Sandbox VR / City Center MP
~~PH-25-10 / Hampton Hall - Change of Condition~~

NAME	ADDRESS	COMMENTS
Ashante Donald	527 Huntinglow Downs Alpharetta GA	

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #:

MP-25-06 CU-25-10

PH #:

PHA250022



Property Taxes & Code Violations Verified



Fee Paid

Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

1. This page should be the first page in each of your completed application packets.
2. It is preferred that all responses be typed. Illegible applications will not be accepted.
3. Prior to signing and submitting your application, please check all information supplied on the following pages to ensure that all responses are complete and accurate. Incomplete applications will not be accepted.
4. Payment of all applicable fees must be made at the time of application. Payment may be made via cash, credit card (American Express, Master Card or Visa), or check made payable to "City of Alpharetta." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted on the designated submittal dates between the hours of 8:30 AM and 3:30 PM.
6. If you have any questions regarding this form, please contact the Community Development Department by calling 678-297-6070.

Contact Information:

Contact Name: Jay Mithani (Aplos VR LLC)Telephone: (912) 596 - 5807Address: 19 Lakeview Pt

Suite: _____

City: DawsonvilleState: GAZip: 30534

Fax: _____

Mobile Tel: (470) 214-3066Email: prem@ascenddesignstudio.com

Subject Property Information:

Address: 2001 Commerce Street, Suite 6HJK, Alpharetta, GA 30009Current Zoning: Mixed Use - DT-OverlayDistrict: DT-Overlay

Section: _____

Land Lot: _____

Parcel ID: _____

Proposed Zoning: Recreation Facilities, IndoorCurrent Use: former tenant use - MERCANTILE - Exquisite Living Furniture, Home Decor & Design

This Application For (Check All That Apply):

☒ Conditional Use☒ Master Plan Amendment☐ Comprehensive Plan Amendment☐ Rezoning☐ Master Plan Review☐ Variance☐ Public Hearing☐ Exception☐ Other (Specify):Recreational use - Indoor - Sandbox VR

APPLICANT REQUEST AND INTENT

What is the proposed use(s) of the property?

The proposed tenant, Sandbox VR, is an Immersive virtual reality (VR) entertainment venue offering location-based, group-oriented VR experiences. The use of the space will be primarily for the operation of private VR "holodeck" rooms where groups of 2 to 6 participants at a time engage in interactive VR adventures using wearable VR headsets and motion-tracking equipment.

The interior layout will include:

A customer lobby and reception area

4 to 6 private VR gameplay rooms

Equipment staging and reset areas

Waiting/lounge area for guests

A small merchandise and/or concession counter (optional)

Employee breakroom and office/storage areas

Typical hours of operation would align with other retail/entertainment venues, often midday to evening on weekdays and extended hours on weekends. The venue will operate by appointment and walk-in basis, serving social gatherings, families, tourists, and corporate groups. Noise levels will be contained within the unit, and no significant structural modifications or outdoor activities are planned. All operations will be entirely indoors.

Parking and occupancy levels are consistent with comparable indoor recreational or entertainment uses, and no additional exterior signage or lighting beyond standard business signage is currently planned.

Applicant's Request (Please itemize the proposal):

All parties involved with converting the lease-able tenant space in Suite 6HJK of the 2001 Commerce Street, Alpharetta, Ga 30009 property are requesting the following:

Requesting a Conditional Use Permit from the City of Alpharetta in order for the proposed new tenant, Sandbox VR, to operate under Recreation Facilities - Indoor for Zoning purposes and it will be an Assembly - A-3 Occupancy Category for building code purposes. Requesting to allow the proposed facility in the existing vacant space. The existing space is vacant and it used to be a Mercantile use operated under "Exquisite Living Furniture, Home Decor & Design".

Applicant's Intent *(Please describe what the proposal would facilitate)*:

The intent of the applicant would help facilitate Sandbox VR with their intended opening date which is roughly around the beginning of the Q3 calendar year. By submitting this request for the Conditional Use Permit on May 1st; the applicant is hopeful the request will be accepted by the end of July at the latest.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: NPMC Retail, LLC c/o Colliers International Mananagement - Atlanta, LLC

Telephone: (518)-391 8912

Address: Senior Property Manager, Kristen Holt - 1230 Peachtree Street NE, Promenade

Suite: 800

City Atlanta

State: GA

Zip: 30309

Authorization:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Fulton County, Georgia, of the property identified below, which is the subject of the attached Application for Public Hearing before the City of Alpharetta, Georgia.

As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the Application for Public Hearing in request of the items indicated below.

- | | |
|---|---|
| ☐ Annexation | ☐ Special Use |
| ☐ Rezoning | ☒ Conditional Use |
| ☐ Variance | ☒ Master Plan |
| ☐ Land Use Application | ☐ Other |

Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: Prem Kumar

Telephone: (912) 596-5807

Address: 361 17th Street NW; Atlanta - GA 30363

Suite:

City Atlanta

State: GA

Zip: 30363

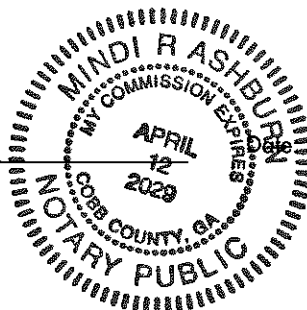
So Sworn and Attested:

Owner Signature: [Signature], as agent for owner,
NPMC Retail, LLC

Date: 4/30/25

Notary:

Notary Signature: [Signature]



4-30-25

DISCLOSURE FORM

The Official Code of Georgia Annotated requires disclosure of campaign contributions to government officials by an applicant or opponent of a rezoning or public hearing petition (O.C.G.A. 36-67 A-1).

Applicants must file this form with the City of Alpharetta Community Development Department within ten (10) days after filing for rezoning or public hearing. Opponents to a rezoning or public hearing petition must file this form five (5) days prior to the Planning Commission meeting at which the subject rezoning or public hearing petition is scheduled to be heard.

Name of Applicant or Opponent: N/A

Subject Public Hearing Case: _____

Campaign Contribution Information:

Please provide the requested information for each contribution with a dollar amount or value of \$250 or more made within the past two (2) years to an Alpharetta Official by the individual identified above. Please use a separate form for each Alpharetta Official to whom such a contribution has been made.

If the individual identified above has made no such contributions to an Alpharetta Official within the past two (2) years, please indicate this by entering "N/A" on the appropriate lines below.

Name of Official: N/A Position: _____

Description of Contribution: N/A Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Campaign Contribution Information:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Disclosure Form is true and accurate and that I have disclosed herein any and all campaign contributions made to an Official of the City of Alpharetta, Georgia in accordance with O.C.G.A. 36-67 A-1.

Signature: [Signature], as agent for owner,
NPMC Retail, LLC

Date: 4/30/25

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

The proposed facility will be in line with other Assembly use occupancy. Even though this will be an indoor recreational facility, it is no different from other Assembly occupancy that is already in the center. There will be no loud noises or outdoor gaming areas. and everything is indoors and the noise level is self contained.

How will this proposal effect the use and value of the surrounding properties?

The proposed facility will make a positive impact on the existing center and creates more employment opportunity to the community. This proposed use will enable the community members to enjoy the new indoor gaming experience with their friends and family members.

Can the property be developed for a reasonable economic use as currently zoned? Please explain why or why not.

The proposed facility creates employment opportunity for the community.

What would be the increase to population and traffic if the proposal were approved?

There will be no impact on traffic or population since this is just another Assembly use that is around this building.

What would be the impact to schools and utilities if the proposal were approved?

No further and future impact

How is the proposal consistent with the Alpharetta Comprehensive Plan; particularly the Future Land Use Map?

Downtown center consists of multiple eating establishment, brewery, retail, and other assembly use. The proposed facility will be in line with the existing center's other existing facility.

Are there existing or changing conditions which affect the development of the property and support the proposed request?

No negative impact on the center or to the neighborhood. There are about 100 locations all over the country and 2 in Atlanta area which generates more opportunity, revenue to the neighborhood.

On a separate sheet or sheets, please provide any information or evidence that supports your request and the statements that you have provided in this application.

LETTER OF INTENT

Date: May 1, 2025

City of Alpharetta – Community Development Department
2 Park Plaza
Alpharetta, GA 30009

RE: Letter of Intent – Conditional Use Permit Request – Recreational Indoor Use

2001 Commerce Street, Suite 6HJK, Alpharetta, GA 30009

Proposed Business: Sandbox VR – Alpharetta

To Whom It May Concern,

On behalf of Sandbox VR – Alpharetta, this letter serves as a formal request for a Conditional Use Permit to allow for a zoning - Recreational Use Indoor facility and Assembly A-3 use for a space located at 2001 Commerce Street, Suite 6HJK, Alpharetta, GA 30009. This request is submitted in support of a new tenant planning to occupy the space within Alpharetta City Center and is essential to initiate the permitting and construction process for the proposed use. We propose that the requested address be given permission to open Sandbox VR - a Recreational Indoor facility, which will be its 3rd location in Atlanta. There are 2 other locations in Atlanta, GA and have been running successfully so far.

Business Overview:

Sandbox VR is an immersive, location-based virtual reality (VR) entertainment venue offering group-oriented, interactive VR adventures. Designed as a modern social experience, Sandbox VR blends cutting-edge VR technology with full-body motion tracking to transport guests into cinematic worlds. Guests, typically in groups of 2 to 6, participate in “holodeck”-style gameplay within private rooms, creating a unique entertainment experience ideal for families, friends, tourists, and corporate team-building events.

Operational Details:

The proposed Alpharetta location comprises approximately 4,393 square feet and will feature:

- A central customer lobby and reception area
- 4 to 6 people private VR gameplay rooms
- Lounge/waiting areas for guests
- Equipment reset and staging areas
- A small merchandise/concession counter (optional)
- Staff break room and office/storage space

Operations will be entirely indoors. There are no planned structural changes to the exterior or outdoor activities. Sound levels will remain within the tenant space and consistent with similar indoor entertainment venues.

Hours of Operation:

The venue will operate on both appointment and walk-in basis. Proposed hours of operation mirror those of existing Georgia locations (at The Battery Atlanta and The Interlock in Midtown Atlanta):

Monday – Thursday: 12:00 PM – 9:00 PM

Friday: 12:00 PM – 11:00 PM

Saturday: 10:00 AM – 11:00 PM

Sunday: 11:00 AM – 9:00 PM

Employment and Impact:

The Alpharetta location is expected to employ approximately 5 to 6 staff members at any given time. Based on the operational model, anticipated parking demand and occupancy levels are consistent with other comparable indoor recreational/entertainment tenants and are unlikely to exceed existing site capacity.

About Sandbox VR:

Sandbox VR is a global entertainment company founded in 2016, with dozens of locations across the United States, Canada, Europe, and Asia. In Georgia, the company currently operates successful locations at The Battery Atlanta and The Interlock in Midtown. The Alpharetta location represents continued expansion in the Atlanta metro area and a strategic fit within Alpharetta City Center's vibrant mix of dining, retail, and experiential tenants.

We respectfully submit this request for your consideration and look forward to working closely with the City of Alpharetta throughout the approval and permitting process. Please do not hesitate to contact us for any additional information or clarification.

Sincerely,

Prem Kumar
Ascend Design Studio
President / Founder
Cell: (912) 596-5807
Prem@ascenddesignstudio.com



CITIZEN PARTICIPATION FORM - PART A

This form must be completed and submitted with the applicant's completed Public Hearing Application. Applications submitted to the City of Alpharetta without a completed Citizen Participation Form - Part A will not be accepted.

Public Hearing or Project Name: Sandbox VR - Alpharetta - GA

Contact Name: Jay Mithani Telephone: (470) 214-3066

The following people will be notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified. Use additional pages as needed.

[See Attached List](#)

Method by which these individuals will be contacted. Please mark all that apply. *If you select "Other," please provide a description of the method of contact that will be used.*

- | | |
|--|--|
| ☒ Letter | ☐ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> |

Please describe the method(s) by which these individuals will have the opportunity to respond or contact the applicant with questions or concerns about the proposal.

PARSONS ACE HARDWARE INC
10465 STONEFIELD LNDG
DULUTH GA 30097-5951

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10465 STONEFIELD LNDG
DULUTH GA 30097-5951

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3270 COCHISE DR SE
ATLANTA GA 30339-4319

KAJ ASHER FREEDOM PROPERTIES LLC
3396 CAVERTON LANE
ALPHARETTA GA 30022

FIRST BAPTIST CHURCH OF ALPHARETTA INC
42 ACADEMY ST
ALPHARETTA GA 30009-3702

FIRST BAPTIST CHURCH OF ALPHARETTA INC
44 ACADEMY ST
ALPHARETTA GA 30004

ALPHARETTA CHRISTIAN ACADEMY
44 ACADEMY ST
ALPHARETTA GA 30004

9 S MAIN STREET LLC
5 S MAIN ST
ALPHARETTA GA 30009

TRICORNER HOLDINGS LLC
5400 LAUREL SPRINGS SUITE 407
SUWANEE GA 30024

ALPHARETTA FIRST METHODIST CHURCH INC
69 N MAIN ST
ALPHARETTA GA 30009

CHECK PATRICA & STEVEN
70 ACADEMY ST
ALPHARETTA GA 30009

ONE SOUTH MAIN LLC
710 COOPER SANDY CV
ALPHARETTA GA 30004

BEST DIANA R
74 ACADEMY ST
ALPHARETTA GA 30009

CRAVOTTA MARK STEVEN &
CRAVOTTA ELIZABETH
775 BELLE ISLE DR
ALPHARETTA GA 30009

ROBERT & KATHY TRUST THE
78 ACADEMY ST
ALPHARETTA GA 30009

CLARK LAURA ANSLEY
785 BELLE ISLE DR
ALPHARETTA GA 30009

JOHNSEN CHRISTIAAN HENDRIK
787 BELLE ISLE DR
ALPHARETTA GA 30009

OSBOURNE JAMES GREGORY &
BLANCHARD ERIN
795 BELLE ISLE DR
ALPHARETTA GA 30009

LABODA STEVEN M & ABBE C H
797 BELLE ISLE DR
ALPHARETTA GA 30009

MULLANE JEREMIAH A &
MULLANE ANNEMARIE
82 ACADEMY ST
ALPHARETTA GA 30009

PINION BYRON RAY & CHERYL LYNN
86 ACADEMY ST
ALPHARETTA GA 30009

DIAMOND LEE & DIAMOND JENNIFER
90 ACADEMY ST
ALPHARETTA GA 30009

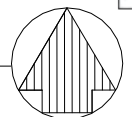
PUBLIX SUPER MARKETS INC
P.O. BOX 32018
LAKELAND FL 33802

DEVELOPMENT AUTHORITY OF ALPHARETTA
2 S MAIN ST
ALPHARETTA GA 30009

CURRENT OCCUPANT
2001 COMMERCE ST SUITE 6HJK
ALPHARETTA GA 30009



1 ARCHITECTURAL SITE PLAN (FOR REFERENCE ONLY)
1/16" = 1'-0"



**TENANT
IMPROVEMENT
WORK**

FOR

ALPHARETTA CITY
CENTER

AT

2001 COMMERCE
STREET, SUITE 6HJK
ALPHARETTA, GA 30009

DRAWING RECORD	DESCRIPTION
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CONTACT: Prem Kumar
prem@ascenddesignstudio.com
(912) 596-5807

DESIGNER

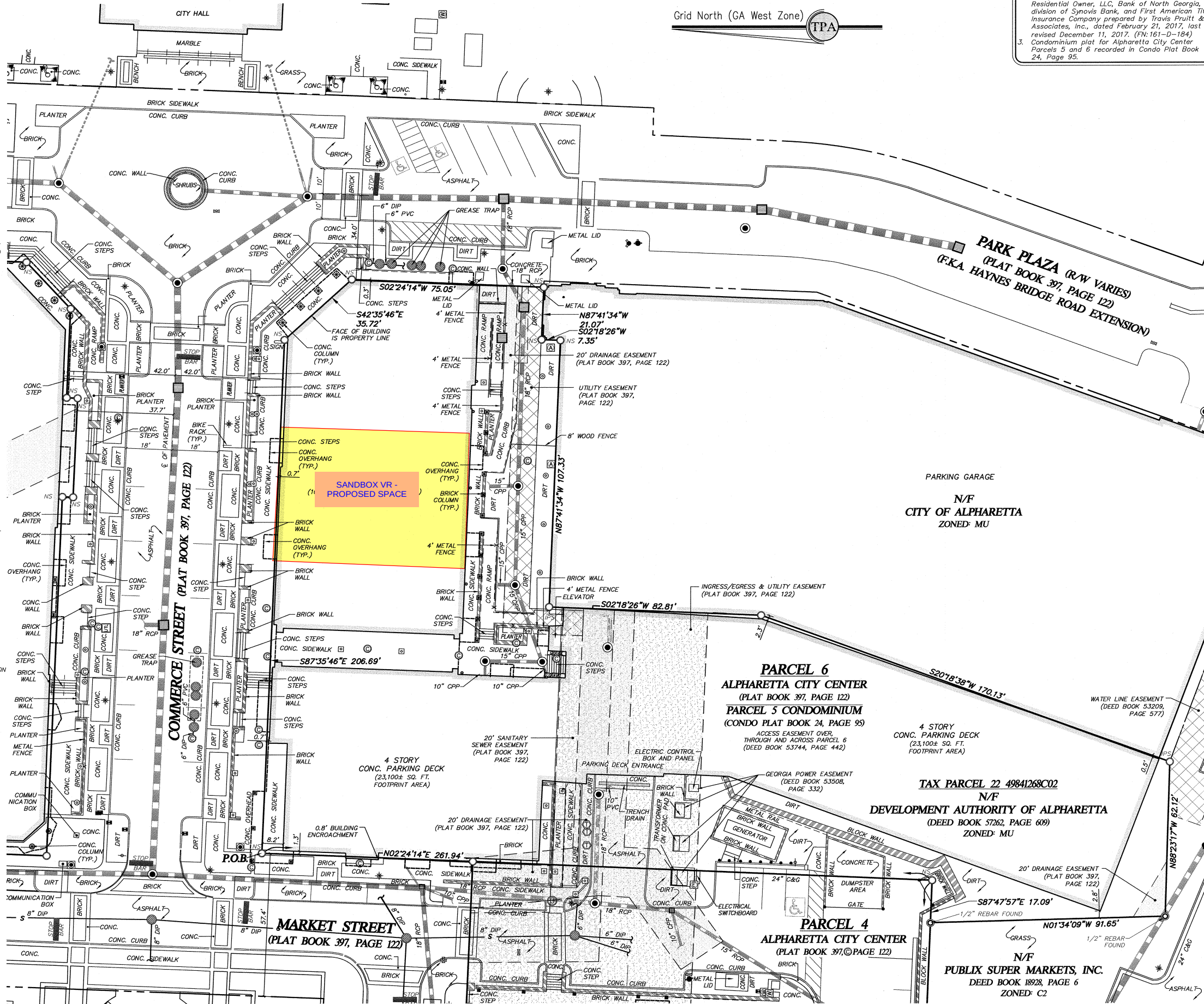
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SITE PLAN (FOR
REFERENCE ONLY)

AS-1.0

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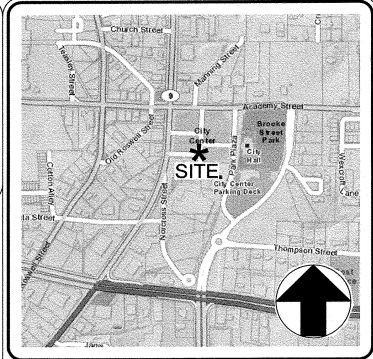
LEGEND

- IRON PIN FOUND (AS NOTED)
- PROPERTY CORNER
- BOLLARD
- ROUND COLUMN
- FLAG POLE
- HANDICAP PARKING
- ABANDONED POWER POLE
- LAMP POST
- POWER POLE W/LIGHT
- AC UNIT
- ELECTRIC BOX
- ELECTRIC METER
- GUY WIRE
- POWER POLE
- TRAFFIC LIGHT POLE
- TRAFFIC SIGNAL BOX
- LANDSCAPE LIGHT
- SANITARY SEWER MANHOLE
- CLEAN OUT
- CATCH BASINS
- DROP INLET
- JUNCTION BOX
- OUTLET CONTROL STRUCTURE
- YARD INLET SQUARE
- YARD INLET ROUND
- TELEPHONE BOX
- TELEPHONE MANHOLE
- GAS METER
- GAS MARKER
- GAS VALVE
- IRRIGATION CONTROL BOX
- IRRIGATION CONTROL VALVE
- WATER METER
- FIRE DEPARTMENT CONNECTION
- FIRE HYDRANT
- WATER VALVE
- MISC. UTILITY STRUCTURE
- UNKNOWN MANHOLE
- POINT OF BEGINNING
- P.O.B.
- P.O.C.
- POINT OF COMMENCEMENT
- N/F
- NOW OR FORMERLY
- R/W
- RIGHT OF WAY
- IPS
- 1/2" REBAR SET W/CAP
- NS
- NAIL SET
- F.K.A.
- FORMERLY KNOWN AS
- CONC.
- CONCRETE
- C&G
- CURB AND GUTTER
- DIP
- DUCTILE IRON PIPE
- PVC
- POLYVINYL CHLORIDE PIPE
- RCP
- REINFORCED CONCRETE PIPE
- CPP
- CORRUGATED PLASTIC PIPE
- E
- CENTER LINE
- X
- FENCE LINE
- S
- SANITARY SEWER LINE
- STORM SEWER LINE
- P
- OVERHEAD POWER LINE
- T
- OVERHEAD TELEPHONE LINE
- C
- OVERHEAD CABLE TELEVISION LINE



REFERENCE PLATS:

- Final Plat for Alharetta City Center Mixed Use Development, recorded in Plat Book 397, Page 122.
- ALTA/NSPS Land Title Survey for SCP Alharetta Residential Owner, LLC, Bank of North Georgia, a division of Synovus Bank, and First American Title Insurance Company prepared by Travis Pruitt & Associates, Inc., dated February 21, 2017, last revised December 11, 2017, (FN:161-D-184)
- Condominium plat for Alharetta City Center Parcels 5 and 6 recorded in Condo Plat Book 24, Page 95.



LOCATION MAP

SITE LOCATION:
Academy Street, Market Street, Commerce Street,
Park Plaza, Alharetta, Georgia 30009

SITE AREA:
1.0779 acres or 46,953 square feet

PARKING SUMMARY:
Regular Parking Spaces: 162
Handicap Parking Spaces: 6
Total Parking Spaces: 168

NOTES:

- This plat was prepared for the exclusive use of the person, persons, or entity named in the title block. Said use does not extend to any unnamed person without express permission by the surveyor naming said person.
 - The survey shown hereon was prepared without benefit of any abstract of title, therefore, Joine F. Higgins and Travis Pruitt & Associates, Inc. make no guarantees or representations regarding information shown hereon pertaining to easements, rights of way, setback lines, agreements, reservations, and other similar matters.
 - Unless otherwise specified, all distances as shown are horizontal ground distances in U.S. survey feet (39.37 inches = 1 meter).
 - The project horizontal datum is relative to the North American Datum 1983 (NAD83), 2011 adjustment, projected to the Georgia State Plane Coordinate System, West zone.
- Flood Hazard Note:**
5. By graphic plotting only, this property does not lie within a 100 year flood hazard zone as defined by the F.E.M.A. Flood Insurance Rate Map of Fulton County, Georgia and incorporated areas map number 13121C0058F, map revised September 18, 2013.

CERTIFICATION:

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels is stated hereon. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

This is to certify that this survey was made under my supervision and is a true representation of the land surveyed. The field data upon which this survey is based has a closure precision of one foot in 142,325 feet, and an angular error of 3" per angle point, and was adjusted using the compass rule method. Angular and linear measurements were made using a Leica TS 15 Robotic Total Station. A portion of this survey was performed using Leica GS 15 GPS receivers with network adjusted real time kinematic measurements referenced to the eGPS network. The GPS survey included redundant measurements with positional accuracy better than 0.07'. This map or plat has been calculated for closure and is found to be accurate within one foot in 69,336 feet.

Joine F. Higgins 1-21-2019
Date
Joine F. Higgins
Georgia Reg. Land Surveyor No. 2802
For the Firm Travis Pruitt & Associates, Inc.

ZONING: MU

(Z-15-02 / CU-15-02)
Front Yard Setback: 60'
Side Yard Setback: 20'
Rear Yard Setback: 30'
This information is reported from public information obtained from City of Alharetta records. It is not the intent of the surveyor to interpret or make conclusions regarding the zoning designation shown hereon.

UTILITY STATEMENT:

- There may be underground utilities not shown on the survey.

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THESE DRAWINGS AND THEIR REPRODUCTIONS ARE THE PROPERTY OF THE SURVEYOR AND MAY NOT BE REPRODUCED, PUBLISHED, OR USED IN ANY WAY WITHOUT THE WRITTEN PERMISSION OF THIS SURVEYOR.

NO.	DATE	DESCRIPTION	BY
1			
2			
3			
4			
5			
6			
7			
8			

4317 Park Drive, Suite 400
Norcross, Georgia 30093
Phone: (770)416-7511
Fax: (770)416-6759
www.travispruitt.com

Travis Pruitt & Associates, Inc.
LANDSCAPE ARCHITECTS

Certificate of Authorization Number 613

Alharetta City Center - Parcel 6

SITE DEVELOPMENT AS-BUILT SURVEY

AUTHORIZED BY Mr. Will Casaday representing South City Partners, LLC
LAND LOT 1268 - 2nd DISTRICT, 2nd SECTION - CITY OF ALHARETTA, FULTON COUNTY, GEORGIA

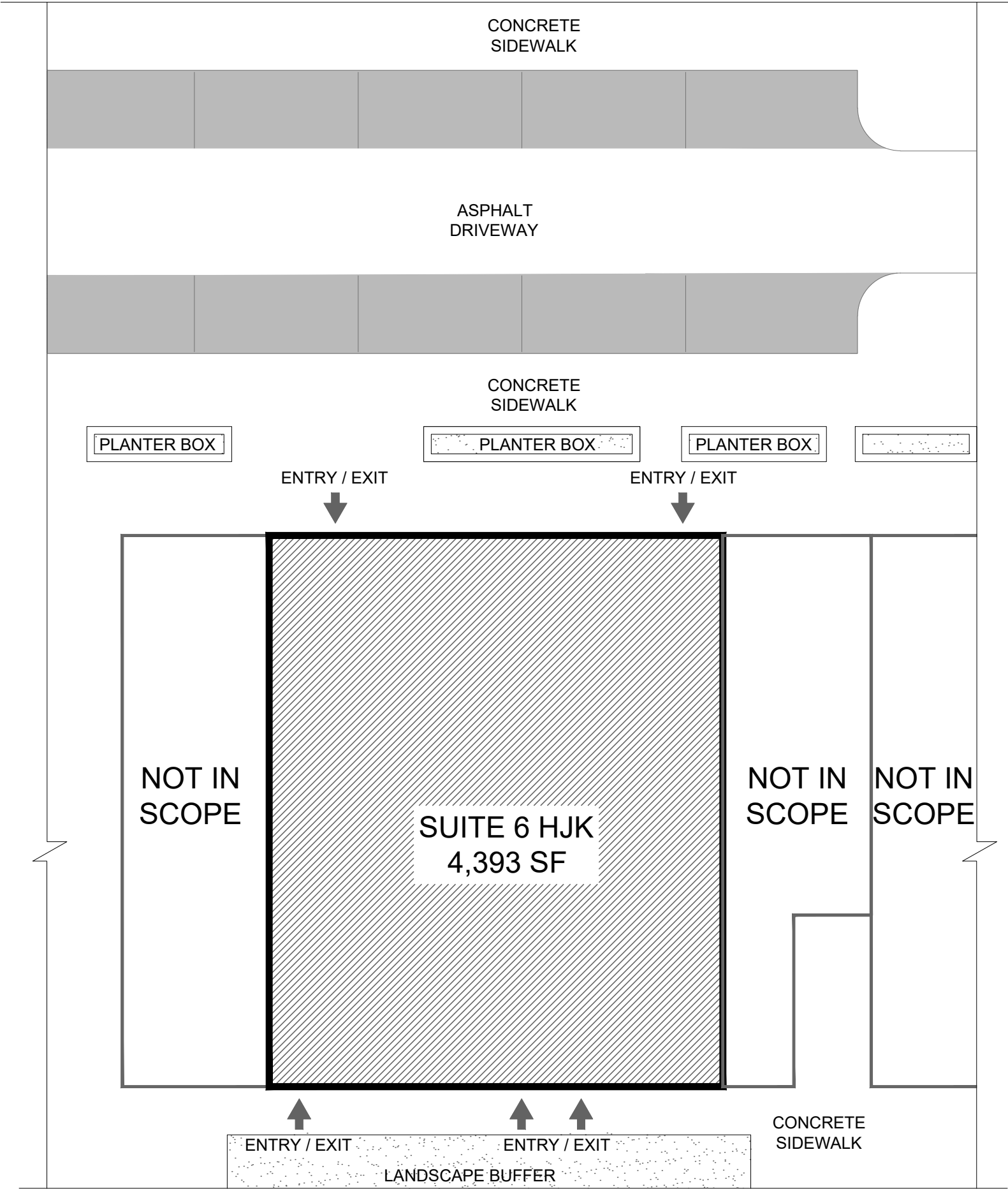
GEORGIA
PROFESSIONAL
LAND SURVEYOR
NO. 2802
JOINE F. HIGGINS

For The Firm
Travis Pruitt & Associates, Inc.

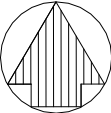
This survey was prepared in conformity with The Technical Standards for Property Surveys in Georgia as set forth in Chapter 180-7 of the Rules of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in the Georgia Plat Act O.C.G.A. 15-6-67.

PLAT DATE: JANUARY 21, 2019
FIELD DATE: JANUARY 7, 2019
SCALE: 1"=20'
LSV: P6
JN: 1-18-0490.624
FN: 164-D-117

Sheet No. 1 of 1



1 ENLARGED SITE PLAN (FOR REFERENCE ONLY)
1/16" = 1'-0"



TENANT
IMPROVEMENT
WORK

FOR
ALPHARETTA CITY
CENTER

AT

2001 COMMERCE
STREET, SUITE 6HJK
ALPHARETTA, GA 30009

DRAWING RECORD	DESCRIPTION
05/01/2025	SCHEMATIC SET

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CONTACT: Prem Kumar
prem@ascenddesignstudio.com
(912) 596-5807

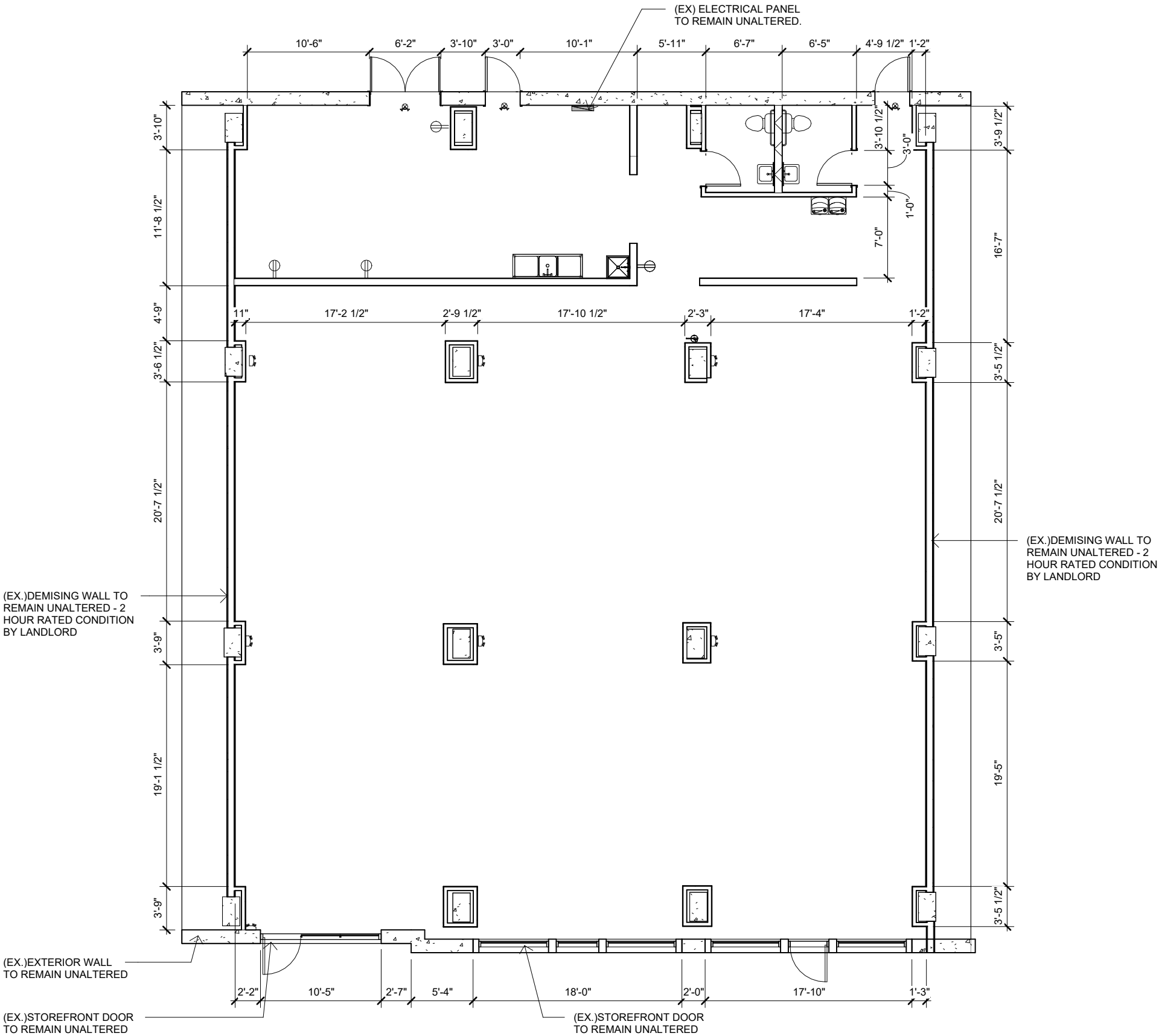
DESIGNER

ARCHITECTURAL
SITE PLAN (FOR
REFERENCE ONLY)

AS-1.0A

CHECKED: PK DRAWN: IM

EXISTING PLAN LEGEND	
	ELECTRICAL PANEL.
	RECESSED LIGHT LED FIXTURE
	STANDARD EXISTING DUPLEX WALL RECEPTACLE
	STANDARD EXISTING SWITCH BOX
	EXHAUST FAN
	FLOOR DRAIN
	EMERGENCY LIGHT FIXTURE
NOTE : THIS PLAN IS FOR REFERENCE ONLY TO SHOW THE EXISTING CONDITION OF THE BUILDING .	



1 EXISTING FLOOR PLAN
1/8" = 1'-0"

TENANT
IMPROVEMENT
WORK

FOR

ALPHARETTA CITY
CENTER

AT

2001 COMMERCE
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CONTACT: Prem Kumar
prem@ascenddesignstudio.com
(912) 596-5807

DESIGNER

EXISTING FLOOR
PLAN

AE-1.0

CHECKED: PK DRAWN: IM

Page 94 of 697

 EXISTING WALL TO REMAIN UNALTERED.
 NEW PARTITION WALL FOR SPECIFIC TYPES

2001 COMMERCE
STREET,SUITE 6HJK
ALPHARETTA,GA 30009

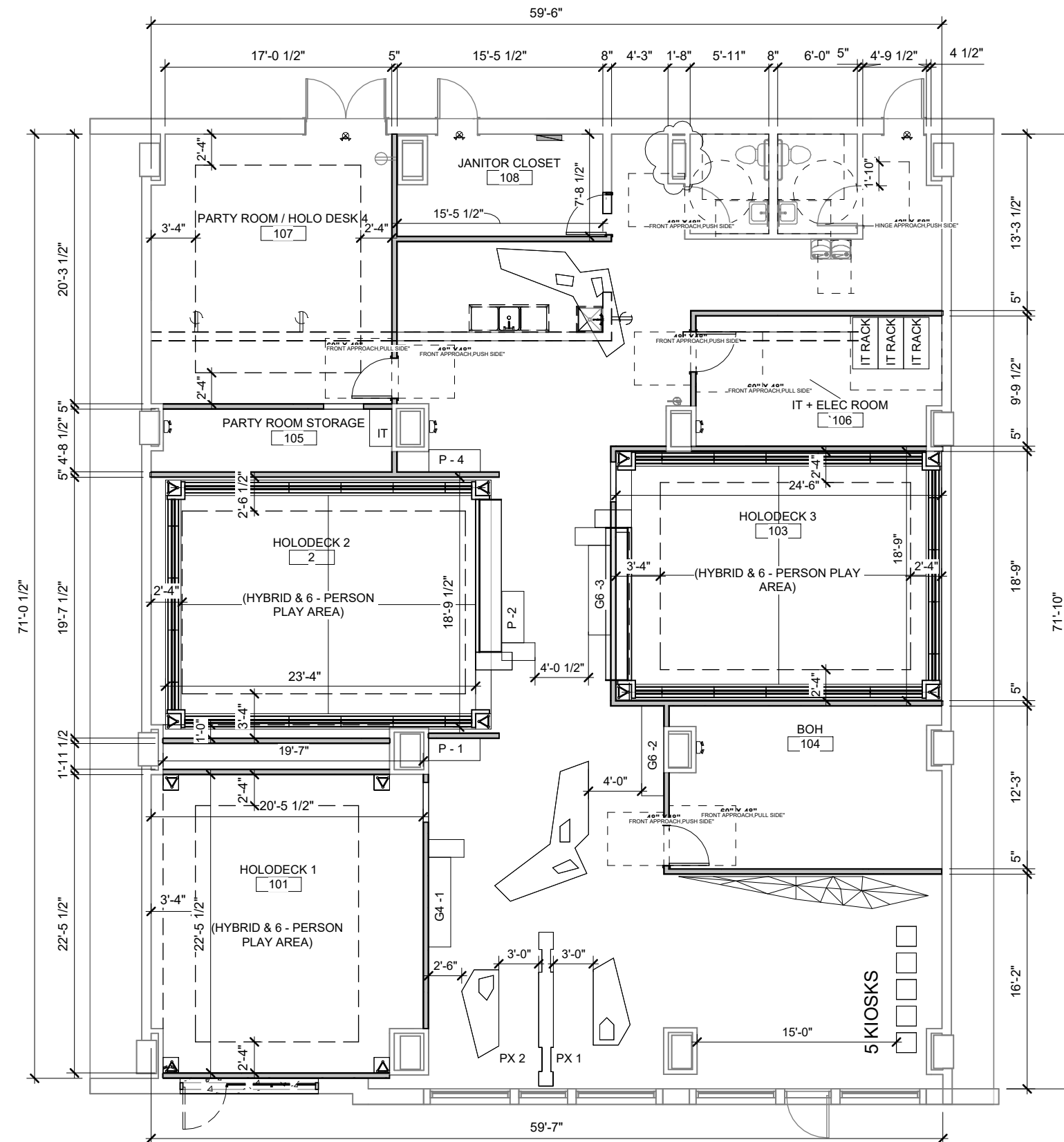
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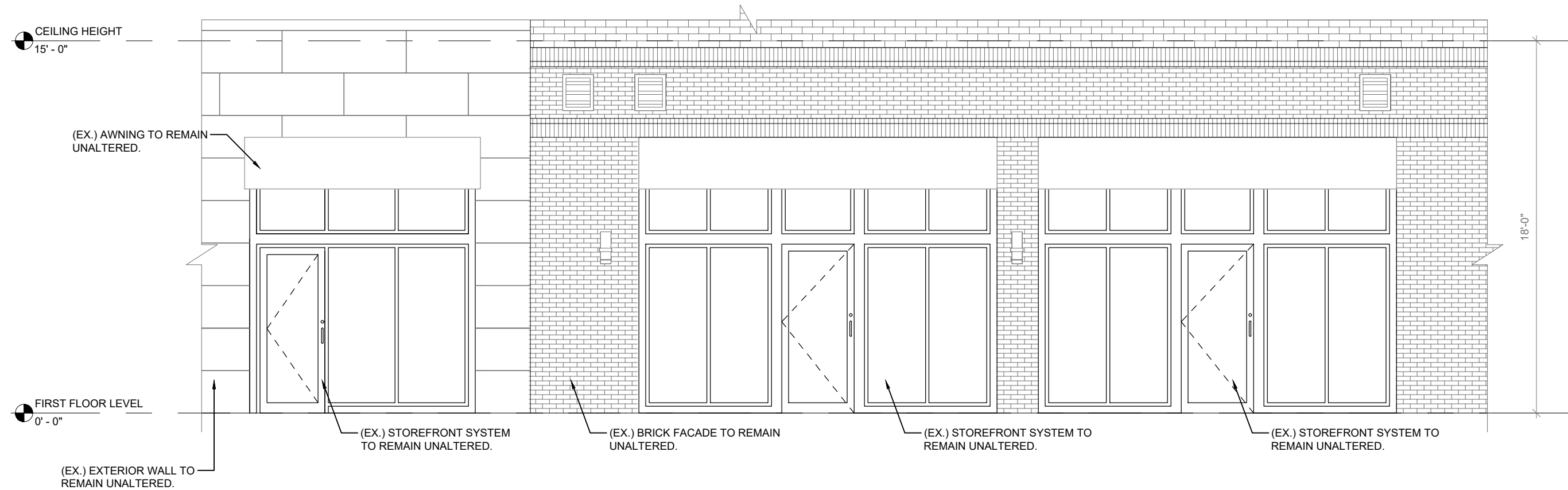


PROPOSED FLOOR
PLAN - OPTION 1

CHECKED: PK DRAWN: IM



1 PROPOSED FLOOR PLAN - OPTION 1
1/8" = 1'-0"



1 SOUTH ELEVATION
3/16" = 1'-0"

**TENANT
IMPROVEMENT
WORK**

FOR

ALPHARETTA CITY
CENTER

AT

2001 COMMERCE
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ALPHARETTA, GA 30009

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CONTACT: Prem Kumar
prem@ascenddesignstudio.com
(912) 596-5807

DESIGNER

**SOUTH EXISTING
ELEVATION**

A-1.1

CHECKED: PK DRAWN: IM



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT
SUBMITTED BY: KATHI COOK
DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: PH-25-II DELMAN CIRCUS – NORTH POINT MALL MP

CITY COUNCIL: JULY 28, 2025

II. RECOMMENDATION:

Approve PH-25-II Delman Circus – North Point Mall MP, subject to the following conditions:

1. Temporary use approval of a circus shall be granted to Delman Circus and shall not be transferrable.
2. Delman Circus shall be permitted to operate in the parking lot of North Point Mall for no more than 15 days in 2025 and may be renewed annually, subject to review and approval of a temporary use permit by Staff.
3. Delman Circus shall employ at a minimum 2 police officers for each show.
4. The sale or serving of alcohol shall not be permitted.

III. REPORT IN BRIEF:

The applicant, Delman Circus, is requesting consideration of a temporary use for a circus. Unified Development Code (UDC) Subsection 2.3.2 (j) requires City Council approval of a circus, carnival or fair on property zoned and used for non-residential use. The applicant proposes to utilize the surface parking lot between the former Sears and JC Penney at North Point Mall for a temporary circus. The subject property is located at 1000 North Point Circle.

DISCUSSION

The applicant, Delman Circus, is requesting consideration of a temporary use for a circus. Unified Development Code (UDC) Subsection 2.3.2 (j) requires City Council approval of a circus, carnival, or fair on property zoned and used for non-residential use. The applicant proposes to utilize the surface parking lot between the former Sears and JC Penney at North Point Mall for a temporary circus. The subject property is located at 1000 North Point Circle.

North Point Mall and the surrounding area is zoned PSC (Planned Shopping Center). The area is commercial and there are no residential uses in the immediate vicinity. The applicant provided a site plan depicting the circus in the surface parking lot between the former Sears and JC Penney. Parking for the circus is depicted to be accommodated in the adjacent parking lots surrounding North Point Mall.

Unified Development Code (UDC) Subsection 2.3.2 (j) allows a carnival, circus or fair on property zoned or used for non-residential use, subject to City Council approval. Site shall meet adequate parking, safety, access, noise, and security concerns and limiting impacts to surrounding properties.

The proposed circus, which has a maximum capacity of 600 people, is scheduled to take place between November 7th and November 17th, with set-up beginning on November 4th and breakdown concluding on November 18th. All showtimes will conclude by 9:30 PM with one (1) show Monday – Friday beginning at 7:30 PM, two (2) shows on Saturday and three (3) shows on Sundays. According to the application, the circus will be human acts only, featuring live performers skilled in acrobatics, clown art, juggling, dancing, and dare devil feats. Delman Circus provides its own concession stand which includes offerings similar to a movie theater. There will be no alcoholic beverages.

The City's Public Safety Department was consulted regarding the applicant's request. The Department recommends that at least two (2) police officers be present at paid public events with 500 people or more.

CONCURRENCES

Staff has reviewed the application and is in support of the applicant's request for a circus. Adequate parking is available at this location to support both the circus and North Point Mall parking needs. In addition, the circus is appropriately located in a commercial area, minimizing impacts to surrounding properties. The State Fire Marshal will be responsible for all safety

inspections. If approval is considered, it is recommended that at least two (2) police officers be present at each show to support the applicant's safety and security plan.

CITIZEN PARTICIPATION PLAN

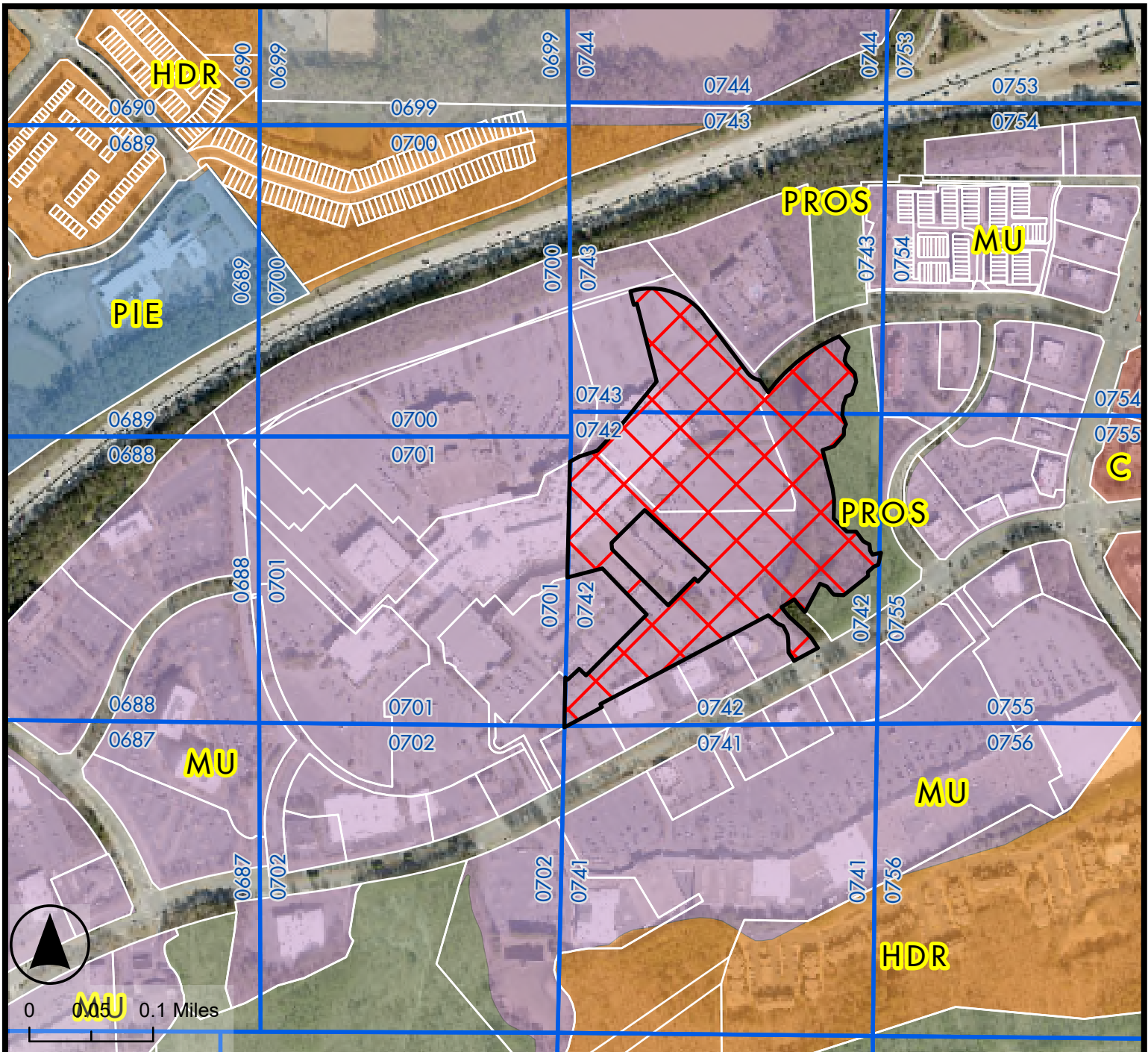
The applicant notified adjacent property owners of the variance request and intent for the property. The citizen participation report states that no comments were received.

COMMUNITY ZONING INFORMATION MEETING

CZIM was held on June 11, 2025. There were no public comments.

IV. ATTACHMENTS:

- Map Series
- CZIM
- Citizen Part B
- Application



Legend

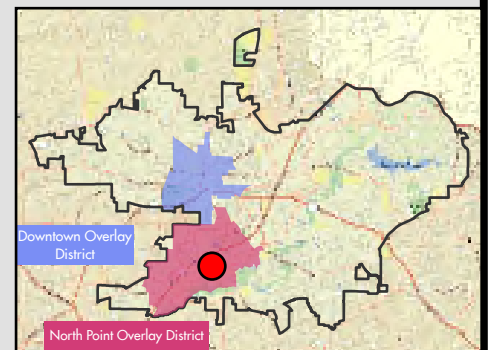
-  PH-25-11
-  Land Lots
-  Tax Parcels
-  Alpharetta City Limits
- Future Land Use 2040**
-  Business, Manufacturing, Warehousing, Light Industrial
-  Commercial
-  High Density Residential
-  Mixed Use
-  Parks, Recreation, Open Space
-  Public, Institutional, Education

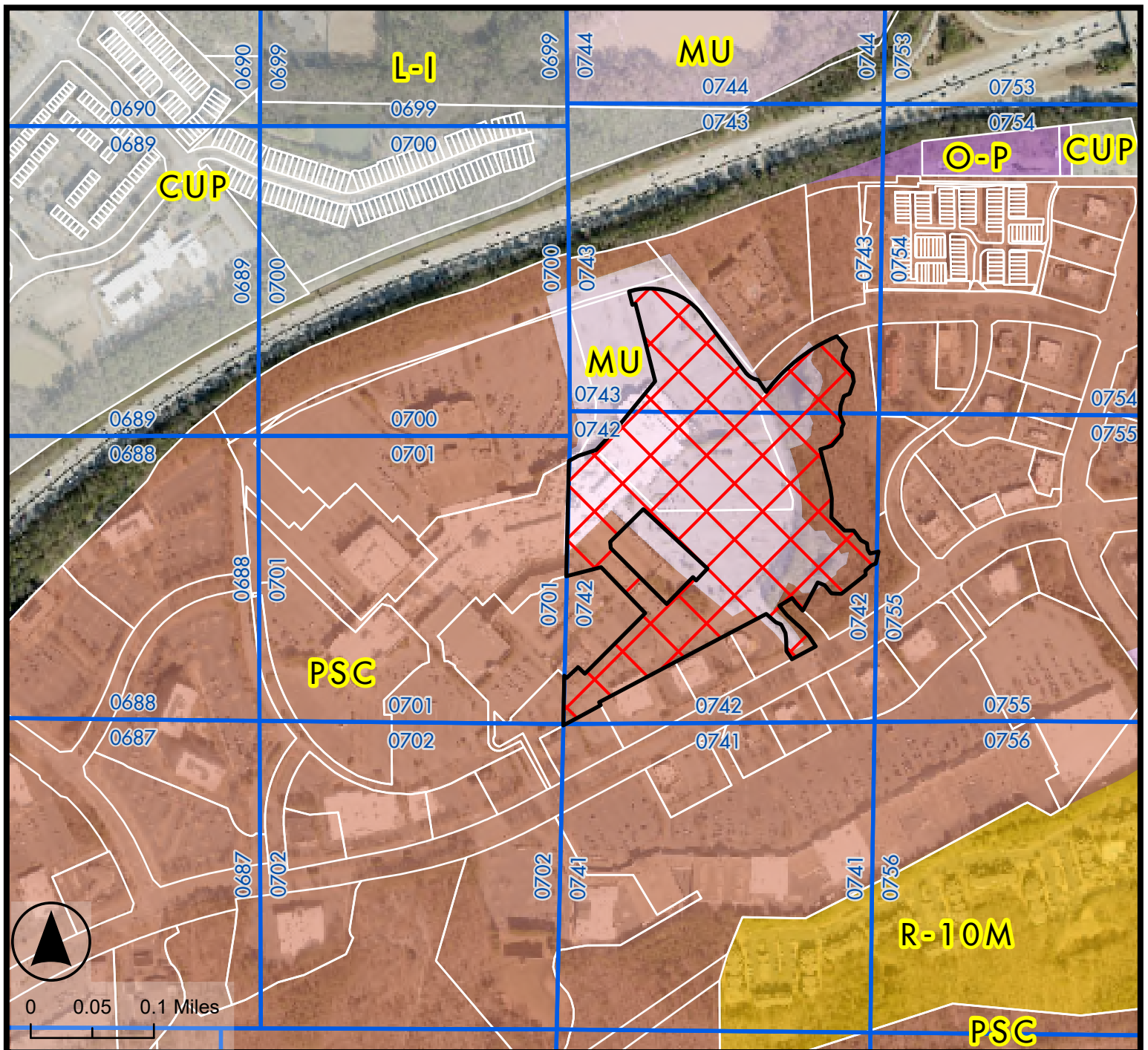
Future Land Use Map

Delman Circus Northpoint Mall
1000 North Point Circle

PH-25-11

D/LL: 1/2/0742 & 0743





Legend

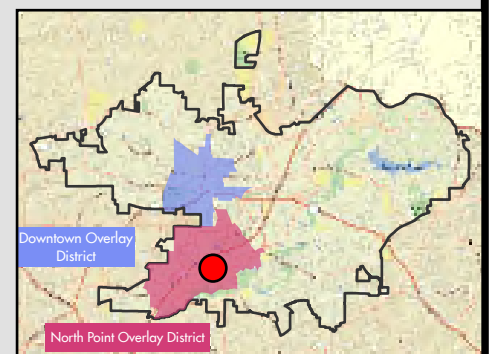
- PH-25-11
- Land Lots
- Tax Parcels
- Alpharetta City Limits
- Zoning District
- CUP Community Unit Plan
- L-I Light Industrial
- MU Mixed Use
- O-I Office Institutional
- O-P Office Professional
- PSC Planned Shopping Center
- R-10M Multi Family Residential (HDR)

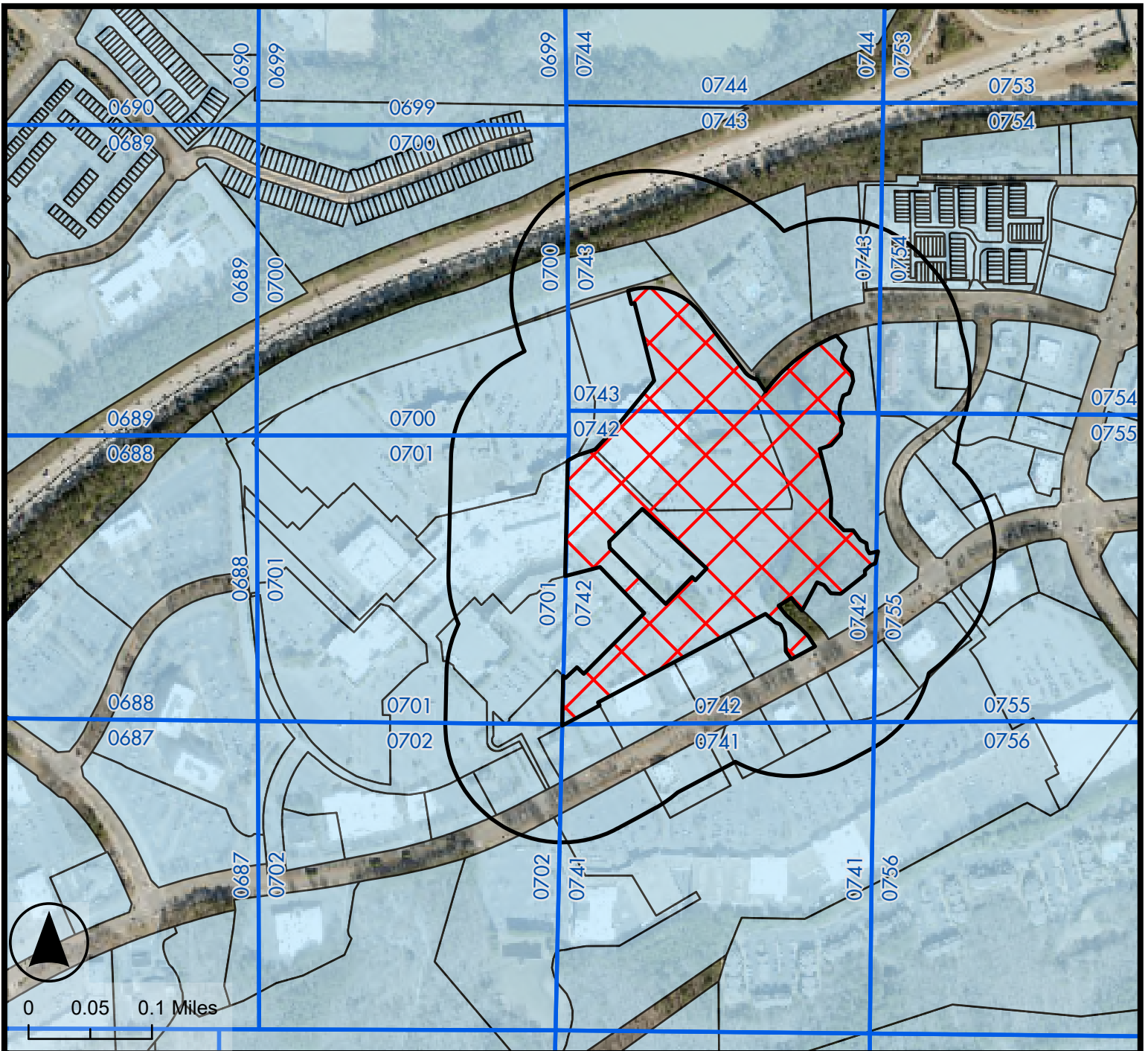
Zoning Map

Delman Circus Northpoint Mall
1000 North Point Circle

PH-25-11

D/LL: 1/2/0742 & 0743





Legend

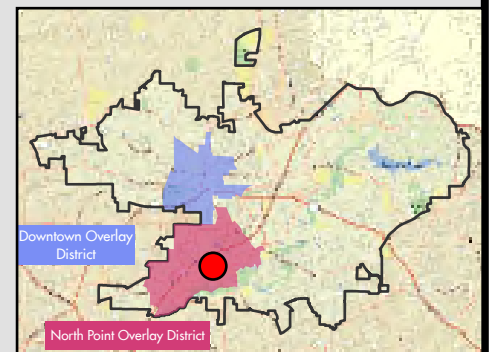
-  PH-25-11
-  Land Lots
-  Tax Parcels
-  500 ft Buffer
-  Alpharetta City Limits

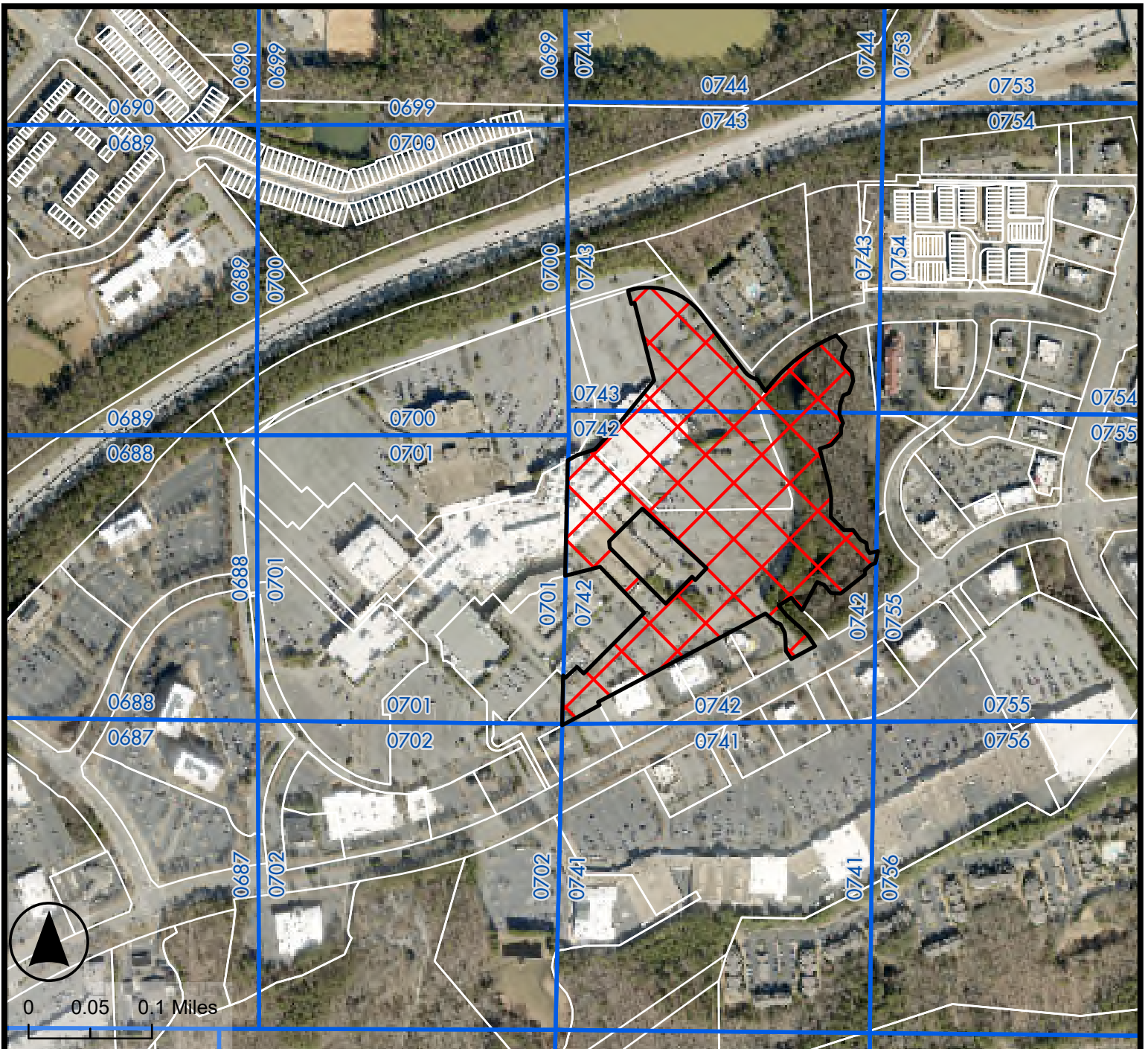
Location Map

Delman Circus Northpoint Mall
1000 North Point Circle

PH-25-11

D/LL: 1/2/0742 & 0743





Legend

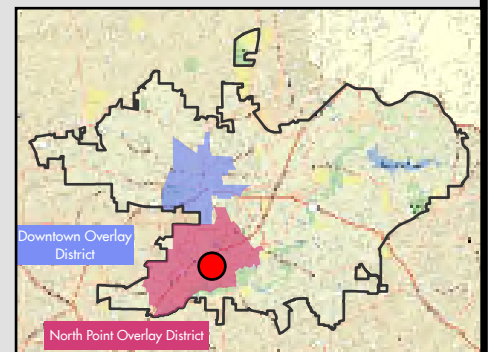
-  PH-25-11
-  Land Lots
-  Tax Parcels
-  Alpharetta City Limits

Aerial Map

Delman Circus Northpoint Mall
1000 North Point Circle

PH-25-11

D/LL: 1/2/0742 & 0743



Community Zoning Information Meeting (CZIM)

June 11, 2025

Please sign-in and leave your comments and/or concerns.

PH-25-11 / Delman Circus/North Point Mall

NAME	ADDRESS	COMMENTS
	No Comments	

CITIZEN PARTICIPATION FORM - PART B

This form must be completed and submitted to the City of Alpharetta Community Development Department a minimum of twenty (20) working days prior to the scheduled Public Hearing. Failure to do so will result in cancellation of the scheduled hearing.

Public Hearing or Project Name: Delman Circus to perform from Nov 7th through Nov 17th 2025 at Northpoint Mall

Contact Name: Jorge Del Manzano or Jesse Medrano Telephone: 956-624-6465 or 956-620-11

Please describe comments and concerns provided by any and all individuals contacted as part of the the Citizen Participation Program. If any individuals provided written correspondence, please attach copies of same to this report.

We didn't receive any comments from our notification letter.

Method by which these individuals were contacted. Please mark all that apply. *Please provide samples of any and all written communications used to provide notification.*

- | | |
|--|--|
| ☒ Letter | ☐ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> _____ |

Attach a list of people who have been notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified.

I, the undersigned, as an authorized representative of the applicant and Public Hearing item identified above, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Citizen Participation Form - Part B and in any and all documents provided in support of this report are true and accurate. I further understand that any false statements provided by representatives of the applicant as part of this report may result in penalties up to and including denial of the subject application.

Signature of Authorized Agent: 

Date: 6/12/25

Print Form

5/22/25

Apple Entertainment and Productions Corp DBA Delman Circus
24010 Landing Way Dr
Spring TX 77373

RE: **PH-25-11 Delman Circus/North Point Mall MP**

Dear Property Owner:

Please allow this letter to serve as public notice for to allow a temporary use for a circus in the parking lot of North Point Mall. The property is located at 1000 North Point Circle and is legally described as being located in Land Lots 688, 689, 700, 701, 702, 742 & 743, 1st District, 2nd Section, Fulton County, Georgia.

The Community Zoning Information Meeting (CZIM) will be held on **Wednesday, June 11, 2025, at 6:00 PM** in the Community Room in Alpharetta City Hall across from the Council Chambers. Alpharetta City Hall is Located at 2 Park Plaza, Alpharetta, GA, 30009. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

The items will be considered by **City Council on Monday, July 28, 2025, at 6:30 PM**. The meeting will be held in the Council Chambers at City Hall, 2 Park Plaza, Alpharetta, GA 30009.

If you have any questions regarding the request, please feel free to contact me at your convenience. I can be reached at delmancircus@gmail.com – 956-624-6465

Sincerely,

Mizrraim Jesse Medrano
Delman Circus
956-624-6465

10800 HAYNES ROAD GA LLC
450 SKOKIE BLVD # 604
NORTHBROOK IL 60062

10800 HAYNES ROAD GA LLC
450 SKOKIE BLVD # 600
NORTHBROOK IL 60062

ALPHA LAND PARTNERS LLC
289 S CULVER ST
LAWRENCEVILLE GA 30046-4805

ALPHA REGIONS PARTNERS LLC
289 S CULVER ST
LAWRENCEVILLE GA 30046-4805

ANSLEY INVESTMENT PARTNERS L P
P.O. BOX 460169
HOUSTON TX 77056

BP NORTHPOINT LLC
5200 BUFFINGTON RD
ATLANTA GA 30349

BRE LQ PROPERTIES LLC
909 HIDDEN RIDGE # 600
IRVING TX 75038

BRI 1870 NORTH POINT LLC
100 N FEDERAL HWY #400
HALLANDALE FL 33009

COLE CP ALPHARETTA GA LLC
12181 BLUFF CREEK DR 5TH FL
PLAYA VISTA CA 90094

DAYTON HUDSON CORP
P.O. BOX 9456
MINNEAPOLIS MN 55440-9456

DILLARD DEPARTMENT STORES INC
4501 NORTH BEACH ST
FORT WORTH TX 76137

GRBK NORTH POINT LLC
2805 N DALLAS PKWY STE 400
PLANO TX 75093

HPTMI II PROPERTIES TRUST
P.O. BOX 579
LOUISVILLE TN 37777-0579

HUBERT PROP LLLP
850 KENNESAW AVE NW STE 2
MARIETTA GA 30060-1095

NPMC RETAIL LC
2100 MC KINNEY AVE STE 700
DALLAS TX 75201

PALM J LLC
13833 WELLINGTON TRC E4 #238
WEST PALM BEACH FL 33414

REEP RTL NPM GA LLC
51 MADISON AVE
NEW YORK NY 10010

SUN TRUST BANK ATL
PO BOX 26665, VA-RIC-8614
RICHMOND VA 23261-6665

SWANN INVESTMENTS L P
850 KENNESAW AVE NW STE C2
MARIETTA GA 30060-1095

TPG ECCO PARK L L C
11340 LAKEFIELD DR STE 140
DULUTH GA 30097

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY	
Case #:	PH-25-11
PH #:	
☐ Property Taxes & Code Violations Verified	
☐ Fee Paid	Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

1. This page should be the first page in each of your completed application packets.
2. It is preferred that all responses be typed. Illegible applications will not be accepted.
3. Prior to signing and submitting your application, please check all information supplied on the following pages to ensure that all responses are complete and accurate. Incomplete applications will not be accepted.
4. Payment of all applicable fees must be made at the time of application. Payment may be made via cash, credit card (American Express, Master Card or Visa), or check made payable to "City of Alpharetta." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted on the designated submittal dates between the hours of 8:30 AM and 3:30 PM.
6. If you have any questions regarding this form, please contact the Community Development Department by calling 678-297-6070.

Contact Information:

Contact Name: Jorge Del Manzano Telephone: 956-624-6465

Address: 24010 Landing Way Dr Suite: _____

City Spring State: TX Zip: 77373 Fax: _____

Mobile Tel: 956-624-6465 Email: delmancircus@gmail.com

Subject Property Information:

Address: 1000 N Point Cir Alpharetta GA 30022 Current Zoning: _____

District: _____ Section: _____ Land Lot: _____ Parcel ID: _____

Proposed Zoning: _____ Current Use: North Point Mall - Parking Lot

This Application For (Check All That Apply):

- | | | |
|--|--|---|
| ☐ Conditional Use | ☐ Master Plan Amendment | ☐ Comprehensive Plan Amendment |
| ☐ Rezoning | ☐ Master Plan Review | |
| ☐ Variance | ☐ Public Hearing | |
| ☐ Exception | ☒ Other (Specify): <u>Circus</u> | |

APPLICANT REQUEST AND INTENT

What is the proposed use(s) of the property?

The Mall has agreed to rent parking lot space to the Delman Circus for the purpose of showcasing the Delman Circus show at the Property.

Applicant's Request (Please itemize the proposal):

The Delman Circus would like to very respectfully request to be permitted to hold its circus function to provide the local citizens of Alpharetta ample time to experience Live performers at the Delman Circus, from Nov 7th, through Nov 17th.

Applicant's Intent *(Please describe what the proposal would facilitate).*

The Delman Circus intent

Description of The Delman Circus: Delman Circus is an all human show, featuring live performer that are skilled in acrobatics, Clown arts, juggling, dancing and dare devil feats. There are no animals featured in the Delman Circus. The Circus has its own Concessions trailer where it sells amenities similar to those at the movies; like Popcorn, Nachos, Hotdogs, Cotton Candy, churros, funnel CAkes, corn in the cup, Circus toys and circus souvenirs. There's no alcohol sales.

Set up, Performing and Teardown Dates:

Arrival on site Nov 4th, 2025

Set up begins Nov 5th, through Nov 7th

Performing dates: Nov 7th through Nov 17th

Teardown begins on Nov 17th after the last show

Circus will depart the Northpoint Mall premises no later than Nov 18th

Showtimes - Everything ends by 9:30pm each day.

M-F One show at 7:30pm, Saturdays two shows: 4:30pm and 7:30pm

Sundays Three shows: 1:30pm, 4:30pm and 7:30pm

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Nick Nicholosi, GM North Point

Telephone: 770.200.1249

Address: 1000 North Point Circle

Suite: _____

City Alpharetta

State: GA

Zip: 30022

Authorization:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Fulton County, Georgia, of the property identified below, which is the subject of the attached Application for Public Hearing before the City of Alpharetta, Georgia.

As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the Application for Public Hearing in request of the items indicated below.

- | | |
|---|---|
| ☐ Annexation | ☐ Special Use |
| ☐ Rezoning | ☐ Conditional Use |
| ☐ Variance | ☐ Master Plan |
| ☐ Land Use Application | ☒ Other <u>Circus</u> |

Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: Jorge Del Manzano

Telephone: 956-624-6465

Address: 24010 Landing way dr.

Suite: _____

City Spring

State: Tx

Zip: 77373

So Sworn and Attested:

Owner Signature: _____

Date: 4.24.2025

Notary:

TERRI SALLIE
NOTARY PUBLIC
Cobb County
State of Georgia

My Commission Expires March 29, 2028

Notary Signature: _____

Date: 4.24.2025

DISCLOSURE FORM

The Official Code of Georgia Annotated requires disclosure of campaign contributions to government officials by an applicant or opponent of a rezoning or public hearing petition (O.C.G.A. 36-67 A-1).

Applicants must file this form with the City of Alpharetta Community Development Department within ten (10) days after filing for rezoning or public hearing. Opponents to a rezoning or public hearing petition must file this form five (5) days prior to the Planning Commission meeting at which the subject rezoning or public hearing petition is scheduled to be heard.

Name of Applicant or Opponent: Jorge Del Manzano

Subject Public Hearing Case: Delman Circus to perform from Nov 7th through Nov 17th, 2025 at Northpoint mall

Campaign Contribution Information:

Please provide the requested information for each contribution with a dollar amount or value of \$250 or more made within the past two (2) years to an Alpharetta Official by the individual identified above. Please use a separate form for each Alpharetta Official to whom such a contribution as been made.

If the individual identified above has made no such contributions to an Alpharetta Official within the past two (2) years, please indicate this by entering "N/A" on the appropriate lines below.

Name of Official: NA Position: NA

Description of Contribution: NA Value: NA

Description of Contribution: NA Value: NA

Description of Contribution: NA Value: NA

Description of Contribution: NA Value: NA

Description of Contribution: NA Value: NA

Campaign Contribution Information:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Disclosure Form is true and accurate and that I have disclosed herein any and all campaign contributions made to an Official of the City of Alpharetta, Georgia in accordance with O.C.G.A. 36-67 A-1.

Signature: 

Date: 4/29/25

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

The Delman Circus will be performing at the Northpoint Mall's parking lot.

To the citizens it will be compatible because it will not interfere with their daily activities.

To the surrounding businesses it will be beneficial because circus goers usually like to attend early and they will shop the surrounding businesses as they wait for the circus show to begin.

How will this proposal affect the use and value of the surrounding properties?

The Delman Circus will not affect the use and value of the surrounding properties because is a temporary event to be held from Nov 7th through Nov 17th.

Can the property be developed for a reasonable economic use as currently zoned? Please explain why or why not.

NA

What would be the increase to population and traffic if the proposal were approved?

Normal Population and normal traffic. The circus normal attendance during the weekdays are about 175 people each 7:30pm show.

What would be the impact to schools and utilities if the proposal were approved?

The Delman Circus contacts schools to provide them with Free circus tickets for their students between the ages of 12 and under, for the underserved communities.

The circus will use a Water Hydrant meter.

How is the proposal consistent with the Alpharetta Comprehensive Plan; particularly the Future Land Use Map?

NA

Are there existing or changing conditions which affect the development of the property and support the proposed request?

No

On a separate sheet or sheets, please provide any information or evidence that supports your request and the statements that you have provided in this application.

BOARD OF ZONING APPEALS REVIEW CRITERIA

Please respond to the following ONLY if you are applying for a zoning variance.

Are there extraordinary and exceptional conditions pertaining to the subject property because of its size, shape, or topography? Please describe them.

NA

Would the application of the Zoning Code standards as they relate to the subject property create an unnecessary hardship? Please explain.

The allotted time frame for events is 4 days. The Delman Circus would like to very respectfully ask permission to be allowed to play Nov 7th through Nov 17 for the performing dates. That would be a total of 11 performing dates. These dates exclude Set up and teardown.

Are there conditions that are peculiar to the subject property? Please describe them in detail.

NA

Would relief, if granted, cause substantial detriment to the public good or impair the purpose and intent of the Zoning Code? Please defend your response.

If granted the Delman Circus will be a good thing for the citizens of Alpharetta because they will have more time to plan and experience the Circus live performances.

On a separate sheet or sheets, please provide any information or evidence that supports your request and the statements that you have provided in this application.

DELMAN CIRCUS LETTER OF INTENT
North East Mall – Alpharetta GA

DESCRIPTION OF DELMAN CIRCUS

Delman circus is an all Human show, featuring live performers skilled in acrobatics, clown arts, juggling, dancing and dare devil feats. There are no animals featured in the Delman Circus. The Circus has its own concessions that sells amenities similar as those at the movie theatres, like Popcorn, Cotton Candy, Hot dogs, Nachos, churros, funnel cakes, corn in the cup, Circus toys and Circus souvenirs.

DAYS OF SET UP AND TEAR DOWN

Arrival onsite Nov 4th, 2025

Set up begins Nov 5th through Nov 7th

Performing dates: Nov 7th through Nov 17th

Teardown begins on Nov 17th after the last show.

Circus will be out of the North Point mall No later than Nov 18th.

HOURS OF OPERATION – SHOWTIMES

Monday through Friday One show at 7:30pm, Everything ends by 9:30pm

Saturdays Two shows at 4:30pm and 7:30pm, Everything ends by 9:30pm

Sundays Three shows at 1:30pm, 4:30pm and 7:30pm, Everything ends by 9:30pm

SECURITY / SAFETY PLAN

The Tent has exits signs & Fire extinguishers in place

Circus staff serve as security personnel.

ALCOHOL

There will Not be Alcohol sales.



North Point Cir North Point Cir

North Point Cir



Point M
Charlie L



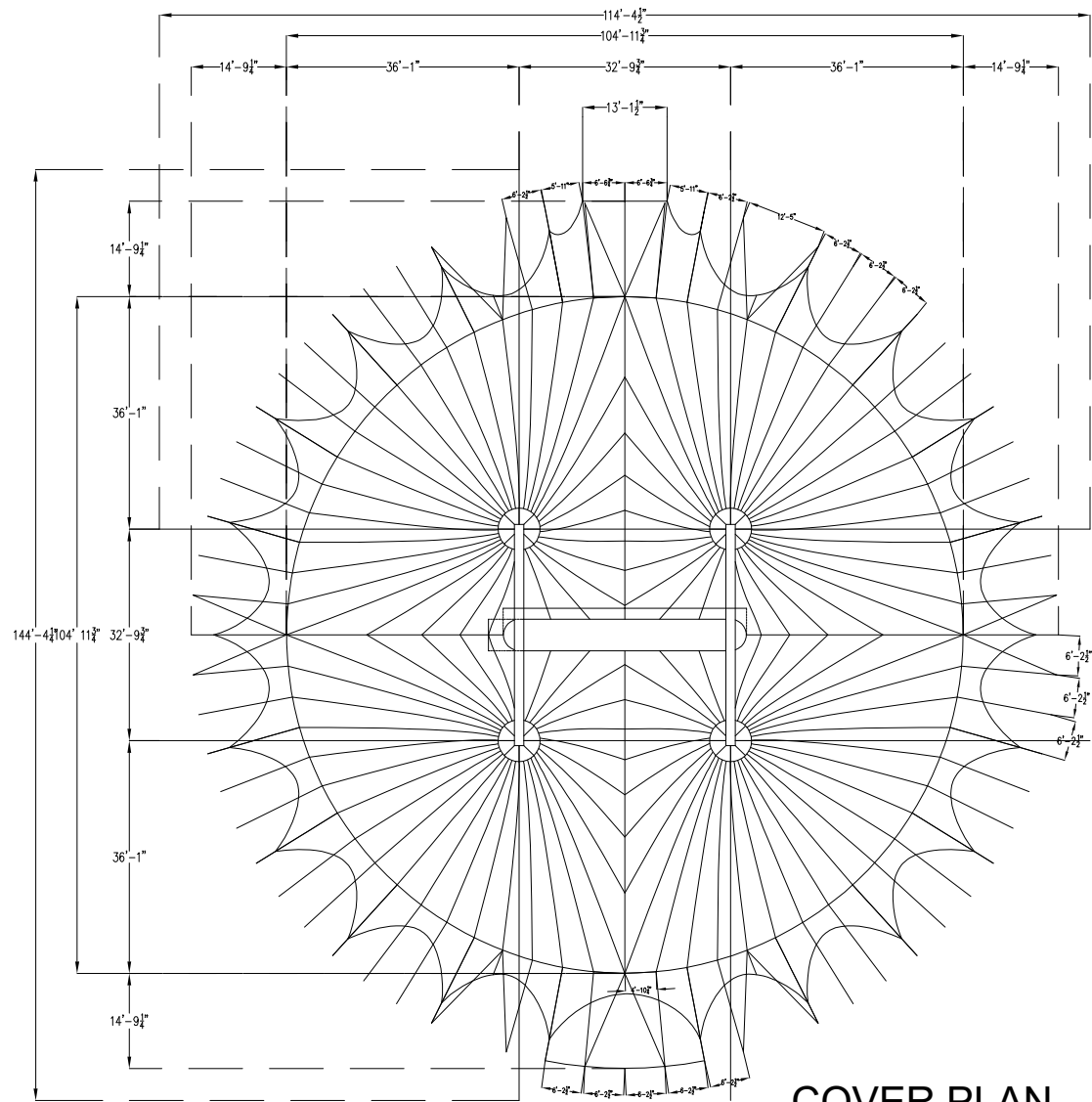
Dino Safari Atlanta: A
Walk-Thru Adventure



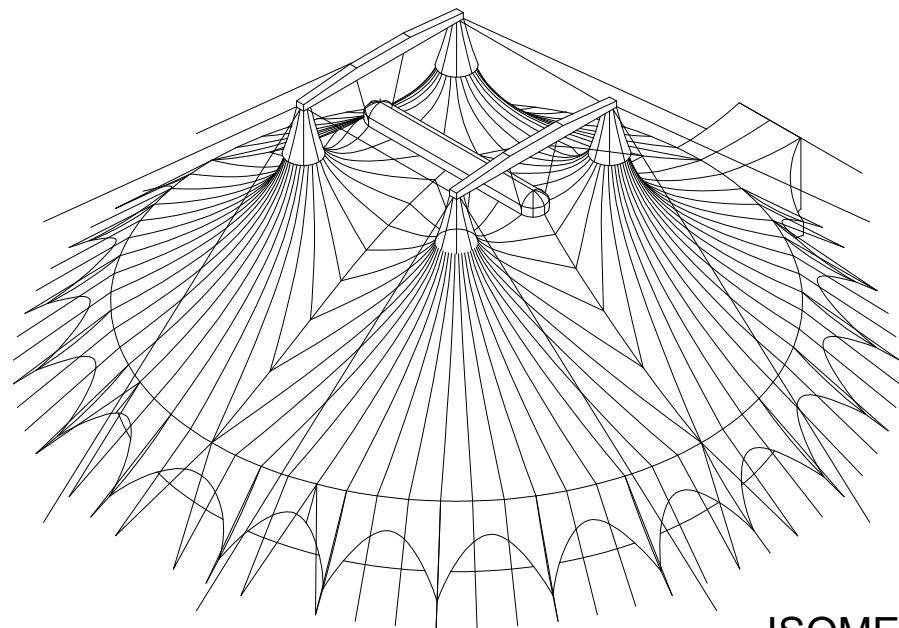
Generator

RVs

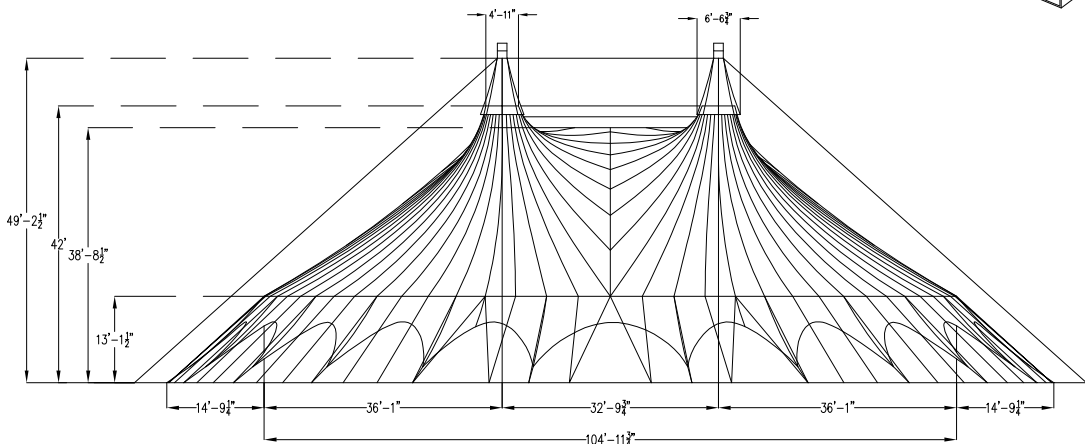




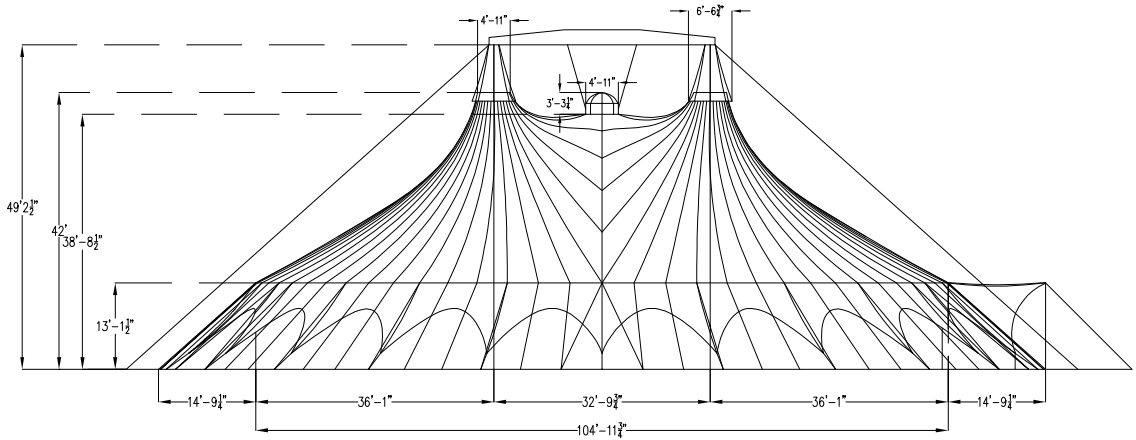
COVER PLAN



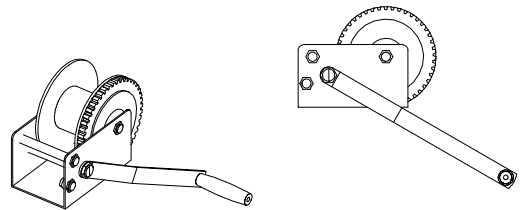
ISOMETRIC



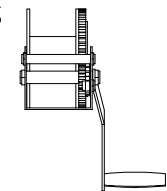
FRONT VIEW



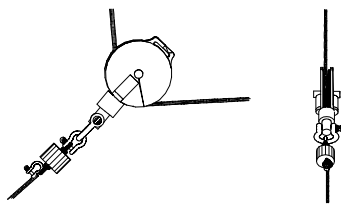
SIDE VIEW



MANUAL WINCHES
FOR
STEEL CABLE



WINCHES



CABLE/CHAIN CRANE

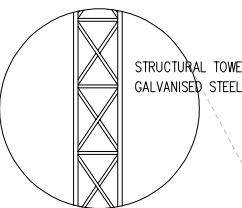
HIGH STRENGTH
POLYESTE



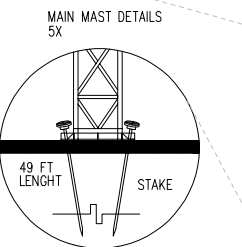
WORK LOAD LIMIT
3,300.00 LB



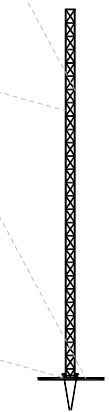
TIE DOWN



STRUCTURAL TOWER
GALVANISED STEEL



MAIN MAST DETAILS
5X



MAIN MAST

OWNER:
ADDRESS:
CITY OF:
TEL: (832)

PLANS
&
DESIGN

DRAFTING & DESIGN
AUGUSTO A YEYERINO

BUILDER:
OFFICE:
SUBDIVISION:
LOT:
BLOCK:

ADDRESS:

DRWN BY: **AYEVE**
DATE:
SCALE: 1" = 1'-0"

REVISIONS:

SHEET NO.

A-1



**CALIFORNIA DEPARTMENT OF FORESTRY and FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL**

REGISTERED FLAME RESISTANT PRODUCT

Product:

MEGAFLEX 800

Registration No.

F-87001

Product Marketed By:

**MEMBRANAS PLASTICAS INTERNACIONALES, S.A
KM. 10.5 CARRET. SAN LUIS, MEXICALI
BAJA CALIFORNIA, MEXICO**

This product meets the minimum requirements of flame resistance established by the California State Fire Marshal for products identified in Section 13115, California Health and Safety Code.

The scope of the approved use of this product is provided in the current edition of the **CALIFORNIA APPROVED LIST OF FLAME RETARDANT CHEMICALS AND FABRICS, GENERAL AND LIMITED APPLICATIONS CONCERNS** published by the California State Fire Marshal.

		HOJA TECNICA DE PRODUCTO MEGAFLEX 800 OPACO		No. de Control: CA-HT-028
Revisó: J. Octavio Velasco Ortiz	Autorizó: Ma. Esther Sánchez Zermeno Jefe de Aseguramiento de Calidad			No. de Revisión: 2
				Fecha de Emisión: 14-Nov-2019
				Página: 1 de 1



Numero de Registro
(Registration Number)

F - 87001

Tela soporte (Base fabric):

Tipo tejido (Style): Tejido plano; M-14-1300 (Plain Weaving)	Fibra: (Fiber) Polyester
Cuenta (Count): 14 X 14 hilos/plg ó 5.5 x 5.5 hilos/cm	Denier: 1300

Propiedades (Properties):	Unidad (Unit)	Especificación (Specification)	Unidad (Unit)	Especificación (Specification)
Peso por metro cuadrado (Weight):	Gr/m ²	800 ± 3 %	Oz/Yd ²	24 ± 3 %
Resistencia a la Ruptura ⁽¹⁾ (Breaking Strength)	Ple (Warp) Trama (Weft)	Kgf/cm Kgf/cm	Lb/in Lb/in	246 ± 5 % 202 ± 5 %
Resistencia al Rasgado ⁽²⁾ (Tear Strength)	Ple (Warp) Trama (Weft)	Kgf Kgf	Lb Lb	104 ± 5 % 108 ± 5 %
Adhesión (Adhesion) ⁽²⁾		Kgf/cm	Lb/in	> 2.5 > 14.0
Espesor (Thickness) ⁽²⁾		mm	in	.72 ± 5 % .028 ± 5 %
Opacidad (Opacity) ⁽²⁾		%	%	100% 100%
Retardancia a la flama Test 2 (Testing - Large Scale)	(Flammability)	Certificado bajo Norma NFPA 701 Metodo 2 La muestra no presenta flama por mas de dos segundos	Certificate according to NFPA 701 Test 2 The specimen shall not continue to flame for more than two seconds	

Especificaciones físicas (Physical specifications)	Medida (m ²)	Ancho (m)	Cortes
	VIA	75	1.52 - 1.56 2

Protector UV (UV Protector)

Este producto cuenta con protector UV de alto desempeño en todos sus colores. (This product has high performance UV protector in all its colors.)

Aditivos Especiales (Special Additives)

Este producto en el color blanco y beige, cuentan con retardante al hongo (biocida), el cual puede ser incorporado en toda la gama de colores como pedido especial. Cuenta con retardante a la flama en todas las variantes.

This product in white and beige have fungus retardant (biocide), which can be incorporated into the full range of special order colors. It has flame retardant in all variants.

ESPECIFICACIONES DE EMPAQUE (Packaging Specifications):

Rolls envueltos de manera individual en película plástica de 0.08 mm, embobinados en núcleo de 0.144 " de espesor. Envío a granel. (Rolls wrapped individually in plastic film 0.08 mm, core windings in 0.144 "thick. Bulk shipping.)

La información presentada aquí representan valores promedio basados en nuestra propia investigación bajo la referencia de la ASTM D-751 ⁽¹⁾ y métodos internos ⁽²⁾.

Esta hoja de especificaciones no constituye un documento de garantía, por lo que no exime al cliente de hacer sus propias pruebas, controles y ensayos.

El cliente asume la responsabilidad total sobre la aplicación final del producto, por lo cual MEMBRANAS PLASTICAS INTERNACIONALES S.A. DE C.V. queda eximida de cualquier responsabilidad legal derivada de la misma.

Para MEMBRANAS PLASTICAS INTERNACIONALES S.A. DE C.V. el mejoramiento de nuestros productos es fundamental, por tal motivo nos reservamos el derecho de introducir modificaciones sin previo aviso.

The information presented here represent average values based on our own research under the reference ASTM D-751 ⁽¹⁾ and internal methods ⁽²⁾.

This specification sheet does not constitute a warranty, so you do not release the customer to make their own tests, examinations and tests.

Customer assumes full responsibility for the final application of the product, which MEMBRANAS PLASTICAS INTERNACIONALES S.A. DE C.V. is exempt from any liability arising from it.

To MEMBRANAS PLASTICAS INTERNACIONALES S.A. DE C.V. the improvement of our products is essential, for this reason we reserve the right to make changes without notice.

Producto Fabricado / Manufactured Product

DELMAN CIRCUS
24010 LANDING WAY DR SPRING TX 77373

DELMAN CIRCUS SAFETY PLAN

The Delman Circus is a small circus with a maximum capacity of 600 people during its shows. The seating arrangement for the audience is all Chairs, no bleachers. The safety of its attendees and the performance location is of extreme importance to the Delman Circus management. As such the first line of response will always be to call 911 and provide the best possible attention to preserve the safety of all human life at all times.

A. TENT EVACUATION AND PUBLIC SAFETY EMERGENCY INSTRUCTIONS

1. EMERGENCY FIRE EVACUATION

In the event of fire or emergency, 911 will be notified first. The performance will be terminated and all staff will be notified of the emergency in order to attend the safety of all the public out and away from the tent and out the circus perimeter.

2. The tent fire alarm at every exit will light up and notify of emergency exits.
3. The circus MC will provide instructions over the PA system for the audience.
4. circus staff will be directing the audience towards the exits in a safe manner to vacate the tent as promptly and safely as possible, and will ensure that nobody remains inside the tent until the Fire Department's team arrives to fight the potential fire.
5. If the fire is small and manageable 911 will still be called first.
There are Fire Extinguishers located throughout the inside of the tent.
6. Safety first, the first and main concern is human life, all and any equipment in distress will be left alone for the Fire Department personnel to contain the potential fire.

B. OTHER EMERGENCY EVACUATIONS (HIGH WINDS, GAS LEAKS, BOMB THREATS, ETC...)

1. Circus staff is instructed to call 911 in all emergency situations such as high winds, gas leaks, blackouts, bomb threats, etc... and prioritize the safety of all audience members in all emergency situations requiring evacuation from the Circus tent. The Circus Staff will maintain the calm and direct everyone out of the circus' perimeter and away from the tent in an orderly manner but in a prompt fashion.
2. All circus staff is instructed to follow the directions of City Officers arriving on at scene with respect to the situation at hand; Police Officers, Fire Officers and Safety City officers and stay clear of their operation's protocol of these departments once they are onsite to assess the matters at hand.

DELMAN CIRCUS
24010 LANDING WAY DR SPRING TX 77373

3. HIGH WINDS

The show will be terminated and all audience will be directed to vacate the tent in a safe and orderly fashion for their safety.

4. GAS LEAKS

911 will be called, The show will be terminated and all audience will be directed to vacate the tent in a safe and orderly fashion for their safety.

5. BOMB THREATS

911 will be called, The show will be terminated and all audience will be directed to vacate the tent in a safe and orderly fashion for their safety.

C. SMALL FIRES

1. In the event of a small Fire 911 will be called first.

2. The Delman Circus has extinguishers located throughout the circus at strategical locations.

3. The Delman Circus staff has been trained in the use of these Fire Extinguishers in order to immediately deal and contain small fires. They have been trained to alert management of the fire to assess the potential of the fire to be contained and call 911 and activate the safety of the audience protocol to vacate the circus tent temporarily as they deal with the small fire, to prevent anyone getting hurt in the event that the small fire should get out of hand.

D. CIRCUS SECURITY STAFF

1. The Circus assigns a person to act as Circus security to make rounds throughout the circus, whereby he's on the lookout for the well being of all audience members and confirm the circus is secure.

2. PEOPLE ISSUES

If the Circus Security notices an issue to be dealt with that cannot be handled personally through a normal conversation, he's instructed to call 911 at once.

3. MATERIAL ISSUES

If The circus Security notices an issue where equipment in distress can potential be the cause of a potential emergency, he's instructed to call 911 at once.

The Delman Circus priority is safety First, the audience first and human life first. Everyone is instructed to call 911 at once when the assessment of any situation is not under control and can potentially become an emergency.



CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: July 28, 2025

AGENDA ITEM: PH-25-07 UNIFIED DEVELOPMENT CODE TEXT AMENDMENTS – PARKING

Consideration of text amendments to the Unified Development Code (UDC) to amend Section 2.5 Parking and Loading and Appendix A: Alpharetta Downtown Code Section 2.4 Parking and Loading.

This item was considered at the July 10, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval. Vote 6-0

ITEM DESCRIPTION:

Staff recommends text amendments to Unified Development Code (UDC) Section 2.5 Parking and Loading to amend the parking ratio for an elementary and middle school and Appendix A: Alpharetta Downtown Code Section 2.4 Parking and Loading to amend parking requirements for Downtown properties that are located beyond a certain distance from a public parking facility.

Downtown Parking

Staff explored the current Downtown parking ratios to determine if they are appropriate for all areas of Downtown. An article from the National Parking Association in *PARKING* magazine suggests that parking designers typically use a maximum walking distance of 300' – 600' for retail customers. A buffer map depicting those distances from public parking facilities in the Downtown Overlay reveals that properties north of Mayfield Road on the west side of Highway 9 and north of Cumming Street on the east side of Highway 9, as well as properties south of Old Milton Parkway exceed the retail customer maximum walking distance from a public parking facility. Therefore, it is recommended that properties in the Downtown south of Old Milton Parkway and north of Mayfield Road and Cumming Street on Highway 9 should be subject to the City-wide parking ratios in UDC Section 2.5 Parking and Loading.

Elementary & Middle School Parking Ratio

Staff researched parking ratios for elementary and middle schools in response to a concern from City Council that the City's current parking ratio may be insufficient. The UDC requires one (1) parking space per classroom and administrative office, plus five (5) parking spaces for guests for an elementary and middle school. Staff looked at school parking ratios in surrounding jurisdictions, as shown in the table below, and compared those to existing parking ratios at Manning Oaks Elementary School and Hopewell Middle School. It is estimated that Manning Oaks Elementary School has 2.12 parking spaces/classroom and administrative office, and Hopewell Middle School has 1.94 parking spaces/classroom and administrative office. Therefore, it is recommended that two (2) parking spaces per classroom and administrative office be required for elementary and middle schools with all schools having a minimum of five (5) parking spaces.

Municipality	Vehicle Parking Calculation (K-8)
Dunwoody	2 spaces per Classroom - min 4 spaces
Sandy Springs	1 space per 500 SF (K-12)
Roswell	1 space per 1000 SF
John's Creek	Larger of 2 per classroom or one per 35 SF in largest assembly area
Milton	Larger of 2 per classroom or one per 35 SF in largest assembly area

ATTACHMENTS:
• Ordinance • Walking Distance Buffer Map



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO AMEND ARTICLE II AND APPENDIX A: ALPHARETTA DOWNTOWN CODE OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF ALPHARETTA, GEORGIA; TO AMEND PARKING REQUIREMENTS IN THE DOWNTOWN; TO AMEND THE ELEMENTARY AND MIDDLE SCHOOL PARKING RATIO; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council of the City of Alpharetta (the "City Council" or "Council") are charged with the protection of the public health, safety, and welfare of the citizens of the City of Alpharetta;

WHEREAS, the Unified Development Code was designed to be amended from time to time when circumstances warrant that modifications be made in order to make said Codes more responsive to community needs;

WHEREAS, the City Council finds that ordinances and regulations governing the uses of land and development of land within the City, as well as the City's operations, should be continually improved from time to time and modified as necessary to better protect and promote the public health, safety and welfare of the residents and businesses of the City of Alpharetta;

WHEREAS, the City Council desires to amend Article II and Appendix A: Alpharetta Downtown Code of the Unified Development Code for the foregoing purposes; and

WHEREAS, the City Council finds that the following amendments to the Unified Development Code promote the health, safety, morals, convenience, order, prosperity and general welfare of the present and future inhabitants of the City of Alpharetta.

NOW THEREFORE, the Mayor and City Council of the City of Alpharetta hereby ordains, as follows:

Section 1: Article II, Section 2.5 titled "Parking and Loading" of the Unified Development Code is hereby amended by amending same as set forth in Exhibit "A" attached hereto as if fully set forth herein.

Section 2: Appendix A: Alpharetta Downtown Code, Section 2.4 titled "Parking and Loading" of the Unified Development Code is hereby amended by amending same as set forth in Exhibit "B" attached hereto as if fully set forth herein.

Section 3: If any section, subsection, provisions, or clause of any part of this Ordinance shall be declared invalid or unconstitutional or, if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not

so held to be invalid, or the application of this Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent of the City Council that this Ordinance would have been adopted in its current form without the invalid or unconstitutional provision contained therein.

Section 4: This Ordinance shall be effective immediately upon its adoption by the City Council and the amendments made herein shall be incorporated into the Unified Development Code of the City of Alpharetta, Georgia, as applicable. This Ordinance hereby repeals any and all conflicting ordinances and amendments.

SO ORDAINED, this ____ day of August ____.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

COUNCIL MEMBERS*

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Fergal Brady

(SEAL)

Attest:

Approved as to form and legal sufficiency:

Lauren Shapiro, City Clerk

[INSERT ATTORNEY], City Attorney

First Reading: _____

Second Reading: _____

*At the time this resolution was considered and adopted, Post 2 of the City Council was vacant.

Exhibit "A"

SECTION 2.5 PARKING AND LOADING¹

Areas suitable for parking vehicles in off-street locations shall be required in all districts at the time of the initial construction of any principal building or when a structural alteration or change in a principal building produces an increase in dwelling units, guest rooms, floor area, seating or bed capacity, or when a conversion in use occurs.

Off-street parking shall be provided and maintained in accordance with the following requirements. A parking study may be submitted to support a request for a proposed parking reduction. This study shall be reviewed by Community Development and must be approved prior to permitting.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 732, § 5, 2-6-2017)

2.5.1 Number of vehicle parking spaces required.

The following number of off-street vehicle parking spaces shall be required for the respective use:

- A. *Residential Uses.* Residential parking spaces required by this Ordinance shall be standard parking spaces (9 feet by 19 feet).

Dwelling, 'For-Sale', detached:

Two (2) spaces on the same lot for each dwelling unit, plus 1 additional space where a home occupation is permitted.

Dwelling, 'For-Sale', attached; efficiency or one-bedroom units:

One and one-half (1½) spaces for each dwelling unit.

Two or more bedroom units:

One (1) space for each bedroom.

Bed and Breakfast:

One (1) space for each bedroom.

Dwelling, 'For-Rent', residential:

Two (2) spaces for each unit, plus one (1) guest space per 20 units.

Group Home/Congregate Housing:

One (1) space for each two (2) sleeping rooms.

- B. *Business Uses.*

Medical, dental and optical offices:

One (1) space per 200 square feet.

Professional and business offices not otherwise specifically enumerated:

¹Ord. No. 718, § 17(Exh. C), adopted Dec. 14, 2015, repealed the former § 2.5 (2.5.1—2.5.9), and enacted a new 2.5 (2.5.1—2.5.9) as set out herein. The former § 2.5 pertained to similar subject matter and derived from the original codification and Ord. No. 675, § 1, adopted June 3, 2013.

One (1) space for each 250 square feet of gross floor space.

Banks:

One (1) space for each 300 square feet of gross floor space.

Hotels (or Motels) and Extended Stay Hotels:

One (1) space for each guest room, plus 1 employee space for each 20 sleeping rooms, plus one space per 500 sq. ft. of space used for convention rooms, conference rooms, ballrooms, restaurant and/or retail shops.

Day Care:

One (1) space for each 400 square feet. (Stacking for six cars must be provided on site.)

Service and repair establishments not otherwise specifically enumerated:

One (1) space for each 250 square feet of floor area not used for storage.

Retail businesses, not otherwise specifically enumerated:

One (1) space for each 200 square feet of gross floor space.

Auto, truck and mobile home sales, outdoor equipment and machinery sales, commercial nurseries:

One (1) space per 100 square feet of showroom, sales office or other conditioned space.

Restaurants:

One (1) space for each 100 sq. ft. of the entire facility.

Retail Shopping Center:

Less than 50,000 sq. ft.: One (1) space for each 200 sq. ft.

50,000—400,000 sq. ft.: One (1) space for each 250 sq. ft.

Over 400,000 sq. ft.: One (1) space for each 285 sq. ft.

Theaters, night clubs and other such places of public assembly:

One (1) space for each 4 seats accommodations plus 1 employee space for each 10 seats.

Service stations:

Two (2) spaces for each gasoline pump plus 1 space per 250 sq. ft. for convenience store.

Funeral homes:

One (1) space for each 4 seats in chapel or parlor plus sufficient space to park or store all company vehicles.

Technology Centers/Data Processing Centers:

One (1) space per 1,000 square feet per gross area of unmanned space together with parking as required for space dedicated to manned space at 1 space per 300 square feet. Land for additional parking calculated at 1 space per 500 square feet of gross area shall be set aside and preserved until such time as additional parking is needed and/or use changes. This land shall not be subdivided from the remainder of the property so that it can be used for parking in the future.

C. Wholesale and Industrial Uses.

Wholesaling and industrial uses including lumber, brick, coal, junk and supply yards:

One (1) space per 1,000 square feet.

D. *Public and Semipublic Uses.*

Hospitals:

One (1) space per bed, plus 1 space per 200 square feet of floor area used for outpatient treatment.

Churches, stadium and other places of public assembly:

One (1) space for each 2 seats in the principal assembly room.

Places of assembly or indoor recreation without fixed seats:

One (1) space for each 500 square feet of playing court, rink, playing field and spectator area, plus one (1) space for each 200 sq. ft. of gross floor space directed to other patron use areas.

Schools, elementary and middle schools:

~~One (1)~~ Two (2) spaces for each classroom and administrative office ~~plus 5 spaces for visitors ;~~ however, each school property shall have a minimum of 5 parking spaces.

Schools, senior high:

One (1) space for each classroom and administrative office plus 1 space for each 4 students based on the design capacity of the school.

Other public building:

One (1) space for each 300 square feet of gross floor space.

(Ord. No. 718, § 17(Exh. C), 12-14-2015)

2.5.2 Shared parking.

- A. *Common Off-street Parking Areas.* Two (2) or more principal uses may utilize a common area in order to comply with the off-street parking requirements, provided that the total number of individual spaces available in the common area is not less than the sum of the spaces required for the individual uses as separately computed in accordance with the provisions of this Ordinance. If it can be demonstrated that the principal uses would not utilize the shared parking areas during the same hours, the required number of parking spaces may be reduced by 25% in the common area.

(Ord. No. 718, § 17(Exh. C), 12-14-2015)

2.5.3 Off-street loading and unloading spaces.

- A. Every lot on which a business, trade or industry is thereafter established shall provide space as indicated below for the loading and unloading of vehicles off the street. Such space shall have access to an alley or, if there is no alley, to a street. For the purpose of this Section, an off-street loading space shall have the minimum dimensions of 12 by 40 feet and be clear and be free of obstructions at all times.

Required spaces shall be provided as follows:

Retail businesses, office, wholesale, industrial, governmental and institutional uses, including public assembly places, hospitals and educational institutions, 1 space for the first 25,000 square feet of total floor area or fractional part thereof. For anything in excess of 25,000 square feet, such uses shall provide loading spaces according to the following schedule:

SQUARE FEET	NUMBER OF SPACES
25,000—99,999	2
100,000—159,999	3
160,000—239,999	4
240,000—349,999	5
For each additional 100,000 or fraction thereof	1 additional

- B. Vehicles uses for the loading and unloading of retail merchandise may not be parked overnight (between 10:00 p.m. of one day and 8:00 a.m. of the next day) in a location closer to the frontage street than the principal building.

(Ord. No. 718, § 17(Exh. C), 12-14-2015)

2.5.4 Locational criteria for parking.

- A. Location on Other Property. If the required parking cannot reasonably be provided on the same lot on which the principal use is conducted, such parking may be provided on other off-street property provided such property lies within 500 feet of the main entrance to the principal use. Such parking shall be associated with the principal use and shall not thereafter be reduced or encroached upon in any manner.
- B. Location of Required Parking in Residential Districts. Required parking spaces in residential districts shall be subject to applicable area regulations pertaining to setbacks (front, side and rear yard), lot coverage, and accessory and principal structures.

Required parking spaces in 'For-Sale' residential districts shall be contained within a carport, garage or completely enclosed building, in addition:

Each 'For Sale' dwelling unit shall have a minimum 18' long and 10' wide paved driveway, as measured from the garage to the back of sidewalk, or back of curb where a sidewalk is not provided.

Ordinary passenger vehicles and non-commercial pickup trucks may be parked on a paved driveway providing ingress and egress to the lot or on a paved parking space provided that the maximum width of the total paved area cannot exceed 40 (forty) feet.

One (1) business vehicle not prohibited by the provisions of this Ordinance from parking within a residential district and one or more recreational vehicles or boats, or boat trailers may be parked or stored in an area not visible from a street.

The regular parking or storage of any business vehicle, any vehicle used in connection with a home occupation, or any vehicle with a carrying capacity of more than one-and-one-half (1½) tons is prohibited in any residential district. Pickup or panel trucks, used to provide daily transportation to and from work, are allowed in all residential districts.

- C. Parking and Storage of Certain Vehicles. No automobile, truck, motorcycle, trailer or other vehicle of any kind or type without current license plates shall be parked or stored on any lot in a residential district except in a completely enclosed building.

1. Any person who, as of the effective date of this Article (6/94), has established a long-standing practice of parking or storing boats or recreational vehicles which is not in compliance with the provisions of C(1), above, may continue such practice as a lawful nonconforming use, subject only to the provisions of any applicable district regulations.
2. Any person may apply to the Director of Community Development for a variance to the provisions of C(1), above pertaining to the parking and storage of boats or recreational vehicles. Variances shall be granted only in the case of extreme hardship or unusual circumstance, as contrasted with merely granting an advantage or a convenience. The factors to be taken into consideration by the Director may include the following:
 - a. The ease with which the applicant can comply with the provisions of this ordinance;
 - b. Whether there are extraordinary and exceptional conditions pertaining to the particular lot because of its size, shape, topography or location of the improvements on the lot;
 - c. The economic hardship that would be imposed upon the applicant if the variance were denied; and
 - d. Whether relief, if granted, would cause substantial detriment to the public good or impair the purpose and intent of this ordinance.
3. Where appropriate, the Director may attach reasonable conditions to the grant of a variance. The Director may also approve an alternative parking practice which, although not in strict compliance with the literal provisions of this Article, is deemed by the Director to be in compliance with the spirit of the Ordinance. All variances are personal to the applicant and shall terminate upon the sale of the lot.
- D. Written variance applications shall be acted upon by the Director within thirty (30) days of receipt. Variance applications denied by the Director may be appealed by filing a written appeal with the Board of Appeals within fifteen (15) days of the date of denial. The Board shall act upon the appeal at its next available meeting following receipt of the appeal.
- E. No parking or loading area shall be used for the sale, repair, dismantling or servicing or storing of any vehicle, equipment, materials or supplies.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 757, § 2, 5-9-2018; Ord. No. 772, § 4, 2-4-2019)

2.5.5 Design criteria.

- A. Parking Space Area Requirements. Including aisles, entrances and exits, each required off-street parking area, lot or other facility shall contain a minimum of 300 square feet of space for each vehicle to be accommodated. Not less than 80% of the parking spaces required by this Ordinance shall be standard parking spaces (9 feet by 19 feet). The dimensions of parking spaces and aisles shall be in accordance with the Parking Standards Illustration (Table 2.3). In order to reduce impervious area, projects using runoff reduction measures may use alternative off street parking dimensions as specified in Table 2.3.a. Accessible parking shall be designed and provided in accordance with the requirements of the Georgia Accessibility Code for Buildings and Facilities.
- B. Permitted Percentage of Compact Car Parking Spaces. Up to 20% of the parking spaces required by this Ordinance may be compact car parking spaces (8 feet by 16 feet). Compact spaces shall be located on the periphery of the parking lot wherever possible.
- C. Minimum Parking Bay Width. The minimum width for 90 degree parking bays shall be 60 feet for standard spaces and 54 feet for compact spaces, except for projects using runoff reduction measures, as noted in 2.5.5.A above.

- D. Off-street parking lots, whether public or private, shall be graded to insure proper drainage, surfaced with concrete or asphalt on an approved base and maintained in good condition free of weeds, dust, trash and debris. A gravel surface may be used for parking when such parking is in excess of code requirements and located within 700' of a waterway.
- E. Tree Preservation. To allow an existing or new development to preserve healthy existing trees within or adjacent to a parking lot, the number of required off-street parking spaces may be reduced by up to twenty percent (20%).
- F. Within residential districts, gravel parking in existence as of 01/01/01 may remain. Such gravel parking areas shall accommodate a maximum of two vehicles and shall be contained on three sides by landscape timbers.
- G. Pervious paving materials for parking areas are allowed as part of an approved stormwater management plan for the site with a long-term maintenance agreement.
- H. Parking Lot Landscaping. See, Sec. 2.3.5.
- I. Multifunctional Functional Runoff Reduction Measures. To encourage multifunctional runoff reduction measures and provide incentives for their use, bioretention areas, vegetated swales, planter boxes, rainwater harvesting systems, and other vegetated BMPs may be used to meet the perimeter island, interior island, and median island landscaping requirements of this Chapter, and may be constructed in the designated landscape areas if part of an approved stormwater management plan for the site and if screening functions are maintained.
- J. Tandem Parking. Enclosed tandem parking spaces shall only count for one required parking space, since only one space is fully accessible.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 732, §§ 6—9, 2-6-2017; Ord. No. 772, § 5, 2-4-2019)

2.5.6 Public street access.

- A. *Access to Parking Lots.* A plan of entrances, exits and storm water drainage shall be submitted to the Department of Community Development and approved prior to the issuance of a development permit for off-street parking lots, whether public or private. Installation of entrances, exits and drainage systems shall have been completed prior to the issuance of a certificate of occupancy. All curb cut locations as well as widths shall comply with the Alpharetta Standard Drawings.
- B. *Driveways and Curb Cuts.* Local structures may have access points to parking lots as needed to fit the development, in accordance with professional traffic engineering practice. In general, curb cuts shall be spaced at least 300 feet apart and be located at least 300 feet away from a street intersection. An individual residential lot shall not have more than one (1) curb cut per 300 feet of street frontage.
- C. *Vision Clearance.* In all districts no fence, wall, shrubbery or other obstruction to vision between the heights of 2½ feet and 10 feet above the finished grade of streets shall be erected, permitted or maintained within 20 feet of the intersection of the right-of-way lines of streets.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 732, §§ 6—9, 2-6-2017; Ord. No. 843, § 3(Exh. C), 4-18-2022)

2.5.7 Electric Vehicle Charging Stations (EVCS).

All non-residential and Dwelling, 'For-Rent' developments requiring 100 or more vehicle parking spaces shall provide electric vehicle charging stations. One (1) Level 2 EVCS for every 25 required vehicle parking spaces or one (1) Level 3 EVCS for every 100 required vehicle parking spaces shall be required.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 864, § 2(Exh. B), 10-16-2023)

2.5.8 Number of bicycle parking spaces required.

A. *Residential Uses.*

Dwelling, 'For-Rent':

One (1) bicycle space for every two (2) units.

B. *Business Uses.*

Retail, Office, Hotel, Place of Assembly, Entertainment:

One (1) bicycle space for every 25 required vehicle parking spaces.

C. *Public and Semipublic Uses.*

Schools (public/private):

One (1) bicycle space for every ten (10) employees, plus one (1) space for every four (4) students.

D. *Miscellaneous/Other.*

To be determined by the Transportation Engineer and/or Zoning Administrator.

(Ord. No. 718, § 17(Exh. C), 12-14-2015)

2.5.9 Prohibited parking.

A. Except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer, no person shall:

1. Park a vehicle, except temporarily for the purpose of and while actually engaged in loading or unloading of property or passengers, in acceleration or deceleration lane; or
2. Park a vehicle overnight in a cul-de-sac located in a residential district.
3. Park a vehicle on an unpaved surface in any commercial district, the front yard of a residence or the side or rear yard if the side or rear yard fronts on the street, except as provided for in Subsection 2.5.5(F).

B. The City may, but is not required to, post no parking signs in areas where parking is prohibited in Paragraph 'A' above, and the failure to post signs shall not excuse any person from compliance with Paragraph 'A'.

C. Paragraph 'A' of this section shall not apply to the driver of any vehicle which is disabled while on the roadway in such a manner and to such extent that is impossible to avoid stopping and temporarily leaving such disabled vehicle in such position.

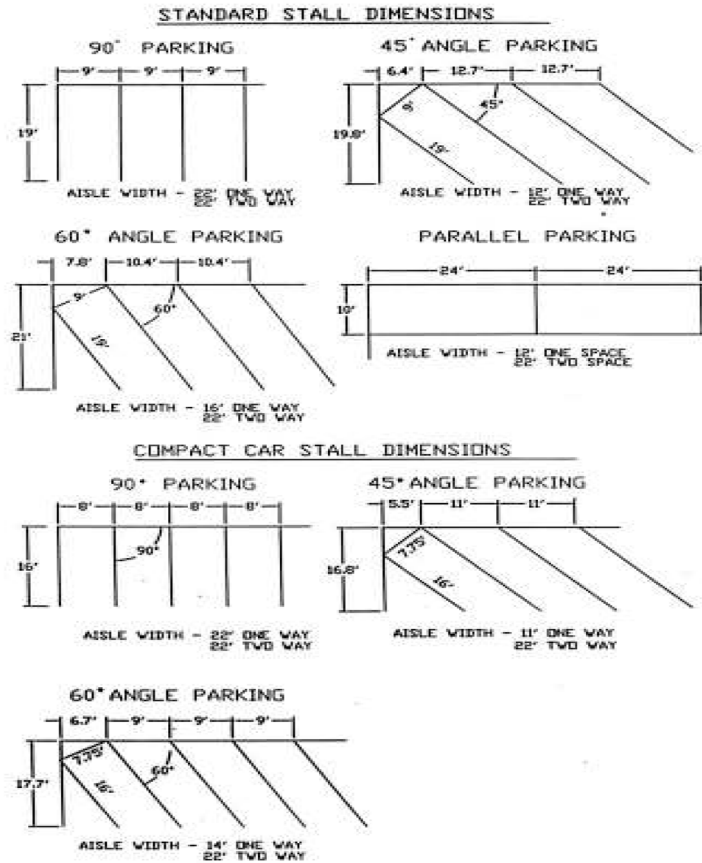
D. No inoperable vehicle shall be parked or stored on a street within a residential district. An automobile or other vehicle shall be deemed inoperable if it meets any one of the following criteria:

1. It does not meet the Official Code of Georgia requirements for operating on a public street;
2. It is extensively damaged, such damage including but not limited to any of the following: missing wheels, tires, motor or transmission;
3. It is not operable on the public streets because it is not currently registered with the Georgia Department of Motor Vehicles;

4. It is not capable of being operated on a public street due to missing or inoperable mechanical or electronic parts; or
5. It has been continuously parked in the same location for a period of thirty (30) consecutive days.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 843, § 3(Exh. C), 4-18-2022)

TABLE 2.3 - PARKING LOT STANDARDS



NOTES:

1. FIRE LANES SHALL BE A MINIMUM OF TWENTY-FOUR (24) FEET.
2. DIMENSIONS SHOWN FOR PARKING STALLS ARE MINIMUM. COLUMNS & OTHER OBSTRUCTIONS WILL BE ALLOWED IN THE FRONT TWO (2) FEET AND REAR FIVE (5) FEET OF THE LENGTH OF THE STALL, AND SHALL NOT INTRUDE MORE THAN SIX (6) INCHES INTO THE WIDTH OF THE STALL.
3. REFERENCE CITY OF ALPHARETTA STANDARD PLANS FOR CONSTRUCTION DETAILS.

Table 2.3.a Alternative Criteria for Off-Street Parking

The following are recommended alternative criteria for off-street parking design to reduce impervious area of the site.

Angle	Base Module	Vehicle Projection	Aisle Width	Single Loaded Module	Wall to Interlock	Interlock to Interlock	Curb to Curb	Overhang
Θ	M ₁	VP	A	M ₂	M ₃	M ₄	M ₅	Overhang
30	41'-2"	15'-1"	11'-0"	26'-1"	37'-6"	33'-10"	38'-8"	1'-3"

45	47'-0"	17'-7"	11'-10"	29'-5"	44'-0"	41'-0"	43'-6"	1'-9"
60	51'-6"	19'-0"	13'-6"	32'-6"	49'-4"	47'-2"	47'-2"	2'-2"
90	59'-0"	18'-0"	23'-0"	41'-0"	59'-0"	59'-0"	54'-0"	2'-6"
	Low Turnover			Medium Turnover			High Turnover	
Angle	Width Projection	Interlock	Width Projection	Interlock	Width Projection	Interlock	Width Projection	Interlock
Θ	WP	I	WP	I	WP	I	WP	I
30	16'-6"	3'-7"	17'-0"	3'-8"	16'-6"	3'-9"	18'-0"	3'-11"
45	11'-8"	2'-11"	12'-0"	3'-0"	12'-4"	3'-1"	12'-9"	3'-2"
60	9'-6"	2'-1"	9'-10"	2'-2"	10'-1"	2'-2"	10'-5"	2'-3"
90	8'-3"	0'-0"	8'-6"	0'-0"	8'-9"	0'-0"	9'-0"	0'-0"

Source: Urban Land Institute (2010). The Dimensions of Parking, Fifth Edition. National Parking Association.

Notes: Recommendations assume (1) one-way traffic for aisles less than 90 degrees, and two-way traffic for 90 degree parking; (2) double loaded aisles; and (3) a design vehicle that is 6'7" by 17'3".

Exhibit "B"

Sec. 2.4. Parking and Loading.

2.4.1. Vehicle Parking.

- A. Every use must provide and maintain vehicular parking in accordance with the Vehicular Parking Requirements Table, except those properties in the Downtown Overlay that are located south of Old Milton Parkway, north of Mayfield Road on the west side of Highway 9, and north of Cumming Street on the east side of Highway 9 shall provide vehicular parking in accordance with Unified Development Code Section 2.5 Parking and Loading.
- B. Vehicular Parking Requirements Table.

Use	Parking Space Ratio
Residential Activities	
Dwelling, 'For-Sale,' Attached	Min. 1 per bedroom (up to 2 bedrooms), plus 0.50 visitor space per unit
Dwelling, 'For-Sale,' Detached	Min. 1 per bedroom (up to 2 bedrooms), plus 0.50 visitor space per unit
Dwelling, 'For-Rent'	Min. 1 per bedroom (up to 2 bedrooms), plus 0.50 visitor space per unit
Bed & Breakfast	Min. 1 per guest bedroom
Hotel	Min. 1 space per guest room, plus 1 employee space per 20 guest rooms, plus 1 per 500 sf of convention rooms, conference rooms, ballrooms, restaurant and retail shops
Congregate Housing, Assisted Living Facility	Min. 1 per 2 sleeping rooms
Home-Elderly, Children, Nursing	Min. 1 per 2 sleeping rooms
Business Uses	
Bank, Savings & Loan, Mortgage Company	Min. 3 per 1,000 sf
Day Care Center	Min. 1 per 400 sf, plus stacking for 6 cars on the lot
Funeral Home (with no cemetery or mausoleum)	Min. 1 per 4 seats in chapel or parlor, plus sufficient space to park or store all company vehicles
Medical, dental and optical offices	Min. 3 per 1,000 sf
Professional and business offices not otherwise specifically enumerated	Min. 3 per 1,000 sf
Auto, truck and mobile home sales, outdoor equipment and machinery sales, commercial nurseries	Min. 3 per 1,000 sf of showroom, sales office or other conditioned space
Restaurant	Min. 1 per 500 sf
Retail businesses, not otherwise specifically enumerated	Min. 1 per 500 sf
Theaters, night clubs and other such places of public assembly	Min. 1 per 4 seats, plus 1 (employee space) per 10 seats

Service and repair establishments not otherwise specifically enumerated	Min. 3 per 1,000 sf, excluding storage
Service Station, Automotive	Min. 2 per fueling station, plus 1 per 250 sf of retail
Technology Centers/Data Processing Centers	Min. 1 per 500 sf of unmanned areas and min. 1 per 300 sf of manned areas
Wholesale/Industrial Uses	
Wholesaling and industrial uses including lumber, brick, coal, junk and supply yards	Min. 1 per 1,000 sf
Public and Semipublic Uses	
Hospital	Min. 1 per bed, plus 1 per 200 sf for outpatient treatment areas
Church, Synagogue, Other Place of Worship	Min. 1 per 2 seats in the principal assembly room
Places of assembly or indoor recreation without fixed seats	Min. 1 per 500 sf playing court, rink, playing field and spectator area, plus 1 per 200 sf of patron use areas
Schools, elementary and middle schools	Min. 1 <u>two (2)</u> per classroom and administrative office, plus 5 visitor spaces; <u>however, each school property shall have a minimum of 5 parking spaces.</u>
Schools, senior high	Applicants must submit a parking study (prepared by an independent third party) to determine minimum parking requirements. The study must estimate parking demand based on reliable data collected from comparable uses or on external data from credible research organizations (e.g. Institute of Transportation Engineers or American Planning Association). It must also consider the number of students, staff, classrooms, visitors, and the availability of busing. In no case may the minimum requirement be less than 1 per classroom and administrative office, plus 1 per 4 students (based on the design capacity of the school)
Other public building	Min. 1 per 300 sf

C. Parking in the following locations may be used to satisfy the minimum requirements of the Vehicular Parking Requirements Table:

1. Off-street parking located on the same site or lot as the use it serves;
2. On-street parking located adjacent to and on the same side of the street as the site or lot containing the use it serves; and

D. When a use provides more than 120% of the minimum number of spaces required by the Vehicular Parking Requirements Table, any additional spaces in a surface parking lot must be constructed of pervious paving materials. For the purpose of conforming to this requirement, any on-street spaces or off-street spaces in parking structures must be counted towards satisfying the minimum requirement.

E. Parking In-Lieu Fees.

1. The city council may authorize vehicular parking requirements to be satisfied through payment of parking in-lieu fees according to the following fee schedule:

Parking In-Lieu Fee Schedule

If the Number of Required Spaces Satisfied through In-Lieu Program is Between:	The Fee Due is:
1—5 spaces	\$4,500 per space
6—20 spaces	\$22,500 + \$8,000 per space over 5
21—40 spaces	\$142,500 + \$14,000 per space over 20
41 spaces and greater	\$422,500 + \$20,000 per space over 40

2. Applications to use parking in-lieu fees must be made to the city council, which will then hold a public hearing to approve or deny the application. The city council must consider the following in reviewing an application for parking in-lieu:

- a. The availability of parking in the Downtown Overlay;
- b. The availability of alternative transportation in the Downtown Overlay;
- c. The impact on the public health, safety, and general welfare; and
- d. Other considerations deemed material to the application by city council.

3. Following approval of a parking in-lieu fee application, the fee must be paid in a lump sum either:

- a. Prior to the issuance of a building permit; or
- b. Prior to the issuance of a business license for the use for which the parking is required, if no building permit is required.

4. When parking in-lieu fees are utilized, the following apply if the use is changed or discontinued:

- a. If a use is enlarged or replaced by a use that requires more parking, the additional parking requirement may be met by paying additional parking in-lieu fees.
- b. If a use is reduced in area, or wholly or partially becomes vacant, or is replaced by a use that requires less parking, no additional parking in-lieu fees are required.
- c. If a use is destroyed, the property owner may count its parking in-lieu fee spaces towards meeting the requirement of new uses built on-site, subject to "a" and "b" above.
- d. A change of ownership or the dividing or merging of lots will not affect parking in-lieu fees or any determination that parking requirements have been met according to fees paid for a particular use, except when the change of ownership results in one of the conditions identified in "a" through "c" above.

F. On-Site Parking Special Exceptions.

1. The following applies in place of Section 4.5.5 of the Unified Development Code when some or all of the required on-site parking is not provided and said requirement is not otherwise fully or partially satisfied through the payment of parking in-lieu fees.
2. Parking special exceptions shall be heard by the Planning Commission and decided by the City Council utilizing the same process required for conditional use applications under Section 4.2. of the Unified Development Code, except the conditional use standards of Section 4.2.3.C. shall not apply.
3. Parking special exceptions may be granted when the character of the use is such that the full provisions of on-site parking facilities is unnecessary, or when a site is unable to accommodate the required number of parking spaces due to the site's size, shape, topography, existing buildings, existing trees, other natural features, or required buffers.
4. The City Council may impose conditions of approval on the special exception in order to protect the public health, safety, and general welfare.
5. In no case shall a special exception be granted from the conditions of approval imposed on a property through a zoning change granted by the City Council.

(Ord. No. 732, § 43, 2-6-2017; Ord. No. 736, § 3, 3-20-2017; Ord. No. 753, § 1(Exh. A), 3-19-2018; Ord. No. 859, § 1(Exh. A), 6-26-2023)

2.4.2. Bicycle Parking.

- A. Facilities that provide or require 25 or more vehicle parking spaces must provide a minimum of 1 bicycle parking space, plus 1 space for each additional 25 provided vehicle parking spaces, provided that no site may have fewer than 3 spaces nor be required to exceed 30 bicycle spaces.
- B. Bicycle parking facilities must comply with the following provisions.
 1. Each required bicycle parking space must be at least 2 feet by 6 feet. Where a bike can be locked on both sides of a bicycle rack without conflict, each side can be counted as a required space.
 2. Bicycle racks must be securely anchored, be easily usable with both U-locks and cable locks, and support a bicycle at 2 points of contact to prevent damage to the bicycle wheels and frame.
 3. Bicycle parking must be provided in a well-lit area.
 4. Spacing of the bicycle racks must provide clear and maneuverable access.
 5. Bicycle parking may be placed within the public right-of-way, provided the encroachment is approved by the City Transportation Engineer.
 6. Bicycle parking spaces must be as close as or closer than the nearest vehicle parking space (as measured along a pedestrian walkway from the door of the use the parking serves).

2.4.3. Driveways.

- A. Applicability. The following applies to driveways, including those serving alleys, but not to new streets in conformance with Section 2.3.3.
- B. Width. Unless approved by the City Transportation Engineer or required by the Georgia Department of Transportation along a State highway, the maximum width of curb cuts, not including flares or returns at the throat of the facility, for entrances, exits, service drives and similar facilities shall be 24 feet for two-way entrances and 12 feet for one-way entrances.

- C. Number. The maximum number of driveways allowed on a site shall not exceed an amount equal to one driveway for every 300 feet of total street frontage or fraction thereof. All parcels are permitted at least one driveway.
- D. Location. Driveways may not be located on an arterial street when access is available from a collector or local street.

2.4.4. Design of Parking Structures.

- A. When a parking structure fronts an arterial or collector street its ground story must have active uses (such as, but not limited to, residential, commercial, office or civic space) located between the parking structure and the closest adjacent street (not including an alley). Such active use shall have a minimum depth of 20 feet.
- B. Where upper stories of structured parking are adjacent to or visible from any street, they must be screened so that cars and ramps are not clearly visible from ground level view from the adjacent parcel or the adjacent street (not including an alley).
- C. Structured parking facades adjacent to or visible from any street must have the appearance of a horizontal storied building.

2.4.5. Loading.

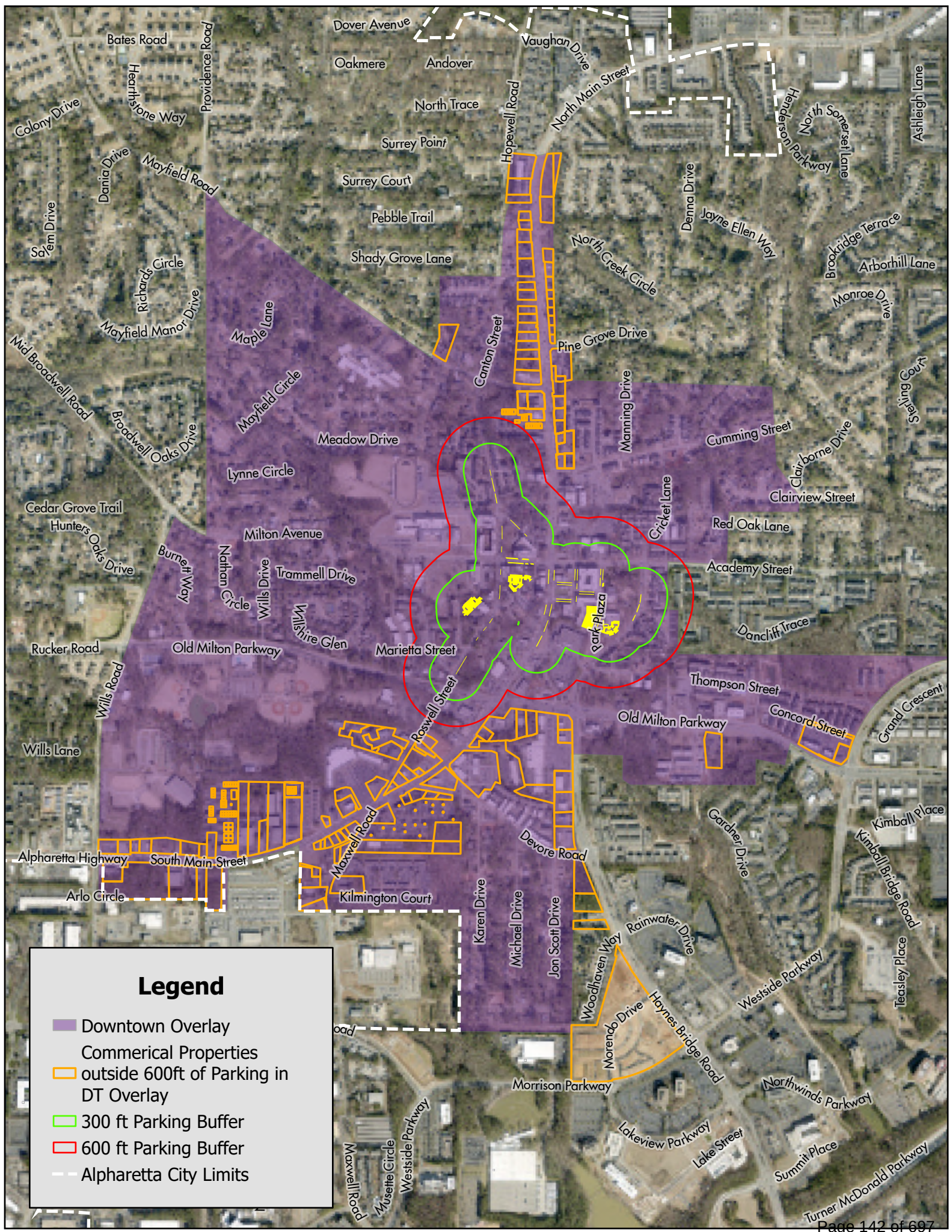
- A. On-site loading space is not required.
- B. Loading areas must be located to the rear of buildings. Loading areas must not be placed between a building and the closest adjacent street.
- C. Screening. If a loading area is provided, it must meet the following.
 - 1. Where a loading dock designed for tractor-trailers is placed between a shared lot line or building and the closest adjacent street (not including an alley), the entire length of the loading area must be screened.
 - 2. Screening must consist of either:
 - a. An 8-foot high wall compatible with the principal building in terms of texture, quality, material and color; or
 - b. Evergreen plant material that can be expected to reach a height of 8 feet with a spread of 4 feet within 3 years of planting.

2.4.6. Vehicle Access and Parking Locations.

- A. No driveway or off-street parking lots may be located between a building and the closest street unless an intervening approved building type exists.
- B. Off-street parking for the following must be accessed from alleys:
 - 1. Townhouses on lots of any width.
 - 2. All other building types on lots less than 50 feet in width.
- C. Where a garage faces a street the garage must be recessed a minimum distance of 20 feet behind the front building façade.
- D. Each 'For Sale' dwelling unit shall have a minimum 18' long and 10' wide paved driveway, as measured from the garage to the back of sidewalk, or back of curb where a sidewalk is not provided.

- E. Enclosed tandem parking spaces shall only count for one required parking space, since only one space is fully accessible.

(Ord. No. 772, § 7, 2-4-2019)



Legend

- Downtown Overlay
- Commerical Properties outside 600ft of Parking in DT Overlay
- 300 ft Parking Buffer
- 600 ft Parking Buffer
- Alpharetta City Limits



CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: July 28, 2025

AGENDA ITEM: PH-25-03 UNIFIED DEVELOPMENT CODE TEXT AMENDMENTS – ZONING DISTRICTS

Consideration of text amendments to the Unified Development Code (UDC) to amend Article II Use of Land and Structures to clean up zoning district titles and descriptions and to clarify that certain zoning districts are in accordance with a specific master plan.

This item was considered at the July 10, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval. Vote 6-0

ITEM DESCRIPTION:

Staff recommends text amendments to Unified Development Code (UDC) Article II Section 2.1 Zoning Districts and Section 2.2 to clean up zoning district titles and descriptions and to clarify that certain zoning districts are in accordance with a specific master plan.

Amend UDC Section 2.1, Subsection 2.2.8, Subsection 2.2.8a, and Subsection 2.2.9 to clean up titles and descriptions. Delete UDC Section 2.2a and Table 2.2a Conditional Use Review Criteria which represents a duplicate of information provided in UDC Subsection 4.2.3(B). Amend UDC Subsection 2.2.11 CUP Community Unit Plan, Subsection 2.2.13 O-I Office-Institutional, Subsection 2.2.16 PSC Planned Shopping Center, Subsection 2.2.20 MU Mixed Use, and Table 2.2 List of Permissible and Conditional Uses to clarify that the CUP, O-I, PSC, and MU zoning districts are in accordance with a specific master plan.

ATTACHMENTS:

- Ordinance



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO AMEND ARTICLE II OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF ALPHARETTA, GEORGIA; TO AMEND CERTAIN ZONING DISTRICT TITLES AND DESCRIPTIONS; TO AMEND CERTAIN ZONING DISTRICTS TO CLARIFY THAT THEY ARE IN ACCORDANCE WITH A MASTER PLAN; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council of the City of Alpharetta (the “City Council” or “Council”) are charged with the protection of the public health, safety, and welfare of the citizens of the City of Alpharetta;

WHEREAS, the Unified Development Code was designed to be amended from time to time when circumstances warrant that modifications be made in order to make said Codes more responsive to community needs;

WHEREAS, the City Council finds that ordinances and regulations governing the uses of land and development of land within the City, as well as the City’s operations, should be continually improved from time to time and modified as necessary to better protect and promote the public health, safety and welfare of the residents and businesses of the City of Alpharetta;

WHEREAS, the City Council desires to amend Article II of the Unified Development Code for the foregoing purposes; and

WHEREAS, the City Council finds that the following amendments to the Unified Development Code promote the health, safety, morals, convenience, order, prosperity and general welfare of the present and future inhabitants of the City of Alpharetta.

NOW THEREFORE, the Mayor and City Council of the City of Alpharetta hereby ordains, as follows:

Section 1: Article II, Section 2.1 titled “Zoning Districts” of the Unified Development Code is hereby amended by amending same as set forth in Exhibit “A” attached hereto as if fully set forth herein.

Section 2: Article II, Section 2.2 titled “Permitted Use Districts and Regulations” of the Unified Development Code is hereby amended by amending same as set forth in Exhibit “B” attached hereto as if fully set forth herein.

Section 3: If any section, subsection, provisions, or clause of any part of this Ordinance shall be declared invalid or unconstitutional or, if the provisions of any part of this Ordinance as

applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid, or the application of this Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent of the City Council that this Ordinance would have been adopted in its current form without the invalid or unconstitutional provision contained therein.

Section 4: This Ordinance shall be effective immediately upon its adoption by the City Council and the amendments made herein shall be incorporated into the Unified Development Code of the City of Alpharetta, Georgia, as applicable. This Ordinance hereby repeals any and all conflicting ordinances and amendments.

SO ORDAINED, this ____ day of April ____.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

COUNCIL MEMBERS*

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Fergal Brady

(SEAL)

Attest:

Approved as to form and legal sufficiency:

Lauren Shapiro, City Clerk

[INSERT ATTORNEY], City Attorney

*At the time this resolution was considered and adopted, Post 2 of the City Council was vacant.

Exhibit "A"

SECTION 2.1 - ZONING DISTRICTS

2.1.1 Establishment of zoning districts.

In order to regulate, restrict and segregate the uses of land and structures, and to regulate and restrict the height and bulk of structures and the area of yards and other open spaces about structures, to regulate and restrict density of population, and to implement the intent of this Ordinance, the incorporated area of the City of Alpharetta, is hereby divided into the following zoning districts:

AG Agriculture. An area to be used either at present or in the future for agriculturally related uses including the production of crops, general farming, raising and breeding of farm animals and poultry. This would include the development of large lot dwelling, 'For-Sale', detached residential subdivisions (five-acre dwelling, 'For-Sale', lots or larger).

RE Residential Estate. A district intended for detached 'For-Sale' residential dwellings and related uses, developed on lots of no less than 3 acres.

R Dwelling, 'For-Sale' Detached Residential. A district intended for detached 'For-Sale' residential dwellings and related uses, developed on lots of no less than one acre.

R-22 Dwelling, 'For-Sale', Detached Residential. A district intended for detached 'For-Sale' residential dwellings and related uses, developed on lots of no less than 22,000 square feet.

R-15 Dwelling, 'For-Sale', Detached Residential. A district intended for detached 'For-Sale' residential dwellings and related uses, developed on lots of no less than 15,000 square feet.

R-12 Dwelling, 'For-Sale', Detached Residential. A district intended for detached 'For-Sale' residential dwellings and related uses, developed on lots of no less than 12,000 square feet.

R-10 Dwelling, 'For-Sale', Detached Residential. A district intended for detached 'For-Sale' residential dwellings and related uses, developed on lots of no less than 10,000 square feet.

R-4A Dwelling, 'For-Sale', Attached Residential—~~Low~~ Medium Density. A district intended for attached 'For-Sale' residential dwellings and related uses, at a density of up to four (4) dwelling units per gross acre.

R-4D Dwelling, Single-Family 'For Sale' Detached Residential—~~Low~~ Medium Density. A district intended for single-family detached residential and related uses, at a density of up to four (4) dwelling units per gross acre on lots of no less than 5,000 square feet.

R-8A/D Dwelling, 'For-Sale', Attached/Detached Residential—~~Medium~~ High Density. A district intended for attached/detached 'For-Sale' residential dwellings and related uses, at a density of up to eight (8) dwelling units per gross acre Attached and 4,500 sq. ft. Detached.

R-10M Dwelling, 'For-Rent' or 'For-Sale' Residential. A district intended for rental or 'For-Sale' residential and related uses, at a density of up to ten (10) dwelling units per gross acre ~~Attached and 4,500 sq. ft. Detached.~~

CUP Community Unit Plan. A planned mixed-use district which allows the combination of dwelling, 'For-Sale', and dwelling, 'For-Rent', residential uses, neighborhood shopping use, or office and institutional use in accordance with a specific ~~concept~~ master plan.

O-P Office-Professional. A district primarily intended to provide for business and professional offices, hospitals, medical and dental clinics, and limited commercial activity.

O-I Office-Institutional. A district for planned office developments. Commercial activities related to the overall development are also permitted in combination with the office development, but only as accessory uses in accordance with a specific master plan, such as a coffee shop within an office building.

C-1 Neighborhood Commercial. A district for shopping centers and retail establishments with a market orientation serving the surrounding neighborhood and community with convenience goods, limited retail sales, and personal services.

C-2 General Commercial. A mixed-use district which allows general office, commercial and service uses designed to provide convenience goods, shopper goods, and highway commercial sales and services.

PSC Planned Shopping Center. A district intended to accommodate a group of retail sales and services establishments planned, constructed, and managed as a total entity, in accordance with a specific master plan.

L-I Light Industrial. A district primarily intended for limited manufacturing, assembling, wholesaling, warehousing, and related activities.

OSR Open Space and Recreational. Areas set aside for dedicated open space, lakes and recreational facilities for use of City residents.

SU Special Use. A district set aside to include elementary, middle and high schools, colleges and universities, facilities for social and fraternal organizations and governmental institutions and facilities.

MU Mixed Use. A district intended to allow for the development of a mix of uses ~~within the framework of a master plan~~ in accordance with a specific master plan.

Exhibit "B"

SECTION 2.2 - PERMITTED USE DISTRICTS AND REGULATIONS

The following provisions apply to each of the zoning districts, as noted. In addition, requirements are contained in the Supplementary Regulations and in other Sections that apply to some or all of the Zoning Districts collectively.

~~SECTION 2.2 a – CONDITIONAL USE REVIEW CRITERIA~~

~~When reviewing a conditional use, consideration shall be given to factors associated with the use including, but not limited to, the following:~~

- ~~1. Site design.~~
 - ~~2. Property access.~~
 - ~~3. Hours of operation of the business.~~
 - ~~4. Vehicular trips generated by the use.~~
 - ~~5. Impact of the use on surrounding properties.~~
 - ~~6. Impact of the use on the natural features of the site.~~
 - ~~7. Separation from similar uses and conflicting uses.~~
- ~~(Ord. No. 807, § 2(Exh. B), 9-8-2020)~~

2.2.8 R-4A dwelling, 'for-sale', attached residential—~~Low~~ Medium density.

- A. *Permitted Principal Uses.* A property in the R-4A district may be used for those uses listed in Table 2.2, including any of the following by right, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use:
1. Agricultural and Residential Uses.
 - a. Dwelling, 'For-Sale' Attached.
 2. Semipublic Uses, Utilities.
 - a. Park or Playground.
- B. *Accessory Uses.* A property in the R-4A district may contain any accessory structure or use customarily related to and clearly subordinate to any principal use that is permitted by right or through approval as a conditional use on the same property, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use.

Permitted accessory structures and uses include but are not limited to the following:

1. Privacy and decorative fences and walls.

-
2. Home Occupation in a residence.
 3. Family Day Care Home in a residence.
 4. Swimming pool, tennis court, detached garage, play house, storage shed, patio and other private recreation facilities.
 5. Clubhouse, swimming pool, or community recreation facilities serving a development.
 6. Vehicle access, parking and loading areas, subject to the requirements of the Parking and Loading regulations herein.
 7. Signs, subject to all of the requirements regulating signage herein.
 8. Retaining walls and other site improvement structures approved as part of the development permit.
- C. *Conditional Uses.* A property in the R-4A district may be used for any of the following only upon approval as a conditional use by the City Council:
1. Semipublic Uses, Utilities.
 - a. Associations, (Clubs and Lodges).
 - b. Church, Synagogue, or other religious institutions.
 - c. Country Club with golf course or driving range.
 - d. Utility Substation, including gas, electric, telephone switching, and similar uses operated by companies regulated by the Georgia Public Service Commission.

D. *District Regulations.*

Minimum Lot Size—1 acre.

Maximum Density of Dwelling Units—4 per acre.

Minimum Lot Width—30 feet for each individual lot, if the development is subdivided or 30 feet for each dwelling unit.

Minimum Setbacks.

Front yard—from all street frontages:

From right-of-way of local street—35 feet.

From right-of-way of all other streets—65 feet.

Side yard:

From lot line of adjacent property—20.

Between building groupings—20 feet.

Between individual lots, if the development is subdivided—none.

Rear yard—30 feet.

Maximum Coverage By Principal Buildings—40%.

Maximum Building Height—35 feet.

Minimum Floor Area of a Dwelling Unit—1,200 square feet.

2.2.8a R-4D dwelling, 'for sale' detached residential—~~Low~~ Medium density.

A. *Permitted Principal Uses.* A property in the R-4D district may be used for those uses listed in Table 2.2, including any of the following by right, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use:

1. Agricultural and Residential Uses.
 - a. Dwelling, Single-Family Detached.
2. Semipublic Uses, Utilities.
 - a. Park or Playground.

B. *Accessory Uses.* A property in the R-4D district may contain any accessory structure or use customarily related to and clearly subordinate to any principal use that is permitted by right or through approval as a conditional use on the same property, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use.

Permitted accessory structures and uses include but are not limited to the following:

1. Privacy and decorative fences and walls.
2. Home Occupation in a residence.
3. Family Day Care Home in a residence.
4. Swimming pool, tennis court, detached garage, play house, storage shed, patio and other private recreation facilities.
5. Clubhouse, swimming pool, or community recreation facilities serving a development.
6. Vehicle access, parking and loading areas, subject to the requirements of the Parking and Loading regulations herein.
7. Signs, subject to all of the requirements regulating signage herein.
8. Retaining walls and other site improvement structures approved as part of the development permit.

C. *Conditional Uses.* A property in the R-4D district may be used for any of the following only upon approval as a conditional use by the City Council.

1. Semipublic Uses, Utilities.
 - a. Associations, (Clubs and Lodges).
 - b. Church, Synagogue, or other religious institutions.
 - c. Country Club with golf course or driving range.
 - d. Utility Substation, including gas, electric, telephone switching, and similar uses operated by companies regulated by the Georgia Public Service Commission.

D. *District Regulations.*

Minimum Lot Size—5,000 sf.

Maximum Density of Dwelling Units—4 per acre.

Minimum Lot Width—50 ft.

Minimum Setbacks.

Front yard—from all street frontages.

From right-of-way of local street—35 feet.

From right-of-way of all other streets—65 feet.

Side yard—5 feet.

Corner Side Yard—10 feet.

Rear yard:

With Rear Alley—0'.

No Rear Alley—20'.

Maximum Coverage By Principal Buildings—40%.

Maximum Building Height—35 feet.

Minimum Floor Area of a Dwelling Unit—1,500 square feet.

(Ord. No. 692, § 1(Exh. 1), 7-21-2014)

2.2.9 R-8A/D dwelling, 'for-sale', attached/detached residential—Medium High density.

A. *Permitted Principal Uses.* A property in the R-8A/D district may be used for those uses in Table 2.2, including any of the following by right, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use:

1. Agricultural and Residential Uses.

a. Dwelling, 'For-Sale', Attached and Detached.

2. Semipublic Uses, Utilities.

a. Park or Playground.

B. *Accessory Uses.* A property in the R-8A district may contain any accessory structure or use customarily related to and clearly subordinate to any principal use that is permitted by right or through approval as a conditional use on the same property, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use.

Permitted accessory structures and uses include but are not limited to the following:

1. Privacy and decorative fences and walls.

2. Home Occupation in a residence.

-
3. Family Day Care Home in a residence.
 4. Swimming pool, tennis court, play house, storage shed, patio and other private recreation facilities.
 5. Clubhouse, swimming pool, or community recreation facilities serving a development.
 6. Vehicle access, parking and loading areas, subject to the requirements of the Parking and Loading regulations herein.
 7. Signs, subject to all of the requirements regulating signage herein.
 8. Retaining walls and other site improvement structures approved as part of the development permit.
- C. *Conditional Uses.* A property in the R-8A district may be used for any of the following only upon approval as a conditional use by the City Council:
1. Semipublic Uses, Utilities.
 - a. Associations, (Clubs and Lodges).
 - b. Church, Synagogue, or other religious institutions.
 - c. Country Club with golf course or driving range.
 - d. Utility Substation, including gas, electric, telephone switching, and similar uses operated by companies regulated by the Georgia Public Service Commission.

D. *District Regulations.*

Minimum Lot Size—the development shall occupy a total of at least 1 acre Attached, 4,500 sq. ft. Detached. No minimum lot size is required for each dwelling unit within the development.

Maximum Density of Dwelling Units—8 per gross acre.

Minimum Lot Width—50 feet for each individual lot, if the development is subdivided or 30 feet for each dwelling unit.

Minimum Setbacks.

Front yard—from all street frontages:

From right-of-way of local street—35 feet.

From right-of-way of all other streets—65 feet.

Side yard.

From lot line of adjacent property—5 feet.

Between building groupings—10 feet.

Between individual lots, if the development is subdivided—none.

Rear yard—W/Rear Alley—0', No Rear Alley—20'.

Maximum Coverage By Principal Buildings—40%.

Maximum Building Height—35 feet.

Minimum Floor Area of a Dwelling Unit—1,200 square feet.

Rear Yard: Alley—0', No Rear Alley—20'

(Ord. No. 675, § 1, 6-3-2013)

2.2.11 CUP community unit plan.

This district is intended to allow for the development of a mix of uses within the framework of a in accordance with a specific master plan. Every rezoning to this district must include a condition that development occur in accordance with a master plan, which master plan shall include permitted uses allowed on the property. The district regulations are intended to allow greater design flexibility without increasing overall density.

- A. *Permitted Principal Uses.* A property in the CUP district may be used only for those uses approved as part of the conditions of approval of the CUP zoning on the property including those identified in the master plan, and for related accessory uses, as further limited under "Accessory Uses" and "Conditional Uses" below. The use of land within an overall CUP development is further limited by the following requirements:

Dwelling, 'For-Sale', Detached Residential: A minimum of 25% of the gross land area of the CUP shall be utilized for 'For-Sale' detached dwellings and related accessory uses, streets and other facilities.

Dwelling, 'For-Sale', Attached Residential: No more than 20% of the gross land area of the CUP may be used for 'For-Sale' attached dwellings and related accessory uses, streets and other facilities.

Dwelling, 'For-Rent', Residential: Rental units and related accessory uses, streets and other facilities shall not exceed 20% of the gross land area of the CUP.

Commercial: Uses permitted in the C-1 category shall not exceed (in aggregate) 10% of the gross land area of the CUP.

Open Space: A minimum of 15% of the gross land area must be set aside as open space.

Office and Light Industrial: The following uses shall not exceed (in aggregate) 25% of the gross land area of the CUP:

Office buildings, office parks, research and development and related accessory uses, streets and other facilities.

Wholesale, storage or industrial uses and related accessory uses, streets and other facilities.

- B. *Accessory Uses.* A property in the CUP district may contain any accessory structure or use customarily related to and clearly subordinate to any principal use that is permitted under the conditions of approval for the CUP zoning on the property.

Permitted accessory structures and uses include but are not limited to the following:

1. Privacy and decorative fences and walls.
2. Home Occupation in a residence.
3. Family Day Care Home in a residence.
4. Special Care Home in a 'For-Sale' detached dwelling.
5. Swimming pool, tennis court, playhouse, storage shed, patio and other private recreation facilities.

-
6. Clubhouse, swimming pool, or community recreation facilities serving a development.
 7. Vehicle access, parking and loading areas, subject to the requirements of the Parking and Loading regulations herein.
 8. Signs, subject to all of the requirements regulating signage herein.
 9. Retaining walls and other site improvement structures approved as part of the development permit.
- C. *Conditional Uses.* A property in the CUP district may be used for those uses listed in Table 2.2, including any of the following uses if the uses have been included in the conditions of approval for the CUP zoning on the property; or if the uses are designated on the CUP's Concept Plan; or if the CUP's concepts plan identifies district categories (i.e. commercial, office) wherein the use would otherwise be permitted by right or as a conditional use:
1. *Agricultural and Residential Uses.*
 - a. Dwelling, Group (congregate housing, assisted living facility, home-elderly, nursing).
 - b. Dwelling, 'For-Sale' Attached.
 - c. Dwelling, 'For-Sale' Detached.
 - d. Dwelling, 'For-Rent'.
 - e. Bed and Breakfast.
 2. *Business Uses.*
 - a. Animal Hospital, small animals.
 - b. Art Galleries.
 - c. Athletic Facility.
 - d. Automobile Sales and Leasing.
 - e. Automobile Service and Service Station.
 - f. Automotive Parts.
 - g. Bakery.
 - h. Barber Shop.
 - i. Bank, Savings and Loan.
 - j. Beauty Shop.
 - k. Book Store or Stationery.
 - l. Boutique Hotel.
 - m. Bowling Alley.
 - n. Brewery.
 - o. Broadcasting Studio (radio or TV).

-
- p. Building Equipment/Material.
 - q. Clinic.
 - r. Contractor's Office with and without outside storage.
 - s. Convenience Market with or without gas pumps.
 - t. Dance Studio.
 - u. Day Care Center.
 - v. Distillery.
 - w. Drug Store.
 - x. Dry Cleaning Pick-up Station.
 - y. Equestrian Center.
 - z. Extended stay hotel (see Section 2.7).
 - aa. Fitness Studio.
 - bb. Florist, Retail without Greenhouse.
 - cc. Funeral Home wino cemetery or mausoleum.
 - dd. Golf, Miniature.
 - ee. Grocery Store.
 - ff. Hardware and Garden Supply Store.
 - gg. Hotel or Motel.
 - hh. Hotel, Hybrid.
 - ii. Laboratory, Research or Commercial.
 - jj. Laundry, Self-Serve, Pick-up.
 - kk. Liquor Store.
 - ll. Office Building or Office Park (Research and Development shall be a permitted use within an existing Office Building or Office Park or where office is a permitted use within an existing master plan).
 - mm. Park, playground.
 - nn. Pet Day Care.
 - oo. Pet Grooming.
 - pp. Print Shop.
 - qq. Public Building.
 - rr. Recreation Facilities, Indoor and Outdoor.

-
- ss. Rental Services Establishment without outside storage.
 - tt. Research and Development.
 - uu. Restaurant.
 - vv. Restaurant, with Drive-thru window.
 - ww. Retail Sales and Services Establishments not otherwise listed for this zoning district.
 - xx. Retail Establishment, Mixed Sales.
 - yy. School, Commercial.
 - zz. Shop or Studio, Craftsman/Artist.
 - aaa. Spa Services.
 - bbb. Special Event Facility.
 - ccc. Theater, Cinema.
3. *Wholesale, Storage and Industrial Uses.*
- a. Laundry, Industrial.
 - b. Locker, Frozen Food or Cold Storage.
 - c. Manufacturing, Light.
 - d. Wholesale Establishment.
4. *Semipublic Uses, Utilities.*
- a. Airport, public or private.
 - b. Amphitheater.
 - c. Auditorium.
 - d. Church, Synagogue.
 - e. Club, association or lodge.
 - f. Country Club.
 - g. Fire Station.
 - h. Golf Course, Driving Range.
 - i. Heliport, public or private.
 - j. Hospital.
 - k. Library.
 - l. Museum.
 - m. Parle or Playground.

-
- n. Power Station.
 - o. School, Academic.
 - p. Switching Station (Telecom).
 - q. Utility Substation, including gas, electric, telephone switching, and similar uses operated by companies regulated by the Georgia Public Service Commission.
 - r. Wireless Tower.

D. *District Regulations.* Minimum Lot Size: the minimum area permitted to be zoned for a CUP is 100 acres.

Lot sizes in use areas: Each area within the CUP shall be designated for use in accordance with one of the various zoning districts in this Ordinance and shall comply with the minimum lot size required by such designated zoning district or, if more restrictive, the conditions of approval of the CUP zoning on the property.

Maximum Density of Dwelling Units: Each area within the CUP shall be designated for use in accordance with one of the various zoning districts in this Ordinance, and shall comply with the lot size or, when applicable, density limitations of such designated zoning district or, if more restrictive, the conditions of approval of the CUP zoning on the property.

Minimum Lot Width, Minimum Setbacks, Maximum Coverage by Principal Buildings, Maximum Building Height, Minimum Floor Area of a Dwelling Unit, Screening and Buffers: Each area within the CUP shall be designated for use in accordance with one of the various zoning districts in this Ordinance, and shall comply with the requirements of such designated zoning district or, if more restrictive, the conditions of approval of the CUP zoning on the property.

Open space: Each CUP shall have a minimum of 15% of the gross acres of the CUP dedicated or set aside as open space. Amenities may be included within the 15% open space requirement. However, open space shall not include any other required open areas such as required building setbacks, buffers, landscape strips or other similar requirements of this Ordinance or other applicable laws.

(Ord. No. 718, §§ 2, 4, 12-14-2015; Ord. No. 741, § 4, 6-5-2017; Ord. No. 744, §§ 2, 6, 7-10-2017; Ord. No. 808, § 2(Exh. B), 9-8-2020; Ord. No. 836, § 1(Exh. A), 10-4-2021; Ord. No. 843, § 2(Exh. B), 4-18-2022; Ord. No. 871, § 2(Exh. B), 5-20-2024)

2.2.13 O-I office-institutional.

This district is intended for the development of planned office areas which allow for design flexibility in accordance with a specific master plan. Every rezoning to this district must include a condition that development occur in accordance with a master plan, which master plan shall include permitted uses allowed on the property. Commercial activities are permitted as subordinate uses to ~~the~~ office development.

A. Permitted Principal Uses. A property in the O-I district may be used only for those uses approved as part of the conditions of approval of the O-I zoning on the property including those identified in the master plan, and for related accessory uses, as further limited under "Accessory Uses" and "Conditional Uses" below. The use of land within an overall O-I development is further limited by the following requirements:

1. Business Uses.

- a. Bank (lots less than 5 acres)
- b. Office (lots less than 5 acres)

-
- c. Research and Development (lots less than 5 acres subject to Design Review Board approval)
 - d. A use that is permitted in accordance with an approved master plan that is required for rezoning to the O-I district.

B. *Conditional Principal Uses.* A property in the O-I district may be used for the uses listed below and shown in Table 2.2 in accordance with an approved master plan, unless superseded by applicable conditions of approval for rezoning, variance, master plan, master plan amendment, or conditional use. ~~Lots of less than five (5) acres in size may be developed for bank, office or research and development use without public hearing subject to Design Review Board Approval.~~

1. *Residential Uses.*

- a. Dwelling, Group (nursing home, children's home, congregate housing, assisted living facility).

2. *Business Uses.*

- a. Bank, Savings and Loan.
- b. Broadcasting Studio (radio or TV).
- c. Clinic.
- d. Congregate Housing.
- e. Day Care Center.
- f. Drug Store.
- g. Manufacturing, Heavy.
- h. Office Building or Office Park (Research and Development shall be a permitted use within an existing Office Building or Office Park or where office is a permitted use within an existing master plan).
- i. Recreational Facilities (Indoor or Outdoor).
- j. Research and Development.
- k. Special Event Facility.
- l. Theater, Cinema.

3. *Semipublic Uses, Utilities.*

- a. Church, Synagogue.
- b. Club, association or lodge.
- c. Golf Course, Driving Range.
- d. Heliport.
- e. Hospital.
- f. Library.
- g. Museum.

-
- h. Public Building.
 - i. School, Academic.
 - B. *Accessory Uses.* A property in the O-I district may contain any accessory structure or use customarily related to and clearly subordinate to any principal use that is permitted by right or through approval as a conditional use on the same property, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use.

Permitted accessory structures and uses include but are not limited to the following:

 - 1. Dwelling, 'For-Sale', Accessory: A 'For-Sale' accessory dwelling shall be permitted under the following conditions:

The dwelling shall be located above or to the rear of the commercial or office structure to which it is an accessory.

The dwelling shall be attached by a common wall with the commercial or office structure to which it is accessory.

The dwelling shall be occupied by a single family, a member of whom is the owner or tenant of the commercial or office structure to which it is accessory.

The square footage of the dwelling shall not exceed 40% of the combined square footage of the commercial or office structure and the dwelling.

The dwelling and the commercial or office structure to which it is accessory shall be in compliance with all applicable provisions of the life safety code, the building code, and other standard codes of the City.
 - 2. Privacy and decorative fences and walls.
 - 3. Swimming pool, tennis court, patio and other private recreation facilities.
 - 4. Clubhouse, swimming pool, or community recreation facilities serving a development.
 - 5. Vehicle access, parking and loading areas, subject to the requirements of the Parking and Loading regulations herein.
 - 6. Signs, subject to all of the requirements regulating signage herein.
 - 7. Retaining walls and other site improvement structures approved as part of the development permit.
 - 8. Retail service uses up to 25% of the floor area of an office building for services incidental to the associated office use.
 - C. *Conditional Subordinate Uses.* A property in the O-I district may be used for any of the following listed uses upon approval as a conditional use by the City Council provided that the uses in aggregate do not constitute more than 25% of the total project and are not segregated so as to create a retail strip center.
 - 1. *Residential Uses.*
 - a. Reserved.
 - 2. *Business Uses.*
 - a. Animal Hospital, Small Animal.
 - b. Art Galleries.
-

-
- c. Athletic Facility.
 - d. Automobile Service and Service Station.
 - e. Bakery.
 - f. Barber Shop.
 - g. Beauty Shop.
 - h. Book Store.
 - i. Boutique Hotel.
 - j. Bowling Alley.
 - k. Brewery.
 - l. Car Wash.
 - m. Contractor's Office without outside storage.
 - n. Convenience Market with or without gas pumps.
 - o. Dance Studio.
 - p. Distillery.
 - q. Dry Cleaning Pick-up Station.
 - r. Extended Stay Hotel (see Sec. 2. 7).
 - s. Fitness Studio.
 - t. Florist, Retail without Greenhouse.
 - u. Funeral Home w/out cemetery or mausoleum.
 - v. Golf, Miniature, or Golf Driving Range.
 - w. Hotel/motel.
 - x. Hotel, Hybrid.
 - y. Laboratory, Research or Commercial.
 - z. Liquor Store.
 - aa. Parking Lot, Commercial.
 - bb. Print Shop.
 - cc. Restaurant.
 - dd. Restaurant, with Drive-thru window.
 - ee. Retail Sales & Services Establishments subject to the limitation of [subsection] 2.2.13 B 8.
 - ff. School, Commercial.

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- gg. Spa Services.
3. *Wholesale, Storage and Industrial Uses.*
- a. Manufacturing, Light.
4. *Semipublic Uses, Utilities.*
- a. Airport.
- b. Amphitheater.
- c. Auditorium.
- d. Country Club.
- e. Fire Station.
- f. Park or Playground.
- g. Utility Substation, including gas, electric, telephone switching, and similar uses operated by companies regulated by the Georgia Public Service Commission.
- h. Wireless Tower.
- D. *District Regulations.*
- Minimum Lot Area—the development shall occupy a total of not less than 25 acres. No minimum lot size is required for each building within the development.
- Minimum Lot Width—none.
- Minimum Setbacks.
- Front yard—from all street frontages:
- From right-of-way of local street—50 feet.
- From right-of-way of all other streets—65 feet.
- Side yard—15 feet.
- Rear yard—15 feet.
- Maximum Coverage By Principal Buildings—40%.
- Maximum Building Height—40 feet.
- E. *Screening and buffers. (See Sec. 2.3.5.)*
- F. *Open space.* All areas zoned O-I shall have a minimum of 10% of the gross acres dedicated or set aside as open space for developments up to 100 acres and shall have a minimum of 15% of the gross acres dedicated or set aside as open space for developments containing 100 acres or more. Amenities may be included and are encouraged within the open space requirement. However, open space shall not include any other required open areas such as required building setbacks, buffers, landscape strips or other similar requirements of this ordinance.

(Ord. No. 718, §§ 3, 6, 12-14-2015; Ord. No. 741, § 4, 6-5-2017; Ord. No. 744, §§ 2, 6, 7-10-2017; Ord. No. 808, § 2(Exh. B), 9-8-2020; Ord. No. 813, § 1(Exh. A), 10-26-2020; Ord. No. 836, § 1(Exh. A), 10-4-2021; Ord. No. 843, § 2(Exh. B), 4-18-2022; Ord. No. 871, § 2(Exh. B), 5-20-2024)

2.2.16 PSC planned shopping center.

~~All uses in the PSC zoning district shall be located within, or as part of a shopping center or specialty shopping center. This district is intended for the development of planned shopping center or specialty shopping center areas which allow for design flexibility in accordance with a specific master plan. Every rezoning to this district must include a condition that development occur in accordance with a master plan, which master plan shall include permitted uses allowed on the property. Certain residential uses are permitted as principal uses in the shopping center development.~~

- A. Permitted Principal Uses. A property in the PSC district may be used only for those uses approved as part of the conditions of approval of the PSC zoning on the property, including those identified in the master plan, and for related accessory uses, as further limited under "Accessory Uses" and "Conditional Uses" below. The use of land within an overall PSC development is further limited by the following requirements:

2. Uses.

- a. A use that is permitted in accordance with an approved master plan that is required for rezoning to the PSC district.

- B. Conditional Principal Uses. A property in the PSC district may be used for ~~those the~~ uses listed below and shown in Table 2.2 in accordance with an approved master plan, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use, ~~only upon approval as a conditional use by the city council.~~

1. Residential Uses.

- a. Dwelling, 'For-Sale', Attached (only allowed in the North Point Overlay and not exceeding (8) dwelling units/acre unless additional density is authorized in accordance with said overlay).
- b. Dwelling, 'For-Sale', Detached (only allowed in the North Point Overlay and not exceeding (8) dwelling units/acre unless additional density is authorized in accordance with said overlay).

2. Business Uses.

- a. Art Galleries.
- b. Bakery.
- c. Barber Shop.
- d. Bank, Savings and Loan.
- e. Beauty Shop.
- f. Brewery.
- g. Book Store.
- h. Car Wash.
- i. Carpet and Rug Sales.

-
- j. Clinic.
 - k. Dance Studio.
 - l. Day Care Center.
 - m. Distillery.
 - n. Drug Store (Pharmacy).
 - o. Florist, Retail without Greenhouse.
 - p. Grocery Store (max. 50,000 SF in the North Point Overlay).
 - q. Hardware Store (max. 50,000 SF in the North Point Overlay).
 - r. Home Improvement Store.
 - s. Laundry, Self-Serve, Pick-up.
 - t. Liquor Store.
 - u. Office Building or Park.
 - v. Pest Control Business.
 - w. Rental Services Establishment without outside storage.
 - x. Restaurant.
 - y. Restaurant w/Drive-thru window.
 - z. Retail Sales and Services Establishments not otherwise listed for this zoning district as a permitted or conditional use.
 - aa. Retail Establishment, Mixed Sales.

- B. *Accessory Uses.* A property in the PSC district may contain any accessory structure or use customarily related to and clearly subordinate to any principal use that is permitted by right or through approval as a conditional use on the same property, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use.

Permitted accessory structures and uses include but are not limited to the following:

- 1. Privacy and decorative fences and walls.
- 2. Vehicle access, parking and loading areas, subject to the requirements of the Parking and Loading regulations herein.
- 3. Signs, subject to all of the requirements regulating signage herein.
- 4. Retaining walls and other site improvement structures approved as part of the development permit.

- C. *Conditional Subordinate Uses.* A property in the PSC district may be used for any of the following only upon approval as a conditional use by the City Council and provided that these uses in aggregate do not constitute more than 50% of the site area:

- 1. *Residential Uses.*

-
- a. Reserved.
2. *Business Uses.*
- a. Animal Hospital, small animals.
 - b. Athletic Facility.
 - c. Automobile Service and Service Station.
 - d. Automotive Parts.
 - e. Bowling Alley.
 - f. Boutique Hotel.
 - g. Broadcasting Studio (radio or TV).
 - h. Convenience Center with gas pumps.
 - i. Dry Cleaning Plant.
 - j. Dry Cleaning Plant with pick-up station.
 - k. Fitness Studio.
 - l. Funeral Home with no cemetery or mausoleum.
 - m. Greenhouse, Nursery.
 - n. Golf, Miniature.
 - o. Hotel or Motel.
 - p. Hotel, Hybrid.
 - q. Nail Salon.
 - r. Parking Lot, Commercial.
 - s. Pet Day Care.
 - t. Pet Grooming.
 - u. Print Shop.
 - v. Recreation Facilities, Indoor.
 - w. School, Commercial.
 - x. Shop or Studio, Craftsman/Artist.
 - y. Spa Services.
 - z. Special Event Facility.
 - aa. Theater, Cinema.
3. *Semipublic Uses, Utilities.*

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- a. Auditorium.
 - b. Church, Synagogue.
 - c. Club, fraternity, association or lodge.
 - d. Heliport, public or private.
 - e. Libraries.
 - f. Museum.
 - g. Park or Playground.
 - h. Public Building.
 - i. Recreational Facilities (Outdoor).
 - j. School, Academic.
 - k. Utility Substation, including gas, electric, telephone switching, and similar uses operated by companies regulated by the Georgia Public Service Commission.
 - l. Wholesale Establishment.
 - m. Wireless Tower.

D. *District Regulations.*

Minimum Lot Area—the planned development shall occupy a total of at least 10 acres. No minimum lot size is required for each building or related development site within the overall development.

Minimum Lot Width—none.

Minimum Setbacks.

Front yard—from all street frontages:

From right-of-way of local street—50 feet.

From right-of-way of all other streets—65 feet.

Side yard—15 feet.

Rear yard—15 feet.

Maximum Coverage By Principal Buildings—40%.

Maximum Building Height—40 feet.

E. *Screening and buffers.* (See Sec. 2.3.5)

F. *Review Criteria.* The PSC district is intended to promote specific objectives. Therefore, the following shall be considered when reviewing a PSC master plan:

- 1. Pedestrian connectivity to all uses.
- 2. Large parking areas below grade, in decks or screened. Design efforts to provide shared parking will also be considered.

-
3. Accommodations for public transportation.
 4. Buildings that face or appear to face public roadways.
 5. Appearance standards for buildings and structured parking.
 6. Limitations on uninterrupted building elevations.
 7. Creation of vistas and view corridors within development.
 8. Focal point features at prominent locations and ends of vistas.
 9. Incorporation of natural site features.
 10. Block lengths conducive to pedestrian traffic.
 11. Detention and retention facilities designed to be aesthetically pleasing.
 12. Creative methods for stormwater management to provide additional open space.
 13. Attractive and usable street furniture in public spaces.
 14. Emphasis on a high quality landscape plan.

(Ord. No. 715, § 2, 9-28-2015; Ord. No. 718, §§ 3, 4, 12-14-2015; Ord. No. 741, § 4, 6-5-2017; Ord. No. 744, §§ 2, 4, 6, 7-10-2017; Ord. No. 767, §§ 1—3, 10-22-2018; Ord. No. 808, § 2(Exh. B), 9-8-2020; Ord. No. 836, § 1(Exh. A), 10-4-2021; Ord. No. 843, § 2(Exh. B), 4-18-2022; Ord. No. 871, § 2(Exh. B), 5-20-2024)

2.2.20 MU mixed use district.

This district is intended to allow for the development of a mix of uses ~~within the framework of a in~~ accordance with a specific master plan. Every rezoning to this district must include a condition that development occur in accordance with a master plan, which master plan shall include permitted uses allowed on the property. The district regulations are intended to allow greater design flexibility in order to accommodate a pedestrian focused environment that provides opportunities for living, working, shopping, recreation and entertainment.

A. *Applicability.* This zoning district is applicable to properties located within:

1. Areas that are primarily non-residential in character; or
2. Along major roadways that are primarily commercial in character; or
3. Historic Downtown Alpharetta; or
4. As noted in the Comprehensive Land Use Plan.

B. *Permitted Principal Uses.* A property in the MU district may be used only for those uses approved as part of the conditions of approval of the MU zoning on the property, including those identified in the master plan, and as further limited below, and for "Conditional Uses" below. The use of land within an overall MU development is further limited by the following requirements:

1. Dwelling, attached or detached: At least 25% of the MU development shall be utilized as residential dwellings. Land use calculations shall utilize gross floor area for vertical mix of uses and land area for horizontal mix of uses. Dwelling, 'For-Rent' and 'For-Sale' units shall require conditional use approval as set forth in Table 2.2.

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2. Commercial: At least 10% of the MU development shall be utilized as commercial uses (as approved in the MU master plan). Land use calculations shall utilize gross floor area for vertical mix of uses and land area for horizontal mix of uses.
 3. Open Space: MU developments shall incorporate the following amounts and types of open space:
 - a. All developments: A minimum of 10% of the gross land area shall be designed for use as civic space in conformance with Sec. 2.10.10.C of the North Point Overlay.
 - b. Developments with residential uses: In addition to the requirements of "a" immediately above, each MU development containing residential uses shall provide a minimum of one acre of open space/100 population generated by residential uses. Household size shall be calculated using the most current US Census data for the City of Alpharetta. This requirement shall not apply in the North Point Overlay, where alternate standards apply.
 4. Office/Institutional: At least 25% of the MU development shall be utilized for office buildings. Land use calculations shall utilize gross floor area for vertical mix of uses and land area for horizontal mix of uses.
 5. Redevelopment projects that incorporate existing buildings and do not conform to the dwelling, commercial, or office/institutional percentages set forth in "1", "2" or "4" above (prior to redevelopment) are not subject to said requirements when all of the following are met:
 - a. At least 75% of the total existing floor area remains after redevelopment; and
 - b. The total floor area of new construction does not exceed the total floor area of existing buildings to remain; and
 - c. The redevelopment does not increase the degree of non-conformity with regards to the percentages set forth in "1", "2" or "4" above.

As determined by City staff, uses shall be calculated using one of the following methods:

Horizontal Mixed Use: Land Use Land Area (acres)/Total MU Land Area (acres) = % Land Use of MU Development

Example: 25 acres of Residential Land Use/100 acres of MU Land Area = 25% Residential Land Use of MU Development

Vertical Mixed Use: Land Use Gross Floor Area (square feet)/Total Gross Floor Area of All MU Development (square feet) = % Land Use of MU Development

Example: 25,000 SF of Commercial Land Use/100,000 SF for All Vertical Development = 25% Commercial Land Use of MU Development

Combination of Horizontal and Vertical Mixed Use: Land Use Gross Floor Area (square feet)/Total Gross Floor Area of All MU Vertical and Horizontal Development (square feet) = % Land Use of MU Development

Example: [25,000 SF of Vertical Commercial Land Use + 25,000 SF of Horizontal Commercial Development]/200,000 SF for All Vertical and Horizontal Development = 25% Commercial Land Use of MU Development

- C. *Conditional Uses.* A property in the MU district may be used for those uses listed below and in Table 2.2, as well as any additional uses included in the conditions of approval for the MU zoning on the property.

Conditional uses not included in the master plan shall require a public hearing by the Planning Commission and approval by the City Council.

1. *Residential Uses:*

- a. Dwelling, Group (assisted living facility, congregate housing).
- b. Dwelling, 'For-Rent'.
- c. Dwelling, 'For-Sale', Attached and Detached.
- d. Bed and Breakfast.

2. *Commercial Uses:*

- a. Art Gallery.
- b. Athletic Facility.
- c. Bakery.
- d. Bank, Savings & Loan.
- e. Barber Shop.
- f. Beauty Shop.
- g. Book Store.
- h. Boutique Hotel.
- i. Brewery.
- j. Clinic.
- k. Dance Studio.
- l. Day Care Center.
- m. Distillery.
- n. Drug Store (Pharmacy).
- o. Dry cleaning, Pickup Station.
- p. Fitness Studio.
- q. Florist, Retail.
- r. Grocery Store (max. 50,000 SF in the North Point Overlay).
- s. Hardware and Garden Supply Store (max. 50,000 SF in the North Point Overlay).
- t. Hotel/Motel.
- u. Hotel, Hybrid.
- v. Liquor Store.
- w. Manufacturing. Heavy.

-
- x. Nail Salon.
 - y. Office.
 - z. Pet Grooming.
 - aa. Print Shop.
 - bb. Recreation Facilities, Indoor and Outdoor.
 - cc. Restaurant.
 - dd. Retail Establishment.
 - ee. School, Commercial.
 - ff. Spa Services.
 - gg. Special Event Facility.
 - hh. Theater, Cinema.
3. *Semipublic Uses, Utilities:*
- a. Church, Synagogue.
 - b. Heliport.
 - c. Library.
 - d. Museum.
 - e. Park or Playground.
 - f. Public Building.
 - g. School, Academic.

D. *District Regulations.*

Minimum Lot Size: The minimum area permitted to be zoned for an MU development is 25 acres.

Maximum Density of Dwelling Units: The MU master plan shall establish maximum density for each area within the development. Density for all residential units combined shall not exceed eight (8) dwelling units/acre, except when City Council approves greater density by conditional use in the North Point Overlay. Density shall be calculated based on the gross acreage of the entire MU master plan.

Development Standards: Regulations governing lot size, lot width, setbacks, principal building coverage, floor area of dwelling unit, and height shall be established for each area within the MU master plan and approved through the public hearing process.

Maximum Impervious Area: 80% for the entire MU development.

Civic Space: See Sec. 2.20.B.3.

Open Space: Open space may include residential recreational amenities. However, at least 50% of the required open space shall be provided in passive land area(s).

E. *Review Criteria.* The MU district is intended to promote specific objectives. Therefore, the following shall be considered when reviewing an MU master plan:

1. Retail, restaurant, office, and personal service uses at ground level.
2. Pedestrian connectivity to all uses.
3. Large parking areas below grade, in decks or screened. Design efforts to provide shared parking will also be considered.
4. Accommodations for public transportation.
5. Buildings that face or appear to face public roadways.
6. Appearance standards for buildings and structured parking.
7. Limitations on uninterrupted building elevations.
8. Creation of vistas and view corridors within development.
9. Focal point features at prominent locations and ends of vistas.
10. Incorporation of natural site features.
11. Block lengths conducive to pedestrian traffic.
12. Detention and retention facilities designed to be aesthetically pleasing.
13. Creative methods for stormwater management to provide additional open space.
14. Attractive and usable street furniture in public spaces.
15. Emphasis on a high quality landscape plan.
16. Number of office jobs internally captured on-site.

F. *Time Linkage/Concurrency.* In order to ensure that the objectives of MU district are met and development occurs which incorporates a mix of uses, a development phasing strategy or time line shall be established for each MU project, subject to the following:

1. *Open Space and Civic Space.* No certificate of occupancy for any use shall be issued until a proportional amount of required open space and civic space has been installed.

Furthermore, when reviewing the phasing strategy or timeline, the City Council may link the issuance of other permits and/or certificates of occupancy for a portion of the development with the completion of other portions of the development.

(Ord. No. 702, § 1(Exh. A), 3-2-2015; Ord. No. 732, § 1, 2-6-2017; Ord. No. 741, § 4, 6-5-2017; Ord. No. 744, § 2, 7-10-2017; Ord. No. 749, §§ 2, 3, 9-18-2017; Ord. No. 767, § 4(Exh. A), 10-22-2018; Ord. No. 808, § 2(Exh. B), 9-8-2020; Ord. No. 836, § 1(Exh. A), 10-4-2021; Ord. No. 843, § 2(Exh. B), 4-18-2022; Ord. No. 871, § 2(Exh. B), 5-20-2024.)

TABLE 2.2 LIST OF PERMISSIBLE AND CONDITIONAL USES

On the following table, an "O" means that the use will be permitted in that district only if a Conditional Use Permit is granted by the City Council. An "X" means that the use is permitted in the zoning district subject to the general provisions of the Unified Development Code. An "M" means that a use that is permitted in accordance with an approved master plan that is required for rezoning to the district. An "A" means that the use is permitted as an accessory use in the zoning district subject to the general provisions of the Unified Development Code. An "S" means that the use will be permitted as a subordinate use ~~in that district if a Conditional Use Permit is granted by the City Council in accordance with an approved master plan that is required for rezoning to the district.~~ For uses not included in this list or when the Director of Community Development is unable to determine placement, application shall be made to the Board of Appeals for interpretation.

USES	A G	R E	R	R - 2 2	R - 1 5	R - 1 2	R - 1 0	R - 4 A	R - 4 D	R- 8A /D	R- 10 M	CU P*	OI *	O P	C - 1	C - 2	PS C*	L I	O S- R	S U	M U*
Adult Entertainment Establishment																		O			
Airport, Public/Private	O											O	S						O	X	
Amphitheater												O	S					X	O	X	
Animal Hospital, Small Animal (Veterinarian)	O											O	S		O	O	S	X			
Animal Hospital, Large Animal	O																	X			
Art Galleries												O	S	O	X	X	Ⓜ M	X			O
Asphalt Plant																		O			
Athletic Facility												O	S		O	X	S	X			O
Auditorium	O											O	S	O	O	O	S	X			
Auto Sales and Leasing (Trucks, Vans,												O				O		X			

TABLE 2.2 LIST OF PERMISSIBLE AND CONDITIONAL USES

On the following table, an "O" means that the use will be permitted in that district only if a Conditional Use Permit is granted by the City Council. An "X" means that the use is permitted in the zoning district subject to the general provisions of the Unified Development Code. An "M" means that a use that is permitted in accordance with an approved master plan that is required for rezoning to the district. An "A" means that the use is permitted as an accessory use in the zoning district subject to the general provisions of the Unified Development Code. An "S" means that the use will be permitted as a subordinate use ~~in that district if a Conditional Use Permit is granted by the City Council~~ in accordance with an approved master plan that is required for rezoning to the district. For uses not included in this list or when the Director of Community Development is unable to determine placement, application shall be made to the Board of Appeals for interpretation.

USES	A G	R E	R 2	R - 2 5	R - 1 5	R - 1 2	R - 1 0	R - 4 A	R - 4 D	R- 8A /D	R- 10 M	CU P*	OI *	O P	C - 1	C - 2	PS C*	L I	O S- R	S U	M U*
Cars and Accessories)																					
Automotive Parts												O			O	X	S	X			
Automotive Service & Service Station												O	S			X	S	X			
Bakery												O	S	O	X	X	<u>⊖</u> <u>M</u>	X			O
Bank, Savings and Loan, Mortgage Company												O	<u>⊖</u> <u>M</u>	X	X	X	<u>⊖</u> <u>M</u>	X			O
Barber/Beauty Shop												O	S	X	X	X	<u>⊖</u> <u>M</u>				O
Bed and Breakfast	X	O	O	O	O						X	O		X	X	X					O
Book Store or Stationery												O	S	A	X	X	<u>⊖</u> <u>M</u>	X			O
Bottle Gas Storage and Distribution																		X			

TABLE 2.2 LIST OF PERMISSIBLE AND CONDITIONAL USES

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Boutique Hotel												O	S			O	S	O			O
Bowling Alley												O	S		O	X	S	X			
Brewery												O	S		O	O	⊖ M	X			O
Broadcasting Studio (Radio and TV)	O											O	⊖ M			X	S	X			
Builder's Equipment/Material	O											O				O		X			
Car Wash													S			O	⊖ M	X			
Carpenter Shop, Woodworking	O																	X			
Carpet and Rug Sales															X	X	⊖ M	X			
Cemetery	O																			O	
Check Cashing															O	O		X			
Church, Synagogue	O	O	O	O	O	O	O	O	O	O	O	O	⊖ M	O	O	O	S	X		O	O

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Clinic, Public/Private												O	O M	X	X	X	O M				O
Club, associations, or Lodge	O			O	O	O	O	O	O	O	O	O	O M	O	O	O	S			O	
Concrete Plant																		O			
Congregate Housing, Assisted Living Facility											O	O	O M		O	O		X			O
Contractor's Office without outside storage												O	S	X	O	X		X			
Contractor's Office with outside storage												O				O		X			
Convenience Center w/Gas Pumps												O	S			X	S	X			
Country Club	O	O	O	O	O	O	O	O	O	O	O	O	S								

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Dance Studio												O	S		X	X	⊖ M	X			O
Day Care Center												O	⊖ M	X	X	X	⊖ M	X			O
Discount Store																		X			
Distillery												O	S		O	O	⊖ M	X			O
Drug Store (Pharmacy)												O	⊖ M		X	X	⊖ M	X			O
Dry Cleaning, Pick-Up Station												O	S	O	X	X	S	X			O
Dry Cleaning, Plant																		O			
Dwelling, 'For-Sale', Attached								X		X	X	O					⊖ M				O
Dwelling, 'For-Sale', Detached	X	X	X	X	X	X	X		X	X		O					⊖ M				O
Dwelling, 'For-Rent'											X	O									O

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Dwelling, Group											O	O	O M		O	O					O
Equestrian Center	O	O	O	O	O							O								X	
Extended Stay Hotel (see Section 2.7)												O	S			O		O			
Family Day Care Home (accessory use)	X	X	X	X	X	X	X	X	X	X	X	O									
Farmlands (including Livestock, poultry)	X																				
Fire station												O	S							X	
Fireworks Sales																		X			
Fitness Studio												O	S	O	X	X	S	X			O
Florist, Retail												O	S	O	X	X	O M				O
Funeral Homes with no cemetery												O	S		O	O	S	X			

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or mausoleum																					
Glass Fabrication																		O			
Golf Course, Driving Range	O	O	O	O	O	O	O	O	O	O	O	O	⊖ M					O		X	
Golf, Miniature												O	S		O	O	S			X	
Greenhouse, Nursery	O															O	S	X			
Grocery Store												O			O	X	⊖ M	X			O
Group Home, Special Care Home (accessory use)	X	X	X	X	X	X	X	X				O									
Hardware and Garden Supply Store												O			X	X	⊖ M	X			O
Heliport, Public/Private	O											O	⊖ M				S	X		X	O

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Home Improvement Store																X	⊖ M	X			
Home-Elderly, Children, Nursing											O	O	⊖ M			O	O		X		
Hospital												O	⊖ M			O	X		X	X	
Hotel or Motel												O	S			O	O	S			O
Indoor Shooting Range																			O		
Junk/Salvage Yard																			O		
Kennel	O																		X		
Laboratory, Research Commercial												O	S						X		
Laundry, Industrial												O							O		
Laundry, Self-Serve, Pick-Up												O				X	X	⊖ M	X		

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Limousine Service and Taxi (with or without outside vehicle storage)																O		X			
Liquor Store												O	S		O	X	⊖ M	X			O
Locker, Frozen Food or Cold Storage												O						X			
Machine Shop																		X			
Manufacturing, Heavy, General																		O			
Manufacturing, Light												O	S					X			
Massage Therapy																O		X			
Medical Cannabis or Marijuana Dispensary																		O			

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Mini-warehouse Storage, Conditioned or Unconditioned space																		X			
Museum and Libraries												O	⊖ <u>M</u>		X	X	S	X		X	O
Nail Salon												O			X	X	S	X			O
Office												O	⊖ <u>M</u>	X	X	X	⊖ <u>M</u>	X			O
Park or Playground	X	X	X	X	X	X	X	X	X	X	X	O	S	X	X	X	S	X	X	X	O
Parking Lot, Commercial												O	S		O	X	S	X			
Pawn Shop																		X			
Pest Control Business (with or without onsite chemical storage)															O	O		X			
Pet Day Care												O			X	X	S	X			

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Pet Grooming												O			X	X	S	X			O
Power Station												O							O	O	
Print Shop												O	S	A	X	X	S	X			O
Prison																				O	
Public Building												O	⊖ M	O	O	O	S	X		O	O
Recreation Facilities, Indoor (Health Clubs, Skating Rink, Billiards, Children's event facilities, etc.)												O	⊖ M		O	O	S	X			O
Recreational Facilities, Outdoor												O	⊖ M			O	S	X		O	O
Recycling Center																			O		
Rental Services Establishment without												O			O	X	⊖ M	X			

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outside storage																					
Rental Services Establishment with outside storage																		X			
Research and Development												O	<u>⊖</u> <u>M</u>					X			
Restaurant												O	S	O	X	X	<u>⊖</u> <u>M</u>	X			O
Restaurant w/Drive-thru window												O	S		O	X	<u>⊖</u> <u>M</u>	X			
Retail Establishment												O	S	A	X	X	<u>⊖</u> <u>M</u>	X			O
Retail Establishment (Mixed Sales)												O			O	X	<u>⊖</u> <u>M</u>	X			
Sawmill																		O			
School, Academic												O	<u>⊖</u> <u>M</u>	O	X	X	S	X		X	O
School, Commercial												O	S	O	X	X	S	X			O

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(Beauty, Business)																					
Septic Tank, Sales, Construction																		X			
Sewage, Disposal Plant																		O			
Shop or Studio, Craftsman/Ar tist												O		O	X	X	S	X			
Small Appliance Repair Shop																O		X			
Smoke Shop and Tobacco Store															O	O		X			
Spa Services												O	S	O	O	O	S	X			O
Special Event Facility	O											O	O M		O	O	S	X			O
Storage, Inside																		X			
Storage, Outside																		X			

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Switching Station (Telecom)												O						X			
Tattoo Parlor and Body Piercing																		X			
Taxidermist	X																	X			
Theater, Cinema												O	⊖ M			O	O	S	X		O
Tire Retreading																		O			
Transfer Station																		O			
Utility Substation	O	O	O	O	O	O	O	O	O	O	O	O	S	O	O	O	S	O	O	X	
Welding Shop																		X			
Wholesale Establishment												O					S	X			
Wireless Tower (subject to approval of conditional use permit in	O											O	S			O	S	O		O	

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accordance with Section 2.8.7)																					

(Ord. No. 671, § 1, 2-4-2013; Ord. No. 675, § 1, 6-3-2013; Ord. No. 692, § 1(Exh. 1), 7-21-2014; Ord. No. 703, § 1, 6-1-2015; Ord. No. 704, § 2, 6-1-2015; Ord. No. 708, § 1, 8-10-2015; Ord. No. 715, § 4, 9-28-2015; Ord. No. 718, § 14(Exh. B), 12-14-2015; Ord. No. 730, § 5, 12-5-2016; Ord. No. 741, § 5(Exh. A), 6-5-2017; Ord. No. 744, § 7(Exh. A), 7-10-2017; Ord. No. 767, § 7(Exh. C), 10-22-2018; Ord. No. 772, § 8(Exh. A), 2-4-2019; Ord. No. 808, § 2(Exh. B), 9-8-2020; Ord. No. 813, § 1(Exh. A), 10-26-2020; Ord. No. 835, § 1(Exh. B), 10-4-2021; Ord. No. 836, § 1(Exh. A), 10-4-2021; Ord. No. 843, § 2(Exh. B), 4-18-2022)

* Uses under the CUP, PSC, MU, and O-I Zoning Districts shall be permissible through an approved master plan ~~amendment~~ and statement of intent.

~~SECTION 2.2 a. — CONDITIONAL USE REVIEW CRITERIA~~

~~When reviewing a conditional use, consideration shall be given to factors associated with the use including, but not limited to, the following:~~

1. Site design	4. Vehicular trips generated by the use
2. Property access	5. Impact of the use on surrounding properties
3. Hours of operation of the business	6. Impact of the use on the natural features of the site



STAFF REPORT

Department: City Clerk

Submitted By:

Meeting Date: July 28, 2025

AGENDA ITEM:

THE FOLLOWING ITEMS HAVE BEEN POSTPONED:

STAFF RECOMMENDATION:

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-----------------------------	----------------------

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-----------------------------	----------------------

ITEM DESCRIPTION:

ALTERNATIVES:

ATTACHMENTS:



STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Meeting Date: July 28, 2025

AGENDA ITEM:

Request For Proposals 25-116: Comprehensive Plan Update

Consideration of approval of the award of Request For Proposals 25-116 and a contract to MKSK and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve of the award of Request For Proposals 25-116 and a contract to MKSK, and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST: \$115,000.00

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Comprehensive Plan Update 30174150-521200 C2614	\$120,000.00

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
N/A	\$0.00

ITEM DESCRIPTION:

Community Development is interested in hiring a qualified consultant to develop its 2045 Comprehensive Plan Update in accordance with the rules established by the Georgia Department of Community Affairs (DCA) in Chapter 110-12-1. The two (2) primary objectives are to produce a comprehensive plan update that guides Alpharetta's growth over the next twenty years, and to produce a comprehensive plan update that meets DCA's minimum standards in order to maintain the City's Qualified Local Government status. The comprehensive plan update will include all elements specified for a five (5) year update in Chapter 110-12-1-.03, plus a new Community Work Program, Report of Accomplishments, and Public Participation Plan. The comprehensive plan update will utilize the City's Horizon 2040 Comprehensive Plan document which will be updated according to Georgia DCA Chapter 110-12-1. The Public Participation Plan will include, at a minimum, 2 public hearings, 3 stakeholder committee meetings, and 2 community meetings. Community meetings will consist of both in-person and virtual methods of obtaining feedback. The comprehensive plan update process is anticipated to be completed by June 30, 2026.

The Comprehensive Plan Update RFP (#25-116) was issued on April 11, 2025 and proposals were due on May 15, 2025. Eight (8) consultant teams responded to the RFP with the three (3) top-scoring teams that were within budget shortlisted for interviews, which included Pond & Company, Inspire Placemaking Collective, and MKSK. MKSK was the top scoring consultant team after the interviews. MKSK's cost proposal to complete the Comprehensive Plan Update is \$115,000, which is within the allocated budget of \$120,000. Staff recommends awarding the contract to MKSK.

ALTERNATIVES:

ATTACHMENTS:

1. MKSK RFP Response & Cost Proposal
2. MKSK Contract
3. RFP Scoring



CITY OF ALPHARETTA REQUEST FOR PROPOSALS (RFP) #25-116

COMPREHENSIVE PLAN UPDATE

May 15, 2025

MKSK

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May 15, 2025

MKSK

City of Alpharetta
ATTN: Debora Westbrook, Procurement Agent
2 Park Plaza
Alpharetta, GA 30009
PH: 678.297.6052
E: purchasing@alpharetta.ga.us

RE: RFP 25-116 City of Alpharetta Comprehensive Plan Update

Dear Members of the Project Review Committee,

Thank you for this opportunity to submit our services for the Alpharetta Comprehensive Plan Update. We approach this assignment with enthusiasm, purpose, and deep respect for the City's commitment to excellent planning and skilled implementation of community vision.

While privileged to be locally acquainted with the Alpharetta community, MKSK has expertise in comprehensive planning at the national level, facilitating over 100 of these important processes in a variety of communities. ***A comprehensive planning process is both dynamic and delicate.*** While there is incredible potential to form an exciting forward trajectory for a community, the process also deals with the very personally held perceptions of citizens and leaders and therefore must be approached with a ***posture of humility, discovery and collaboration.***

While comprehensive planning is high-level by nature, we understand very focused and tangible results can emerge from these processes. A great example is the City's Horizon 2040 Comprehensive Plan. While the plan charted city-wide goals, it also highlighted and uplifted key areas of opportunity, namely Windward and Brookside. In Brookside, the recent approval of a new mixed-use center by Portman Holdings, along with the approval of a new townhome community, demonstrates the exciting tangible outworkings of insights that can begin with a Comprehensive Plan.

As a multi-disciplinary firm across 12 metropolitan districts, the MKSK team draws from a wide range of expertise. Core to our practice and the team we have assembled are three fundamental principles that guide our approach to cities, districts, and neighborhoods: first - the physical power of place and people's relationship with it, second - the importance of local culture and character, and third - the underlying foundation of strong economic planning and public investment that catalyzes private development. We understand Alpharetta to be the kind of community that holds these same principles in high esteem, and works diligently to translate them into reality on a daily basis. This Comprehensive Plan Update is a tremendous opportunity to continue promoting those critical values and the establishment of Alpharetta as a world-class city.

We are honored to be considered for this important partnership.

Respectfully Submitted,
MKSK, Inc.



Kyle May, AICP, Associate Principal
999 Peachtree St NE
Atlanta, Georgia 30309
PH: 614.621.2796
M: 614.571.1342
E: kmay@mkskstudios.com

cc:
Benjamin Kern, CNU-A
M: 615 318 6916
E: bkern@mkskstudios.com

Years in Business: 35 years
mkskstudios.com

Table of Contents

- Cover Letter
- 1. Proposed Organization & Staffing
- 2. Firm's Experience with Similar Projects
- 3. Proposed Approach to Performing



ENVISION SHAKOPEE 2040 COMPREHENSIVE PLAN SHAKOPEE, MN_MKSK
2019 APA MINNESOTA PLANNING IN CONTEXT AWARD



Lancaster Downtown Revitalization Plan, Lancaster, SC

FIRM INTRODUCTION

MKSK is a collective of Planners, Urban Designers, and Landscape Architects, founded in 1990, who are passionate about the interaction between people and place. We are an employee-owned practice with a network of twelve metropolitan studios in Ohio, Illinois, Indiana, Kentucky, South Carolina, New York, Georgia, Florida, and the District of Columbia. MKSK works to solve the pressing issues in our cities and communities, and build places where people want to live. We work with communities and clients to reimagine, plan, and design dynamic environments for the betterment of all. MKSK approaches planning and design with a clear understanding that each place is unique and has economic, social, environmental, historical, and cultural influences which should be explored through thoughtful, context sensitive design.

Build on Local Strengths: The strategies for the design and planning of significant community infrastructure must be faithful to the historical, cultural, and social qualities that are unique to each part of the community. By carefully discerning and then building on these authentic qualities, we can encourage civic pride, community stewardship, and a strong sense of place.

Build for People: The defining quality of MKSK's approach is improving the relationship of place and people. Decades of research has brought to light the role that our communities and built environment play in shaping our experiences and life outcomes, and this research has supported a body of urban design knowledge that underpins all of MKSK's work.

Build Long-Term Value: By focusing on the relationship of people and place first, we are building the framework for long-term value. When planned and designed well, historic preservation plans play a unique role in driving economic value and community benefit. There is a growing global recognition of the significant positive impact that preservation can have on economic competitiveness, public health, social well-being, environmental uplift, and a wide range of equity dynamics. Managing, programming, and connecting these historic features to the rest of the community will be important as we plan and design for the future.

MKSK

Primary Contact

Kyle May, AICP
Associate Principal
614.621.2796
kmay@mkskstudios.com

Office Address

999 Peachtree St NE
Atlanta, Georgia 30309

Relevant Services

Community Planning
Master Planning
Parks & Recreation Planning
Land Use Planning
Development Planning
Landscape Architecture
ADA Compliance
Green Infrastructure
Community Engagement

mkskstudios.com



Middletown Central Avenue Improvements, Middletown, OH

COMPREHENSIVE COMMUNITY PLANNING

MKSK understands the numerous factors that must be considered to create a robust and successful community plan, including assessments of existing conditions, environment, infrastructure, transportation systems, demographics, market trends, development economics, fiscal implications, community character, cultural and historic structures, the built environment, and the public realm. We understand the relationships between the various types of land uses and their impacts on infrastructure and municipal services and funding. Because of our work with the public sector and the private development community, we have a robust understanding of the types, yields, needs, and site layout of the myriad land developments. We also understand their infrastructure, parking, support, amenity, and open space needs. We specialize in planning for the public realm, including downtowns, riverfronts, parks, signature spaces, plazas, streetscapes, gateways, etc.

Our goal in all of our community planning efforts is to identify catalytic projects that will attract investment, support a community's vision, and greatly improve quality of life and economic opportunity for all of its residents and businesses.

Our planning practice is guided by the following principles:

1. We **invest in long-term** commitments with the communities where we work, which is critical to plan implementation.
2. We bring a critical **understanding of community** planning and development strategies.
3. We **recognize key success factors** for implementation such as funding, stakeholder, community buy-in, resource commitments, political will and leadership.
4. We **align public and private sector goals**, partnerships that can bring results, and understand the appropriate public investments that can spur substantial private development.
5. We champion **urban placemaking, walkable districts, multi-modal transportation enhancements, and sustainable healthy community design practices** which result in significant reinvestment.
6. We offer a variety of live and virtual **public engagement opportunities** to gain the community's interest and input.
7. We bring broad experience in **funding & regulatory tools**.
8. We create exciting and achievable visions that motivate leaders, stakeholders, funders, and the public, that lead to successful built projects embraced by the community.
9. We understand the importance of careful and thoughtful **quality planning and design** in creating catalytic and lasting projects.
10. We understand the importance of place and character that is **unique to each community** and strive to incorporate and reflect that in individual designs.

LAND USE & DEVELOPMENT PLANNING

Our land planners understand the numerous factors that must be considered to create a robust and successful plan including assessments of existing conditions, environment, infrastructure, transportation systems, parking, demographics, market, trends, development economics, fiscal implications, community character, cultural and historic structures, the built environment, and the public realm. We understand the relationships between the many various types of land uses and their impacts on infrastructure, watersheds, and municipal services and funding.

There are three elements that are consistent in our firm's approach:

- A focus on high-quality planning and design;
- An inclusive, communication-based approach for coordination of stakeholder interests into a common goal;
- A strategic approach to implementation that is grounded in reality but innovative in its solutions.

These elements have directly led to renewed investment and improved quality-of-life in the places in which we have worked. **Because of our work with the development community, we also have a robust understanding of the types, yields, needs, and site layout of the myriad land developments of private developers.** This ranges from conservation developments, subdivisions to multifamily developments, retail stores to town centers, corporate offices to industrial development, and true mixed-use urban centers. We also understand their infrastructure, parking, support, amenity, and park needs. MKSK also specializes in planning for the public realm, including regional parks, playgrounds, signature spaces, plazas, civic building spaces, streetscapes, gateways, riverfronts, etc.

Our goal in all of our land planning efforts is to identify catalytic projects that will attract investment, support the community, and greatly improve the quality of life. Because of the success of our land use plans, many of our clients continue to use our services to meet their needs.

PLACEMAKING & ACTIVATION

MKSK leads a creative planning and design process that provides vibrant spaces while accommodating a variety of community and civic uses. MKSK understands that properly programmed, planned and designed urban spaces can be the catalyst for economic investment and redevelopment. With over 100 regional and national design awards, we have been recognized by our peers as a leader in our respective fields. More importantly, MKSK is proud of projects that have truly transformed the communities in which we work.

MKSK projects have become centerpieces and identifying parts of the communities in which they are located – generating civic pride, economic success, and overall enjoyment – making our communities stronger, prominent places to live, work and visit.

SUSTAINABILITY & RESILIENCY IN OUR WORK

MKSK is committed to sustainable design as an integral part of our planning and design process. We embed sustainable design methodologies into our work. We seek a balance between economic, environmental, and societal impacts and opportunities, the underlying principles of sustainability, and apply creativity and innovation to solve current issues while striving for responsible, long-term, practical solutions. Our design and planning projects begin with overall sustainability goals and consideration of LEED certification.

For each project site, we strive to achieve low-impact site development through means of preserving open space, accommodating multi-modal transportation and bicycle facilities, reducing impervious surfaces and heat island effects, incorporating passive solar design, retaining or creating natural habitat, integrating sustainable stormwater management through the use of permeable pavement, bio-swales, rain gardens and green roofs, and using recycled and regionally-available materials.

MKSK



**TOGETHER WE
PLAN & DESIGN
A WORLD IN
WHICH WE ALL
WANT TO LIVE.**





Unity Park, Greenville, SC

PUBLIC ENGAGEMENT & INCLUSION EXPERTISE

MKSK

Community involvement and engagement is a fundamental part of our urban planning and design approach. The success of the public engagement process is a critical step in building understanding, support, and ownership of focus areas that will ultimately lead to effective implementation across time.

Our team views the early stages of a planning project as a time for learning and collaboration. It is here that we invite the public and stakeholders to share with us the issues and considerations important within a community. This knowledge, and the relationships built through this process, guides our planning efforts as we develop ideas and strategies to address project issues. The testing of those ideas, through further public engagement, ultimately provides us with a consensus-based direction. Our goal is to form a shared and “living” vision. To reach this goal, we cast a wide net, which often includes residents, business interests, development community members, key stakeholders, elected officials, and public agencies. Opportunities to engage the public can be in the form of traditional open houses, forums, or focus group sessions, or online through web-based meetings, surveys, and via social media platforms.

Our public participation toolbox blends traditional methods with fresh approaches adapted to hands-on engagement together with 24-hour community information and dialogue on web-based platforms. Every project and community is unique, so for each we refine an engagement tool kit in close consultation with the client.

The more traditional public participation and engagement opportunities incorporated in this process include stakeholder interviews, walking tours, and public meeting visioning workshops. Additional opportunities include:

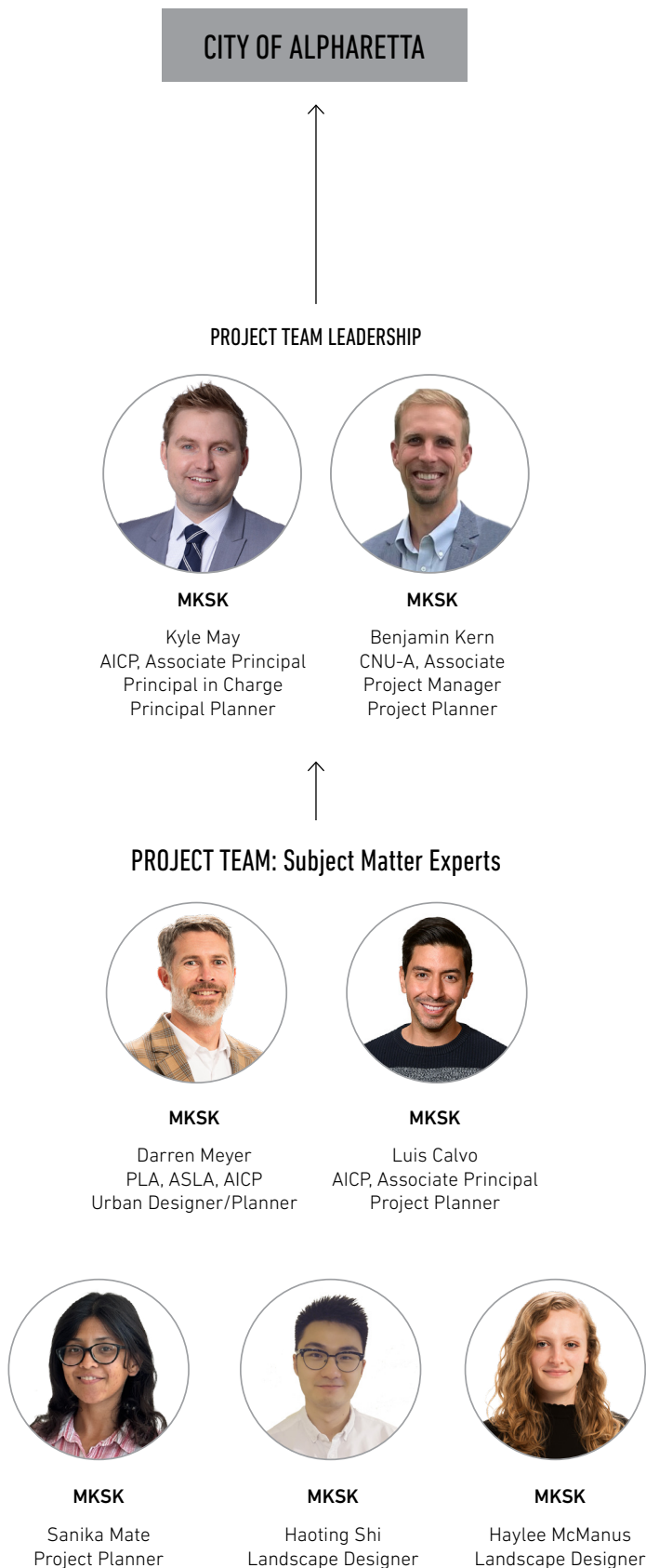
- Interactive meetings & exhibits
- Pop-up displays
- Dedicated website & social media platforms
- Community mapping - geo locate ideas
- Tactical urbanism
- Youth activities
- DIY Meetings-in-a-Box
- Study area storefront displays and office hours
- Street stalls and kiosks at existing events
- Study area walking/bike tours
- Stakeholder and focus group meetings
- Public workshops and presentations
- Charrettes and visioning
- Intercept Surveys

APPROACH TO DIVERSITY

The work we do at MKSK is strengthened when a diversity of people and perspectives are equitably included and able to come together to shape place, improve lives, and share the story.

MKSK is an equal opportunity employer that is committed to diversity, equity, and inclusion in the workplace. We have developed strategic approaches and methodologies for achieving each client's desired diverse business goals. MKSK supports these programs primarily by working with locally based A/E and subject matter specialists firms as consultants on our projects. As part of these relationships, we negotiate for professional services and often provide mentoring to grow the capabilities of their staff. Our business objective is to develop project teams that provide value to the project, client and community. Helping to mentor and grow these local, small, and disadvantaged businesses directly reinforces that objective.

PROJECT TEAM ORGANIZATION



Experience & Capacity To Manage Projects

MKS K has an outstanding track record of successful project management and on-time project delivery. MKSK is accustomed to leading complex teams of engineers, architects and design collaborators through the design and construction process. Our work spans all project types, and includes the design, detailing and coordination of civic spaces, streetscapes, and public spaces of all scales. MKSK supports a dedicated quality control review process so that our projects make sense, are constructible, are beautiful and enduring for years to come.

Project Delivery, Scheduling & QA/QC

The establishment of a reasonable project schedule integrating adequate internal Design Team review/comment periods and external Client/Stakeholder review/comment periods is critical to timely project delivery. Clear leadership assignments, effective project/team management, quality assurance/quality control and appropriate allocations of experienced production staff are equally important to a successful design and design process. Through our team's experience, expertise, leadership, and staff availability, the City of Smyrna can be assured that our team will not experience difficulty in meeting even the most stringent schedule.

Availability of Adequate Personnel, Equipment & Facilities

Leadership and staff identified within this proposal by MKSK and our consultant partners have the required licensure, experience, expertise, and availability to meet every aspect of the scope of services as described within the specified time frame. The MKSK team has all the necessary facilities and virtual network to successfully deliver the project. All of our offices run the latest Windows Office 365 Operating Systems which allow for the movement of projects and data between offices as workloads and schedules demand. Our network accommodates large file transfers as well as well as Cloud-based collaboration tools and FTP capabilities if needed on a project-by project basis. We employ a staff of IT Technicians to facilitate our software and hardware are the most current or compatible with recent versions for expedited technical response.

**Education**

The Ohio State University,
Masters of City and Regional Planning, 2012
Ohio University,
Bachelors of Science, Urban Planning, 2009

Certification

Certified Planner,
American Planning Association

KYLE MAY, AICP**PRINCIPAL IN CHARGE, PRINCIPAL PLANNER**

Kyle's background includes integrating robust public engagement with strong data analysis and technical planning. Kyle has helped to reach past the typical voices and engage a broader and more representative range of citizens and stakeholders. He has experience working across the country in a wide range of communities, including LaPorte, Elkhart, Madison and Jefferson Counties in Indiana, Loudoun County, Virginia, Montgomery, Alabama, and many others.

Relevant Experience

Madison County Comprehensive Plan Update, Madison County, Ohio
2024 Growth Framework and Comprehensive Plan, Johnstown, Ohio
Oxford Tomorrow Comprehensive Plan, Oxford, Ohio
One Riverside Comprehensive Plan, Riverside, Ohio
Johnstown Comprehensive Plan, Johnstown, Ohio
Jerome Township Comprehensive Plan, Jerome Township, Ohio
Envision Montgomery 2040 Comprehensive Plan, Montgomery, Alabama*
Envision Athens Vision and Strategic Plan, Athens-Clarke County, Georgia*
Connect Athens Corridor Plans, Athens-Clarke County, Georgia*
Together Roswell Strategic Plan, Roswell, Georgia*
Athens NSEM Integrated Action Plan, Athens-Clarke County, Georgia*
One City, One Vision, Vision and Strategic Plan, Anniston, Alabama*

*Experience prior to MKSK

MKSK**Education**

Johns Hopkins University,
Master of Spatial Analysis for Public Health, 2020

Appalachian State University, Bachelor of Geographic Information Systems, 2013

Certification

Congress for New Urbanism (CNU-Accredited)

BENJAMIN KERN, CNU-A**ASSOCIATE, PROJECT MANAGER, PLANNER**

With a decade of experience across the public, private, and non-profit sectors, Ben thrives at the convergence of mapping technologies with the ever-changing issues communities face as they mature. These tools have the ability to approach issues with a uniqueness of perspective and context, honoring the interconnected nature of our world and helping communities make more holistic decisions. As much as he likes working with data, the art of storytelling is something that Ben values greatly as well, knowing it has a powerful effect and goes a long way in helping a community articulate its vision and move collectively toward an exciting future.

Relevant Project Experience

Decatur Town Center Plan 2.0, Decatur, Georgia
Hilton Head Trends and Conditions Analysis, Hilton Head, South Carolina
Blueprint Bluffton Comprehensive Plan, Bluffton, South Carolina
Clark County-Springfield Active Transportation Plan, Clark County, Ohio
Johnstown Land Use Framework, Johnstown, Ohio
Madison County Comprehensive Plan, Madison County, Ohio
North River Road Development & Preservation Study, West Lafayette, Indiana
North Point Creative Placemaking Plan, Alpharetta, Georgia*
Horizon 2040 - Comprehensive Plan, Alpharetta, Georgia*

*Experience prior to MKSK

MKSK

**Education**

Ball State University,
Bachelor of Landscape
Architecture, 1999

Registration

Registered Landscape
Architect, SC, NC, GA, TN,
OH, AL, MN, VA, MD

Certified Planner,
American Planning
Association

DARREN MEYER, ASLA, PLA, AICP**PRINCIPAL, URBAN DESIGNER, PLANNER**

From the planning of communities and promoting projects that champion community wellness and sustainability to the details of public open spaces, Darren's more than 20 years of professional experience is at the intersection of complex infrastructure and community life. His approach starts with identifying and understanding the strengths of place and people, and then building on those assets to create healthy environments and stronger communities. Darren serves as a Principal and lead of the Greenville and Atlanta offices of MKSK, responsible for work across the Southeast U.S. He has deep experience in leading large, multidisciplinary teams to tackle complex urban challenges. He has served as the active and engaged leader of both planning and constructed projects bringing proven experience in all aspects of project implementation.

Relevant Project Experience

Birmingham Civil Rights District, Birmingham, Alabama
Decatur Town Center Plan 2.0, Decatur, Georgia
Chattanooga Riverfront District, Chattanooga, Tennessee
Envision Shakopee 2040 Comprehensive Plan, Shakopee, Minnesota
Reedy River Redevelopment Area & Unity Park Form Based Code, Greenville, South Carolina
North Point Creative Placemaking Plan, Alpharetta, Georgia
Downtown Blacksburg Strategic Plan, Blacksburg, Virginia
Bridge Street District River Corridor Framework Plan, Dublin, Ohio
Bridge Street District Guidelines, Dublin, Ohio

MKSK**Education**

University of Louisville,
Master of Urban
Planning, 2013

Kennesaw State
University(Formerly
Southern Polytechnic),
Bachelor of Architecture,
2010

Registration

Certified Planner,
American Planning
Association

LUIS CALVO, AICP**ASSOCIATE PRINCIPAL, PLANNER**

Luis specializes in translating intricate and complex planning issues to a general audience through verbal, written, and graphic communication. As an advocate of community-driven planning, Luis emphasizes the use of creative public engagement tools to reach consensus among residents, stakeholders, and cities. He strives to generate planning documents and graphics that both educate and inspire and that are consistent with a community's goals and values. Luis finds his inspiration from the richness in the diversity of urban neighborhoods and the people that continue to make them vibrant and exciting places to live.

Relevant Project Experience

Windward Parkway & Highway 9 Area Master Plan, Alpharetta, Georgia
Reedy River Redevelopment Area & Unity Park, Greenville, South Carolina
'Plan Greenville County' Comprehensive Plan, Greenville County, South Carolina
Decatur Town Center Plan 2.0, Decatur, Georgia
Woodstock Downtown Master Plan, Woodstock, Georgia
Villa Rica Downtown Master Plan, Villa Rica, Georgia
Upper Westside CID Master Plan, Atlanta, Georgia
Louisville Downtown Master Plan, Louisville, Kentucky
Great Parks of Hamilton County Comprehensive Master Plan, Hamilton County, Ohio

MKSK

**Education**

University of Virginia,
Masters of Urban Design,
2024

VIT's PVP COA,
India, Bachelors of
Architecture, 2022

SANIKA MATE**PROJECT PLANNER**

Sanika values urban design as a collaborative process that brings people together and responds to a place's culture, context, and everyday life. She believe good design is grounded in community and has the power to create spaces that are inclusive, resilient, and meaningful. Sanika is an architect and urban designer with a keen interest in public spaces and community-driven design. Sanika care about creating places that feel welcoming and reflect the life and culture of the people who use them. She believe in using graphics and storytelling to clearly shape and share ideas.

Relevant Project Experience

Smyrna Downtown Plan, Smyrna, Georgia
Columbia Downtown Strategic Plan, Columbia, South Carolina
Toledo International Park - Final Design, Toledo, Ohio

MKSK**Education**

Clemson University,
Master of Landscape
Architecture, 2017

HAOTING SHI**DESIGNER**

Haoting enjoys cross collaborating with architects, planners and other designers. His passion is the design of sustainable landscapes that feature post-industrial landscapes, brownfields, and waterfronts. His academic and internship practice have developed his knowledge of landscape materials, sustainable techniques and implementation on a variety of different projects.

Relevant Project Experience

North Point Identity Design, Alpharetta, Georgia
Unity Park Wayfinding & Signage, Greenville, South Carolina
Peace Center Campus Master Plan, Greenville, South Carolina

MKSK**Education**

Clemson University,
Bachelors of Landscape
Architecture, 2023

HAYLEE MCMANUS**DESIGNER**

Haylee values the landscape architecture profession in its ability to enhance communities and inspire users. Haylee's approach to design is often focused in the arts. She believes that art in landscape architecture can persuade users to value and return to a site while also having the opportunity to educate the public about a social issue or topic. She approaches projects through an artistic lens at any opportunity, because the integration of art in the landscape makes a project just a touch more special.

Relevant Project Experience

LEAP Lebanon Innovation District, Indianapolis, Indiana
Windward Parkway & Highway 9 Tech District, Alpharetta, Georgia

MKSK



Greenville County Comprehensive Plan, Greenville County, SC_MKSK

2020 SCAPA Outstanding Project-Innovative Use of Technology

Connecting the Dots

Getting to and through the district

Serenity & Amenity

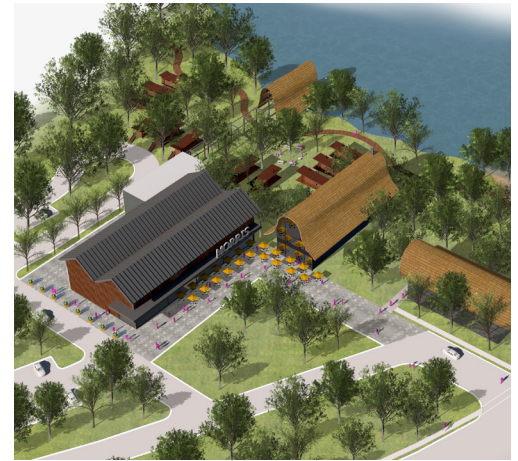
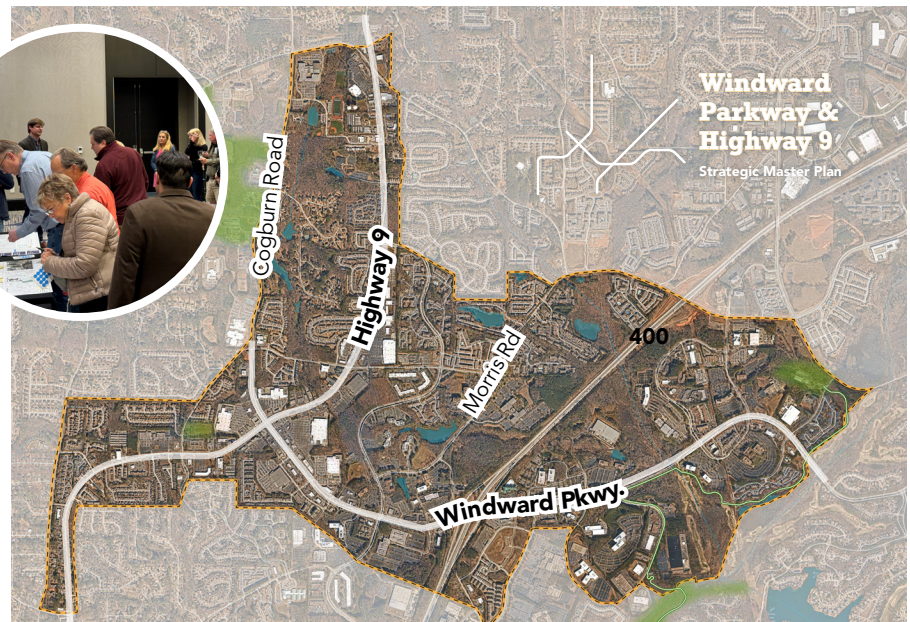
Drawn to the office

Ales to Trails

The local live/work/visit experience

Beachfront Property

A competitive niche for success



MKSK WINDWARD PARKWAY/HIGHWAY 9 AREA STRATEGIC PLAN

ALPHARETTA, GEORGIA

REFERENCE

True North 400

Kristin Rome Winzeler

Deputy Executive Director

678.387.0570

kwinzeler@truenorth400.com

MKSK led a joint effort between the cities of Milton and Alpharetta, in partnership with True North 400, to develop a strategic plan for the Windward Parkway and Highway 9 corridors. The 4.6-square mile study area around these corridors is home to major employers, shopping destinations and thousands of residents. This strategic plan, adopted in Spring 2024, identifies potential investments in mobility, transportation, green space and placemaking to improve the area's quality of life and economic competitiveness.

Building on the 2012 Strategic Master Plan for the Windward Parkway/Highway 9 area, this effort considered the significant changes that have occurred within the past 12 years, locally and nationally. These include changes in the economic market, shifts in consumer demands and preferences and new mobility opportunities which necessitate a fresh look at the challenges and opportunities that impact development patterns and transportation investments.

After fielding significant engagement from local residents, district employees and community stakeholders, four big ideas emerged as keys to the future of the Study Area. These dealt with enhancing mobility, workplace amenitization, advancing the quality and distinct character of the district's experience, and developing a competitive niche for long term real estate success. Strategies, illustrative renderings and supporting research articulated each big idea and led to an implementation plan that abides by the Atlanta Regional Commission's Livable Communities Initiative (LCI) criteria for receiving future funding.

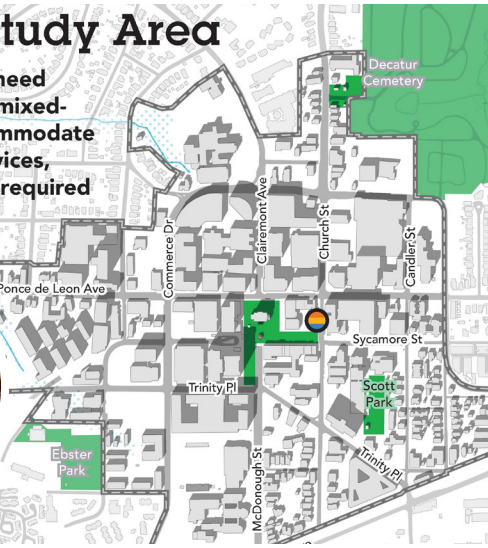
VIEW THE WINDWARD/HIGHWAY 9 PLAN

<https://comm21-main.s3.amazonaws.com/True%20North%20400/24%2020223%20Windward%20Hwy%209%20Strategic%20Master%20Plan.pdf>



Downtown Study Area

Downtown Decatur will need to transform into a true mixed-used community to accommodate the many residential services, amenities, and functions required of urban living.



3,447 (2022)

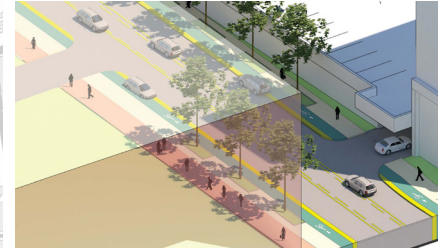
Downtown Residents
(1,686+ since 2010)

1,000+

Multi-family units
added since 2015

3,000+

Additional Decatur
residents expected
by 2030



THE VISION FOR DECATUR SQUARE



MKSK DECATUR TOWN CENTER PLAN 2.0

DECATUR, GEORGIA

REFERENCE

City of Decatur, Georgia
Angela Threadgill
Planning & Economic
Development Director
404.371.8386
angela.threadgill@decaturga.com

A vibrant in-town city just outside Atlanta, Decatur, Georgia is renowned in the region as a shining example of a growing, diverse, and walkable community with a historic town square. With more than 3,500 downtown residents and a MARTA heavy rail station connecting the city with some of Metro Atlanta's top assets and destination, Downtown Decatur has experienced incredible growth and development infill within the last five years. Nonetheless, new regional competition in the growing Atlanta Metro area and a community desire to retain its small-town charm set the stage for a refreshed vision for downtown.

MKSK led a multidisciplinary team that included market strategy firm Development Strategies, historic preservation specialists from Gray & Pape, engagement facilitators Hummingbird, and land use and zoning experts White & Smith in the creation of an updated vision for downtown.

The MKSK team collaborated with the Decatur community to understand Downtown Decatur and develop a strategic framework for the continued success of downtown. Through multiple forms of in-person, nontraditional, and online engagement and three community workshops, more than 1,000 Decatur voices were involved in the Town Center 2.0 Plan. The plan's concepts and recommendations are organized through **7 Goal Statements** that guided the creation of **23 Objectives** and **34 Action Items**.

This Vision for Downtown concludes with conceptual plans for three Opportunity Sites that consider a future where the aspirations for this plan have been realized. All three sites represent mixed use and mixed income developments that have walkable spaces, ample open space, provide new retail amenities, and showcase sustainable infrastructure. The final vision establishes an implementation framework with six key items the City of Decatur can undertake within the first 100 days following adoption by City Commission, such as beginning the process of updating the UDO, establishing a Downtown Ambassador Program to enhance the downtown experience, and advancing a design for the vision for Decatur Square. The Plan was unanimously adopted by the Decatur City Commission in June 2023.

VIEW THE DECATUR TOWN CENTER PLAN 2.0



https://issuu.com/mksk/docs/decatur_town_center_plan



ELEVEN BIG IDEAS

1 RETROFIT ROADS FOR ALL USERS

Improve existing streets to create walkable and bikeable routes to safely link residents and employees with within the Upper Westside and to Midtown, Buckhead, Georgia Tech and Downtown.

2 GO OFF-ROAD

Create key connections to regional trail networks that link the Upper Westside to neighboring districts and the greater metro area. For purposes of recreation, leisure, shopping, and commuting, develop the off-street trail facilities that will link the Upper Westside to the Beltline, Silver Comet Trail, Whitestone Creek Trail, Tanyard Creek Trail, and other regional trail systems.

3 IMPROVE THE TRANSIT EXPERIENCE

Create safe, convenient, equitable, and appealing first-mile/last-mile mobility options. Link residential areas, high-density employment areas, and retail clusters to MARTA bus and rail stations.

4 BUILD STRATEGIC ROAD SEGMENTS

Develop missing connections in the local surface street network to relieve congestion, support walking and bicycling, establish transit-supportive development patterns, and unlock economic growth. Take an incremental approach to creating an effective street network that is planned and developed in concert with private investment.

5 ACQUIRE LAND FOR RECREATION

Create tailored and unique solutions for public amenities that support community life. From shady seating to funky pocket parks and dog runs, the Upper Westside should be full of welcoming spaces for all Atlantans.

6 REVEAL HIDDEN NATURE

Leverage overlooked and underutilized natural areas to create publicly accessible greenspace. Identify unbuildable and protected areas such as floodplains, stream buffers, utility easements, and steep topography that may be improved for public enjoyment and outdoor recreation.

7 RECLAIM WATERWORKS FOR THE PUBLIC

Improve access to the historic Hemphill property and create places for the arts, education, and cultural amenities. Create a nucleus of unique civic space at the geographic heart of the district.

8 CODIFY CHARACTER THROUGH ZONING

Use the beloved qualities of Upper Westside neighborhoods as the foundation for future land use decisions. Support new development that enhances the unique character of the district, builds a base of jobs for existing and new residents, and makes the Upper Westside a more inclusive community.

9 INFLUENCE FUTURE LANDMARK DEVELOPMENTS

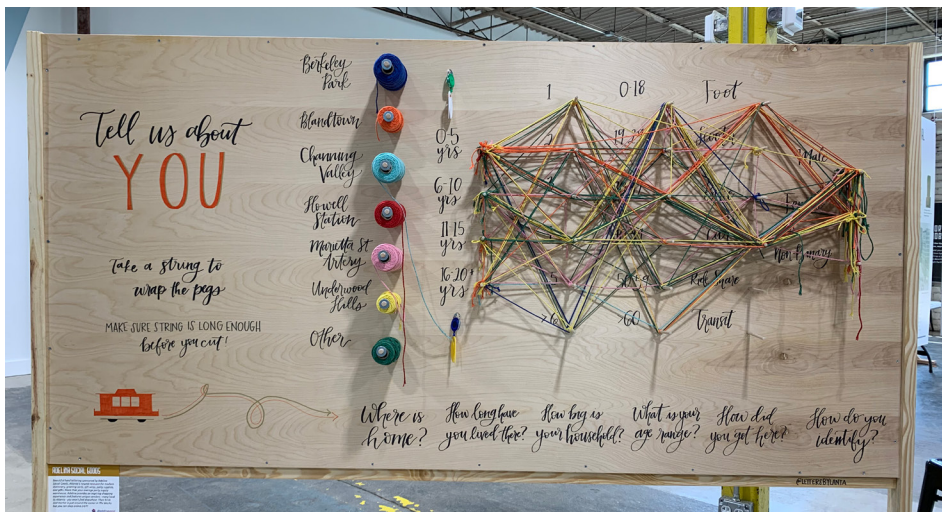
Build coalitions across and within organizations to develop a common vision to transform large single-owner sites into unparalleled community assets. Such sites include the Hemphill Water Treatment Plant, the Fulton County Jail, CSX's Howell Yard, and the MARTA Brady Avenue Bus Operating Facility.

10 SUPPORT THE GA TECH INNOVATION ECOSYSTEM

Leverage the proximity and innovation of Georgia Tech to drive the long-term economic competitiveness of the Upper Westside. Facilitate the growth of Georgia Tech startups in a variety of sectors (including advanced manufacturing) and support equitable economic development objectives through partnership-based projects and programs.

11 ANNOUNCE THE UPPER WESTSIDE

Identify locations for signature public realm improvements that highlight the distinctive character and vibe of the district. Highlight the Upper Westside district and its constituent neighborhoods through gateways, art, and wayfinding signage.



MKSK ATLANTA UPPER WESTSIDE CID MASTER PLAN

ATLANTA, GEORGIA

REFERENCE

Upper Westside CID
Elizabeth Hollister
Executive Director
678.827.9990
hello@upperwestsideatl.org

MKSK led a multidisciplinary team of Planners, Urban Designers, Landscape Architects, Economic Advisors, and Traffic Consultants to prepare the inaugural Master Plan for the Upper Westside Community Improvement District. This comprehensive and critical assessment was driven by a strong, aspirational and shared vision, and includes a clear roadmap to guide decision-making and investment. The ten-month innovative planning process embraces an approach to community engagement that is both sustained and inclusive.

Key questions addressed through this study include:

- What are the unique strengths of the Upper Westside and how do we leverage those strengths to ensure the long-term vibrancy of the district?
 - How do we provide safe and legible connectivity from the Upper Westside to surrounding neighborhoods, campuses, and destinations, such as the Westside Park or the Georgia Tech campus?
 - What are the opportunities to create or repurpose green assets within the district, such as the Waterworks Greenspace?
 - How do we grow and maintain connections to the transit and transportation networks which connect the Upper Westside to the larger metropolitan market?
- In the midst of explosive growth, how do we create and maintain a livable urban environment: green, walkable, safe, and beautiful?
- How can the Upper Westside be a model for inclusive growth and equitable development?

VIEW THE UPPER WESTSIDE MASTER PLAN

<https://upperwestsideatl.org/masterplan/>



MKSK**REEDY RIVER REDEVELOPMENT AREA****GREENVILLE, SOUTH CAROLINA**

The Reedy River Redevelopment Area (RRRA) is a 350-acre district in the historically African American neighborhoods of Southernside and West Greenville and is centered around the Reedy River. In a proactive approach to planning for flood hazards, real estate market pressures, and the needs of daily urban living, MKSK prepared a district plan for parks and open space in the Reedy River floodplain and an affordable housing and equitable development plan for the neighborhoods surrounding the river and future park. MKSK has continued to assist in the development of this vision with the creation of a Community Character Code (form-based code) an affordable housing strategy, and development planning for the district.

Reference

City of Greenville, Jeff Waters, Senior Capital Projects Manager, jwaters@greenvillesc.gov, 864.467.4079

**HILTON HEAD CONDITIONS & TRENDS ASSESSMENT****HILTON HEAD, SOUTH CAROLINA**

In 2023, the Town of Hilton Head Island staff with MKSK, initiated a process to better understand and document the critical conditions and trends that are – or will – have an impact on the community over the next 20 years. The 2020s mark the start of a new era for the communities of the Island. This analysis will help leadership better understand these emerging trends and prepare policy that is timely and data-informed. The assessment will be used by the Town through future planning processes to establish a data-informed approach to decision making.

Reference

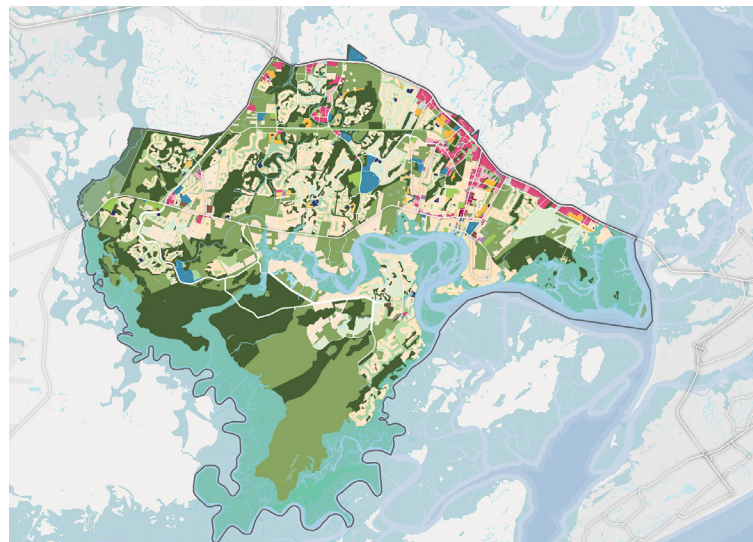
Town of Hilton Head Island, Missy Luick, Director of Planning, 843.341.4693, MissyL@hiltonheadislandsc.gov

**BLUEPRINT BLUFFTON COMPREHENSIVE PLAN****BLUFFTON, SOUTH CAROLINA**

The Blueprint Bluffton Comprehensive Plan will provide a long-range growth framework and vision with a 10-year horizon for the Town of Bluffton. MKSK is leading a multidisciplinary team including experts in economic development, coastal resiliency and historic preservation that is developing the updated comprehensive plan. The plan will allow Bluffton to prioritize community needs, allocate Town resources, guide future land use and private development, and generate revenue to support services and infrastructure needs while fulfilling the community's shared vision for the future.

Reference

Town of Bluffton, Charlotte Moore, AICP, 843.706.4561, cmoore@townofbluffton.com



DOWNTOWN COLUMBIA STRATEGIC PLAN & DESIGN GUIDELINES

COLUMBIA, SOUTH CAROLINA

The City of Columbia launched the Downtown Columbia Strategic Plan and Design Guidelines planning process together with MKSK and White and Smith. Through this effort, the team worked with the Columbia community to discern a refreshed vision for the quality of the built environment downtown. This two-part planning process involved synthesizing previous planning efforts taken on by the City of Columbia into a new set of goals and objectives. These goals and objectives were vetted through a community process to create a vision for Downtown Columbia that strategically enhanced the public spaces of this beloved downtown.

Reference

City of Columbia, Lucinda Statler, AICP, 803.545.0229, lucinda.statler@columbiasc.gov



MKSK

HELENA COMPREHENSIVE PLAN

HELENA, ALABAMA

The MKSK team led the effort to develop the plan, and engaged elected leaders, stakeholders, and the broader community in a robust conversation about the future of Helena. The plan will serve as a guide for decision-making across a wide range of topics including land use, transportation, housing, parks, trails, and others. These recommendations will be led by a community-derived vision, and goals that are revealed through the community engagement program. The Plan began in the fall of 2021 and was unanimously adopted by planning commission one year later, in 2022.

Reference

Regional Planning Commission of Greater Birmingham (RPCGB), Lindsay Puckett, AICP, Principal, 205.251.8139, lpuckett@rpcgb.org



ENGAGE NEW ALBANY STRATEGIC PLAN

NEW ALBANY, OHIO

The New Albany Strategic Plan has been guiding development in the community since its original adoption in 1998. The 2020 update, titled Engage New Albany, included much broader public outreach reaching more than 1,300 community members through a variety of traditional and non-traditional methods. The rest of the community will be important as we plan and design for the future. The plan focuses on promoting balanced growth, creating great neighborhoods, providing first rate amenities, and developing a robust business employment base. Of particular focus has been the development of a mixed-use Village Center, interconnecting the community through the development of a complete leisure trail network, and guiding densities and aesthetics to match the existing character of New Albany.

Reference

City of New Albany, Joseph Stefanov, City Manager, 614.855.3913, jstefanov@newalbanyohio.org



MKSK**ONE RIVERSIDE COMPREHENSIVE PLAN****RIVERSIDE, OHIO**

MKSK joined the conversation in 2021 as lead consultant in charge of the city's new comprehensive planning process. The team first worked closely with leadership to craft an engagement strategy. Given the community's discontinuity, this campaign would be critical to the plan's success. At the same time, the planning team developed a full inventory of major conditions and trends. These efforts merged through multiple rounds of community conversations. The process engaged hundreds of residents and stakeholders who, collectively, helped set the vision and priorities for the future. The plan also included four special area plans, including key policies like housing development and job growth.

Reference

City of Riverside, Lori Minnich, Economic Development Specialist, 937.233.1801, lminnich@riversideoh.gov

**LEBANON REDEFINED COMPREHENSIVE PLAN UPDATE****LEBANON, INDIANA**

The Lebanon Refined Comprehensive Plan Update began in 2024 with the goal of updating and refreshing a 5-year-old comprehensive plan for the City of Lebanon, IN. The process of updating the comprehensive plan included stakeholder and public pop-up engagement events, reviewing and updating maps for future land uses, economic development, quality of life to reflect a growing city boundary. Our team worked with City staff and stakeholders to reorganize and develop a new structure for the implementation strategy which provides specific policy or programmatic action items to guide the city in following through on the vision of this plan.

Reference

City of Lebanon, Ben Bontrager, Director of Planning & Zoning, 765.482.8845, bbontrager@lebanon.in.gov

Future Land Use**NORTH POINT CREATIVE PLACEMAKING PLAN****ALPHARETTA, GEORGIA**

Working closely with stakeholders and the community, MKSK prepared a Creative Placemaking Plan to stimulate investment, enhance safety, and improve walkability along the North Point Parkway and throughout the district. The study provides recommendations for streetscape enhancements, wayfinding signage and monumental features, and the integration of smart technology into the public realm, all of which will encourage walkability and provide for the safe movement of pedestrians, bicycles, and vehicles throughout the North Point area.

Reference

City of Lebanon, Ben Bontrager, Director of Planning & Zoning, 765.482.8845, bbontrager@lebanon.in.gov



SEE MORE PROJECT EXPERIENCE ON OUR WEBSITE!





BECK PARK RENOVATION, EVANSTON, IL_MKSK

PROPOSED APPROACH TO PERFORMING

MKSK

PROJECT GROUPS

Working Group: The Working Group is a focused group comprised of City leadership and staff. This group will serve as the primary project resource for the Planning Team and provide day-to-day direction on progress. It is recommended that meetings be conducted virtually on a bi-weekly basis as needed throughout the process. In collaboration with the Planning Team, the Working Group will coordinate stakeholder outreach, help plan and host engagement events, discuss and review plan direction, and serve as the primary contact point for the Planning Team.

Stakeholder Committee: We envision the Stakeholder Committee to serve as a representative voice of the community during the planning process. Establishing this group also ensures that previous planning efforts are carried forward and community voices are articulated accurately throughout the process. This group would comprise 10-15 members, including a mix of residents, City leadership, business leaders, and community advocates. This group would convene three (3) times at critical points during the planning process to provide focused review, iteration, and quality assurance.

General Public: The Planning Team will facilitate two (2) community meetings, while offering on-line resources for engagement throughout the process.

APPROACH AND METHODOLOGY

1. Launch (Months 1-2)

1.1 Establish a Working Group

The kickoff meeting with the Working Group is a work session that includes initial logistical discussions, reviewing the planning process, community outreach strategy, and overall planning sequence. We intend to discuss and coordinate next steps related to the following items:

- Discuss stakeholder roster:** This list may include but is not limited to: city officials and departments, business/community leaders, neighborhood representatives, and key land owners/developers. These stakeholders will play a key role in providing focused input on the plan's core topic areas.
- Coordinate on data:** The Working Group will provide available resources related to geospatial data, permits, and any internal studies or previous files relevant to the planning process.
- Previous planning alignment and review:** Early discussions on how the Comprehensive Plan Update should interact with, support, or build upon previous planning efforts, including the Horizon 2040 Comprehensive Plan, the North Point Development Framework Plan, and 2023 Economic Development Strategic Plan.
- Schedule Community Tour:** The Planning Team and Working Group will coordinate a tour of the City, focusing on areas of recent investment, current development interest, and future priority.
- Establish Brand and Identity:** The Planning Team will develop early concepts for brand standards, colors, and font styles to ensure consistency in public correspondence, online presence, and published documents throughout the entirety of the project.

1.2 Communications & Engagement Strategy

Early in the process, it is important for us to provide clarity to leadership and the community about what this process is, who's involved, and how the Working Group will facilitate forthcoming engagement efforts. The Communications & Engagement Strategy is a memo-style document highlighting the project's purpose, schedule, the groups involved, the public engagement tools and events utilized to gather feedback, along with the project's branding and identity.

1.3 Project Steering Committee

The Steering Committee will meet three (3) times during the planning process to provide input, ensure alignment with community goals, and guide the development of the Comprehensive Plan Update. The Planning Team will engage the committee at key milestones to facilitate discussions and leverage their insights as community representatives. These meetings will be structured as follows:

1.3.1 Steering Committee Meeting #1: Project Kickoff (Months 1-2)

The first meeting will establish the committee's role in the planning process and introduce key background information. Topics will include:

- Project purpose and outcomes of a Comprehensive Plan Update
- Committee roles and responsibilities
- Overview of the planning process and schedule
- Fundamentals of a Comprehensive Plan/DCA minimum requirements
- Initial discussions related to committee priorities, assessment of current conditions in the City, aspirations for this process.

1.3.2 Steering Committee Meeting #2: Trends & Priorities (Months 4-5)

This session will focus on reviewing existing conditions and community feedback from early engagement activities. The committee will:

- Discuss key findings from the Conditions and Trends report, including demographic shifts, economic headwinds, infrastructure needs, and development patterns
- Introduce the concept of focus areas and identify strategic opportunities
- Determine high-level priorities for the plan
- Review next steps in community engagement

1.4 Steering Committee Meeting #3: Vision and Goals (Months 8-9)

- a) Develop Vision, Goals, and Objectives

2. Foundations and Alignment (Months 2-5)

2.1 Plan Alignment

The Planning Team will review previous and ongoing planning documents, zoning code, policies, programs, and relevant regional plans to generate a thorough understanding of the City's past, its current momentum, and its aspired future.

2.2 Community Work Program Evaluation

The Planning Team will perform an audit of the Horizon 2040 objectives and strategies and develop an itemized matrix to determine completed actions, ongoing initiatives, and areas that may require adjustment or reconsideration.

2.3 Conditions and Trends Analysis

The Conditions and Trends Analysis is a written report that offers quantitative insights into the significant changes that have occurred since 2021. Its purpose is to guide discussions with residents and stakeholders and to inform the direction of the plan. North Fulton is experiencing rapid growth, and the City of Alpharetta is no stranger to the effects of the region's current economic and population boom. This growth impacts all aspects of local government, including its resources, services, roadways, and most importantly, it affects the residents. The Condition and Trends report will cover the following topics and will be used to inform minimum planning requirements as dictated by the Georgia Department of Community Affairs (Community Goals, Needs & Opportunities, Community Work Program, Capital Improvement Element):

- a) **Land Use:** Existing land uses (capturing changes since 2021), trends in development (both outside of and within overlay districts) and early identification of key areas for conservation and growth.
- b) **Housing:** Existing housing stock, home value trends, permit activity through time, character and scale, missing housing types, and identification of best practices in subdivision design.
- c) **Economy:** Larger regional economic trends and how they are influencing Alpharetta, economic differences within sub-areas within the City, economic strategy and its impact on land use planning (vice versa)
- d) **Transportation:** Review of current and planned transportation projects, changes in traffic volumes, key corridors, and multi-modal connectivity.
- e) **Parks and Recreation:** Existing amenities, gaps in facilities, accessibility, trail connectivity, and early identification of future opportunities. Measuring facilities with the highest use rates/trends in use (per aggregated cell data)
- f) **Environmental Resources:** Assessment of existing environmentally sensitive areas, ongoing local and regional initiatives, urban tree canopy, stormwater practices.
- g) **Community Services:** An assessment of city-owned facilities, public property, and cultural services

3. Community Engagement and Visioning/Public Participation Plan (Covers Entire Timeline)

Community-based planning processes are important forums for community conversation and for building trust. The public engagement tools used in these efforts are essential in developing the community vision, principles, goals, strategic direction. This section outlines a set of potential task items to deliver this critical voice to the process.

3.1 Launch Project Website (Month 1)

An interactive online presence is a critical part of a modern comprehensive planning process to engage people who can't attend in-person Public Meetings or who prefer to consume information and engage in a digital environment. The Planning Team will develop a project website (Social Pinpoint) to serve as a portal for project information and a tool to gather online engagement. The Project Website will provide ongoing project updates, host presentation materials and other project documentation, and serve as a tool to crowd-source information.

3.2 Virtual Interviews (Months 2-3)

To begin broader community engagement through a targeted lens, the Planning Team will facilitate series of up to eight small format virtual interviews. These are intended to be roughly 45-minute small group (between 1-3 people) virtual discussions centered around a particular topic to provide essential understanding and context for the Planning Team. Potential interviewees to be determined in partnership with the Working Group but often include residents, local business owners, major employers, community leadership, City officials, and special interest groups.

3.3 Public Meeting #1: What's next? (Month 3)

The First Public Meeting will be held once initial understanding and analysis is already underway. At this meeting, the Planning Team will give a brief presentation to introduce the project and share initial analysis findings. Following that, the Planning Team will facilitate engaging activities to understand the community's priorities and ideas for the future of the City of Alpharetta. The facilitation techniques and specific activities will be determined after working with City staff and the Working Group.

- a) Why is this meeting occurring
- b) What a Comprehensive Plan is/What it is not
- c) Lot of change, new development, new residents, new opportunities
- d) Big Picture - Describe the region and its changes
- e) Celebrate Successes – everything we've done
- f) What are major challenges, 5-20 years
- g) Gather input surrounding major plan topics
- h) Share conditions and trends findings, gather any additional research topics

3.4 Online Survey & Interactive Activities #1 (Social Pinpoint) (Month 3 – 4) Conclusion)

Following each Public Meeting we recommend conducting an online survey with the same or similar questions / activities posed at the in-person meeting. Meeting materials will be uploaded to the Project Website to provide background and insight into the meeting for those who were unable to attend.

Custom interactive online activities will be made available throughout the course of the process to reach as wide of an audience as possible and gather continuous input. A variety of tools, including the following, can be utilized:

- **Interactive Map:** An Interactive Map is a way to gather place-based ideas from the community. The map can be used to identify existing assets, areas that need improvement, potential multi-modal connections, and general ideas. This data will direct the Planning Team and City to geographic focus areas and key opportunity sites.
- **Ideas Wall:** An Ideas Wall can be created to capture and organize the community's vision, priorities, big ideas, and other thoughts in a visually interesting format that also allows for interaction between community members through upvoting and discussion.
- **Online Surveys:** Online surveys will be used to collect quantitative and qualitative data to guide the development of the plan's recommendations.

3.5 Public Meeting #2: Draft Plan & Community Priorities (Months 8-10)

After reviewing the recommendations with the Working Group, the Planning Team will present a working draft of plan recommendations/updates to the community during the second in-person Public Meeting. This event will provide an opportunity for the community to directly shape the plan by sharing their input. The meeting will be interactive and engaging, designed to draw out big ideas, gather community reactions, and ultimately test the direction and major priorities of the plan. By fostering meaningful participation, this process ensures the plan reflects the community's vision and aspirations.

3.6 Online Survey #2: Draft Input (Months 8-10)

- a) Strongest reactions
- b) Major questions
- c) What are we missing

3.7 Public Engagement Summary (Month 10)

The Planning Team will compile and summarize all community and stakeholder engagement touchpoints including in person and online engagement from activities, and surveys, capturing key themes, concerns, and insights shared throughout the process. This comprehensive synthesis will help identify common priorities, challenges, and opportunities. The findings will be analyzed alongside existing data and trends to ensure a well-rounded understanding of community needs and opportunities, thus forming that section of the final plan. Ultimately, this information will directly shape additional recommendations and strategies, ensuring they are responsive to the community's vision and aspirations.

4. Plan Development & Adoption (Months 9-12)

The fourth task in this process is to compile all ideas and opportunities into a cohesive, visionary, and achievable set of recommendations. These will build on the previous Comprehensive Plan while providing updated strategies where necessary. Each recommendation will be accompanied by a clear implementation strategy to ensure effective execution.

4.1. Draft Plan Recommendations (Months 9-12)

The Planning Team will draft plan recommendations to review with the Working Group and City Staff. The recommendations will take the form of actions, policies, programs, projects, and strategies. These recommendations will also include plans, maps, and visualizations. The Land Use section of the plan will address land use issues within the City and present principles for redevelopment, infill, and adaptive reuse opportunities that are supported by a Future Land Use Map Update.

4.2 Draft Implementation Strategy (Months 10-12)

Working together with the Working Group, the Planning Team will develop recommendation strategies and system plans, with initiatives and next steps. This process will ensure that each recommendation is clearly defined, prioritized, and structured for effective implementation. The strategy will highlight objectives for each topic, identify core recommendations, and determine the priority level or recommended timeframe for action.

4.3 Draft Plan Development & Adoption (Months 11-12)

The final task of this plan will be to compile all the findings and recommendations into a graphic-rich plan document. This task includes plan documentation and formatting, review meetings with the Working Group; presentations of the City council; plan revision(s); finalization of the plan into print, digital, and web-compatible formats; and preparation for the plan adoption.

MKSK

Columbus
Atlanta
Chicago
Cincinnati
Cleveland
Greenville
Indianapolis
Lafayette
Louisville
Orlando
Rochester
Washington, DC



CITY OF ALPHARETTA REQUEST FOR PROPOSALS (RFP) #25-116 - COST PROPOSAL

COMPREHENSIVE PLAN UPDATE

May 15, 2025

MKSK

Page 215 of 697

COST PROPOSAL

MKSK

MKSK, Inc. agrees that if this proposal is accepted by the City Council within one hundred twenty (120) days of the date of RFP 25-116 Response Due Date, that MKSK, Inc. will furnish all deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified for Comprehensive Plan Update.

Lump Sum:

\$ 115,000.00



Kyle May, AICP, Associate Principal
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cc:
Benjamin Kern, CNU-A
M: 615 318 6916
E: bkern@mkskstudios.com

STANDARD RATE SHEET

MKSK



Standard hourly rates / additional services

If the Scope of Services is substantially revised, the amount of total compensation shall be equitably adjusted. Fees for requested additional services shall be computed at our standard hourly rates below or outlined under a separate proposal. Rates may be adjusted annually.

Principal	\$ 300
Associate Principal	\$ 250
Senior Associate	\$ 220
Associate	\$ 200
Landscape Architect III	\$ 175
Landscape Architect II	\$ 160
Landscape Architect I	\$ 140
Urban Planner III	\$ 175
Urban Planner II	\$ 160
Urban Planner I	\$ 140
Intern	\$ 95
Administration	\$ 95

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CITY OF ALPHARETTA
STANDARD CONTRACT FOR SERVICES

This Contract for Professional Services for the City of Alpharetta is made and entered into by and between **MKSK, INC.**, a foreign corporation authorized to transact business in the State of Georgia with its principal office located at 462 S. Ludlow St., Columbus, OH 43215 (the "Consultant") and the **CITY OF ALPHARETTA**, a municipal corporation of the State of Georgia (the "City").

1. Contract Documents.

The Contract Documents consist of this Contract, the City's Request for Proposals No. 25-116 dated April 11, 2025 including any addenda thereto (the "RFP"), the Consultant's Proposal dated May 15, 2025 (the "Proposal"). In the event of any conflict in the Contract Documents, the provisions and requirements set forth in this Contract shall govern; provided however, to the extent any of Consultant's obligations or duties set forth in the Proposal exceed the requirements provided within the RFP or this Contract, or the City finds any of the terms set forth in the Proposal more desirable, the terms set forth in the Proposal shall control. Subject to the foregoing, in the event of a conflict between the language in the RFP and the Proposal, the language in the former shall govern.

2. Scope of Services.

The Consultant's duties and scope of services and tasks are specifically set forth in the RFP (the "Work") and, in general, include, but may not be limited to, the following: Consultant shall furnish all labor, materials, and equipment to prepare and complete project deliverables and other incidentals necessary or convenient to successful completion of the **COMPREHENSIVE PLAN UPDATE**.

3. Contract Prices.

As finally awarded by the City, the City will pay Consultant to complete the Work as set forth herein and in the Scope of Work in accordance with the total turn-key pricing established in Consultant's Proposal. The City shall pay Consultant a fixed fee in the amount of **ONE HUNDRED FIFTEEN THOUSAND DOLLARS (\$115,000.00)** for Consultant's performance of Work. The authority to execute a change order on behalf of the City shall be in accordance with the City's Procurement Policy, as may be amended from time to time.

This price includes the full development and provision of all deliverables as specified in the RFP and Proposal, as further supplemented or modified by the City's requirements. The City will process approved payment requests under this project to the Consultant. Payment to sub-contractors and suppliers is the responsibility of the Consultant. The City will not entertain any other payment arrangements.

Invoices must be sent to:

City of Alpharetta
Department of Community Development
2 Park Plaza
Alpharetta, GA 30009
Attn: Michael Woodman

Payments may be made in the manner and on the periodic basis agreed to by the City

prior to the commencement of the Work. Upon completion of the Work or, if agreed to by the City, upon completion of certain portions thereof, the Consultant must send an invoice detailing the appropriate charges as currently allowed. Upon receipt of Consultant's invoice and following inspections and confirmation of the performance of the subject portion of the Work, the City will make payment. Upon receipt of Consultant's final invoice and following final inspection and final acceptance of the Work, the City will make final payment. Subject to the withholding of any amounts due to the City as further set forth herein, all such invoices will be paid within forty-five

(45) days by the City unless any items thereon are questioned, in which event payment will be withheld pending verification of the amount claimed and the validity of the claim. The Consultant will provide complete cooperation during any such investigation. No price adjustments will be made during the term or any extension of this Contract except upon mutual consent of the parties. Notwithstanding any other provision of this Contract, and without prejudice to any of City's other rights and remedies, City will have the right at any time or times to deduct and withhold from any payment for services that may become due under this Contract, such amount or amounts as may reasonably appear necessary to compensate the City for any portion of the Work that is defective, damaged, flawed, unsuitable, non-conforming or incomplete. Acceptance of final payment will constitute a waiver of all claims against the City by the Consultant except for those claims previously made in writing against the City by the Consultant, pending at the time of final payment, and identified in writing by the Consultant as unsettled at the time of its request for final payment.

4. Commencement of Work; Time for Performance.

- (a) Commencement of Work. The City shall not become obligated to pay for the Work prior to execution of this Contract and the Consultant shall not proceed to perform the Work until a written authorization to proceed (Notice to Proceed) has been sent to the Consultant from the City. The Consultant shall commence performance of the Work ("Commencement of Work") as set forth in the Notice to Proceed.
- (b) Time for Performance. Consultant shall perform the Work in accordance with the project schedule as mutually agreed to by the parties prior to the Commencement of Work until completion. The Consultant shall fully perform and complete the Work for the **COMPREHENSIVE PLAN UPDATE** on or before June 30, 2026.
- (c) Delay Caused by City. If the completion of the Work is delayed by actions of the City, then and in such event the required time for completion of the Work shall be extended for such additional time within which to complete performance as is required by such delay.
- (d) Uncontrollable Delays. Consultant shall not have liability for or be deemed in breach of this Contract because of delays caused by natural disasters, adverse weather, civil insurrection, or by a shelter-in-place or other city, state, or nation-wide "shut-down" order due to civil insurrection or a pandemic event.

5. Term and Termination.

This Contract may be terminated prior to the term ending by either party in the event of substantial failure or default of the other party to fulfill its obligations under this Contract. Prior to such termination, the non-defaulting party must give notice to the defaulting

party of the failure or default. Such party will have fifteen (15) days from the date of the notice to cure the default or failure if such default or failure is capable of being cured. Upon failure to cure the default or failure within fifteen (15) days, or if such failure or default is not capable of being cured, the non-defaulting party may terminate the Contract effective immediately upon the provision of written notice as provided in Section 14 (Notices). The Contract may also be terminated prior to term by the City for City's convenience upon the provision of not less than fourteen (14) days written notice to the Consultant. In the event of such termination, the Consultant will be compensated for services performed prior to termination. Such an amount will be paid by the City upon the Consultant's delivering or otherwise making available to the City all data, drawings, specifications, reports, estimates, summaries and other information and materials as may have been accumulated by the Consultant in performing the services included in this Contract, whether completed or in progress. All unperformed obligations incurred by Consultant prior to such date will survive termination of this Contract.

As required by O.C.G.A. § 36-60-13, this Contract will automatically and absolutely terminate

without further obligation on the City on the last day of its fiscal year, each year of the term of this Contract, and furthermore, this Contract shall automatically renew on the first day of its fiscal year, each year of the term of this Contract, unless written notice is given by the City of its intent to terminate the Agreement at least sixty (60) days prior to the last day of any given fiscal year. Title to any supplies, materials, equipment, or other personal property shall remain with the Consultant until fully paid for by the City (if any such transfer of title is applicable to this Contract).

6. Representations.

Consultant represents to the best of our knowledge, information and belief that:

- (a) Consultant has full power and authority to perform its obligations hereunder and to deliver the products and services set forth in the Contract Documents to the City without the consent of any other person or entity, and the products and services will be delivered free and clear of any lien, encumbrance, security interest or other claim, of whatever nature;
- (b) Consultant will endeavor to comply with all applicable statutes, rules, regulations and requirements of any governmental agency or authority, whether now or hereafter enacted, in performing its obligations hereunder, and the products and services will comply with all such statutes, rules, regulations and requirements in effect at the time of delivery to and acceptance by the City;
- (c) Consultant will perform its obligations hereunder in a good, professional and workman-like manner, and in accordance with City's specifications and the terms of this Contract;
- (d) All services performed by the Consultant under this Contract will be conducted in a manner consistent with the level of care and skill ordinarily exercised by other members of Consultant's profession or trade currently practicing in the same locality under similar conditions; and
- (e) Consultant, in the performance of its duties under this Contract, including but not

limited to, its dealings with property owners, developers, contractors, consultants, architects and any local, state or federal governmental agency or political subdivision, will owe its primary duty of loyalty to the City.

7. Licenses, Registrations, Certifications and Permits.

The Consultant will be responsible for obtaining and keeping in a valid status, all licenses, registrations, certifications and permits necessary to perform the Work as required by law. Consultant represents to the City that the Consultant and its employees are properly licensed and/or registered within the State of Georgia for the performance of the services required herein, provided such licensure and/or registration is required by applicable law. Consultant will supply copies of any such licenses, certifications or permits to the City upon request.

8. Insurance.

(a) Insurance Generally. Consultant must obtain and must continuously keep during the term of this Contract insurance of the kind and in the minimum amounts as specified in the RFP, as follows:

- i. Statutory Worker's Compensation limits as required by the State of Georgia and Employers' Liability limits of \$1,000,000 (one million dollars) per occurrence or disease, or as required by applicable law, whichever is greater, for all employees and other persons as may be required by Georgia law. If Consultant is self-insured, Consultant must additionally provide the City with a certificate from the Georgia Board of Workers' Compensation stating that the Consultant qualifies to pay its own workers' compensation claims.
- ii. Comprehensive General Liability insurance with minimum combined single limits of \$1,000,000 (one million dollars) per occurrence and in the aggregate. The policy must apply to all premises and all operations of the Consultant. The policy must include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations.

The policy must contain a severability of interests provision. Coverage must be provided on an "occurrence" basis as opposed to a "claims made" basis. Such insurance must be endorsed to name the City and its elected officials, officers, employees, and agents as additional insured parties.

- iii. Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury of not less than \$1,000,000 (one million dollars) combined single limit per occurrence for comprehensive coverage including bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting therefrom. The policy must have a severability of interests' provision. Such insurance coverage must extend to all of Consultant's subcontractors. Such coverage must include all automotive equipment used in the performance of the Contract, both on and off any work site, and such coverage must include non-ownership and hired cars (vehicles and equipment) coverage. Such insurance must be endorsed to name the City, and its elected officials,

officers, employees and agents, as additional insured parties.

- iv. Umbrella/Excess Liability insurance with minimum combined single limits of \$2,000,000 (two million dollars) per occurrence and in the aggregate. Such policy must supply the same coverage set forth in the Comprehensive General Liability insurance policy. Such insurance must be endorsed to name the City, and its elected officials, officers, employees and agents as additional insured parties.
- v. Professional Liability Insurance:
Professional Liability insurance of at least \$1,000,000 (one million dollars) limit for claims arising out of professional services and caused by Consultant's negligent errors, omissions, or acts, covering professional services rendered by the Consultant to the City, including, but not limited to, planning, design, consulting, and management services. Such coverage shall be kept and remain in force for the term of this Contract and for a period of two (2) years following completion of the Work. The policy shall have a retroactive date that precedes the effective date of this Contract or the commencement of services under this Contract, whichever is earlier, and such retroactive date shall not be advanced when the policy renews. If the policy is canceled or non-renewed for any reason and not replaced with a policy supplying coverage for prior acts, which include Consultant's performance of the professional services under this Contract, Consultant shall purchase extended reporting period or tail coverage to cover claims reported for no less than two (2) years after completion of the Work. The policy shall include such other coverage as reasonably required by the City.

(b) Requirements of Insurance.

- i. Insurance must be procured and maintained with insurers with an A- or better rating as determined by Best's Key Rating Guide. All insurance must continuously cover all liability, claims, demands, and other obligations assumed by the Consultant.
- ii. No policy of insurance will contain any exclusion for bodily injury or property damage arising from completed operations.
- iii. Every policy of insurance must provide that the City will receive notice no less than thirty (30) calendar days prior to any cancellation or termination in such policy.
- iv. Proof of required insurance must be maintained in all equipment and motor vehicles insured in accordance with the provisions of this Contract.
- v. Consultant will confirm that any and all policies of insurance procured hereunder will provide for a waiver of subrogation against the City, and Consultant waives any claim against the City arising in contract or tort which is covered by its insurance hereunder.

- (c) Failure to Obtain or Maintain Insurance. The Consultant's failure to obtain and continuously maintain policies of insurance in accordance with this Section and its subsections will not limit, prevent, preclude, excuse, or modify any liability, claims,

demands, or other obligations of the Consultant arising from performance or non-performance of this Contract. Failure on the part of the Consultant to obtain and to continuously maintain policies providing the required coverage, conditions, restrictions, notices, and minimum limits will constitute a material breach of this Contract upon which the City may immediately terminate this Contract without advance notice.

- (d) Insurance Certificates. Consultant must provide proof of such insurance to the City contemporaneously with the execution of this Contract. Prior to commencement of the Work, Consultant must submit to the City certificates of insurance for all required insurance. Insurance limits, term of insurance, insured parties, and other information sufficient to demonstrate conformance with this Section and its subsections must be indicated on each certificate of insurance. Acceptance of a certificate or proof of insurance does not constitute approval or agreement by the City that the insurance requirements have been satisfied.
- (e) Other Insurance. Consultant must maintain such other types and/or amounts of insurance as reasonably required by the City from time to time.

9. Indemnification.

Consultant will, to the fullest extent permitted by law, indemnify and hold harmless the City, including its elected officials, officers, employees, and agents, from and against claims, demands, losses, liabilities, suits, actions, costs, expenses (including expenses of litigation and reasonable attorneys' fees) and damages ("Claims"), including, but not limited to, Claims for injury to person or property, provided that this indemnity obligation shall only apply to the extent Claims are caused by or result from the negligence, recklessness, or intentionally wrongful conduct of the Consultant or other persons employed or utilized by the Consultant in the performance of this Contract. Nothing in this Section or this Contract will be deemed to constitute a waiver of the City's sovereign immunity, create rights in any third party, or create any third-party beneficiaries.

10. Subcontractor and Consultant Personnel.

- (a) No Subcontractors. No subcontractor or consultant will be retained by Consultant to perform services under this Contract without the prior written consent of the City, except for those subcontractors previously identified in the Proposal.
- (b) Subcontractor Requirements. Administration of any approved subcontractor will be the Consultant's responsibility and all subcontracts must require each subcontractor to be bound by all pertinent portions of this Contract and to assume all applicable obligations and responsibilities which the Consultant by this Contract assumes toward the City. In particular, and not by way of limitation, all indemnification and insurance provisions will be fully binding upon any subcontractor providing a portion of the services, for all intents and purposes as if said subcontractor were a party to this Contract.
- (c) Key Staff. Where Consultant has specifically identified certain personnel in the Proposal for the performance of certain portions of the Work (such personnel hereinafter referred to as "Key Staff"), Consultant will assign and furnish such Key Staff to perform the respective tasks and responsibilities as set forth in the Proposal.

Consultant agrees not to transfer or reassign any member of its Key Staff or the respective tasks or responsibilities of a member of Key Staff without the prior written consent of the City, except for the following reasons, as applicable:

- (i) Situations where a member of Key Staff requests a transfer from his or her respective employer in order to accept a promotion or special assignment, which has been offered to him or her by such employer based upon his or her special education, qualifications or career path;
- (ii) Disciplinary reasons;
- (iii) Failure of the member of Key Staff to perform his or her respective tasks or responsibilities; or
- (iv) At the request of the member of Key Staff.

In the event Consultant permanently transfers or reassigns a member of Key Staff or the respective tasks or responsibilities of a member of Key Staff for any of the foregoing reasons, Consultant will provide the City Administrator with prompt written notice of such transfer or reassignment and explain the basis of the transfer or reassignment. In the event of a vacancy in the position of any member of Key Staff, Consultant agrees to cooperate with the City in providing a replacement and make selection of a replacement without undue delay, in good faith, and in the best interests of the City.

Further, the City will have the right, utilizing an objective standard based on current and past performance of the subject Work, to require Consultant to reassign the tasks and/or responsibilities of any member of Key Staff to a different representative of Consultant. Consultant agrees to permanently transfer the tasks and responsibilities of any member of Key Staff as soon as reasonably possible upon notification by the City Administrator.

11. Independent Consultant.

The Consultant will always be acting as an independent contractor and not be considered or deemed to be an agent, employee, joint venture or partner of the City. Consultant will have no authority to contract for or bind City in any manner. Consultant will have and maintain the responsibility for and control of the rendition of the Work, the discipline of its employees, and other matters incident to the performance of the Work (services, duties and responsibilities as described and contemplated herein). Notwithstanding any other provision(s) of this Contract to the contrary, no employee or subcontractor of Consultant will be considered an "employee" of the City during the performance of this Contract (the term "employee" will have the same meaning as provided in IRS Publication No. 15 (2014)(Circular E).

12. Conflict of Interest.

The Consultant represents that it has not, within two (2) years preceding the execution of this Contract, made or agreed to make any valuable gift whether in the form of service, loan, thing, or promise to any person (including any member of such person's immediate family), having the duty to recommend, the right to vote upon, or any other direct influence on the selection of the Consultant to provide products and services to the City. This provision will not apply to legal campaign contributions, provided that such

contributions have been disclosed in Consultant's response to the City's RFP.

13. Ownership of Work Product.

The City acknowledges the Consultant's documents, including electronic files, as the work papers of the Consultant and the Consultant's instruments of professional service. Nevertheless, upon completion of the services and payment in full of all monies due to the Consultant, the City shall receive ownership of the final documents prepared under this Agreement. The City shall not reuse or make any modification to the documents without the prior written authorization of the Consultant. The City agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless the Consultant, its officers, directors, employees, and subconsultants (collectively, Consultant) against any damages, liabilities or costs, including reasonable lawyers' fees and defense costs, arising from or allegedly arising from or in any way related to or connected with the unauthorized reuse or modification of the documents by the City or any person or entity that acquires or obtains the documents from or through the City without the written authorization of the Consultant.

Under no circumstances shall the transfer of ownership of the Consultant's drawings, specifications, electronic files, or other instruments of service be deemed a sale by the Consultant, and the Consultant makes no warranties, either express or implied, of merchantability and fitness for any particular purpose, nor shall such transfer be construed or regarded as any waiver or other relinquishment of the Consultant's copyrights in any of the foregoing, full ownership of which shall remain with the Consultant, absent the Consultant's express prior written consent.

14. Notices.

All contractual notices and communications under this Contract will be considered sufficient if given by certified mail or statutory overnight mail, with return receipt requested, or hand delivered:

- (a) If to the Consultant, at the following address:
MKS, Inc.
462 S Ludlow St.
Columbus, OH 43215
Attn: Thomas Porto, CPA, Principal, Controller/HR
- (b) If to the City, at the following address:
City of Alpharetta
Community Development Department
2 Park Plaza
Alpharetta, GA 30009
Attention: Kathi Cook
- (c) With a copy to:
Alpharetta City Attorney
Jarrard & Davis, LLP
222 Webb Street
Cumming, Georgia 30040

For the purposes of this Contract, the effective date of notice will be the date that the notice is placed in certified or statutory overnight mail or placed with a courier for hand delivery.

15. Public Records.

Consultant understands that in accordance with O.C.G.A. § 50-18-70, et seq., the public has a right of reasonable access to all public records of the City, subject to certain exceptions set forth therein or as otherwise provided by law and agrees to allow access by the City to all documents subject to disclosure under applicable law. Consultant's willful failure or refusal to comply with the provisions of this Section will result in the immediate termination of this Contract by the City. Further, Consultant agrees to keep all public records in accordance with the City's records retention and disposal policies, O.C.G.A. § 50-18-92, et seq., and the Georgia Administrative Code. Notwithstanding the foregoing, nothing contained herein will limit the Consultant's or the City's right to defend against disclosure of records alleged to be public.

16. Compliance with Illegal Immigration Reform and Enforcement Act:

E-Verify Program: The City is committed to compliance with Federal and State laws requiring the verification of newly hired employees to ensure they are lawfully entitled to work in the United States. As such, the City will not enter into a contract for the "physical performance of services" (as defined in O.C.G.A. § 13-10-90) unless the Consultant registers and participates in a federal work authorization program (E-Verify). The E-Verify affidavit or the secure identifiable document submitted by the Consultant will become part of the Contract Documents.

(a) Requirement to Participate in a Federal Work Authorization Program (E-Verify):

- i. Pursuant to O.C.G.A. § 13-10-91, Consultant represents, warrants, acknowledges, and/or agrees that:

The Consultant has registered and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees;

Subcontractors will not enter into any contract with the Consultant for the physical performance of services within the State of Georgia unless such subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees; and Sub-subcontractors will not enter into any contract with a subcontractor or sub-subcontractor for the physical performance of services within the State of Georgia unless such sub-subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees.

- ii. As of the date of enactment of O.C.G.A. § 13-10-91, the applicable federal work authorization program is "E-Verify" (<https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>) operated by the United States Citizenship and Immigration Services Bureau of the United States Department of Homeland Security. Information and instructions regarding E-Verify program registration, corporate administrator registration, and designated agent registration can be found at that website address.

(b) Consultant, Subcontractor, and Sub-subcontractor Evidence of Compliance:

- i. Consultant, if providing the physical performance of services under this contract, will comply with the requirements of O.C.G.A. § 13-10-91.

- ii. Pursuant to O.C.G.A. § 13-10-91, in the event the Consultant employs or contracts with a subcontractor in connection with the covered contract, the Consultant will secure from such subcontractor attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 by the subcontractor's execution of the subcontractor affidavit, the form of which is included in Appendix B of the RFP, and will maintain a record of such attestation for inspection by the City at any time. Such subcontractor affidavit will become a part of the Consultant/subcontractor agreement. Further, it will be the duty of the Consultant to submit copies of all affidavits, drivers' licenses, and/or identification cards required pursuant to this Section, as applicable, to the City within five (5) business days of receipt.
 - iii. Pursuant to O.C.G.A. § 13-10-91, in the event the Consultant employs or contracts with a subcontractor that employs or contracts with any sub-subcontractor, the subcontractor will secure from such sub-subcontractor attestation of the sub-subcontractor's compliance with O.C.G.A. § 13-10-91 by the sub-subcontractor's execution of the sub-subcontractor affidavit, the form of which is included in Appendix B of the RFP, and maintain records of such attestation for inspection by the City at any time. Such sub-subcontractor affidavit will become a part of the subcontractor/sub-subcontractor agreement. Any subcontractor receiving an affidavit from a sub-subcontractor will forward notice to the Consultant of the receipt, within five (5) business days of receipt, of such affidavit. Further, it will be the duty of any sub-subcontractor to forward notice of receipt of any affidavit from a sub-subcontractor to the subcontractor or sub-subcontractor with whom such receiving sub-subcontractor has privity of contract. Any subcontractor receiving notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor will also forward, within five (5) business days of receipt, a copy of such notice to the Consultant.
 - iv. In lieu of the affidavit required by this Section, if Consultant, or any subcontractor or sub-subcontractor, as applicable, has no employees and does not hire or intend to hire employees for purposes of satisfying or completing the terms and conditions of the Contract (or the subcontractor's or sub-subcontractor's portion of work utilized to perform part of the Contract with the City), such party will instead provide a copy of his or her state issued driver's license or state-issued identification card.
- (c) The Consultant must comply with all other applicable requirements and provisions of O.C.G.A. § 13-10-91 and other applicable rules and regulations promulgated in relation thereto.
 - (d) All portions of contracts pertaining to compliance with O.C.G.A. § 13-10-91 and these rules, and any affidavit related hereto, will be open for public inspection in this State at reasonable times during normal business hours.
17. Miscellaneous.
- (a) Compliance with Laws; No Discrimination. The Consultant, including any approved subcontractors, must, in performance of the Work, fully comply with all applicable federal, state, or local laws, rules, and regulations, including, but not

limited to, Title VI of the Civil Rights Act of 1964 and its amendments, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. In performance of the Work, the Consultant will not discriminate against any person on the basis of race, color, religion, gender, national origin or ancestry, age, creed, marital status, physical or mental disability, or political ideas and will further ensure that Consultant's agents and/or subcontractors comply with same. Further, Consultant, its agents and subcontractors must affirmatively comply with all applicable provisions of federal, state and local equal employment laws and will not engage in or commit any discriminatory practice against any employee, applicant or person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot lawfully be used as a basis for the provision or denial of employment or service delivery.

- (b) Governing Law. This Contract is executed and will be performed in the State of Georgia, and this Contract will be construed and enforced per the laws of the State of Georgia. Subject to Subsection (j) below (*Arbitration*), venue for any action arising out of this Contract will lie in the appropriate court of Fulton County, Georgia.
- (c) Captions. Titles or captions of sections contained in this Contract are inserted only as a matter of convenience and for reference, and in no way define, limit, extend or prescribe the scope of this Contract or the intent of any provision.
- (d) Electronic Signature. This Contract may be executed by electronic signature, and such signature will have the same validity and effect as a signature affixed by hand and will constitute an original for all purposes.
- (e) Severability. In the event that any provision hereof is held to be invalid or unenforceable, such provision will be severed from this Contract and will not affect the validity or enforceability of the remainder of this Contract.
- (f) Entire Agreement. This Contract supersedes all prior discussions and agreements between the parties with respect to the matters contained herein and constitutes the sole and entire agreement between the parties.
- (g) Persons Bound. This Contract will be binding upon and will inure to the benefit of the parties, their respective successors, successors in title, legal representatives, heirs and permitted assigns. This Contract may not be assigned by the Consultant without the prior written consent of the City.
- (h) Amendment. No term or provision of this Contract may be amended, waived, supplemented, modified or terminated except by an instrument in writing signed by the party against whom the enforcement of the amendment, waiver, supplement, modification or termination is sought.
- (i) Waiver. The City's failure or forbearance to enforce any term hereof will not be deemed to be a waiver of such right or claim, or any right of claim hereunder. Moreover, the City's waiver of any term hereof will not operate or be construed as a waiver of any subsequent breaches of the same or any other term.
- (j) Mediation. In an effort to resolve any conflicts that arise during the Project work or following the completion of the Project, the City and the Consultant agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation.

The City and the Consultant further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution among the parties to all those agreements.

In the event mediation is not requested, unsuccessful or deemed futile, the Parties shall each be entitled to pursue all available remedies at law or equity.

- (k) Additional Terms of Consultant. The City will not be bound by any terms and conditions included in any Consultant invoice, packaging, catalog, brochure, technical data sheet, or other document which attempts to impose any condition in variance with or in addition to the terms and conditions contained herein.
- (l) Presumptions and Interpretations. The parties further agree that should any provision of this Contract require interpretation or construction, the court, administrative body or other entity interpreting or construing this Contract will not apply a presumption that the provisions hereof will be more strictly construed against one party by reason of the rule of construction that a document is to be construed more strictly against the party who itself or through its agents prepared same, it being agreed that all parties and/or their respective attorneys and agents have been fully afforded the opportunity to review all provisions of this Contract.
- (m) No Third-Party Beneficiaries. Nothing contained in this Contract is intended to or will create a contractual relationship with, cause of action in favor of, or claim for relief for, any third party, including any agent, sub-consultant or sub-contractor of the Consultant. Absolutely no third-party beneficiaries are intended by this Contract. Any third-party receiving a benefit from this Contract is an incidental and unintended beneficiary only.
- (n) No Waiver of Governmental Immunity. Nothing in this Contract will be construed to waive, limit, or otherwise modify any governmental or sovereign immunity that may be available by law to the City, its elected officials, officers, employees, contractors, or agents, or any other person acting on behalf of the City and, in particular, governmental or sovereign immunity afforded or available pursuant to Georgia Statutes.
- (o) Publicity Provision. Consultant will not use any trademarks, service marks, or logos of the City without the City's express prior written consent. Consultant will not identify or make reference to the City in any advertising or other promotional modality regardless of its form without the express prior written consent of the City.
- (p) Survival. Any and all provisions of this Contract creating obligations extending beyond the term of this Contract, including, without limitation, Consultant's warranty of products and labor and the indemnification provisions contained herein, will survive the expiration or termination of this Contract, regardless of the reason for such termination.

CONTRACT NAME: Comprehensive Plan Update
CONTRACT NO. 25-116

IN WITNESS WHEREOF, the parties hereto have each caused this Contract to be executed and delivered by a duly authorized officer, agent, or official as of the date set forth below.

CITY OF ALPHARETTA, GEORGIA

By: _____

Jim Gilvin, Mayor

Date: _____

Approved as to substance:

Chris Lagerbloom, City Administrator

Approved as to form:
JARRARD & DAVIS, LLP

Jeff Strickland, City Attorney

MKSK, INC.

By: _____

Eric Lucas, PLA, ASLA, Principal

Attest:

By: _____

Thomas Porto, CFO, Principal

Date: _____

Exhibit "A"
Cost Proposal and Rate Sheet

COST PROPOSAL

MKSK

MKSK, Inc. agrees that if this proposal is accepted by the City Council within one hundred twenty (120) days of the date of RFP 25-116 Response Due Date, that MKSK, Inc. will furnish all deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified for Comprehensive Plan Update.

Lump Sum:

\$ 115,000.00

Standard hourly rates / additional services

If the Scope of Services is substantially revised, the amount of total compensation shall be equitably adjusted. Fees for requested additional services shall be computed at our standard hourly rates below or outlined under a separate proposal. Rates may be adjusted annually.

Principal	\$ 300
Associate Principal	\$ 250
Senior Associate	\$ 220
Associate	\$ 200
Landscape Architect III	\$ 175
Landscape Architect II	\$ 160
Landscape Architect I	\$ 140
Urban Planner III	\$ 175
Urban Planner II	\$ 160
Urban Planner I	\$ 140
Intern	\$ 95
Administration	\$ 95

Comprehensive Plan Update

 **Scoring Summary**

 **Reviewer Scores**

Scoring Summary

Active Submissions

[View Proposal Analysis](#)

Supplier	Total	B - Group 2 Technical	C-1 - Cost Proposal	D-1 - Presentation / Interview
	/ 200 pts	/ 77 pts	/ 20 pts	/ 100 pts
MKSK	164.66 pts	59.88 pts	14.78 pts (\$115,000.00)	90 pts
Pond & Company	155.83 pts	62.50 pts	20 pts (\$85,000.00)	73.33 pts
Inspire Placemaking Collective, Inc.	148.31 pts	57.88 pts	17.10 pts (\$99,420.00)	73.33 pts



STAFF REPORT

Department: Information Technology

Submitted By: Adam Montgomery

Meeting Date: July 28, 2025

AGENDA ITEM:

Purchase Approval: Data Center Infrastructure to Carahsoft Technology Corp.

Consideration of approval of the issuance of a purchase order to Carahsoft Technology Corp. as the vendor to provide the refresh of data center infrastructure, using the Georgia state contract for an amount not to exceed \$463,638.78 and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the purchase order to Carahsoft Technology Corp., for the data center infrastructure refresh using a Georgia state contract for an amount not to exceed \$463,638.78 and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Data Ctr Server Replacement\30117400-542400-C2600	\$463,638.78

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Data Ctr Server Replacement\30117400-542400-C2600	\$463,638.78

ITEM DESCRIPTION:

As discussed in the Executive Session at the July 23rd Council meeting, this renewal is funded in the Fiscal Year 2026 Capital budget. This purchase includes 3 years of support and maintenance coverage. Years 4 and 5 will have an expected operational budget impact of approximately \$100,000 annually. This renewal is being purchased on a Georgia state contract.

Standard data center life cycle management involves replacing infrastructure every five years. The current infrastructure has reached that life cycle, is out of warranty, and is due for replacement. Each replacement cycle, the Information Technology department reviews the current technology used and whether an improved product exists.

Pursuant to Georgia codes 50-18-72 and 50-14-3, the cybersecurity details of this purchase do not require public release or discussion.

ALTERNATIVES:

Carahsoft Technology Corp. was awarded a state contract to provide governmental agencies with data center infrastructure. No alternative is offered.

ATTACHMENTS:



STAFF REPORT

Department: Information Technology
Submitted By: Adam Montgomery
Meeting Date: July 28, 2025

AGENDA ITEM:

Purchase Approval: Cloud Infrastructure Services to SHI International, Inc

Consideration of approval of the issuance of a purchase order to SHI International, Inc., as the vendor to provide annual cloud infrastructure services in an amount not to exceed \$320,000.00 and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the purchase order to renew our annual cloud infrastructure services to SHI International, Inc. in an amount not to exceed \$320,000.00, and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
IT Prof Services/523900	\$320,000.00

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
IT Prof Services/523900	\$320,000.00

ITEM DESCRIPTION:

As discussed in the Executive Session at the July 23rd Council meeting, this renewal is funded in the Fiscal Year 2026 budget. This renewal is being purchased on a Georgia state contract and is the same amount as the Fiscal Year 2025 renewal. This renewal is critical to City operations and continuity plans.

Pursuant to Georgia codes 50-18-72 and 50-14-3, the cybersecurity details of this renewal do not require public release or discussion.

ALTERNATIVES:

To not approve the renewal of this cloud infrastructure service.

ATTACHMENTS:



STAFF REPORT

Department: Information Technology

Submitted By: Adam Montgomery

Meeting Date: July 28, 2025

AGENDA ITEM:

Purchase Approval: Remote Meeting Management and Streaming to Granicus

Consideration of approval of the procurement of a remote meeting management and streaming agreement with Granicus for three years, which is renewed annually, with first-year costs of \$115,823.46, and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the procurement of a remote meeting management and streaming agreement with Granicus for three years, which is renewed annually, with first-year costs of \$115,823.46, and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST:

FIRST \$115,823.46

YEAR:

SECOND \$64,359.70

YEAR:

THIRD \$68,864.88

YEAR:

TOTAL: \$249,049.04

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
City Clerk IT Prof Services/10013300-523900	\$60,149.25
CITY COUNCIL A/V REPLACEMENT/30117400-542400-C2201	\$55,674.21

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
City Clerk IT Prof Services/10013300-523900	\$60,149.25
CITY COUNCIL A/V REPLACEMENT/30117400-542400-C2201	\$55,674.21

ITEM DESCRIPTION:

The Department of Information Technology seeks approval of a three-year agreement with Granicus for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers. This service and associated equipment would replace the current three-camera system with a camera system that the managed service provider can utilize to produce and distribute the video and audio. The service would provide remote direction and production of the meeting cameras and content, as well as distribute the content to the public through several different sources. This would provide a better-quality product for the public, reduce the equipment on the dais, and the employees' duties during the meetings. Also, reliability is becoming an issue as the current system reaches end-of-life. This is the first step in addressing it by providing the meeting content directly to the managed service provider and improving the meeting quality for our citizens.

Many employees use the system for council, board, commission, and other meetings in the room. Our goal with Granicus producing all the meetings is to have a reliable and consistent product for the public. Our current setup requires the person on the dais to operate different systems simultaneously. In the standard production design, multiple people often do these duties at the back of the room. Staff have investigated how to implement a back-room production, but the cost and current chambers layout make this prohibitive. By outsourcing the video production to Granicus, we shift the responsibility to production professionals off-site, freeing the person at the dais to conduct other aspects of the meeting more efficiently and effectively.

In coordination with City Administration and the City Clerk's Office, we researched and discussed with other agencies that use the Granicus meeting management system in the state, including Chamblee and East Point. Hundreds of cities and counties use this system across the country, including San Antonio, TX and Orange County, CA. We did a site visit to Sandy Springs to speak with their City Clerk and AV staff about the system. We concluded that the uniqueness of this system and its capabilities were a good fit for our setup today and as we move forward.

This operating initiative includes service for 100 meetings annually. The FY26 request is for \$60,149.25 and is fully funded in the operating budget. The estimated operational impacts for FY27 are \$64,359.70, and FY28's \$68,864.88. This prices are in line with other agencies and are reflective of the cooperative agreement we are using, NCPA contract 01-115. Legal has reviewed and attached an addendum to the agreement, which Grancius has signed and notarized.

For this first year, there is an accompanying capital initiative. The one-time costs are \$55,674.21 and are fully funded in the capital budget. This cost includes procurement of the remote broadcast system equipment (cameras, switches, cabinet), setup and deployment of the equipment, any necessary wiring, support and warranty of the equipment, and integration with the current agenda management system.

ALTERNATIVES:

Do not approve the remote meeting management and streaming agreement.

ATTACHMENTS:

1. Granicus - Operations Cloud
2. Granicus agreement with addendum 07.21.25 Granicus Executed
3. NCPA RFP 39-20 - Software and SaaS Solutions (Exhibit A + All Docs)

Achieve Greater Operational Efficiency

Recover time and resources for other projects

The Challenge

Outdated systems, manual processes, and staffing challenges create inefficiencies in government operations. These issues can erode trust and hinder important work.

What If You Could...

- ✓ **Provide better government experiences**, improve public participation and, and ensure legal compliance?
- ✓ **Streamline operations** and neutralize complexity?
- ✓ **Move from resource-heavy manual processes** like spreadsheets and emails to automated workflows and connected digital systems?
- ✓ **Continually improve and simplify processes** to discover more operational efficiencies and cost recovery?
- ✓ **Lean on a partner** with deep industry knowledge, data insights, and tech skills?
- ✓ **Demonstrate ROI on technology investments** while attracting and retaining talent?

Operations Cloud transforms how government organizations adopt and use technology, replacing one-size-fits-all, out-of-the-box point solutions with connected technology, decades of government expertise, and tailored consultation based on deep data insights. Our solutions and operations experts help you uncover efficiencies, recover costs, engage more of the community, and avoid legal risks by staying in compliance — even as legislation and technology evolve.



With Operations Cloud, you can...

- **Select from best-in-class product solutions** to create a powerful, connected technology framework tailored to your organization's needs
- **Maximize ROI** with scalable tools and services that streamline and automate repetitive tasks, freeing staff to devote time and talents to high-priority projects.
- **Improve public perception, trust, and transparency** and meet modern expectations to easily access critical information while decreasing public calls, walk-ins, and emails.
- **Expand reach and grow informed public participation** by establishing simple, direct, and accessible ways to provide feedback and engage in legislative processes.
- **Avoid risk and ensure legal compliance** using built-for-government solutions that support compliance, accessibility, and transparency.
- **Say goodbye to security worries** with protection from the expense and loss of trust associated with improper disclosures, hacks, and video bombing incidents. Gain confidence in confidentiality with best-in-government data security.

Key Capabilities

- >> **Highly-Configurable and Scalable Tech** for end-to-end meeting management and record requests, expertly implemented and aligned with time-tested best practices.
- >> **Powerful Agenda Automation** that helps you discover deeper efficiencies with industry-best workflows, subscription notifications, and legislative history tracking.
- >> **Simplified Meeting Management** with digital tools for elected officials and request-to-speak and commenting options for constituents. Save time with branded agenda and minutes templates, easy last-minute agenda changes, and one-click website publishing.
- >> **HD Video Tech that Exceeds Expectations** and meets accessibility goals with highly accurate transcriptions, spoken word content searching, and captioning options for every budget. Reliably and securely broadcast to websites and many other channels.
- >> **Worry-Free Record Request Compliance**, highly configurable to neutralize rising complexity and reduce workload with patented requester self-service, automated workflows, and email and video record redaction. Mitigate risk and centralize all record requests, including interagency, subpoenas, legal holds, and more.
- >> **Expert Analysis and Insights** with in-depth, knowledgeable user experience consultants to help you discover ways to improve processes and maximize value.

Customer Success | CA Orange County Sanitation



Before the Orange County Sanitation District found the Granicus easy button, they spent 12+ hours on every agenda packet (multiplied by ~50 packets/yr) plus 2 hours on every public record request. Public meeting attendance was low across the large area served by the 20-city district. Using Granicus solutions, the district saw:



87%

reduction in
agenda prep



92%

reduction in
PRR processing



Increase

in meeting
participation

Maximize limited resources with Operations Cloud

up to \$100k

and 35+ days of staff time saved
on meeting streaming and video
recording

up to 75%

less time spent managing agenda
preparation

30-60%

reduction in record request
processing time

up to 75%

reduction in time spent managing
ancillary boards and committees
and \$10K+ cost savings

Ready to get started?

Let us help determine which
Operations Cloud options works
best for your organization.

Contact us



THIS IS NOT AN INVOICE

Order Form
Prepared for
Alpharetta, GA

Procurement Vehicle: NCPA (01-115)
In Support of: Alpharetta, GA

ORDER DETAILS

Prepared By: Corey Andrade
Phone:
Email: corey.andrade@granicus.com
Order #: Q-463635
Prepared On: 08 Jul 2025
Expires On: 31 Jul 2025

ORDER TERMS

Currency: USD
Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Period of Performance: The term of the Agreement will commence on the date this document is signed and will continue for 36 months.



PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

One-Time Fees			
Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Granicus Operations Cloud - Fully Managed Video - Setup and Deployment	Up Front	1 Each	\$1,250.00
Fully Managed PRO Remote Broadcast System - Three Camera Setup	Up Front	1 Each	\$46,962.57
Fully Managed Video - Standard Pre-Assembly & Install	Up Front	1 Each	\$5,342.40
Optional Extended Warranty for AVIOR™ Camera Control Appliance(s)	Upon Delivery	1 Each	\$2,119.24
SUBTOTAL:			\$55,674.21

New Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Granicus Operations Cloud - Fully Managed Video (100)	Annual	1 Each	\$60,149.25
SUBTOTAL:			\$60,149.25

CREDITS AVAILABLE

The number of Credits acquired due to the above purchase items:

Available Service Credits	
Total Services Catalog Credits:	25



FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	Year 2	Year 3
Granicus Operations Cloud - Fully Managed Video (100)	\$64,359.70	\$68,864.88
SUBTOTAL:	\$64,359.70	\$68,864.88
Total Services Catalog Credits:	25	25



PRODUCT UPDATES

FOR INFORMATION ON RECENT AND UPCOMING PRODUCT ENHANCEMENTS ACROSS THE GRANICUS PORTFOLIO, PLEASE REFER TO THE SEMIANNUAL UPDATE INFORMATION ON THIS WEBPAGE:
: [HTTPS://GRANICUS.COM/SEMIANNUAL-UPDATES/](https://granicus.com/semiannual-updates/)

PRODUCT DESCRIPTIONS

Solution	Description
Granicus Operations Cloud - Fully Managed Video (100)	The annual subscription is an outcome-focused solution combining integrated technology, data insights, and experience services to drive operational efficiencies. • Strategic Capabilities • Designated Experience Partner • Extended LMS Training On-demand • Access to Services Catalog • Biannual CX Program Brief to Review Insights & Recommendations • Online Help Articles and Access to govCommunity • Data Insights • Community Satisfaction and Performance Monitoring • Government Effectiveness Score • Digital Experience Score • Quality of Life Surveys • In-app Reporting and Dashboards • Connected Technology • Video Streaming and Video-on-Demand ▪ Start, stop, pause controls ▪ Fully cloud-based ▪ Simulcast to multiple platforms including Facebook and YouTube ▪ Unlimited storage • Managed Services ▪ Up to 100 meetings annually ▪ Full video directing including camera control, video switching, graphic overlays ▪ Video indexing and publication • Public Portal/iFrame ▪ Hyperlinked agendas, minutes, and documents ▪ Sound Search TM spoken word search • Hardware ▪ Swagit AviorTM Remote Broadcast System which includes: • Cameras • Camera Control System

Solution	Description
	• Broadcast Switcher • Character Generator (for on-screen graphics display) • Recorder • Redundant Streaming and Recording Encoder/Servers • Video Matrix Switch • Managed Power Unit • Software-Based Video Control Panel • Ongoing security updates • Ongoing product updates and enhancements • Product accessibility maintained perpetually • 99.9% up-time guarantee • Technical Support Reporting (biannual) • Escalation & Care Process
Granicus Operations Cloud - Fully Managed Video - Setup and Deployment	The Fully Managed Video edition of Operations Cloud leverages a blend of strategic capabilities, data insights, and technology built for government to deliver an experience aimed at enhancing user engagement and boosting operational efficiency. This solution includes: • Stakeholder Kickoff and Project Alignment • Program Management - Weekly / bi-weekly communication • Development/Implementation/component configuration, including: - o Setup and deployment of the hardware and software - o Setup and deployment of the public portal - o Network testing and configuration • Hardware assembly and onsite install
Fully Managed PRO Remote Broadcast System - Three Camera Setup	Fully Managed PRO Remote Broadcast System: Three HD Camera Solution
Optional Extended Warranty for AVIOR™ Camera Control Appliance(s)	Optional Extended Warranty for AVIOR™ Camera Control Appliance (s)

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at <https://granicus.com/legal/licensing>, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-463635 dated 08 Jul 2025 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Alpharetta, GA to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- The terms and Conditions of the Agreement 01-115 effective 08 DEC 2020 between Granicus and NCPA govern this Quote and are incorporated herein by reference, including the Master Agreement and all exhibits thereto.

For All Services Credits (including Service Catalog Credits and SimpleSupport):

Credits must be purchased prior to use and are allocated towards any services performed by Granicus included in the Service Credit portfolio for the number of credits indicated therein. Credits cannot be used towards software subscription purchases. Credits are consumed as Services are performed during the applicable period of performance and must be used during that period of performance or they will expire. If Client fails to use the credits within the period of performance due to factors outside of Granicus' control, Granicus will not be obligated to refund any credits and will be under no obligation to perform the Services.

SWAGIT Product Specific Terms

In addition to the terms and conditions of your agreement with Granicus, your use of the Swagit product offerings (including hardware, software and services) will be governed by the additional terms set forth below. Any conflict



between the terms of your agreement with Granicus and these product-specific terms will be resolved in favor of these terms solely as it relates to the Swagit Product.

1. AVIOR Broadcaster Hardware.

- a. Fifty percent (50%) of the total fees due for the hardware , pre-installation services and set up and deployment services will be invoiced upon contract signature. The remaining fifty percent (50%) balance of the hardware fees and fees due for pre-installation and set up and deployment services will be invoiced upon completion of installation of the hardware at Client's designated location.
- b. Cancellation of any order for Avior Broadcaster hardware will result in Client's obligation to pay Granicus twenty percent (20%) of the total fees due for the hardware as a restocking fee, and Client is responsible for all costs associated with the return of the hardware to Granicus in resale condition.
- c. Fees for Swagit Subscription Services related to Avior Broadcaster equipment will be invoiced upon contract signature. The initial subscription term will be prorated to reflect a 10 month subscription period to account for installation time. The full twelve (12) month renewal term will commence on the anniversary of the contract execution date and will be billed at the full twelve-month rate plus annual increase.

2. EASE Encoder Hardware.

- a. 100% of EASE encoder hardware fees and fees for installation and configuration will be invoiced upon contract signature. EASE encoders are not eligible for return or refunds.
- b. Fees for Swagit Subscription Services related to EASE encoders will be invoiced upon contract signature and will be prorated to reflect an initial eleven month term. The subsequent full twelve (12) month renewal term will commence on the anniversary of the contract execution date and will be billed at the full twelve month rate plus any annual increase.

3. **Warranty.** All equipment is provided to Client with the manufacturer's warranty associated with such equipment. Granicus disclaims all warranties, express or implied associated with the equipment, including any implied warranties of merchantability and fitness for a particular purpose. Granicus will provide Client with all documentation associated with the manufacturer's warranty upon request.

4. **Camera and Broadcast Operations.** Granicus may need to operate the camera and broadcast system remotely. Such remote operation requires access via inbound TCP port 2001, outbound TCP ports 21, 80, 443, 1935, 5721, and outbound UDP ports 53, 123. The Client will need to supply Granicus with access to such TCP and UDP ports with respect to the Client's Internet connection. Granicus will not be responsible for remote camera operations should Client fail to give Granicus such access, or if Client's Internet connection is interrupted. Additionally, in the event the Granicus needs to operate such system manually, the Client will provide access to the equipment at the Site designated by the Client in the Scope of Work.



BILLING INFORMATION

Billing Contact:		Purchase Order Required?	[] - No [] - Yes
Billing Address:		PO Number: <i>If PO required</i>	
Billing Email:		Billing Phone:	

If submitting a Purchase Order, please include the following language:
The pricing, terms, and conditions of quote Q-463635 dated 08 Jul 2025 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Alpharetta, GA	
Signature:	
Name:	
Title:	
Date:	

**AGREEMENT BETWEEN
GRANICUS, LLC, AND
CITY OF ALPHARETTA, GEORGIA**

Contract Addendum

This Contract Addendum supplements that certain Order Form, dated July 8, 2025 (issued under a cooperative purchasing agreement through National Cooperative Purchasing Alliance – Administration Agreement – Region 14 Education Service Center (Texas) – Contract No. 01-115, effective on or about December 8, 2020) to which this Contract Addendum is attached, i.e., the “Contract Documents” or the “Agreement”) between **GRANICUS, LLC**, a Minnesota limited liability company (“Granicus”), and **CITY OF ALPHARETTA**, a Georgia municipal corporation (the “City”), to add the following clarifying provisions thereto:

1. Conflicting Provisions.

The provisions of this Contract Addendum supersede and control over any conflicting provisions written into the Agreement to which this Contract Addendum is attached.

2. Term of Agreement.

Granicus warrants and represents that it will perform the Services in a prompt and timely manner, which shall not impose delays on the progress of the Services. The term of this Agreement shall commence as of the Effective Date, and the Services shall be completed, and the Agreement shall terminate, at the end of the 36-month initial term (the “Term”).

The Term of this Agreement is longer than one year; therefore, the Parties agree that this Agreement, as required by O.C.G.A. § 36-60-13, shall terminate absolutely and without further obligation on the part of City on the last day of the City’s fiscal year each year of the Term, and further, that this Agreement shall automatically renew on the first day of the City’s fiscal year each subsequent year absent City’s provision of written notice of non-renewal to Granicus at least five (5) days prior to the end of the then current City fiscal year. Title to any supplies, materials, equipment, or other personal property shall remain in Granicus until fully paid for by City.

3. Confidentiality.

Granicus acknowledges that City’s disclosure of documentation is governed by Georgia’s Open Records Act, and Granicus further acknowledges that if Granicus submits records containing trade secret information, and if Granicus wishes to keep such records confidential, Granicus must submit and attach to such records an affidavit affirmatively declaring that specific information in the records constitutes trade secrets pursuant to Article 27 of Chapter 1 of Title 10, and the Parties shall follow the requirements of O.C.G.A. § 50-18-72(a)(34) related thereto.

4. Sovereign Immunity.

Nothing contained in the Agreement shall be construed to be a waiver of City's sovereign immunity or any individual's qualified, good faith or official immunities. Ratification of this Agreement by a majority of the City Council shall authorize the Mayor to execute this Agreement on behalf of the City. Any provision of the Agreement requiring the City to indemnify the Granicus is only valid to the extent allowed by Georgia law. The City shall be under no obligation to procure any additional insurance related to or as a result of this Agreement or in furtherance of any obligations hereunder.

5. Governing Law.

This Agreement is governed by the laws of the State of Georgia to the extent that such laws apply to the City as a municipality of Georgia and as a party to this Agreement.

6. Employment of Unauthorized Aliens Prohibited – E-Verify Affidavits.

Pursuant to O.C.G.A. § 13-10-91, City shall not enter into a contract for the physical performance of services unless Granicus shall provide evidence on the forms attached hereto as Addendum Exhibits "A" and "B", that it and its subcontractors have registered with, are authorized to use and use the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91, and that they will continue to use the federal work authorization program throughout the contract period. Granicus hereby verifies that it has executed a notarized affidavit and submitted such affidavit to City.

In the event Granicus employs or contracts with any subcontractor(s) to perform services for City, Granicus agrees to secure from such subcontractor(s) attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 and Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit, the form of which is attached hereto as Addendum Exhibit "B."

Granicus agrees that the employee-number category designated below is applicable to it:

X	500 or more employees
_____	100 or more employees
_____	Fewer than 100 employees

(remainder of this page intentionally left blank)

(signature page follows)

IN WITNESS WHEREOF, City and Granicus have executed the Contract Documents, including this Contract Addendum, effective as of this 22nd day of July, 2025.

GRANICUS, LLC, a Minnesota limited liability company

Signed by:
By: Greg Eck
2F5E782EC1B94F1...

Print Name: Greg Eck

Title: Senior Manager, Contracts

ATTEST/WITNESS:

Signed by:
By: Alex Bern
3B44EF8595D3409...

Print Name: Alex Bern

Title: Contracts Manager

CITY OF ALPHARETTA, GEORGIA

By: _____
Jim Gilvin, Mayor

Approved as to Content:

Attest: _____
Lauren Shapiro, City Clerk

Chris Lagerbloom, City Administrator

Approved as to Form:

Jeff Strickland, City Attorney

ADDENDUM EXHIBIT A

STATE OF GEORGIA

COUNTY OF GEORGIA

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services on behalf of the **CITY OF ALPHARETTA, GEORGIA**, has registered with, is authorized to use, and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period, and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b).

Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

1208595

Federal Work Authorization User
Identification Number

6/28/2017

Date of Authorization

GRANICUS, LLC

Name of Contractor

**SUBSCRIPTION AND SERVICES
AGREEMENT**

Name of Project

CITY OF ALPHARETTA, GEORGIA

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on July 22, 2025, in Chanhassen
(city), Minnesota (state).

Signed by: Greg Eck
2F5E782EC1B94F1...
Signature of Authorized Officer or Agent

Greg Eck, Senior Manager, Contracts

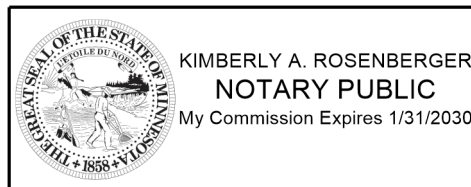
Printed Name and Title of Authorized Officer
or Agent

SUBSCRIBED AND SWORN BEFORE ME ON
THIS THE 22nd DAY OF JULY, 2025.

Signed by: Kimberly A. Rosenberger
8A340286FD5949F...
Notary Public

My Commission Expires: 01/31/2030

[NOTARY SEAL]



ADDENDUM EXHIBIT B

STATE OF GEORGIA
COUNTY OF GEORGIA

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with **GRANICUS, LLC**, on behalf of the **CITY OF ALPHARETTA, GEORGIA**, has registered with, is authorized to use, and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period, and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five (5) business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five (5) business days of receipt, a copy of the notice to the contractor.

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification
Number

Date of Authorization

Name of Subcontractor

SUBSCRIPTION AND SERVICES
AGREEMENT
Name of Project

CITY OF ALPHARETTA, GEORGIA
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 20____, in _____
(city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON
THIS THE _____ DAY OF _____, 20____.

Notary Public

My Commission Expires: _____

[NOTARY SEAL]



Region XIV Education Service Center

1850 Highway 351
Abilene, TX 79601-4750
325-675-8600
FAX 325-675-8659

Tuesday, December 8th, 2020

Granicus, LLC
ATTN: Mark Hynes
408 St Peter St, Suite 600
Saint Paul, Minnesota, 55102

Dear Mark,

Region XIV Education Service Center is happy to announce that Granicus, LLC. has been awarded an annual contract for Software and SaaS Solutions based on the proposal submitted to Region XIV ESC.

The contract is effective immediately and will expire on December 31st, 2023. The contract can then be renewed annually for an additional two years, if mutually agreed on by Region XIV ESC and Granicus, LLC.

We look forward to a long and successful partnership underneath this contract.

If you have any questions or concerns, feel free to contact me at 325-675-8600.

Sincerely,

A handwritten signature in blue ink that reads 'Shane Fields'.

Shane Fields
Region XIV, Executive Director



GRANICUS

Request for Proposal for
Region 14 Education Service Center
For
Software and SaaS Solutions
RFP #39-20



Response Submitted by Granicus
Proposal Contact:
Sam.morton@granicus.com
Submitted on November 19, 2020

To Whom It May Concern,

Thank you for the opportunity to connect with Region 14 Education Service Center (the Region) and other public agencies supported by this contract. We look forward to detailing throughout this process and proposal how we can provide a platform of products to increase the efficiency of civic engagement and move towards a true digital Region.

Granicus' platform of digital engagement will allow the Region, and other agencies, to transition to on-line services. During current times, the public is getting used to working on-line and from their own spaces. After the dust settles, a new normal, as already seen in the UK, will be employees and the public wishing to work within the digital world.

Granicus is uniquely position with a proven platform of integrated tools to make this new normal a reality. We have the digital tools to communicate both within and outside of agencies, move workflows and public facing processes like paying student fees, to a digital format with minimal coding. We can also wrap it all within a communication network that is made for mobile access.

We look forward to being able to guide the Region and its agencies in changing the way that you connect with residents, creating better lives for more people through secure, world-class technology.

Sincerely,

Sam Morton

Sam Morton
Vice President of Sales
303-521-0052
Sam.morton@granicus.com

Granicus' statements regarding its plans, directions, and intent are subject to change or withdrawal without notice at Granicus' sole discretion. The information mentioned regarding potential future products is not a commitment, promise, or legal obligation to deliver any material, code, or functionality. Unless otherwise stated, this proposal is valid for 180 days.

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Executive Summary

Broken customer experiences, legacy technologies, paper-based processes, and siloed departmental workflows cause frustration (and increase administrative cost) for both government employees and their customers. The COVID-19 pandemic is only making things worse.

Many of our competitors have gone to market with service-specific solutions that automate only a small portion of a city's resident connection strategy. This traditionally forces cities to rely heavily on fragmented solutions from multiple vendors, but the Granicus Platform will show why a partnership between the Region and its agencies and Granicus can transform how they connect with residents while following the guiding principles, including:

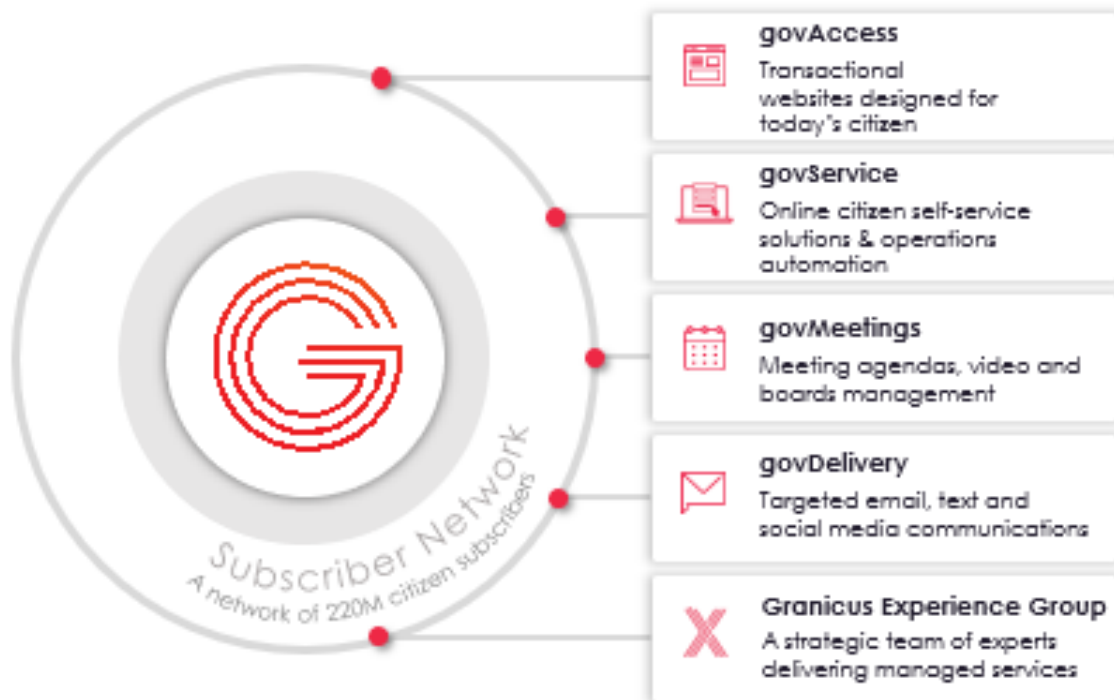
- | | |
|----------------|----------------|
| 1. Meaningful | 6. Informative |
| 2. Transparent | 7. Responsive |
| 3. Respectful | 8. Timely |
| 4. Inclusive | 9. Convenient |
| 5. Accessible | 10. Continuous |

Why Granicus? There is no other company with the flexibility and configurability of solutions that also has the speed of implementation and breadth of capability that we can achieve. Our solutions are purpose-built for government organizations. Our portfolio is tailored to make government employees' lives easier. We will help the Region solve pressing challenges faced both today and well into the future.

Specifically, the Granicus Citizen Engagement Platform will unify technology systems to improve the overall resident experience, transparency and accountability, therefore increasing resident engagement. Our systems will automate back-office processes and work by internal staff.

Continue reading for a sneak peek of what is possible by partnering with Granicus.

ELEMENTS OF THE PLATFORM



BENEFITS AND OUTCOMES

The opportunity in front of the Region's agencies to build a true digital platform is profound. It starts with a robust CSM via govAccess and flows all the way through internal and external process to a fully integrated digital communication with GovDelivery.

In the end, the Granicus Citizen Engagement Platform is a connected platform to improve resident relationship and accountability and ensure council aids and council staff members follow through on requests from constituents.

Our solution is built for government, by government. A single platform with a single vendor will not only mean streamlining implementation, support and service, but a unique opportunity to bring to the table features that are integrated together, enhance public engagement, ensure accessibility, and continuous engagement.

We look forward to the opportunity to partner with the Region and its agencies on this endeavor.

Tab 1 – Master Agreement

General Terms and Conditions

◆ Customer Support

- The vendor shall provide timely and accurate technical advice and sales support. The vendor shall respond to such requests within one (1) working day after receipt of the request.

◆ Disclosures

- Respondent affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this contract.
- The respondent affirms that, to the best of his/her knowledge, the offer has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this contract.

◆ Renewal of Contract

- Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew for up to two (2) additional one-year terms or any combination of time equally not more than 2 years if agreed to by Region 14 ESC and the vendor.

◆ Funding Out Clause

- Any/all contracts exceeding one (1) year shall include a standard “funding out” clause. A contract for the acquisition, including lease, of real or personal property is a commitment of the entity’s current revenue only, provided the contract contains either or both of the following provisions:
- Retains to the entity the continuing right to terminate the contract at the expiration of each budget period during the term of the contract and is conditioned on a best efforts attempt by the entity to obtain appropriate funds for payment of the contract.

◆ Shipments (if applicable)

- The awarded vendor shall ship ordered products within seven (7) working days for goods available and within four (4) to six (6) weeks for specialty items after the receipt of the order unless modified. If a product cannot be shipped within that time, the awarded vendor shall notify the entity placing the order as to why the product has not shipped and shall provide an estimated shipping date. At this point the participating entity may cancel the order if estimated shipping time is not acceptable.

◆ Tax Exempt Status

- Since this is a national contract, knowing the tax laws in each state is the sole responsibility of the vendor.

◆ Payments

- The entity using the contract will make payments directly to the awarded vendor or their affiliates (distributors/business partners/resellers) as long as written request and approval by NCPA is provided to the awarded vendor.

◆ Adding authorized distributors/dealers

- Awarded vendors may submit a list of distributors/partners/resellers to sell under their contract throughout the life of the contract. Vendor must receive written approval from NCPA before such distributors/partners/resellers considered authorized.
- Purchase orders and payment can only be made to awarded vendor or distributors/business partners/resellers previously approved by NCPA.
- Pricing provided to members by added distributors or dealers must also be less than or equal to the pricing offered by the awarded contract holder.
- All distributors/partners/resellers are required to abide by the Terms and Conditions of the vendor's agreement with NCPA.

◆ Pricing

- All pricing submitted shall include the administrative fee to be remitted to NCPA by the awarded vendor. It is the awarded vendor's responsibility to keep all pricing up to date and on file with NCPA.
- All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing

◆ Warranty

- Proposals should address each of the following:
 - Applicable warranty and/or guarantees of equipment and installations including any conditions and response time for repair and/or replacement of any components during the warranty period.
 - Availability of replacement parts
 - Life expectancy of equipment under normal use
 - Detailed information as to proposed return policy on all equipment

◆ Indemnity

- The awarded vendor shall protect, indemnify, and hold harmless Region 14 ESC and its participants, administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of the vendor, vendor employees or vendor subcontractors in the preparation of the solicitation and the later execution of the contract.

◆ Franchise Tax

- The respondent hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes.

◆ Supplemental Agreements

- The entity participating in this contract and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor.

◆ Certificates of Insurance

- Certificates of insurance shall be delivered to the Public Agency prior to commencement of work. The insurance company shall be licensed in the applicable state in which work is being conducted. The awarded vendor shall give the participating entity a minimum of ten (10) days notice prior to any modifications or cancellation of policies. The awarded vendor shall require all subcontractors performing any work to maintain coverage as specified.

◆ Legal Obligations

- It is the Respondent's responsibility to be aware of and comply with all local, state, and federal laws governing the sale of products/services identified in this RFP and any awarded contract and shall comply with all while fulfilling the RFP. Applicable laws and regulation must be followed even if not specifically identified herein.

◆ Protest

- A protest of an award or proposed award must be filed in writing within ten (10) days from the date of the official award notification and must be received by 5:00 pm CST. Protests shall be filed with Region 14 ESC and shall include the following:
 - Name, address and telephone number of protester
 - Original signature of protester or its representative
 - Identification of the solicitation by RFP number
 - Detailed statement of legal and factual grounds including copies of relevant documents and the form of relief requested
- Any protest review and action shall be considered final with no further formalities being considered.

◆ Force Majeure

- If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.
- The term Force Majeure as employed herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, act of public enemy, orders of any kind of government of the

United States or any civil or military authority; insurrections; riots; epidemics; landslides; lighting; earthquake; fires; hurricanes; storms; floods; washouts; droughts; arrests; restraint of government and people; civil disturbances; explosions, breakage or accidents to machinery, pipelines or canals, or other causes not reasonably within the control of the party claiming such inability. It is understood and agreed that the settlement of strikes and lockouts shall be entirely within the discretion of the party having the difficulty, and that the above requirement that any Force Majeure shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable in the judgment of the party having the difficulty

◆ Prevailing Wage

- It shall be the responsibility of the Vendor to comply, when applicable, with the prevailing wage legislation in effect in the jurisdiction of the purchaser. It shall further be the responsibility of the Vendor to monitor the prevailing wage rates as established by the appropriate department of labor for any increase in rates during the term of this contract and adjust wage rates accordingly.

◆ Miscellaneous

- Either party may cancel this contract in whole or in part by providing written notice. The cancellation will take effect 30 business days after the other party receives the notice of cancellation. After the 30th business day all work will cease following completion of final purchase order.

◆ Open Records Policy

- Because Region 14 ESC is a governmental entity responses submitted are subject to release as public information after contracts are executed. If a vendor believes that its response, or parts of its response, may be exempted from disclosure, the vendor must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, the respondent must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s).
- The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 14 ESC must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the respondent are not acceptable. Region 14 ESC must comply with the opinions of the OAG. Region 14 ESC assumes no responsibility for asserting legal arguments on behalf of any vendor. Respondent are advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information.

Process

Region 14 ESC will evaluate proposals in accordance with, and subject to, the relevant statutes, ordinances, rules, and regulations that govern its procurement practices. NCPA will assist Region 14 ESC in evaluating proposals. Award(s) will be made to the prospective vendor whose response is determined to be the most advantageous to Region 14 ESC, NCPA, and its participating agencies. To qualify for evaluation, response must have been submitted on time, and satisfy all mandatory requirements identified in this document.

- ◆ Contract Administration

- The contract will be administered by Region 14 ESC. The National Program will be administered by NCPA on behalf of Region 14 ESC.

- ◆ Contract Term

- The contract term will be for three (3) year starting from the date of the award. The contract may be renewed for up to two (2) additional one-year terms or any combination of time equally not more than 2 years.
- It should be noted that maintenance/service agreements may be issued for up to (5) years under this contract even if the contract only lasts for the initial term of the contract. NCPA will monitor any maintenance agreements for the term of the agreement provided they are signed prior to the termination or expiration of this contract.

- ◆ Contract Waiver

- Any waiver of any provision of this contract shall be in writing and shall be signed by the duly authorized agent of Region 14 ESC. The waiver by either party of any term or condition of this contract shall not be deemed to constitute waiver thereof nor a waiver of any further or additional right that such party may hold under this contract.

- ◆ Products and Services additions

- Products and Services may be added to the resulting contract during the term of the contract by written amendment, to the extent that those products and services are within the scope of this RFP.

- ◆ Competitive Range

- It may be necessary for Region 14 ESC to establish a competitive range. Responses not in the competitive range are unacceptable and do not receive further award consideration.

- ◆ Deviations and Exceptions

- Deviations or exceptions stipulated in response may result in disqualification. It is the intent of Region 14 ESC to award a vendor's complete line of products and/or services, when possible.

- ◆ Estimated Quantities

- The estimated dollar volume of Products and Services purchased under the proposed Master Agreement is \$10 - \$15 million dollars annually. This estimate is based on the anticipated volume of Region 14 ESC and current sales within the NCPA program. There is no guarantee or commitment of any kind regarding usage of any contracts resulting from this solicitation

- ◆ Evaluation
 - Region 14 ESC will review and evaluate all responses in accordance with, and subject to, the relevant statutes, ordinances, rules and regulations that govern its procurement practices. NCPA will assist the lead agency in evaluating proposals. Recommendations for contract awards will be based on multiple factors, each factor being assigned a point value based on its importance.
- ◆ Formation of Contract
 - A response to this solicitation is an offer to contract with Region 14 ESC based upon the terms, conditions, scope of work, and specifications contained in this request. A solicitation does not become a contract until it is accepted by Region 14 ESC. The prospective vendor must submit a signed Signature Form with the response thus, eliminating the need for a formal signing process.
- ◆ NCPA Administrative Agreement
 - The vendor will be required to enter and execute the National Cooperative Purchasing Alliance Administration Agreement with NCPA upon award with Region 14 ESC. The agreement establishes the requirements of the vendor with respect to a nationwide contract effort.
- ◆ Clarifications / Discussions
 - Region 14 ESC may request additional information or clarification from any of the respondents after review of the proposals received for the sole purpose of elimination minor irregularities, informalities, or apparent clerical mistakes in the proposal. Clarification does not give respondent an opportunity to revise or modify its proposal, except to the extent that correction of apparent clerical mistakes results in a revision. After the initial receipt of proposals, Region 14 ESC reserves the right to conduct discussions with those respondent's whose proposals are determined to be reasonably susceptible of being selected for award. Discussions occur when oral or written communications between Region 14 ESC and respondent's are conducted for the purpose clarifications involving information essential for determining the acceptability of a proposal or that provides respondent an opportunity to revise or modify its proposal. Region 14 ESC will not assist respondent bring its proposal up to the level of other proposals through discussions. Region 14 ESC will not indicate to respondent a cost or price that it must meet to neither obtain further consideration nor will it provide any information about other respondents' proposals or prices.
- ◆ Multiple Awards
 - Multiple Contracts may be awarded as a result of the solicitation. Multiple Awards will ensure that any ensuing contracts fulfill current and future requirements of the diverse and large number of participating public agencies.
- ◆ Past Performance
 - Past performance is relevant information regarding a vendor's actions under previously awarded contracts; including the administrative aspects of performance; the vendor's history of reasonable and cooperative behavior and commitment to customer satisfaction; and generally, the vendor's businesslike concern for the interests of the customer.

Evaluation Criteria

- ◆ Pricing (40 points)
 - Electronic Price Lists
 - Products, Services, Warranties, etc. price list
 - Prices listed will be used to establish both the extent of a vendor's product lines, services, warranties, etc. available from a particular bidder and the pricing per item.
- ◆ Ability to Provide and Perform the Required Services for the Contract (25 points)
 - Product Delivery within participating entities specified parameters
 - Number of line items delivered complete within the normal delivery time as a percentage of line items ordered.
 - Vendor's ability to perform towards above requirements and desired specifications.
 - Past Cooperative Program Performance
 - Quantity of line items available that are commonly purchased by the entity.
 - Quality of line items available compared to normal participating entity standards.
- ◆ References (15 points)
 - A minimum of ten (10) customer references for product and/or services of similar scope dating within past 3 years
- ◆ Technology for Supporting the Program (10 points)
 - Electronic on-line catalog, order entry use by and suitability for the entity's needs
 - Quality of vendor's on-line resources for NCPA members.
 - Specifications and features offered by respondent's products and/or services
- ◆ Value Added Services Description, Products and/or Services (10 points)
 - Marketing and Training
 - Minority and Women Business Enterprise (MWBE) and (HUB) Participation
 - Customer Service

Tab 1 - Master Agreement/Signature Form

SIGNATURE FORM

Signature Form

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this bid in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name	Granicus, LLC
Address	408 St Peter St, Suite 600
City/State/Zip	Saint Paul, Minnesota, 55102
Telephone No.	800-314-0147
Fax No.	651-665-0943
Email address	contracts@granicus.com
Printed name	Mark Hynes
Position with company	Chief Executive Officer
Authorized signature	

Tab 1 – Master Agreement

Granicus Exceptions to RFP #39-20

Tab 1 – Master Agreement General Terms and Conditions

- ◆ Customer Support
 - The vendor shall provide timely and accurate technical advice and sales support **in accordance with vendor's Service Level Agreement as Exhibit A.** ~~The vendor shall respond to such requests within one (1) working day after receipt of the request.~~
- ◆ Shipments (if applicable)
 - The awarded vendor shall ship ordered products within seven (7) working days for goods available and within four (4) to six (6) weeks for specialty items after the receipt of the order unless modified. If a product cannot be shipped within that time, the awarded vendor shall notify the entity placing the order as to why the product has not shipped and shall provide an estimated shipping date. ~~At this point the participating entity may cancel the order if estimated shipping time is not acceptable.~~
- ◆ Warranty
 - **Vendor warrants that it takes all precautions that are standard in the industry to increase the likelihood of a successful performance for the Vendor Products and Services; however, the Vendor Products and Services are provided "AS IS" and as available.**
~~Proposals should address each of the following:~~
 - ◆ ~~Applicable warranty and/or guarantees of equipment and installations including any conditions and response time for repair and/or replacement of any components during the warranty period.~~
 - ◆ ~~Availability of replacement parts~~
 - ◆ ~~Life expectancy of equipment under normal use~~
 - ◆ ~~Detailed information as to proposed return policy on all equipment~~
- ◆ Indemnity

The awarded vendor shall protect, indemnify, and hold harmless Region 14 ESC and its participants, administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of the vendor, vendor employees or vendor subcontractors in the preparation of the solicitation and the later execution of the contract. **Notwithstanding the foregoing or anything to the contrary herein, in no event shall vendor's liability under this Agreement exceed the fees paid by the entity for the vendor products and services during the six (6) months immediately preceding the date the entity notifies the vendor in writing of a claim for direct damages.**
- ◆ Certificates of Insurance
 - Certificates of insurance shall be delivered to the Public Agency prior to commencement of work. The insurance company shall be licensed in the applicable state in which work is being conducted. The awarded vendor shall give the participating entity a minimum of **thirty (30)**~~ten (10)~~ days notice prior to any modifications or cancellation of policies. The

awarded vendor shall require all subcontractors performing any work to maintain coverage as specified.

- ◆ Supplemental Agreements
 - The entity participating in this contract and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor. **For the avoidance of doubt, Vendor's End User License Agreement ("EULA") is attached and incorporated into this Agreement as Exhibit B. All use of the vendor products shall be subject to the EULA. NCPA agrees to pass along the EULA to the entity for their review and signature and further acknowledges that vendor has no obligation to provide any entity with access to the vendor products until that entity has signed the Granicus EULA.**
-

Tab 1 – Master Agreement

- ◆ General Terms and Conditions
 - The Master Agreement, **Exhibit A, and Exhibit B** attached hereto as Tab 1 and incorporated herein by reference as though fully set forth herein, and the terms and conditions contained therein shall apply to this Agreement except as expressly changed or modified by this Agreement.

Exhibit A: Help Desk Services and Availability

Granicus will provide complete help desk support for administrators and customers of the Granicus Solutions. Regular support will be available during regular business hours, Monday-Friday; via email or toll-free telephone.

CUSTOMER SUPPORT CONTACT

Hours: 8:00 am – 10:00 pm ET (9:30 am – 5:00 pm Europe)
Emergency Support is available 24/7

Please submit support requests via:

- Portal: support.granicus.com
- Email: support@granicus.com
- Phone: 1-800-31 4-0147 USA, 0800 032 7764 Europe

Please submit govDelivery Communications Cloud subscriber support only requests to:

- Portal: subscriberhelp.granicus.com
- Email: subscriberhelp@granicus.com
- Phone: 1-800-439-1 420 USA, 0808 234 7450 Europe

COMMUNICATION SERVICE LEVEL AGREEMENT

Granicus response to support and service requests will be based on four (4) Severity Levels:

Severity Level	Description	Examples	Initial Customer Response Time
Level 1	Emergency. Incident represents a total outage; the product is unavailable or not accessible for use	• govDelivery's admin.govdelivery.com is down or all sending is significantly delayed • govMeetings web server is running but the application is non-functional or SQL-server errors that are not related to hardware • govAccess website is unreachable by public users	Within one (1) hour of notification by the customer of occurrence
Level 2	Severely Impaired. Incident occurs when a major feature of the product is not working and there is no workaround available, or the workaround is not acceptable and impacts the primary usability of the product	• govDelivery PageWatch sending is delayed by more than 20-30 minutes, or sudden and significant deliverability issues or intermittent errors or low performance issues for some or many customers • Site operational but govMeetings modular functionality is non-operational • govAccess error, where there is no means of circumvention, that renders an essential component of the content management tool non-functioning that did not occur at the time of the website launch and usually requires debugging of programming code	Within four (4) hours of notification by the customer of occurrence

Level 3	Impaired. Incident occurs when a primary feature of the product is not working as expected and an acceptable workaround is available – does not impact the basic usability of the product	- govDelivery system not connecting to social media, single customer app/feature help, or database requests - govMeetings system files won't upload, or text not rendering - govAccess website works but there are problems with presentation	Within one (1) business day of notification by the customer of occurrence
Level 4	Low Impact. Incident that has a limited business impact and requests can be scheduled.	- Programmatic change to back-end or front-end to improve efficiency - Distribution of all patches and upgrades	Within three (3) business days of notification of customer of occurrence

Resolution time will be based on the service or support request and regular follow-ups will be communicated with the customer on final resolution. Granicus shall use commercially reasonable efforts to resolve errors affecting non-essential components of Granicus Solutions, or errors that can be reasonably circumvented but errors that require debugging of programming code may need to be corrected during the next regular update cycle.

AVAILABILITY

Availability is defined as the ability of users to access the Granicus Solutions services via the internet. Granicus represents an up-time guarantee of 99% per calendar quarter for its hosted services. Notifications for Granicus Solutions of any system-wide outages will occur within one hour from the time the issues are first recognized by Granicus.

Downtime is defined as any time that the Granicus Solutions services are unavailable.

A **Site Outage** is defined as continuous Downtime, as determined through URL monitoring (HTTP). Downtime reporting is limited to a Site Outage. Site Outage monitoring is conducted by Granicus utilizing industry-standard monitoring tools. Reports of Site Outages will be provided on an as-requested basis up to once per calendar quarter.

A Site Outage does not include Downtime that falls into one or several of the exclusions below:

- Scheduled or routine maintenance
- Caused by force majeure (which shall include any circumstances beyond Granicus's reasonable control, including but not limited to, acts of God, labor strikes and other labor disturbances, power surges or failures)
- The first four (4) Site Outages in any given quarter that are corrected within fifteen (15) minutes of their start
- The first five (5) minutes of any Site Outage is a grace period and will not be considered Downtime under any circumstances
 - Example: a Site Outage of fourteen (14) minutes in duration that is one of the first four (4) such outages in a given quarter would not result in any Downtime, while a Site Outage of sixteen (16) minutes would result in eleven (11) minutes of Downtime. After four (4) Site Outages of between five (5) and fifteen (15) minutes in a quarter, all Site Outage time over five (5) minutes for any one instance will count as Downtime.

- For **govAccess**, Granicus is not responsible for errors associated with denial of service attacks, distributed denial of service attacks, or customer DNS

SCHEDULED MAINTENANCE

govDelivery. Scheduled maintenance typically occurs every thirty (30) days with average Downtime required being less than thirty (30) minutes. Planned or routine maintenance is limited to two (2) hours per week. Total scheduled Downtime for the year will not typically exceed twenty (20) hours.

govMeetings. Scheduled maintenance will take place between 11:00 pm – 4:00 am ET on Fridays. Granicus, will provide the customer with at least two (2) days' notice for any scheduled maintenance. All system maintenance will be performed during these times, except for emergency maintenance. In the case that emergency maintenance is required, the customer will be provided as much advance notice as possible. Granicus will clearly post that the site is down for maintenance and the expected duration of the maintenance.

govAccess. Scheduled maintenance will take place between 1:00 am – 4:00 am ET every Monday.

govService. Planned or routine maintenance is limited to two (2) hours and typically occurs every two (2) weeks.

All Solutions. Notifications and additional scheduled maintenance will be posted on status.granicusops.com. Email notifications for these products can be subscribed to from that page.

HARDWARE REPLACEMENT

For hardware issues requiring replacement (where applicable), Granicus shall respond to the request made by the customer within one (1) business day. Hardware service repair or replacement will occur within four (4) business days of the request by the customer, not including the time it takes for the part to ship and travel to the customer. The customer shall grant Granicus or its representatives access to the equipment for the purpose of repair or replacement at reasonable times. Granicus will keep the customer informed regarding the time frame and progress of the repairs or replacements.



Master Subscription Agreement

This Master Subscription Agreement ("**Agreement**") is made by and between the party procuring Granicus Products under NCPA 01-115 ("**Client**") and Granicus, LLC ("**Granicus**").

1. Ordering and Scope

- 1.1. Ordering Granicus Products.** The parties will enter into a binding order, proposal or purchase document (each, an "**Order**"), setting forth the products and services made available to Client pursuant to NCPA 01-115 and this Agreement which may include online or cloud subscription services, on-premise software, or required equipment or hardware components (the "**Granicus Products**"), and may enter into statements of work ("**SOW**") setting forth corresponding professional or consulting services related to the Granicus Products. The parties may execute one or more Orders or SOWs under this Agreement, each Order or SOW becoming effective when executed by both parties or upon delivery and acceptance of purchase orders referencing the Order or SOW and this Agreement. Each Order and SOW will constitute a separate agreement between the parties related to the sale and purchase of Granicus Products. Each Order or SOW will generally include an itemized list of the Granicus Products as well as the Order Term for such Granicus Products.
- 1.2. Support.** Basic support and maintenance services provided to Client for Granicus Products ("**Support**") is included in the fees paid for the Granicus Product subscription or maintenance during the Term. Granicus may update its Support obligations under this Agreement, so long as the level of Support agreed to by the parties is not materially diminished due to such modification.
- 1.3. Future Functionality.** Client acknowledges that any purchase hereunder is not contingent on the delivery of any future functionality or features.
- 1.4. Cooperative Purchasing.** To the extent permitted by law the terms of this Agreement may be extended for use by other municipalities, school districts and governmental agencies. Orders and SOWs entered into by such third parties are independent agreements between the third party and Granicus and do not affect this Agreement or any Order or SOW between Granicus and Client.

2. Use Rights

- 2.1. License.** Subject to the terms and conditions of this Agreement, Granicus hereby grants to Client a non-exclusive, non-transferable right and license to use the Granicus Products for its internal purposes during the Term, subject to any additional rights and restrictions set forth in the applicable Order or SOW. This grant of rights is not a sale of the Granicus Products. Granicus and its third-party providers reserve all rights not expressly granted to Client in this Agreement. In addition to the license terms set forth in this Agreement, certain third-party products may be subject to additional terms and conditions, set forth in Exhibit A, below, which will apply to such third-party products in addition to the terms of this Agreement.
- 2.2. Use of Granicus Products.**
 - 2.2.1. Data Sources.** Client may only upload data related to individuals that originates with or is owned by Client. Data purchased from third parties may not be used with the Granicus Products without Granicus' prior written consent and list cleansing services provided by Granicus for an additional fee. Granicus will not sell, use, or disclose any personal information provided by Client for any purpose other than performing services subject to this Agreement.

- 2.2.2. Passwords.** Passwords are not transferable to any third party. Client is responsible for keeping all passwords secure and all use of the Granicus Products accessed through Client's passwords.
- 2.2.3. Third Party Contractors.** Client may permit its third party contractors to access and use the Granicus Products solely on behalf of, and for the benefit of, Client, so long as: (i) contractor agrees to comply fully with this Agreement as if it were Client; (ii) Client remains responsible for each contractor's compliance with this Agreement and any breach thereof; and (iii) all use of the Granicus Products and any metered or transactions includes licenses and use allocated to contractors. All rights granted to any contractor terminate immediately upon conclusion of the services rendered to Client that gives rise to such right. Upon termination of such rights, contractor must immediately cease all use of the Granicus Products, un-install and destroy all confidential or proprietary Granicus information in its possession, and Client must certify its compliance with this section in writing upon Granicus' request.
- 2.2.4. Content.** "Content" means text, data, graphics, personal information or any other material: (i) displayed or published on Client's website; (ii) provided by Client to Granicus to perform services; or (iii) uploaded into Granicus Products for use by Client or end users of the Granicus Products. Client can only use Granicus Products to share Content that is created by or owned by Client and/or Content for affiliated organizations provided that use by Client for affiliated organizations is in support only, and not as a primary communication vehicle for other organizations that do not have a separate license to a Granicus Product. Granicus is not responsible for any Content used, uploaded or migrated by Client or any third party.
- 2.2.5. Advertising.** Granicus Products will not be used to promote products or services available for sale through Client or any third party without Granicus' prior written consent. Upon Granicus' request, Client will provide a copy of any agreement between Client and a third party that compensates Client for the right to have information included in Content distributed or made available through Granicus Products for Granicus review prior to granting such approval.
- 2.2.6. Granicus Subscriber Information for Communications Cloud Suite only**
- 2.2.6.1. Data Provided by Client.** Data provided by Client and contact information gathered through Client's own web properties or activities will remain the property of Client ("Direct Subscriber"), including any personal information.
- 2.2.6.2.** Granicus will not disclose Direct Subscriber data except as required by law, or to third parties solely as necessary to operate the Granicus Products.
- 2.2.6.3.** Data generated by use of the Granicus Products, including system data and data derived from Content in an aggregated and anonymized form is not Direct Subscriber data and may be used by Granicus for its business purposes including product improvements and development, subject to any applicable laws governing the use and disclosure of such data.
- 2.2.6.4. Data Obtained through the Granicus Advanced Network**
- 2.2.6.4.1.** Communications Cloud, a Granicus Product, offers Direct Subscribers the opportunity to subscribe to digital communications offered by other Granicus clients (the "Advanced Network"). When a Direct Subscriber registers on the Advanced Network, that subscriber is a "Network Subscriber" to the agency it subscribed to through the Advanced Network.

2.2.6.4.2. Network Subscribers are not Direct Subscribers and are only available for use while Client is under an active GovDelivery Communications Cloud subscription. Network Subscribers will not transfer to Client upon termination of Client's subscription, and Client must delete all information related to Network Subscribers within fifteen (15) days of expiration or termination of Client's access to the Advanced Network. Client is permitted to send an email inviting Network Subscribers to subscribe to updates directly from Client in the last ten (10) days of Client's subscription term. Network Subscribers that do not engage with Client directly will not be included in any subscriber list provided to Client upon conclusion of Client's subscription.

2.3. Restrictions. Client will not:

- 2.3.1.** Use or permit any end user to use the Granicus Products to store or display adult content, promote illegal or immoral activities, send or store infringing, obscene, threatening or unlawful or tortious material or disrupt others use of the Granicus Products, network services or network equipment, including unsolicited advertising or chain letters, propagation of computer worms and viruses, or use of the Granicus Products to make unauthorized entry into any other device accessible via the network or Granicus Products;
 - 2.3.2.** Use the Granicus Products as a door or signpost to another server;
 - 2.3.3.** Disassemble, decompile, reverse engineer or make derivative works of the Granicus Products;
 - 2.3.4.** Rent, lease, lend, or host the Granicus Products to or for any third party, or disclose the Granicus Products to any third party except as otherwise permitted in this Agreement or an Order or SOW;
 - 2.3.5.** Use the Granicus Products in violation of any applicable law, rule, or regulation, including violation of laws regarding the processing, use, or disclosure of personal information, or violation of any United States export control or regulation, United States embargo, or denied parties prohibitions; or
 - 2.3.6.** Modify, adapt, or use the Granicus Products to develop any software application intended for resale which uses or competes with the Granicus Products in whole or in part.
- 2.4. Client Feedback.** Granicus may use any suggestion, enhancement request, recommendation, correction or other feedback provided by Client relating to the Granicus Products or use thereof without need for permission or consent or the payment of fees or attribution to Client.

3. Payment

- 3.1. Fees.** Client will pay all fees, costs and other amounts as specified in each Order or SOW. Annual fees are due upfront according to the billing frequency specified in each Order or SOW. Granicus may suspend Client's access to any Granicus Products if there is a lapse in payment not remedied promptly upon notice to Client. A lapse in the Term of each Order or SOW will require the payment of a setup fee to reinstate the subscription. All fees are exclusive of applicable value-added tax (VAT), which, if any, will be included in the invoice.
- 3.2. Payment.** Client will remit payment of the fees due within thirty (30) days of receipt of an accurate invoice from Granicus, or if Client is subject to different payment terms imposed by applicable regulation, such required payment duration. Any disputed amounts will be identified in writing to Granicus within the payment period or be deemed accurate and payable.
- 3.3. Purchase Orders.** Upon request, Granicus will reference a purchase order number on its invoices if Client provides the corresponding purchase order information to Granicus prior to generating the invoice. Client agrees that a failure to provide Granicus with purchase order

information will not relieve Client of its obligations to provide payment in accordance with this section.

- 3.4. Price Increases.** Subject to any prices separately negotiated by the parties, Granicus will provide notice of price increases at least thirty (30) days prior to the end of the current Term, which will become effective as of the next Renewal Term. Price increases will not exceed ten percent (10%) over the prior annual Term's fees.

4. Representations, Warranties and Disclaimers

- 4.1. Representations.** Each Party represents that it has validly entered into this Agreement and has the legal power to do so.
- 4.2. Warranties.** Granicus warrants that it has the rights necessary to grant to Client the license granted in this Agreement, and that it will perform its obligations in a professional and workmanlike manner in accordance with industry standards.
- 4.3.** Client represents and warrants that all Content is owned or properly licensed by Client for use with the Granicus Products or services provided under this Agreement, and that the Content does not infringe or misappropriate the intellectual property, privacy, moral or other rights of any third party.
- 4.4. Disclaimers.** EXCEPT AS EXPRESSLY STATED IN THIS SECTION 4, THE GRANICUS PRODUCTS ARE PROVIDED "AS IS" AND GRANICUS DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, NON-INFRINGEMENT, AND FITNESS FOR A PARTICULAR PURPOSE. GRANICUS DOES NOT WARRANT THAT GRANICUS PRODUCTS WILL MEET CLIENT'S REQUIREMENTS OR THAT THE OPERATION THEREOF WILL BE UNINTERRUPTED OR ERROR FREE.

5. Confidential Information

- 5.1. Confidential Information.** It is expected that one party (Disclosing Party) may disclose to the other party (Receiving Party) certain information which may be considered confidential and/or trade secret information ("Confidential Information"). Confidential Information will include: (i) Granicus' Products; (ii) non-public information if it is clearly and conspicuously marked as "confidential" or with a similar designation at the time of disclosure; (iii) non-public information of the Disclosing Party if it is identified as confidential and/or proprietary before, during, or promptly after presentation or communication; and (iv) any information that should be reasonably understood to be confidential or proprietary to the Receiving Party, given the nature of the information and the context in which disclosed.

- (a) Subject to applicable law, each Receiving Party will receive and hold any Confidential Information in strict confidence and will: (a) protect and safeguard the Confidential Information against unauthorized use, publication or disclosure; (b) not reveal, report, publish, disclose, transfer, copy or otherwise use any Confidential Information except as specifically authorized by the Disclosing Party; (c) not use any Confidential Information for any purpose other than in performance of this Agreement; (d) restrict access to Confidential Information to those of its advisors, officers, directors, employees, agents, consultants, contractors and lobbyists who have a need to know, who have been advised of the confidential nature thereof, and who are under express written obligations of confidentiality or under obligations of confidentiality imposed by law or rule; and (e) exercise at least the same standard of care and security to protect the confidentiality of the Confidential

Information received by it as it protects its own confidential information, but no less than a reasonable degree of care.

- (b) If a Receiving Party is requested or required in a judicial, administrative, or governmental proceeding to disclose any Confidential Information, it will notify the Disclosing Party as promptly as practicable so that the Disclosing Party may seek an appropriate protective order or waiver for that instance, unless such notification is prohibited by law or judicial order.

5.2. Exceptions. Confidential Information will not include information which: (i) is or becomes public knowledge through no fault of the Receiving Party; (ii) was in the Receiving Party's possession before receipt from the Disclosing Party; (iii) is rightfully received by the Receiving party from a third party without any duty of confidentiality; (iv) is disclosed by the Disclosing Party without any duty of confidentiality on the third party; (v) is independently developed by the Receiving Party without use or reference to the Disclosing Party's Confidential Information; or (vi) is disclosed with the prior written approval of the Disclosing Party.

5.3. Storage and Sending. If Granicus Products will be used to store or send Confidential Information, Client will notify Granicus in writing, in advance of the storage or sending. If Client provides such notice, Client will ensure that Confidential Information is stored behind a secure firewall and that Granicus Products be used only to notify people of updates to the information, but that accessing the Confidential Information is permitted only after authentication and access through the secure firewall managed by Client.

5.4. Return of Confidential Information. Each Receiving Party will return or destroy the Confidential Information immediately upon written request by the Disclosing Party; provided, however, that each Receiving Party may retain one copy of the Confidential Information in order to comply with applicable laws and the terms of this Agreement, and may retain archival copies in strict confidence in accordance with Receiving Party's standard document retention policies for the duration of any retention requirements.

5.5. Disclosing Party may be irreparably damaged if the obligations under this Section 5 are not enforced and as such may not have an adequate remedy in the event of a breach by Receiving Party of its obligations hereunder. The parties agree, therefore, that Disclosing Party is entitled to seek, in addition to other available remedies, an injunction restraining any actual, threatened or further breaches of the Receiving Party's obligations under this Section 5 or any other appropriate equitable order or decree.

6. Term and Termination

6.1. Agreement Term. This Agreement will begin on the Effective Date and continue in effect until all Orders and SOWs are expired or terminated unless otherwise terminated as provided in this Section 6. The initial term of each Order or SOW will be as specified therein (the **"Initial Term"**) and will automatically renew for additional one (1) year terms unless otherwise terminated as set forth below (each, a **"Renewal Term"**), the Initial Term and all Renewal Terms being the **"Term"**.

6.2. Termination. Either party may terminate this Agreement or any Order or SOW by written notice to the other party if the other party materially breaches this Agreement or applicable Order or SOW and fails to cure such breach within thirty (30) days after receipt of such notice, or such other time as agreed to in writing by the parties. Orders and SOWs may be terminated at the end of the Initial Term or each Renewal Term with ninety (90) days prior written notice to the other party.

- 6.3. Effect of Termination.** Upon expiration or termination of an Order or SOW for any reason: (i) Client's right to access and use the Granicus Products will immediately cease (except for perpetual licenses granted under an Order, which will continue to be governed by this Agreement for the duration of the license); (ii) Client will promptly remit any fees due and owing to Granicus under all Orders and SOWs; and (iii) the parties will return or destroy any Confidential Information of the other party in its possession, and certify upon request to the other party of compliance with the foregoing.
- 6.4. Survival.** Sections 4 (Representations, Warranties and Disclaimers), 5 (Confidential Information), 6 (Term and Termination), 7 (Limitation of Liability), 9.11 (Choice of Law and Jurisdiction) and any other section that by its nature is intended to survive termination of this Agreement will survive and continue in full force and effect.

7. Limitation of Liability

- 7.1. EXCLUSION OF CONSEQUENTIAL AND RELATED DAMAGES.** EXCEPT FOR LIABILITY THAT CANNOT BE LIMITED OR EXCLUDED UNDER APPLICABLE LAW, UNDER NO CIRCUMSTANCES WILL GRANICUS BE LIABLE FOR ANY: (I) SPECIAL, INDIRECT, PUNITIVE, INCIDENTAL, OR CONSEQUENTIAL DAMAGES; OR (II) LOSS OR DAMAGE TO PROFITS, SALES, BUSINESS, GOODWILL OR ANTICIPATED SAVINGS, WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- 7.2. LIMITATION OF LIABILITY.** EXCEPT FOR CLIENT'S BREACH OF SECTION 2.3 OR OBLIGATION TO PAY FEES DUE, EACH PARTY'S TOTAL LIABILITY, IN TORT (INCLUDING NEGLIGENCE) CONTRACT OR OTHERWISE RELATING TO THIS AGREEMENT AND ANY ORDER OR SOW HERETO, WILL BE LIMITED TO DIRECT DAMAGES NOT TO EXCEED THE FEES PAID BY CLIENT FOR THE GRANICUS PRODUCTS DURING THE SIX (6) MONTHS IMMEDIATELY PRECEDING THE DATE THE DAMAGED PARTY NOTIFIES THE OTHER PARTY IN WRITING OF THE CLAIM. NEITHER PARTY MAY INSTITUTE AN ACTION IN ANY FORM ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT MORE THAN TWO (2) YEARS AFTER THE CAUSE OF ACTION HAS ARISEN.

8. Indemnification

- 8.1. Indemnification by Granicus.** Granicus will defend, indemnify and hold Client harmless from and against all losses, liabilities, damages and expenses including reasonable attorney fees (collectively, "Losses") arising from any claim or suit by an unaffiliated third party that the Granicus Products as delivered to Client and when used in accordance with this Agreement and the applicable SOW or Order infringes a valid U.S. copyright or U.S. patent issued as of the date of the applicable Order or SOW (a "Claim").
- 8.2.** Granicus will have control of the defense and reserves the right to settle any Claim. Client must notify Granicus promptly of any Claim and provide reasonable cooperation to Granicus, upon Granicus' request and at Granicus' cost, to defend such Claim. Granicus will not agree to any settlement which requires acknowledgment of fault or an incurred liability on the part of an indemnified party not otherwise covered by this indemnification without indemnified party's prior consent. Client may elect to participate in the defense of any claim with counsel of its choosing at its own expense.
- 8.3.** If the Granicus Products are subject to a claim of infringement or misappropriation, or if Granicus reasonably believes the Granicus Products may be subject to such a Claim, Granicus reserves the right, in its sole discretion, to: (i) replace the affected Granicus Products with non-infringing functional equivalents; (ii) modify the affected Granicus Products to render it non-infringing; or (iii) terminate this Agreement or the applicable Order or SOW with respect to the affected

Granicus Product and refund to Client any prepaid fees for the then-remaining or unexpired portion of the Order or SOW Term.

- 8.4.** Granicus will have no obligation to indemnify, defend, or hold Client harmless from any Claim to the extent it is based upon: (i) a modification to the Granicus Product by Client (or by anyone under Client's direction or control or using logins or passwords assigned to Client); (ii) a modification made by Granicus pursuant to Client's required instructions or specifications or in reliance on materials or information provided by Client; (iii) combination with the Granicus Products with non-Granicus software or data; or (iv) Client's use (or use by anyone under Client's direction or control or using logins or passwords assigned to Client) of any Granicus Products other than in accordance with this Agreement. This section 8 sets forth Client's sole and exclusive remedy, and Granicus' entire liability, for any Claim that the Granicus Products or any other materials provided by Granicus violate or infringe upon the rights of any third party.

9. General

- 9.1. Relationship of the Parties.** Granicus and Client acknowledge that they operate independent of each other. Nothing in this Agreement will be deemed or construed to create a joint venture, partnership, agency, or employee/employer relationship between the Parties for any purpose, including, but not limited to, taxes or employee benefits. Each Party will be solely responsible for the payment of all taxes and insurance for its employees and business operations.
- 9.2. Applicable Law.** Each party will, at all times, exercise its rights and perform its obligations under this Agreement in compliance with all applicable law, rules, and regulations.
- 9.3. Headings.** The various section headings of this Agreement are inserted only for convenience of reference and are not intended, nor will they be construed to modify, define, limit, or expand the intent of the Parties.
- 9.4. Amendments.** This Agreement may only be amended or modified by a written instrument signed by authorized representatives of both Parties.
- 9.5. Severability.** To the extent permitted by applicable law, the Parties hereby waive any provision of law that would render any clause of this Agreement invalid or otherwise unenforceable in any respect. In the event that a provision of this Agreement is held to be invalid or otherwise unenforceable, such provision will be interpreted to fulfill its intended purpose to the maximum extent permitted by applicable law, and the remaining provisions of this Agreement will continue in full force and effect.
- 9.6. Assignment.** Neither Party may assign, delegate, or otherwise transfer this Agreement or any of its rights or obligations hereunder, either voluntarily or by operation of law, without the prior written consent of the other Party (such consent not to be unreasonably withheld); provided, however, that either Party may assign this Agreement without the other Party's consent in the event of any successor or assign that has acquired all, or substantially all, of the assigning Party's business by means of merger, stock purchase, asset purchase, or otherwise. Any assignment or attempted assignment in violation of this Agreement will be null and void.
- 9.7. No Third-Party Beneficiaries.** Subject to Section 9.7 this Agreement is binding upon, and insures solely to the benefit of the Parties hereto and their respective permitted successors and assigns; there are no third-party beneficiaries to this Agreement.
- 9.8. Notice.** Other than routine administrative communications, which may be exchanged by the Parties via email or other means, all notices, consents, and approvals hereunder will be in writing and will be deemed to have been given upon: (i) personal delivery; (ii) the day of receipt, as shown in the applicable carrier's systems, if sent via FedEx, UPS, DHL, or other nationally recognized express carrier; (iii) the third business day after sending by U.S. Postal Service, First Class, postage prepaid, return receipt requested; or (iv) sending by email, with confirmed receipt from the

receiving party. Either Party may provide the other with notice of a change in mailing or email address in which case the mailing or email address, as applicable, for that Party will be deemed to have been amended.

- 9.9. Force Majeure.** Any delay in the performance by either party of its obligations hereunder will be excused when such delay in performance is due to any cause or event of any nature whatsoever beyond the reasonable control of such Party, including, without limitation, any act of God; any fire, flood, or weather condition; any computer virus, worm, denial of service attack; any earthquake; any act of a public enemy, war, insurrection, riot, explosion or strike; provided, that written notice thereof must be given by such Party to the other Party within twenty (20) days after occurrence of such cause or event.
- 9.10. Choice of Law and Jurisdiction.** This Agreement shall be governed by and interpreted under the laws of the State of Minnesota, without reference to the State's principles of conflicts of law. The Parties expressly consent and submit to the exclusive jurisdiction of the state and federal courts of Ramsey County, MN.
- 9.11. Entire Agreement.** This Agreement, together with all Orders or SOWs referenced herein, sets forth the entire understanding of the Parties with respect to the subject matter of this Agreement, and supersedes any and all prior oral and written understandings, quotations, communications, and agreements. Any conflict between the Agreement and any other documents will be resolved in the following order: (i) this Agreement; (ii) Orders and SOWs; (iii) Granicus' response to Client's request for RFI, RFP, RFQ (if this Agreement results from such solicitation); and (iv) Client's RFI, RFP, RFQ, or other solicitation. Any pre-printed or standard terms on any purchase order or ordering document issued by Client are hereby expressly disclaimed and do not apply.
- 9.12. Reference.** Notwithstanding any other terms to the contrary contained herein, Client grants Granicus the right to use Client's name and logo in Client lists and marketing materials.

EXHIBIT A-THIRD PARTY TERMS

ClearCaster Terms & Conditions

The ClearCaster products are subject to the following terms:

Permitted Use. Granicus hereby grants during each Order Term or as otherwise specified in the Order, and Customer hereby accepts, solely for its internal use, a worldwide, revocable, non-exclusive, non-transferrable right to use the ClearCaster products to the extent allowed in the relevant Order (collectively the “Permitted Use”). The Permitted Use shall also include the right, subject to the conditions and restrictions set forth herein, to use the ClearCaster products up to the levels limited in the applicable Order.

Data Sources. Data uploaded into ClearCaster products must be brought in from Customer sources (interactions with end users and opt-in contact lists). Customer cannot upload purchased contact information into the ClearCaster products without Granicus’ written permission and professional services support for list cleansing.

Passwords. Passwords are not transferable to any third party. Customer is responsible for keeping all passwords secure and all use of the the ClearCaster products accessed through Customer’s passwords.

Content. Customer can only use the ClearCaster products to share content that is created by and owned by Customer and/or content for related organizations provided that it is in support of other organizations but not as a primary communication vehicle for other organizations that do not have a Granicus subscription. Any content deemed inappropriate for a public audience or in support of programs or topics that are unrelated to Customer, can be removed or limited by Granicus.

Disclaimers. Any text, data, graphics, or any other material displayed or published on Customer’s website must be free from violation of or infringement of copyright, trademark, service mark, patent, trade secret, statutory, common law or proprietary or intellectual property rights of others. Granicus is not responsible for content migrated by Client or any third party.

Advertising. The ClearCaster products shall not be used to promote products or services available for sale through Customer or any third party unless approved in writing, in advance, by Granicus. Granicus reserves the right to request and review the details of any agreement between Customer and a third party that compensates Customer for the right to have information included in Content distributed or made available through the ClearCaster products prior to approving the presence of Advertising within the ClearCaster products.

Restrictions. Customer shall not:

- Misuse any Granicus resources or the ClearCaster products or cause any disruption, including but not limited to, the display of pornography or linking to pornographic material, advertisements, solicitations, or mass mailings to individuals who have not agreed to be contacted;
- Use any process, program, or tool for gaining unauthorized access to the systems, networks, or accounts of other parties, including but not limited to, other Granicus customers;

- Customer must not use the Granicus products, services or the ClearCaster products in a manner in which system or network resources are unreasonably denied to other Granicus clients;
- Customer must not use the services or ClearCaster products as a door or signpost to another server.
- Access or use any portion of the ClearCaster products, except as expressly allowed by this Order;
- Copy, distribute, sublicense, or otherwise share, software provided on the ClearCaster products;
- Disassemble, decompile, or otherwise reverse engineer all or any portion of the ClearCaster products; or add or remove software on the ClearCaster products without Granicus consent;
- Use the ClearCaster products for any unlawful purposes;
- Export or allow access to the ClearCaster products in violation of U.S. laws or regulations;
- Except as expressly permitted in this Order, subcontract, disclose, rent, or lease the ClearCaster products, or any portion thereof, for third party use; or
- Modify, adapt, or use the ClearCaster products to develop any software application intended for resale which uses the ClearCaster products in whole or in part.

Customer Feedback. Customer assigns to Granicus any suggestion, enhancement, request, recommendation, correction or other feedback provided by Customer relating to the use of the ClearCaster products. Granicus may use such submissions as it deems appropriate in its sole discretion.

Reservation of Rights. Subject to the limited rights expressly granted hereunder, Granicus and/or its licensors reserve all right, title and interest in the ClearCaster products, the documentation and resulting product including all related intellectual property rights. Further, no implied licenses are granted to Customer. The Granicus name, the Granicus logo, and the product names associated with the services are trademarks of Granicus or its suppliers, and no right or license is granted to use them.

License to Content; Access. Customer hereby grants Granicus and its vendors a limited right and license to view, access, use, modify, adapt, reproduce, transmit, distribute, display, and disclose Content for the sole purpose of providing the ClearCaster products. Customer agrees that Granicus and its vendors may remotely access the ClearCaster products for the sole purpose of providing Granicus products and services, and the ClearCaster products.

Warranties and Disclaimers. The ClearCaster products are provided "AS IS" and as available. EACH PARTY HEREBY DISCLAIMS ANY AND ALL OTHER WARRANTIES OF ANY NATURE WHATSOEVER WHETHER ORAL AND WRITTEN, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, NON-INFRINGEMENT, AND FITNESS FOR A PARTICULAR PURPOSE. NEITHER GRANICUS NOR ITS SUPPLIERS WARRANT THAT THE CLEARCASTER PRODUCTS WILL MEET CUSTOMER'S REQUIREMENTS NOR THAT THE OPERATION THEREOF WILL BE UNINTERRUPTED OR ERROR FREE.

Notwithstanding the foregoing and subject to payment of all applicable fees, Granicus will provide a three (3) year warranty with respect to required hardware. Within the three (3) year warranty period, Granicus shall repair or replace any required hardware provided directly from Granicus that fails to function properly due to normal wear and tear, defective workmanship, or defective materials.

Tab 2 – NCPA Administration Agreement

This Administration Agreement is made as of December 8, 2020, by and between National Cooperative Purchasing Alliance (“NCPA”) and Granicus, LLC (“Vendor”).

Recitals

WHEREAS, Region 14 ESC has entered into a certain Master Agreement dated December 8, 2020, referenced as Contract Number 01-115, by and between Region 14 ESC and Vendor, as may be amended from time to time in accordance with the terms thereof (the “Master Agreement”), for the purchase of Software and SaaS Solutions;

WHEREAS, said Master Agreement provides that any state, city, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution, other government agency or nonprofit organization (hereinafter referred to as “public agency” or collectively, “public agencies”) may purchase products and services at the prices indicated in the Master Agreement;

WHEREAS, NCPA has the administrative and legal capacity to administer purchases under the Master Agreement to public agencies;

WHEREAS, NCPA serves as the administrative agent for Region 14 ESC in connection with other master agreements offered by NCPA

WHEREAS, Region 14 ESC desires NCPA to proceed with administration of the Master Agreement;

WHEREAS, NCPA and Vendor desire to enter into this Agreement to make available the Master Agreement to public agencies on a national basis;

NOW, THEREFORE, in consideration of the payments to be made hereunder and the mutual covenants contained in this Agreement, NCPA and Vendor hereby agree as follows:

◆ General Terms and Conditions

- The Master Agreement, attached hereto as Tab 1 and incorporated herein by reference as though fully set forth herein, and the terms and conditions contained therein shall apply to this Agreement except as expressly changed or modified by this Agreement.
- NCPA shall be afforded all of the rights, privileges and indemnifications afforded to Region 14 ESC under the Master Agreement, and such rights, privileges and indemnifications shall accrue and apply with equal effect to NCPA under this Agreement including, but not limited to, the Vendor’s obligation to provide appropriate insurance and certain indemnifications to Region 14 ESC.
- Vendor shall perform all duties, responsibilities and obligations required under the Master Agreement in the time and manner specified by the Master Agreement.
- NCPA shall perform all of its duties, responsibilities, and obligations as administrator of purchases under the Master Agreement as set forth herein, and Vendor acknowledges that NCPA shall act in the capacity of administrator of purchases under the Master Agreement.
- With respect to any purchases made by Region 14 ESC or any Public Agency pursuant to the Master Agreement, NCPA (a) shall not be construed as a dealer, re-marketer, representative, partner, or agent of any type of Vendor, Region 14 ESC, or such Public Agency, (b) shall not be obligated, liable or responsible (i) for any orders made by Region

14 ESC, any Public Agency or any employee of Region 14 ESC or Public Agency under the Master Agreement, or (ii) for any payments required to be made with respect to such order, and (c) shall not be obligated, liable or responsible for any failure by the Public Agency to (i) comply with procedures or requirements of applicable law, or (ii) obtain the due authorization and approval necessary to purchase under the Master Agreement. NCPA makes no representations or guaranties with respect to any minimum purchases required to be made by Region 14 ESC, any Public Agency, or any employee of Region 14 ESC or Public Agency under this Agreement or the Master Agreement.

- The Public Agency participating in the NCPA contract and Vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the Public Agency and Vendor. NCPA, its agents, members and employees shall not be made party to any claim for breach of such agreement.

◆ **Term of Agreement**

- This Agreement shall be in effect so long as the Master Agreement remains in effect, provided, however, that the obligation to pay all amounts owed by Vendor to NCPA through the termination of this Agreement and all indemnifications afforded by Vendor to NCPA shall survive the term of this Agreement.

◆ **Fees and Reporting**

- The awarded vendor shall electronically provide NCPA with a detailed quarterly report showing the dollar volume of all sales under the contract for the previous quarter. Reports are due on the fifteenth (15th) day after the close of the previous quarter. It is the responsibility of the awarded vendor to collect and compile all sales under the contract from participating members and submit one (1) report. The report shall include at least the following information as listed in the example below:

Entity Name	Zip Code	State	PO or Job #	Sale Amount

Total _____

- Each quarter NCPA will invoice the vendor based on the total of sale amount(s) reported. From the invoice the vendor shall pay to NCPA an administrative fee based upon the tiered fee schedule below. Vendor's annual sales shall be measured on a calendar year basis. Deadline for term of payment will be included in the invoice NCPA provides.

<u>Annual Sales Through Contract</u>	<u>Administrative Fee</u>
0 - \$30,000,000	2%
\$30,000,001 - \$50,000,000	1.5%
\$50,000,001+	1%

- Supplier shall maintain an accounting of all purchases made by Public Agencies under the Master Agreement. NCPA and Region 14 ESC reserve the right to audit the accounting for a

period of four (4) years from the date NCPA receives the accounting. In the event of such an audit, the requested materials shall be provided at the location designated by Region 14 ESC or NCPA. In the event such audit reveals an under reporting of Contract Sales and a resulting underpayment of administrative fees, Vendor shall promptly pay NCPA the amount of such underpayment, together with interest on such amount and shall be obligated to reimburse NCPA's costs and expenses for such audit.

◆ General Provisions

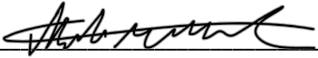
- This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding.
- Awarded vendor agrees to allow NCPA to use their name and logo within website, marketing materials and advertisement. Any use of NCPA name and logo or any form of publicity regarding this contract by awarded vendor must have prior approval from NCPA.
- If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement or to recover any administrative fee and accrued interest, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief to which such party may be entitled.
- Neither this Agreement nor any rights or obligations hereunder shall be assignable by Vendor without prior written consent of NCPA, provided, however, that the Vendor may, without such written consent, assign this Agreement and its rights and delegate its obligations hereunder in connection with the transfer or sale of all or substantially all of its assets or business related to this Agreement, or in the event of its merger, consolidation, change in control or similar transaction. Any permitted assignee shall assume all assigned obligations of its assignor under this Agreement.
- This Agreement and NCPA's rights and obligations hereunder may be assigned at NCPA's sole discretion, to an existing or newly established legal entity that has the authority and capacity to perform NCPA's obligations hereunder
- All written communications given hereunder shall be delivered to the addresses as set forth below.

National Cooperative Purchasing Alliance:

Name: Matthew Mackel

Title: Director, Business Development

Address: PO Box 701273
Houston, TX 77270

Signature: 

Date: December 8, 2020

Vendor:

Granicus, LLC

Name: Spencer Lasley

Title: Contracts Manager

Address: 408 St. Peter Street, Suite 600
St. Paul, MN 55102

Signature: 
DocuSigned by:
E6E7D02A3785498...

Date: 11/06/2020

Tab 3 – Vendor Questionnaire

Tab 3 – Vendor Questionnaire

Please provide responses to the following questions that address your company's operations, organization, structure, and processes for providing products and services.

◆ **States Covered**

- Bidder must indicate any and all states where products and services can be offered.
- Please indicate the price co-efficient for each state if it varies.

☒ **50 States & District of Columbia** (Selecting this box is equal to checking all boxes below)

- | | | |
|---|---|---|
| ☐ Alabama | ☐ Maryland | ☐ South Carolina |
| ☐ Alaska | ☐ Massachusetts | ☐ South Dakota |
| ☐ Arizona | ☐ Michigan | ☐ Tennessee |
| ☐ Arkansas | ☐ Minnesota | ☐ Texas |
| ☐ California | ☐ Mississippi | ☐ Utah |
| ☐ Colorado | ☐ Missouri | ☐ Vermont |
| ☐ Connecticut | ☐ Montana | ☐ Virginia |
| ☐ Delaware | ☐ Nebraska | ☐ Washington |
| ☐ District of Columbia | ☐ Nevada | ☐ West Virginia |
| ☐ Florida | ☐ New Hampshire | ☐ Wisconsin |
| ☐ Georgia | ☐ New Jersey | ☐ Wyoming |
| ☐ Hawaii | ☐ New Mexico | |
| ☐ Idaho | ☐ New York | |
| ☐ Illinois | ☐ North Carolina | |
| ☐ Indiana | ☐ North Dakota | |
| ☐ Iowa | ☐ Ohio | |
| ☐ Kansas | ☐ Oklahoma | |
| ☐ Kentucky | ☐ Oregon | |
| ☐ Louisiana | ☐ Pennsylvania | |
| ☐ Maine | ☐ Rhode Island | |

☒ **All US Territories and Outlying Areas** (Selecting this box is equal to checking all boxes below)

- | | |
|---|---|
| ☐ American Samoa | ☐ Northern Mariana Islands |
| ☐ Federated States of Micronesia | ☐ Puerto Rico |
| ☐ Guam | ☐ U.S. Virgin Islands |
| ☐ Midway Islands | |

◆ **Minority and Women**

Business Enterprise (MWBE) and (HUB) Participation

- It is the policy of some entities participating in NCPA to involve minority and women business enterprises (MWBE) and historically underutilized businesses (HUB) in the purchase of goods and services. Respondents shall indicate below whether or not they are an M/WBE or HUB certified.

- **Minority / Women Business Enterprise**
 - Respondent Certifies that this firm is a M/WBE ☐
- **Historically Underutilized Business**
 - Respondent Certifies that this firm is a HUB ☐

◆ **Residency**

- Responding Company's principal place of business is in the city of Saint Paul,
State of MN

◆ **Felony Conviction Notice**

- Please Check Applicable Box;
- ☐ A publically held corporation; therefore, this reporting requirement is not applicable.
 - ☒ Is not owned or operated by anyone who has been convicted of a felony.
 - ☐ Is owned or operated by the following individual(s) who has/have been convicted of a felony
- If the 3rd box is checked, a detailed explanation of the names and convictions must be attached.

◆ **Distribution Channel**

- Which best describes your company's position in the distribution channel:
- | | |
|---|--|
| ☒ Manufacturer Direct | ☐ Certified education/government reseller |
| ☐ Authorized Distributor | ☐ Manufacturer marketing through reseller |
| ☐ Value-added reseller | ☐ Other: _____ |

◆ **Processing Information**

- Provide company contact information for the following:
- Sales Reports / Accounts Payable
 - Contact Person: Rebecca Cromar
 - Title: Accounts Receivable Manager
 - Company: Granicus, LLC
 - Address: 408 St Peter St, Suite 600
 - City: Saint Paul State: Minnesota Zip: 55102
 - Phone: 800-314-0147 Email: AR@granicus.com

▪ Purchase Orders

Contact Person: Jessica Yang
 Title: Manager of Business and Contracts
 Company: Granicus, LLC
 Address: 408 St Peter St, Suite 600
 City: Saint Paul State: Minnesota Zip: 55102
 Phone: 800-314-0147 Email: bizcon@granicus.com

▪ Sales and Marketing

Contact Person: info@granicus.com
 Title: Information - General
 Company: Granicus, LLC
 Address: 408 St Peter St, Suite 600
 City: Saint Paul State: Minnesota Zip: 55102
 Phone: 800-314-0147 Email: info@granicus.com

◆ Pricing Information

- In addition to the current typical unit pricing furnished herein, the Vendor agrees to offer all future product introductions at prices that are proportionate to Contract Pricing.
 - If answer is no, attach a statement detailing how pricing for NCPA participants would be calculated for future product introductions.

☒ Yes ☐ No
- Pricing submitted includes the required NCPA administrative fee. The NCPA fee is calculated based on the invoice price to the customer.

☒ Yes ☐ No
- Vendor will provide additional discounts for purchase of a guaranteed quantity.

☐ Yes ☒ No

◆ Cooperatives

- List any other cooperative or state contracts currently held or in the process of securing.

Cooperative/State Agency	Discount Offered	Expires	Annual Sales Volume

Granicus is a privately owned company and does not share information about its other vendors.

Tab 4 - Vendor Profile

Company's official registered name.

Granicus, LLC

Brief history of your company, including the year it was established.

Granicus provides technology and services that empowers government organizations to create seamless digital experiences for the people they serve. Offering the industry's leading cloud-based solutions for communications, content management, meeting and agenda management, and digital services to more than 4,500 public sector organizations, Granicus helps turn government missions into quantifiable realities.

Granicus was founded in 1999 and acquired Vision in 2018, the national leader in government website design, development and hosting. Granicus has continued to grow and expand our platform of digital, civic engagement products detailed in this RFP.

Company's Dun & Bradstreet (D&B) number.

DUNS: 12-910-6469

Company's organizational chart of those individuals that would be involved in the contract.

Depending on which products are chosen for purchase, the agencies involved could work with any number of different departments and people within Granicus. Below are just a few of the people you may work with in Granicus.

- **Executives** – Our leadership team guides the entire company to do what is best for our clients. Each week the leadership team reviews client satisfaction survey results and discusses any proactive actions that need to be taken. Our leadership team also brings years of experience across government, software, design and technology industries to the table.
- **Certified Experts** – Our certified experts are passionate about helping you deliver a superior digital customer experience, which is why we are constantly learning new and better ways of doing things. Many of our team members hold the following certifications: NN/g certified User Experience Specialist, Web Graphic Design certified, WebAIM WCAG 2.0 educated, Network, and CCNA certified.

- **Project Managers and Customer Support** – Our project managers and customer support team are fanatical about your success and will go above and beyond to support you.

Corporate office location.

Denver, CO

1999 Broadway, Suite 3600
Denver, Colorado 80202
Phone: 800-314-0147

List the number of sales and services offices for states being bid in solicitation.

Granicus has three primary offices in the US and one in the UK. The US offices are in Denver, CO, St. Paul, MN and Washington, DC. Additionally, Granicus' 600+ employees work remotely throughout the globe to provide our customers with local service.

List the names of key contacts at each with title, address, phone and e-mail address.

Sam Morton
Vice President of Sales
Denver, CO
1999 Broadway, Suite 3600
Denver, Colorado 80202
Phone: 303-521-0052
Email: sam.morton@granicus.com

Define your standard terms of payment.

Net 30

Who is your competition in the marketplace?

Granicus has a large platform of civil engagement. For that reason, we have a large group of competitors both large and small. Our major competitors include Salesforce, AWS, Oracle, Adobe, MailChimp, Constant Contact, Civic Plus, Open Source, MS Dynamics, Paylt and NIC.

Provide Annual Sales for last 3 years broken out into the following categories:

Cities / Counties

K-12

Higher Education

Other government agencies or nonprofit organizations

This information is not available. Granicus is a privately held company, and as such we cannot share our long-term strategic plans or detailed financial information. However, we are continuously improving and expanding our products through customer feedback and industry analysis. We have over 4,200 public sector clients and maintain a high retention rate, so you can rest assured that we are financially sound now, and for the foreseeable future. Granicus has been operating since 1999 and has not filed for bankruptcy or had any interruptions in operations due to financial issues. We are also backed by Vista Equity Partners.

What differentiates your company from competitors?

Granicus provides an integrated platform that empowers government organizations to create better lives for the people they serve. By offering the industry's leading cloud-based solutions for communications, meeting and agenda management, and digital services to more than 4,500 government customers, Granicus helps turn government missions into quantifiable realities. Granicus products connect more than 200 million people, creating a powerful network to enhance government transparency and citizen engagement. By optimizing decision-making processes, Granicus helps government realize better outcomes and have a greater impact for the citizens they serve.

Customer Service

Simply saying we're dedicated to client satisfaction isn't enough. It's our relentless focus, and one that we measure. In fact, across all of our client implementations over the past three years, our average client satisfaction rating is 9 on a 10-point scale.

At Granicus, anything less than the best for our clients is unacceptable.

Granicus Network

The Granicus Network is one of the most powerful and unique capabilities that organizations using Granicus Communications Cloud can leverage to reach the maximum number of people. With the Granicus Network, organizations are able to cross-promote their subscription content on the websites of other similar

government organizations. The Network currently supports over 5,000 of these cross-promotional partnerships for more than 1,000 organizations.

Granicus is the only digital communications platform exclusively for government

Promote & Transform Services	Enhance Public Awareness	Improve Citizen Involvement
Accelerate and streamline usage of your services. More purchases, enrollments, and attendees require embracing the digital world. Communications form an essential part of a winning strategy.	Inform and engage your audience to drive changes in behavior. Public awareness is about more than just distributing news. It's about getting the right information to the right audience at the right time.	People volunteer, participate, and donate. It's not just about more involvement, it's about involving people in a way that improves the work you do for citizens.
		

Describe how your company will market this contract if awarded.

If awarded the NCPA contract – Granicus will perform the following marketing actions:

- 1) Conduct a customer and prospect facing webinar to the current 3,000+ city/county customers and over 55,000 eligible prospects
- 2) Full training of the 80+ sales personnel and resellers (CDW, SHI, Carahsoft, etc.) on how to proactively utilize the contract in the selling, quoting, and fulfillment processes
- 3) Build collateral and branding to be utilized at trade shows (50+ each year)
- 4) Utilize best practices from other NCPA partners – especially those who do not have competing solutions

Describe how you intend to introduce NCPA to your company.

Granicus has 2 full time trainers who work closely with sales leadership for execution of go to market strategies and plans. This team will be responsible to train sales personnel on how to proactively propose the NCPA program. In addition – sales leadership will work with sales operations for execution of all procedures for quoting and reporting requirements. In addition – Sales leadership will collaborate with marketing to develop demand generating, co-branding, and market awareness campaigns and programs

Describe your firm's capabilities and functionality of your on-line catalog / ordering website.

As a provider of services that range in complexity and volume of use, Granicus does not have an on-line catalog. Each opportunity is individually researched through discovery and interviews to create a mutually agreeable price per service/product.

Describe your company's Customer Service Department (hours of operation, number of service centers, etc.)

Customer Support and Maintenance

The Granicus Customer Support Team is focused around a single common mission: provide our clients with high quality, responsive support across all of our product families. We are a diverse team of dedicated professionals driven by the mission and call to public service who strive to be on the cutting edge of technology and innovation.

Philosophy and Team Credentials

Teachers, public servants, musicians...this is just a sampling of the kinds of folks who embody the Granicus support organization. Despite our diverse backgrounds - we are all focused on one mission: to provide highly responsive world-class support to our local, state and federal clients.

We employ a large and distributed team of support representatives, senior representatives and team leads across the U.S. and the U.K. with our primary locations in Denver, Colorado and St. Paul, MN. In addition to our standard product training, all of our GovMeetings representatives undergo an intensive training process that includes an introduction to Robert's Rules of Order, the local legislative process, key state and local considerations (e.g. The Brown Act, Section 508 Compliance etc.) and technology-specific training.

We also employ a host of tools and systems that enable our team to better support our customers, including skill-based call routing, a centralized ticketing system, a robust knowledge base, remote support and desktop tools, and 24/7 monitoring of our cloud-based infrastructure.

Our Team



Ernie Granillo

Director of
Customer Support

Ernie started his career as an intern for the U.S. Department of Justice as a high school student in San Diego. Coming from a family of law enforcement, educators and military, Ernie continued his career as a programmer at the IT department of his alma mater, UC Riverside. Eventually making his way up to Oakland, C.A., Ernie joined the strategic communications and marketing department for the UC Office of the President where he oversaw all web and digital communications for over 200,000 UC employees and retirees. Ernie has been with Granicus since 2012 and now resides in Denver with his wife and son.



Travis Kozik

Senior Customer
Support Engineer

Travis started his career in customer service while attending Film School. Travis's skills would eventually take him to Netflix, where he would work as a technical support representative and work his way up to running his own team. Travis joined Granicus with the goal of further honing his technical skills and has been with the company since 2016. Travis works out of Denver where he lives with his wife and 7 children.

Contacting our Support Organization

Regular Support Hours (Phone, Email, Chat):
Monday-Friday, 9AM EST – 9pm EST

Urgent After-Hours Support is also available 24/7 800.314.0147

Extended Live Meeting and Video Streaming Support (Phone, Email):
Monday-Friday 9PM EST - Midnight

Phone:
(800) 314-0147 (US)

Granicus Support Portal - [Support.Granicus.com](https://support.granicus.com)

The Granicus support portal is your 24/7 resource for user guides, knowledge base articles and training videos for all of our product offerings. Additionally - our users can sign up for weekly webinars/how-to sessions led by our support and services team. Users can also initiate a chat session with a live support agent during our standard business hours.

Granicus System Status

Granicus customers can opt-in to receive email and or SMS text alerts to our online status page (status.granicus.com) that provides real-time information around product releases, service disruptions and outages for all of our products. Granicus support and engineering provides for 24/7 response and monitoring of all cloud-based systems and software.

SUPPORT SERVICE LEVELS AND PRIORITY LEVELS

Granicus is dedicated to providing the highest levels of support to our customers. To ensure that each support case is handled efficiently, we commit to the below service levels.

PRIORITY 1: EMERGENCY

Initial response: Within at least one hour

Severe application problem that causes productivity to cease for a large number of staff or complete loss of service to either website or intranet (application-related site outage).

Examples:

- Web server is running but application is non- functional
- SQL-server errors not related to hardware

PRIORITY 2: HIGH

Initial response: Within at least four business hours

Application or service is degraded but is available. A work-around is possible or a brief loss of service is acceptable. Impacts only a small group or causes work to cease for an individual staff member.

Example:

- Granicus site is operational but search, calendar or other modular functionality is impaired
- Application is operational but bulletin sending is disrupted

PRIORITY 3: MEDIUM

Initial response: Within at least one business day

Moderate business impact; issues have affected productivity. A work-around may exist or the problem is for a non-business-critical task.

Examples:

- File attachments won't upload
- Text is not rendering correctly
- Bulletins are sending but sending not as quickly as expected or with higher than usual bounce rates

PRIORITY 4: LOW

Initial response: Within at least three business days

Limited business impact. Requests can be scheduled.

Examples:

- Programmatic change to back-end or front-end to improve efficiency
- Distribution of all patches and upgrade

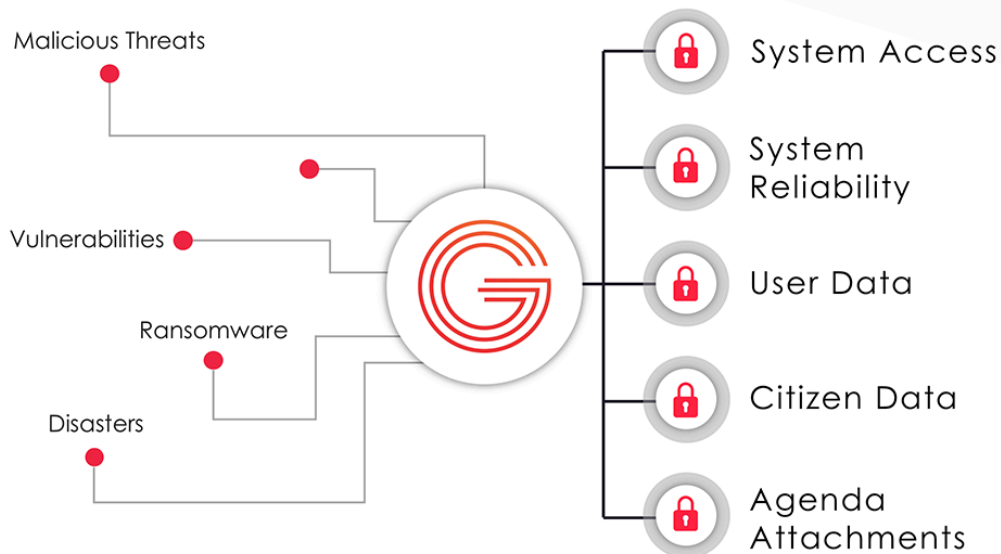
Security Overview

Your data and application reliability is of paramount importance. As an organization, Granicus invests heavily in data protection, infrastructure and security. To that end, Granicus views the National Institute of Standards and Technology (NIST) Special Publication ST 800-53rev4 as the gold standard for security controls, particularly the Moderate data designation established under the Federal Information Protection Standards (FIPS.)

All our products are hosted entirely within the Continental United States, by reliable cloud providers. In addition to hosting in Amazon Web Services (AWS) Elastic Compute Cloud and Microsoft Azure, Granicus's datacenter provider QTS maintains two datacenters certified as Tier III by the [Uptime Institute](#). These applications are maintained by a robust team of over 50 engineers led by our Vice President of Cloud Operations.

But security is more than hosting – personnel represent the single largest security vulnerability in an organization. All Granicus employees must pass a background check upon hire and are re-screened every five years as required to maintain the FedRAMP authorization for Granicus's govDelivery application. In addition, all employees participate in annual privacy and security training facilitated by Granicus's Information System Security Officer.

Granicus understands the impact of disruption and takes the necessary steps, in our infrastructure design and scale, to ensure the availability of your applications when you need them. Data in those applications is encrypted at rest and in transit using FIPS 140-2 validated encryption methods. The remainder of the suite



is hosted in Amazon Web Services and all backups (from every application) are replicated to AWS datacenters.

Green Initiatives

As our business grows, we want to make sure we minimize our impact on the Earth's climate. We are taking every step we can to implement innovative and responsible environmental practices throughout NCPA to reduce our carbon footprint, reduce waste, energy conservation, ensure efficient computing and much more. To that effort we ask respondents to provide their companies environmental policy and/or green initiative.

Granicus provides mostly SaaS and PaaS products hosted through partners. For that reason, we do not have a Green Initiative in place. However, Granicus' is acutely aware of our carbon footprint. Our corporate office is housed in a building with Gold Standards and Green Policies.

Vendor Certifications (if applicable)

Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with

jurisdiction, allowing respondent to perform the covered services including, but not limited to, licenses, registrations, or certifications. Certifications can include M/WBE, HUB, and manufacturer certifications for sales and service.

- [ISO27001 Certification](#)
- [FedRAMP Authorized](#) • [ISO27001 certified](#)
- [SOC 2 \(SSAE 16\) certified](#)

Tab 5 – Product and Services/Scope

Granicus will be responding to the following Products/Services:

SaaS

- Cloud Based Applications
- Citizen and Resident Engagement
- Meeting Automation
- Website Design
- Communication Tools
- Online Transactions
- Software Asset Management & Compliance

Granicus is the sole manufacturer of these Products.



GRANICUS CIVIC ENGAGEMENT PLATFORM

Granicus Civic Engagement Platform

Connecting People & Government

Cloud-Based Solutions for Government Innovators



TRUSTED PARTNER:

4,500+

government agencies have chosen to partner with Granicus to power their digital transformation.

“Investing in Granicus was a game changer. Now, we connect with people in need and as a result see at least a 4x return on our investment.”

– Sean Bennett, Director of Marketing & Outreach, Making Home Affordable

It's Time to Reimagine Our Connections

At Granicus, we believe that the key to improving our communities is transforming the way governments connect and interact with their residents. To do that, governments need a new generation of tools that deliver a superior community experience — increasing civic participation, fostering transparency and accountability, and building trust with your residents.

That's why we developed the first and only unified Civic Engagement Platform — purpose-built for government, our seamless digital solutions help governments actively reach, inform, engage, and serve citizens for a better civic experience.

The Granicus Difference

- **Platform of unified solutions**, designed to support government workflows and processes with no- or low-code integrations
- **Market leading, established partner to the public sector** with over 30+ years of experience gained from working exclusively with government organizations
- **Product capabilities designed to meet government needs**, enabling federated content creation and flexibility to configure based on unique workflow requirements
- **Security-first mindset**, adhering to Federal-grade security and compliance standards, like NIST and FedRAMP
- **Subscriber Network of over 200M citizens** opted-in to receive pertinent government communications, expanding your reach and impact
- **Cloud-based scalability & continually evolving solutions**, driven by continuous investment, customer recommendations, and team of over 600 developers

Granicus Civic Engagement Platform

OUR IMPACT

Partnerships that span all levels of government.

- Serving 400+ Federal agencies, 15 cabinet level agencies with FedRAMP authorized software powering 10K emails per second and 10B messages every year.
- Helping over 500 State Governments reach program objectives, with 98% deliverability rate of digital messages.
- Providing tools to over 2,500 Local Governments, including 48 of the 50 largest cities, 200 Special Districts, 450 Counties, and 250 School Districts.
- Supporting digital service delivery and omni-channel communications efforts of over 200 UK government organizations.

ENDURING PARTNERSHIPS

98%

of customers renew their contracts with Granicus each year.

GET INSPIRED

See more customer successes



Platform designed to support you today and tomorrow...



govAccess — Transactional websites designed for today's citizen



govService — Online citizen self-service solutions & operations management



govMeetings — Meeting agendas, video, and board management



govDelivery — Targeted email, text and social media communications



govRecords — Paperless records management

...with professional expertise and unparalleled citizen reach.



Granicus Experience Group (GXG) — In-house strategists, analysts, communications, and Granicus technology experts ready to help build better customer experiences, and get more value out of your Granicus technology.



Granicus Implementation Services — Get up and running quickly partnering with our team of experts.



Granicus Subscriber Network — Opt-in citizen database + proprietary recommendation engine designed to rapidly expand digital community membership & drive citizen engagement.

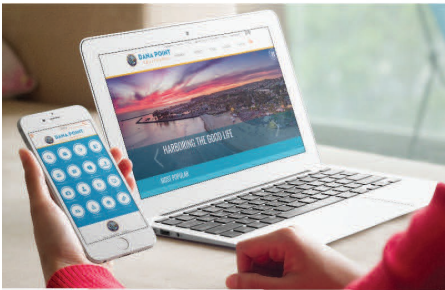
About Granicus: More than 4,200 government agencies use Granicus to modernize their online services, web presence, and communications strategies. We offer seamless digital solutions that help government actively reach, inform, and engage citizens on the first unified civic engagement platform for government.

GOVACCESS

govAccess

Citizen-first Websites That Work

Research-Based, Results-Driven Website Solutions for Government



IMPROVE CITIZEN EXPERIENCE

91%

Government organizations state that their website strategy is extremely or very important to their overall communications strategy.

“ I love working with Granicus because the CMS always evolves to meet the changing dynamics of government. They never settle and always strive to deliver the best technology in the market.”

- Anthony Wilson, Public Information Officer, San Angelo, TX

The Challenge

Your website is often the first point of engagement for constituents searching for information on services, events, and more. But are they finding what they need quickly? Are they having a positive experience? For teams working on government websites, it can be difficult to know which pages to update, how to modernize for mobile devices, and what needs to be done to meet modern security and accessibility requirements.

What If You Could...

- ✓ **Make information and services easy to find** to drive more visitor based revenue to your community?
- ✓ **Save time on content updates** by empowering staff at all levels?
- ✓ **Drive revenue growth** by enabling your website for trusted, secure payments?
- ✓ **Be completely confident** that your website meets modern security, design, and compliance best practices?

govAccess: For Government Efficiency & Citizen Satisfaction

Designed by industry experts and informed by in-depth research, govAccess websites deliver an unequaled balance of efficiency, design, and accessibility that modern governments need. The govAccess solution not only provides rich, easy to manage CMS tooling, it's also purpose-built for government. Additionally, our Granicus design experts are with you every step of the way to remove guesswork, get results, and ultimately create positive, engaging experiences for residents & visitors.

GOVACCESS FEATURES

Tools to Meet Rising Expectations

- Site Search
- Email Notifications
- Mobile Designer
- Social Media Campaigns
- Form Builder with Payments
- 100+ Other Dynamic Modules

Technology Built for Government

- ADA/WCAG Compliance
- Embedded Training & Support
- Webmaster Tools
- Administrative Management
- 3rd Party Integrations
- Digital Asset Management
- Reports and Analytics

A Platform to Grow With You

- Subsites & Microsites
- Design Studio
- Content-as-a-Service
- CDN by Akamai
- Tier III Data Center
- Two-factor Authentication

GET INSPIRED

See more customer successes



With govAccess You Can...

- ✓ **Align your website to the citizen journey** to increase citizen satisfaction and reduce call-ins.
- ✓ **Draw on experts of government website design** whose knowledge translates to faster delivery and better outcomes.
- ✓ **Eliminate costly contractors and lengthy redesigns** with web tools designed for any skill level.
- ✓ **Get federal-grade security and hosting** to ensure a high percentage of uptime and dependable disaster recovery practices.

Customer Success



Olathe, Kansas, takes pride in transparency and data-driven decision making. After working with experts at govAccess, they turned their website into a virtual city hall. Citizens are better informed and city departments have improved efficiency.



12%
direct traffic
increase



136%
visitor
increase



51%
mobile
users

“govAccess helped us simplify our website content to make it easily consumable for citizens.”

– Ed Foley, Management and Budget Services, Olathe, KS

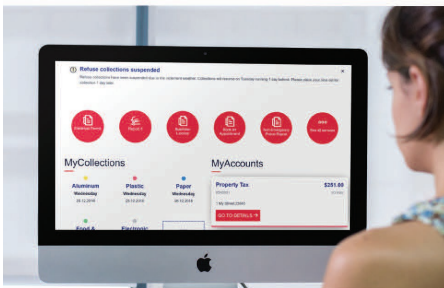
About Granicus: More than 4,200 government agencies use Granicus to modernize their online services, web presence, and communications strategies. We offer seamless digital solutions that help government actively reach, inform, and engage citizens on the first unified civic engagement platform for government.

GOVSERVICE

govService

Simplify Service Delivery

Online Citizen Self-Service Solutions & Operations Automation



STREAMLINE SERVICES:

80% Fewer

Walk-ins after switching to online services.

“ We wanted to replace our CRM and forms solution. Granicus was the leader with the right solution and price. The product is easy. The company is helpful. The best part of govService? Flexibility — there are so many different things we can do with it. ”

– Huw Ap Dewi, Digital Projects Office, Wrexham

The Challenge

Service delivery is a core function across all levels of government — from filling potholes to distributing critical benefits. But, for those requesting and fulfilling these services, the process is demanding. For government, the back-end procedures for completing a request are often tedious and costly. For citizens, getting through the labyrinth of inconsistent, paper-based workflows is frustrating (and often requires assistance). At best, the experience chips away at a citizen's positive attitude toward their government. At worst, government directs time and money toward unnecessary manual processes.

What If You Could...

- ✓ **Make it easier for citizens** to pay bills, apply for jobs, pay parking tickets, and more?
- ✓ **Make it easier for staff** to handle, track, and deliver inbound service requests?
- ✓ **Elevate productivity** by nearly eliminating the need for in-person visits?
- ✓ **Shrink costs of service delivery** by streamlining internal operations?

Reinvent Citizen-to-Government Interaction With govService

With govService, smart governments are transforming customer service. They're delivering an intuitive online citizen self-service experience while automating back-office operations to simplify workflow management of inbound requests. Advanced APIs can connect to existing systems, seamlessly empowering government organizations to modernize service delivery. At the same time, citizens get the digital accessibility they want — online, on any device, on their own time.

govService

With govService You Can...

- ✓ **Modernize to digital service delivery** easily by connecting existing technology to ready-made integrations.
- ✓ **Streamline customer service** by letting citizens complete common tasks online and on their own time.
- ✓ **Spend less time managing inbound requests** with customizable workflows that support multiple departments and offices.
- ✓ **Keep staff and citizens informed of status** — start to finish — through automatically tracked transactions.

“With our previous vendor, we had only 10,000 online self-service accounts. But with Granicus, we’re seeing a dramatic increase — adding over 500 more a month. It’s now much easier for citizens to transact.”

— Huw Ap Dewi, Digital Projects Office, Wrexham

GET INSPIRED
See more customer successes



Time-Saving Integrations

Take advantage of these ready-made digital services from govService. Each comes fully supported with workflow solutions that facilitate collaboration among departments, teams, and front and back offices. Below, a list of most-popular services.

Bookings / Appointments

- Book an Appointment
- Picnic Area Reservation

Code Enforcement and Permits

- Driveway Permit Application
- Plumbing Permit Application
- Public Right-of-Way Permit Application
- HVAC Permit Application
- Property or Building Complaint
- Sewer Permit Application
- Special Event Permit
- Yard Sale Permit
- Short-term Rental (STR)
- Fishing Permit Application
- Apply for a Construction Permit
- Bulky Item Pick Up
- Park Vendor Permit

Pet License and Registration

FOIA Request Tracking and Management

Business Licensing

- Business License Application
- Business License Tax Certificate

Make a Payment

- Parking tickets
- Utility bills

Public Records

- Birth and Death Certificate Request
- Change of Address
- Contact the Office of the City Clerk
- Public / Court Records Request
- Marriage License Application
- Tax Return Request

Report It / Report an Issue

- 311 Request Tracking and Management
- Formal Personnel Complaint
- Discrimination Claim

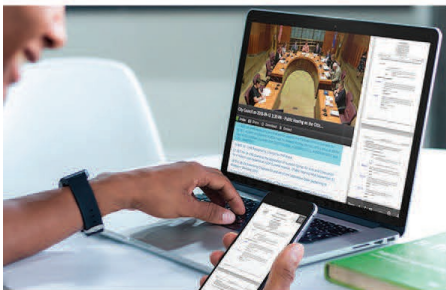
About Granicus: More than 4,200 government agencies have chosen Granicus to modernize their online services, web presence, and communications strategies. We offer seamless digital solutions that help government actively reach, inform, and engage citizens for a better civic experience.

GOVMEETINGS

govMeetings

Make Meetings Easy

Meeting, Agenda, Video, & Board Management Solutions



INCREASE EFFICIENCY:

600 hours

lost yearly from printing and distributing public meeting agendas.

“ govMeetings took a lot of work off my plate, and it made things clearer for the public. We have enhanced civic engagement, increased transparency, and improved accessibility. ”

– Laura Reams, City Clerk,
Hyattsville, MD

The Challenge

As a clerk or meeting manager, you have many responsibilities. But the public meeting process — preparing, getting approvals, compiling agendas, sharing results, and much more — consumes much of your time. Unable to focus on the work you value most, your day is spent on manual meeting processes that are outdated, inefficient, and costly. Finally, one of your most important audiences, the citizens, struggle to stay informed.

What If You Could...

- ✓ **Reclaim time** to focus on what matters by automating manual meeting processes?
- ✓ **Run meetings effortlessly** by capturing minutes digitally, tracking motions and votes, and streaming video?
- ✓ **Better serve your constituents** by giving them one digital place with everything they need to participate?

Run Perfect Meetings With govMeetings

With govMeetings solutions, you can streamline the entire meeting process. You can dramatically reduce staff time, provide easily accessible meeting information to constituents, and run the perfect meeting. Join over 2,400 other government organizations who use govMeetings to simplify public meetings—start to finish.

govMeetings

FEATURES & SERVICES:

PRE-meeting

Automated preparation

- Simplify Boards and Commissions Management
- Automate agenda creation & approvals
- Collect online citizen feedback

IN-meeting

Streamlined facilitation

- Capture meeting motions & votes
- Live stream & record comprehensive public records
- Go paperless with digital board agendas & meeting materials
- Caption video for ADA accessibility

POST-meeting

Simplified sharing

- Finalize meeting minutes quickly
- Automate publishing to a central web page on your site
- Enable social sharing & notifications

GET INSPIRED

See more customer successes



With govMeetings You Can...

- ✓ **Automate the end-to-end meeting process** — easily build digital agendas, capture in-meeting actions & automatically record minutes into public record.
- ✓ **Improve collaboration and decision-making** with a digital agenda app for board members, including convenient research and annotation capabilities.
- ✓ **Provide a central online meeting location** where citizens can search, find, and review meeting videos, agendas, minutes, and more.
- ✓ **Meet compliance requirements for accessibility and security** by optimizing meeting content for your website.

Customer Success



Instead of losing valuable hours to printing, assembling, and distributing agenda packets, the City of Keene uses govMeetings to increase transparency and save time and resources.



65%

Reduction in time spent fielding meeting inquiries



50%

Reduction in paper waste



90%

Fewer meeting inquiries after change to self-service

“With convenient access to over 3 years of meeting minutes, including video & attachments, Granicus provides a simple public meeting site and useful research tools for our community.”

- Bill Dow - Keene, NH

About Granicus: More than 4,200 government agencies use Granicus to modernize their online services, web presence, and communications strategies. We offer seamless digital solutions that help government actively reach, inform, and engage citizens on the first unified civic engagement platform for government.

GOVDELIVERY



Digital communications platform for government

Communications Cloud is a marketing-automation platform that enables government organizations to quickly and easily connect with more constituents. As the only FedRAMP-certified marketing-automation platform, Communications Cloud is the most-secure marketing solution available for public sector organizations.

Craft messages in custom-built branded templates to provide a consistent and familiar experience for audiences across all platforms. Engage citizens with content by sending messages to a specific segment of your audience and save valuable time by crafting a single message and sharing through email, text and social media instantly.

Grow an audience through text-to-subscribe, social media promotion, other government agencies through the GovDelivery Network and by leveraging website traffic with attention-commanding subscription strategies. The simple sign-up process allows constituents to opt into receiving communication on the topics that matter to them, simultaneously allowing your organization to divide constituent subscribers by interests.

Communications Cloud delivers messaging at a higher rate, keeping emails out of spam folders and handling unsubscribes, bounces and inactive emails, allowing communicators to focus on content.

Available reports on open and click-through rates provide insight into message success and allow for continuous improvements to a marketing strategy to make each touch better than the last.

GOVDELIVERY NETWORK

Further build out subscriber lists through cross-promotion opportunities with nearby and related organizations by leveraging the GovDelivery Network, which includes over 1,800 organizations with more than 150 million citizens. With more than 50,000 new people signing up for messages from government through Granicus' solutions every day, organizations using Communications Cloud have increased subscribers by up to 500 percent.



Email, text message and social media communications



Secured with FedRAMP certification



Audience growth opportunities/strategies



Customizable, branded templates



Open, click-through, and bounce rate reporting

For more info visit granicus.com/commscloud or email us at info@granicus.com

 GRANICUS



ADVANCED PACKAGE FOR COMMUNICATIONS CLOUD

*Improve communications strategy
with advanced marketing
techniques*

- Drive engagement with proven marketing techniques
- Use A/B testing to improve tactics and messaging
- Built-in campaigns welcome and re-engage subscribers
- Dynamic segmentation boosts communication efforts



TARGETED MESSAGING SERVICE

*Automate personalized
messaging*

- Secure API with ReST architecture
- Text, voice and email delivery options
- Delivery status, click and timestamp reporting
- Scalable infrastructure



FEDRAMP & ENHANCED SECURITY

*Government-grade cloud software
protection*

Communications Cloud and associated modules are FedRAMP certified, protecting communication and subscriber data with the highest-available data security certification available. Additionally, opting in to Enhanced Security provides the hands-on guidance, online on-demand training and recommendations for integrating security requirements into existing business processes to make your organization FedRAMP compliant.



CONNECT

*Sync your CRM system with
Communications Cloud*

- Automated customer data sync
- Compatible with Microsoft Dynamics or Salesforce
- Single location for complete contact data
- Advanced Package integration for complex segmentation

For more info visit granicus.com/communications-cloud or email us at info@granicus.com



GRANICUS EXPERIENCE GROUP

Granicus Experience Group (GXG)

The Granicus Experience Group (GXG) is the agency arm of Granicus' larger Professional Services organization. Our human-centered, data-driven approach to communications will help you better understand your audiences and what they need or want to hear from you. We'll use this understanding to sync your communications with your customers' priorities.

What is GxG?

GXG is a cross-functional team of strategists, analysts, communicators, and Granicus technology experts ready to work as an extension of the current teams, partnering with you to stand up new technology solutions and transform your overall customer experience.

GXG is driven to help our public sector clients be more customer experience-centric and get more value out of our technology. Our services fuel digital and organizational transformation year-over-year through our agile, flexible, and repeatable process. We use data and insights to define an optimal communications experience, including considerations for rapid audience growth, then we build and launch that experience, helping you mature your communications and programs over time. GXG will work hand-in-hand with you to develop notifications integrated with strategic multichannel programs



that inform, educate, and compel your customers to take action.

GXG's team of strategic designers can also facilitate virtual workshops to foster alignment across various teams or departments through a series of design-thinking and brainstorming activities. These workshops can enable ongoing cross-functional knowledge-sharing, problem-solving, program innovation, persona development, journey mapping, and message refinement.

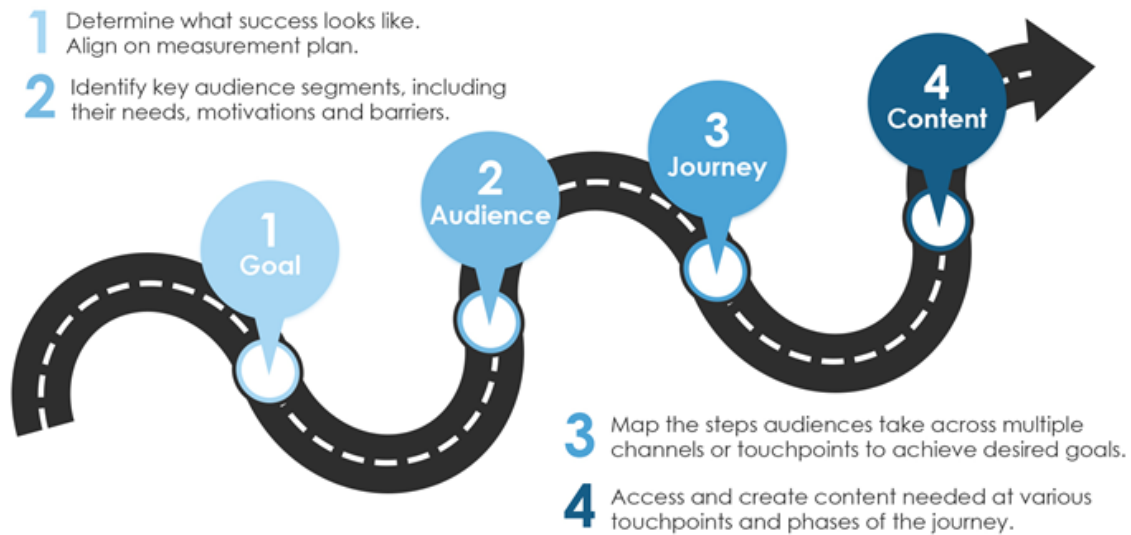
Our multidisciplinary team will focus on maximizing your approach to communications through targeted outreach. Our proven process includes programmatic communications strategies to ensure messaging is tailored based on increasingly deeper audience understanding and segmentation over the course of the engagement. We'll deliver detailed campaign plans, custom content, and regular reporting on the effectiveness of our efforts.

How does it work?

Our human-centered, data-driven approach will help you better understand your audiences and what they need or want to hear from you. We

use this understanding to **sync your digital strategy with your customers' priorities**. Our unique approach breaks down departmental silos and brings together key stakeholders to align on a

singular view of your customers and map out an experience that can achieve better outcomes.



About Granicus: More than 4,200 government agencies have chosen Granicus to modernize their online services, web presence, and communications strategies. We offer seamless digital solutions that help government actively reach, inform, and engage citizens for a better civic experience.

PRODUCT ROADMAP 2020

— 2020 GRANICUS — PRODUCT ROADMAP

In 2020, Granicus will continue building the leading Civic Engagement Platform by investing in key product developments informed by customer feedback. This year, our roadmap focuses on continuing to enable our products to work together seamlessly and refining our products to make it easier for government employees to get their work done. Our end goal? To help strengthen the connection between people and governments and, ultimately, improve the lives of constituents.

A SINGLE, INTEGRATED PLATFORM

Improve the citizen experience, share data among products, and automate work through the Granicus Civic Engagement Platform.



**This product roadmap represents Granicus' current product direction, but is subject to change.*

INNOVATIVE GOVERNMENT SOLUTIONS

Pioneering technologies that help governments achieve their objectives and better serve their constituents.

 govDelivery	 govMeetings	 govAccess	 govService	 govRecords
✓ Email delivery optimization across all devices. ✓ Subscriber sign-up improvements and welcome campaign enhancements.	✓ Next generation video solution for public meetings. ✓ Simplified board management with enhancements to board applications and user permissions.	✓ Pre-built library of landing page designs. ✓ Access to API for advanced CMS customization.	✓ Citizen mobile app with service request capabilities & push notifications. ✓ Amazon Alexa integration for enhanced citizen access to information.	✓ Additional integrations with 3rd party eRecording providers.

A MORE PRODUCTIVE DIGITAL GOVERNMENT

Enhanced capabilities that increase back-office efficiency, enabling government operations to accomplish more with fewer resources.

 govDelivery	 govMeetings	 govAccess	 govService	 govRecords
✓ Email send time optimization and device type. ✓ Email call-to-action button creation.	✓ ADA enhancements across public-facing govMeetings web pages. ✓ Peak Agenda Video Integration allows control of live and on-demand streaming from within Peak agenda.	✓ Powerful new analytics tools empower content editors to work smarter and more efficiently.	✓ Hundreds of new pre-built digital services workflows for state and local governments. ✓ Advanced reporting (for a data-driven approach).	✓ Enhanced payment features with improved financial records and receipts. ✓ System configurability: Document batches, marginal references.

Tab 7 – Pricing

Please see the attached Excel sheet “RFP#39-20 – Pricing – Granicus, LLC” for complete pricing.

- Granicus pricing is developed through deep market analysis and research
- This “not to exceed” pricing is intended as a baseline; however we may review pricing on a case by case basis when certain conditions or term/sale are met - volume, scope, purchase commitment.

Tab 8 – Value Added Products and Services

GOVACCESS

Product Name	Product Code	Product Description
Design Custom - govAccess	PFS-PS-OO-GA-DEGNCUSTOM	
Web Design and Implementation		
govAccess - Web Design and Implementation - Branded w/Domain	PFS-CONTENT-GA-DB-DOMAIN	Branded Subsites allow a department to customize their pages with a unique color scheme and branding while still utilizing the framework of the main website. This package includes: Wireframe based on the main website Unique design theme, including color palette for landing page and interior pages Customizable background image or slideshow Customizable navigation, including graphics Customizable header and footer Individual URL and search capabilities. *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.
govAccess - Web Design and Implementation - Independent Sub	PFS-CONTENT-GA-DB-IS	Independent Subsite Package offers a mutually agreed upon wireframe based on department needs from Granicus' selection of templates. The package includes: Unique design theme, including color palette for landing page and interior pages Unique header and

		footer Unique navigation design Individual URL and search capabilities Optional custom mobile homepage (included). *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.
govAccess - Web Design and Implementation - Specialty Sub	PFS-CONTENT-GA-DB-SS	Specialty Subsite package is intended to serve the needs of larger and often revenue-generating departments that have either maintained their own separate website in the past or would like to develop one as part of this project. This package includes: UX consultation, which may include one (1) or more of the following: One (1) site analytics report One (1) heatmap analysis One (1) internal stakeholder survey Three (3) customer journeys (top tasks or heavily visited webpages) identified for optimization Fully customized wireframe Unique design theme, including color palette for landing page and interior pages Unique header and footer Unique navigation design Individual URL and search capabilities Optional video background (included) Optional custom mobile homepage (included). *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.

govAccess Website Design and Implementation - Innovator	PFS-CONTENT-GA-WDP-A	govAccess Website Design and Implementation - Innovator provides a citizen focused website and includes: UX consultation, which may include one (1) or more of the following: One (1) site analytics report. One (1) heatmap analysis. One (1) internal stakeholder survey. Modular homepage wireframe based on predefined building blocks. Fully responsive design. Custom mobile homepage or standard mobile responsive homepage. Video background or standard rotating image carousel (switchable at any time).One (1) customer experience feature - Choose from Granicus' library that includes service finder or data visualization banner. Programming/CMS implementation. Migrate up to 200 webpages. Up to five (5) forms converted into the new CMS. One (1) day of web-based training. *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.
govAccess Website Design and Implementation - Trailblazer	PFS-CONTENT-GA-WDP-B	Website Design and Implementation - Trailblazer provides a citizen focused website and includes: Advanced UX Consultation, which may include one (1) or more of the following: 1. One (1) site analytics report. 2. One (1) heatmap analysis. 3. One

		(1) internal stakeholder survey 4. One (1) community stakeholder survey. 5. One (1) remote user testing of top tasks. Three (3) customer landing page consultation. Fully customized homepage wireframe. Fully responsive design. Custom mobile homepage or standard mobile responsive homepage. Video background or standard rotating image carousel (switchable at any time). Up to three (3) customer experience features - Choose from Granicus' library including service finder, geo finder, or data visualization banner. Programming/CMS implementation. Migrate up to 200 webpages. Up to ten (10) forms converted into the new CMS. One (1) day of on-site consultation / training to be applied towards additional project management or training (two (2) of three (3) days must be consecutive). *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.
govAccess Website Design and Implementation - Pioneer	PFS-CONTENT-GA-WDP-C	govAccess Website Design and Implementation - Pioneer provides a citizen focused website and includes: One (1) homepage wireframe from Granicus' design library. Fully responsive design. One enhanced custom mobile homepage. Video background or standard

		rotating Image carousel (switchable at any time). Programming/CMS implementation. Migrate up to 50 webpages. One (1) day of remote web-based training. *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.
Maintenance, Hosting, & Licensing		
COUNTY		
govAccess - Maintenance, Hosting, & Licensing Fee - Core Intranet	MTN-CONTENT-GA-INTRANET	govAccess Maintenance and Licensing includes the following for Intranet website(s) covered by the subscription: Monthly software updates Unlimited technical support (6:00 AM - 6:00 PM PT, Monday - Friday) Access to training webinars and on-demand video library Access to best practice webinars and resources Annual health check with research-based recommendations for website optimization The Intranet will be hosted on the Granicus' servers. *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.
govAccess - Maint/Hosting/License Fee - Branded w/Domain	MTN-CONTENT-GA-VL-DOMAIN	Maintenance, Hosting and Licensing includes the following for Independent Subsite(s) covered by the subscription: Monthly Software Updates Unlimited Technical Support (6 am - 6 pm PT,

		Monday - Friday) Training Webinars and On-Demand Video Library Best Practice Webinars and Resources DDoS Mitigation Disaster Recovery with 90-minute failover (RTO) and 15-minute data replication (RPO). *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.
govAccess - Setup and Config - Branded w/Domain	PFS-CONTENT-GA-DB-DOMAIN	One Time Fee
MUNICIPALITY (*To use this SKU for K-12 and Higher Education, scoping must be jointly agreed upon).		
govAccess - Maintenance, Hosting, & Licensing Fee - Core Intranet	MTN-CONTENT-GA-INTRANET	govAccess Maintenance and Licensing includes the following for Intranet website(s) covered by the subscription: Monthly software updates Unlimited technical support (6:00 AM - 6:00 PM PT, Monday - Friday) Access to training webinars and on-demand video library Access to best practice webinars and resources Annual health check with research-based recommendations for website optimization The Intranet will be hosted on the Granicus' servers. *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.

govAccess - Maint/Hosting/License Fee - Branded w/Domain	MTN-CONTENT-GA- VL-DOMAIN	Maintenance, Hosting and Licensing includes the following for Independent Subsite(s) covered by the subscription: Monthly Software Updates Unlimited Technical Support (6 am - 6 pm PT, Monday - Friday) Training Webinars and On-Demand Video Library Best Practice Webinars and Resources DDoS Mitigation Disaster Recovery with 90-minute failover (RTO) and 15-minute data replication (RPO). *To apply this SKU to K-12 and Higher Ed a scope of work must be jointly agreed upon by both parties.
govAccess - Setup and Config - Branded w/Domain	PFS-CONTENT-GA-DB- DOMAIN (NRR)	One Time Fee

GOVSERVICE

Product Name	Product Code	Description
Consulting Custom - govService	PFS-PS-OO-GS- CONCUST	Priced as per jointly agreed upon custom scoping
GovService - Public Records Request Module - GovService	SAS-GOVS-BNDL- CLERK	Public Records Request Module includes access to: Up to 3 digital services (ie., workflows/business processes) built, activated and live in govService using Service Designer. Services must be related to workflows involving open/public record requests (ie., Police records requests, General record requests, appeals, etc.) Annual Case

		Volume: Up to 5,000 annual cases submitted for management and resolution in govService. Record Request Template: Leverage this pre-built template and configure its settings, permissions, workflow stages, and more. Customer Portal: An online self-service portal to provide a common interface where users can request records, make payments, and see personalized information including historical requests. Back-office Administration: Internal employees processing services are provided a portal to log-in and access assigned tasks, fulfill requests, and complete desired workflow Service Designer: Build no-code/low-code digital services using tools such as Form Builder, Integration Manager, and Workflow Designer Customer Service Hub: An integrated constituent contact tracking solution for up to two (2) licensed seats; users able to access workspaces such as Inbox, Face-to-Face, Search, Phone Team, and Reception. Note: additional seats will incur additional maintenance costs.
GovService - Public Records Request Module Set-up & Configuration	PS-GOVS-BNDL-CLERK-CONFIG	Public Records Request Module Set-up & Config includes: Test and Live Sites: deployment of both a test and live site hosted in a production environment.

		Portals: deployment of both Customer and Staff Portals hosted in a live production environment. Customer Service Hub Configuration: set-up each major digital workspace (Phone Team, Face-to-Face, Reception, Inbox, and Search) and configure default system settings.
GovService - Public Records Request Module Training	PS-GOVS-BNDL-CLERK-TRN	Public Records Request Module Training includes: Basic Online Training: up to eight (8) hours of remote training to introduce all core aspects of the solution such as customer portal, case management and system settings. Form Designer & Workflow Online Training: up to eight (8) hours of remote training to co-build the first digital service. Customer Service Hub Training: up to eight (8) hours of remote training to cover each major digital workspace and configure default system settings.
Consulting Custom - govService	PFS-PS-OO-GS-CONCUST	Priced as per jointly agreed upon custom scoping
Design Custom - govService	PFS-PS-OO-GS-DEGNCUST	Priced as per jointly agreed upon custom scoping
Development Custom - govService	PFS-PS-OO-GS-DEVCUST	Priced as per jointly agreed upon custom scoping

GOVMEETINGS

Product Name	Product Code	Description
Boards and Commissions		
Boards and Commissions	SAS-SE-DS-BCCO	Boards and Commissions bundle enables automation and management of the citizen advisory boards and commissions workflow.
Boards and Commissions - Setup and Configuration	PFS-PS-DS-BC-SC	Setup and configuration for Boards and Commissions
Data Migration		
Data Migration	PFS-PS-DM-OOS-DMMM	Data Migration
Encoder/Encoding Appliance Hardware		
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	HDW-SU-MA-VID-EAMXSD	AMAX Encoder with Osprey SDI Card. Used to pass commands and data from LiveManager that include Start/Stop of webcast, indexing, and document display. Also serves to distribute video and captions to be distributed to the CDN or Performance Accelerator.
Meeting Efficiency		
Meeting Efficiency	SAS-SE-MA-MIN	
Meeting Efficiency - Setup and Configuration (GT)	PFS-PS-MA-MIN-MEGT-SC	Setup and configuration of Meeting Efficiency (Government Transparency)
Peak		

Peak Agenda Management	SAS-SE-MA-PAM	Peak Agenda Management is a Software-as-a-Service (SaaS) solution that enables government organizations to simplify the agenda management process of the clerk's office. Peak Agenda Management allows clerks to streamline the way they compile and produce agendas for public meetings.
Design Custom - govMeetings	PFS-PS-OO-GM-DEGNCUST	Priced as per jointly agreed upon custom scoping
Development Custom - govMeetings	PFS-PS-OO-GM-DEVCUST	Priced as per jointly agreed upon custom scoping

GOVDELIVERY

Product Name	Product Code	Description
Consulting Custom - govDelivery	PFS-PS-OO-GD-CONCUST	Priced as per jointly agreed upon custom scoping
govDelivery for Integrations	SAS-SB-CO-CC-INT	
SMS	SAS-SB-CO-SMS	SMS/Text Messaging includes: Access to the selected volume of additional SMS/text messages per year from a shared short code within the United States* Use of responsively designed sign-up pages that allow the public to subscribe to communication updates from various devices *International numbers are not supported. SMS/text messages not used in the period of performance will not carry over to the following year.

		SMS Transactions. Must be used within 1 year. Includes up to 100,000 SMS Transactions.
SMS - Setup and Configuration	PFS-PS-CO-SMS-SC	Covers the consultative PM/Implementation time required to get a client fully up and running on a new instance of a Product. Priced as per jointly agreed upon custom scoping
Targeted Messaging	SAS-SB-CO-TMS	Targeted Messaging is a unique, automated solution that makes critical, large-scale email and SMS/text message communication between government organizations and the public more personal, effective, and reliable. Targeted Messaging helps deliver and track emails and SMS messages for Web applications via secure APIs. This allows the client's Web application to focus on core business logic and operational needs, such as enrollment, licensing, or renewals. Targeted Messaging includes: - Access to the selected volume of Targeted Messages per year - Text or HTML formatting capabilities - Robust, secure, and scalable infrastructure - Certified delivery of email and SMS/text message confirmations and reminders - Real-time resolution services (blocked emails) Targeted Messages not used in the period of performance will not carry over to the

		following year. Includes up to 400,000 Targeted Messages per year.
Targeted Messaging - Setup and Configuration	PFS-PS-CO-TMS-SC	Implementation includes: Access to an implementation consultant for up to 90 days to provide assistance, guidance, sample code, and best practices Access to a stage environment for testing integration Access to online resources and reference documentation Granicus recommends that the client's developer team plan for a minimum of 50-70 developer hours and more for complex workflows.

GRANICUS EXPERIENCE GROUP

Product Name	Product Code	Description
4-Hour Virtual Experience Center	GXG-VIR-EXP-4HR	Successful digital initiatives require more than just the right technology. Organizations also need the right strategy and culture. The GxG team of strategists, analysts, communicators and Granicus technology experts will design and deliver a custom workshop in support of client's goals. GxG's custom Experience Center workshops are designed to solve client's unique pain points and enable progress toward an

		achievable goal. Sold as Firm Fixed Price (not Time & Materials). Designed to support clients with a single Granicus product
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SUCCESS STORIES

SUCCESS STORY

FLORIDA COURT CLERKS & COMPTROLLERS



OVERVIEW

Over 10 years ago, the Supreme Court of Florida began the process of switching to electronic filing for its court systems. While it took some time to find and fully implement eUnivera throughout the 67 counties in Florida, it's been a welcome change that has saved the Florida Court Clerks & Comptrollers, taxpayers, and those who utilize the system, millions of dollars.

POPULATION

20.61 MILLION

SOLUTIONS

EUNIVERA
(Active since 2010)

FLORIDA COURT CLERKS & COMPTROLLERS PRIORITIZES E-FILING, SAVES MILLIONS

SITUATION

Paper Causes Backups in Florida's Court System

In the early 2000s, the court system for the state of Florida relied exclusively on paper processes for filing. However, this process was costly for the counties, attorneys and citizens who represent themselves in court cases. Since files were paper-based, only one person or party could use each file at a time. "If you wanted to look at a file, you had to wait until the judge was done with it," says Tim Smith, Clerk of Courts for Putnam County, FL. The Florida Association of County Clerks (FACC) was also required by law to keep past filings, which it had to do in a hurricane-safe warehouse.

When it came time for lawyers to file court documents, they would have to do so in person, which also meant they could only file between the hours of 8 a.m. and 5 p.m. If someone chose to file by mail, or lived too far from a courthouse to file in person, they would have to pay to send their documents. As these packets could be up to 50 pages, this often added up to large postage costs for lawyers and other filers.

As the reasons for shifting this process to the digital world became too numerous and too compelling to ignore, the state of Florida began making preparations to get all of its 67 counties on the same page.



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 GRANICUS

SUCCESS
STORY

FLORIDA COURT CLERKS & COMPTROLLERS

METRICS

\$16MSAVED IN POSTAGE
COSTS**1.3M**E-FILING
SUBMISSIONS
RECEIVED PER MONTH**160K**PORTAL USERS
MANAGED

SOLUTION

Courts, Clerks, and Lawyers Speed Up Processes

Once the Florida Supreme Court decided to make a change to e-filing roughly 10 years ago, they put together a committee to address some of the questions that lingered. It was necessary to have a single system, the committee decided, and one that was easy for all counties to adopt.

"It would be easier to manage, easier to maintain [if everyone used the same system]," says Melvin Cox, Director of IT for Florida Court Clerks & Comptrollers. Before this could happen, however, the state had to find a system that would layer over and interface with the 67 different case management systems utilized by each of the 67 counties.

They eventually discovered that Granicus' [eUniversa](#) solution could accomplish this large undertaking. While it took nearly two years to fully implement due to the sheer number of counties where it would be used, the solution began to prove its own value immediately. Once the system was available in all counties, its use was mandated by the Florida Supreme Court for all court participants beginning on April 1, 2013.

The result of this change is that court documents are easy to file, which creates more efficiency for everyone from litigants to attorneys to the courts themselves. Filers can now send documents from anywhere they have an internet connection, at any time of day or night.

The system also has another welcome benefit: "It's a huge savings to the taxpayers," says Carolyn Weber, Portal Program Manager for Florida Court Clerks & Comptrollers.

While the state and those in charge of the system continue to make adjustments that allow the eUniversa portal to move beyond its original planned use, it continues to make the filing process within the courts easier to manage.

RESULTS

A More Efficient Court System

Now that Florida Court Clerks & Comptrollers allows filers to submit documents electronically using eUniversa, it saves the state of Florida a tremendous amount of time, money, and space. Their court system runs much more efficiently and smoothly, to the benefit of all involved.

ABOUT GRANICUS

Granicus provides technology that empowers government organizations to create better lives for the people they serve. By offering the industry's leading cloud-based solutions for communications, meeting and agenda management, and digital services to over 3,000 public sector organizations, Granicus helps turn government missions into quantifiable realities. Granicus products connect over 150 million people, creating a powerful network to enhance citizen engagement. By optimizing decision-making processes, Granicus strives to help government see better outcomes and a greater impact for the citizens they serve. For more information on Granicus, visit granicus.com.

SUCCESS STORY

CITY OF NEWTON, MASS.



OVERVIEW

The City of Newton, Mass. wanted to accomplish three major goals with their website: update the site to reflect a more modern look and feel, ease the burden of maintenance and security on the IT department and empower citizens to interact with their government more easily. To accomplish these goals, the City enlisted the help of Granicus' CivicaCMS. Now, Newton's website has a fresh layout, is easier to navigate, and most importantly, is easier to manage and maintain.

POPULATION
90,000

SOLUTIONS
CivicaCMS
(Active since 2014)

NEWTON TAKES CONTROL OF ITS TIME WITH BETTER WEBSITE MANAGEMENT

SITUATION

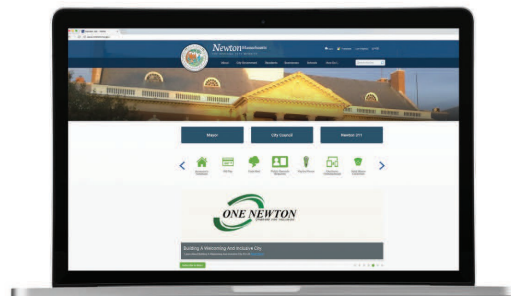
Crunch Time for the IT Department

Newton, a suburb of Boston, is home to nearly 90,000 people, and in an effort to get all those citizens more engaged with their community, the City needed to make some changes online to make it easier for individuals and businesses alike to interact with their government.

Chief Information Officer Joseph Mulvey had a particular interest in updating the City's website, as making content changes and adding minutes, agendas and other information to the website was complex, to say the least. "In the old days, Fridays were web update days," Mulvey says. "Any department with a committee gave themselves a deadline of noon on Friday to have their Word documents done, agendas for the following week and minutes from the previous week."

Those documents were sent to Mulvey's team en masse on Friday afternoons, and while this worked for the individual departments, it placed stress on the IT department, which was responsible for adding all the new information to various pages of the website.

"At 2 o'clock, we would start getting emails from people, and we'd have 30 to 40 documents to post online, turn into PDFs and insert lines and tables into," says Mulvey. "There were a lot of steps. It was very mechanical, very time consuming. That was crunch time for the IT department."



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 GRANICUS

SUCCESS
STORY

CITY OF NEWTON, MASS.



[CivicaCMS] literally frees up a couple of days a month by not having to constantly maintain and update our web pages.

Joseph Mulvey, Chief Information Officer

METRICS

SAVE MONEY ON
MAINTENANCE AND
SERVER REPLACEMENT
COSTS

CUT DOWN ON TIME
SPENT UPLOADING
DOCUMENTS TO THE
WEBSITE

UPDATED WEBSITE
TO FEATURE A MORE
MODERN LOOK
AND IMPROVE USER
EXPERIENCE

SOLUTION

Newton Found a Better Option

In addition to wanting to ease the burden of regular website updates, the City also had an interest in easing citizens' confusion in navigating the website. With most citizens not completely familiar with the structure of local government departments, and therefore unsure of which department handled the issue they were trying to resolve, it created frustration and generated calls and emails to the City. So Mulvey and his team began searching for a vendor to design a new website, with a team of constituents recommending a CMS-driven site, which is how the City found Granicus. "We liked that the system was proprietary," says Mulvey. "We liked the idea that no one could mess with [the site]." The City also liked the Filebank storage option, as well as some of the more popular modules such as News Items and Slideshows.

"We would be able to give people just the things they needed without confusing them with things they didn't." In working with the Granicus team, the City was also able to streamline the site's navigation. Content on the site isn't organized by department, but by task. A site visitor simply needs to decide what they wish to accomplish, mouse over a menu and click.

For example, to apply for a marriage license, one needs to simply mouse over the popout menu, look under "apply for..." and select "marriage license." "We wanted to make things more transparent without making the user decide which department was responsible for something," says Mulvey.

RESULTS

A Perfect Fit for the City and for the Public

Having Granicus host the website turned out to be a good decision for the City, Mulvey says.

"Now I don't have to worry about backups," says Mulvey. "I don't have to come in on a weekend because a drive died or a network cable became unplugged. If we were to be hit by catastrophic weather, the site's still up because the servers are in sunny Colorado."

"The public really likes it," Mulvey says. "Just this year, we converted again to responsive design and redesigned the whole site. It was a lot of work but at the end the public was very happy."

ABOUT GRANICUS

Granicus provides technology that empowers government organizations to create better lives for the people they serve. By offering the industry's leading cloud-based solutions for communications, meeting and agenda management, and digital services to over 3,000 public sector organizations, Granicus helps turn government missions into quantifiable realities. Granicus products connect over 150 million people, creating a powerful network to enhance citizen engagement. By optimizing decision-making processes, Granicus strives to help government see better outcomes and a greater impact for the citizens they serve. For more information on Granicus, visit www.granicus.com.

SUCCESS STORY

COUNTY OF SAINT CHARLES, MO.



OVERVIEW

After using a variety of solutions to manage their enormous volume of land records, including an in-house, custom-built program, Saint Charles County in Missouri made the switch to Granicus. Since then, they've been able to easily manage all records, which include over 45 years' worth of deeds, licenses, and more.

POPULATION

379,493

SOLUTIONS

**eAccept,
Land and Vitals,
ROAM**

(Active since 2001)

SAINT CHARLES COUNTY MANAGES DECADES OF RECORDS WITH GRANICUS

SITUATION

Saint Charles County Overwhelmed by over 150 Years of Land Records

When Barb Hall was first elected to her position of Recorder of Deeds for Saint Charles County, MO. in 1987, one of her main priorities was to digitize the way her county stored and managed land and vital records. At the time, not many options were available, so she sat with a programmer and designed a custom solution built specifically for her department's needs.

This worked for a while, but after going through changes in the way the County managed records, Hall saw the need for a more long-term solution. At the time, all files were kept on discs in a machine that worked exactly like an old-fashioned jukebox. Once a user knew the number of the document they needed, they'd have to type that number into the jukebox, which would then pull up the image or document.

As the population of Saint Charles County continued to increase, the number of homeowners also increased, and Hall and her staff once again recognized the need for a better long-term solution, preferably one that could grow with the County. That's when they found Granicus.

SOLUTION

County Accomplishes More with Granicus

Implementing the Land and Vitals system was such a positive event for Hall that she even remembers the date it went live: "Late September 2003 - what a wonderful change." Hall and her staff members were pleased to be able to allow the public to visit a website and be able to search for documents. Not only that, but they were able to pay for the documents online, which meant that staff members no longer had to spend time looking for documents or taking payment for them. Marriage licenses became easier to issue as well, since applicants are able to fill out a form online - saving staff members from having to type the information onto a form manually.

In July of 2011, when the County experienced a critical system failure within their network, they lost all of their images, documents, and records. Staff members prepared themselves to have to rescan documents, comb through years of archived records stored on microfilm, and try to get records up and running again. However, since Granicus is a cloud-based system,

SUCCESS STORY

COUNTY OF SAINT CHARLES, MO.



[The solution] is very sophisticated and it integrated with our other programs. What a wonderful change.

Barb Hall, Recorder of Deeds



they still had copies of every single file that had been lost. After copying all of these files to an external hard drive, which was then overnighted to the County, Granicus and the County's IT staff were able to get the records department up and running again within days instead of weeks or even months.

"Thanks to Granicus, we were back up and running with everything long before our IT Department could have gotten us there," says Hall. "I am truly grateful for the excellent and timely service provided by Granicus."

RESULTS

A More Efficient Way to Manage Records

- Manages over 45 years of land records easily
- Allows citizens to apply for licenses and more online
- Decreases time to process applications

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info@granicus.com | granicus.com



SUCCESS STORY

FLORIDA FISH & WILDLIFE CONSERVATION COMMISSION



OVERVIEW

The Florida Fish and Wildlife Conservation Commission (Florida FWC) has more than 2,000 full-time employees across the state managing fish and wildlife resources for their long-term well-being and the benefit of people. More than 19 million Florida residents and millions of visitors share the land and water with Florida's wildlife. Hunting, fishing and wildlife viewing bring in billions of dollars in economic impact for the state each year.

POPULATION

20,612,439

SOLUTIONS

**GovDelivery
Communications Cloud**
(Active since 2016)

WITH MORE RELEVANT, ENGAGING DIGITAL COMMUNICATIONS, FLORIDA FWC DRIVES OUTDOOR PARTICIPATION AND INCREASES REVENUE.

SITUATION

Reaching a vast audience comes with complex challenges.

The Florida Fish and Wildlife Conservation Commission (Florida FWC) manages fish and wildlife resources within the state of Florida. With more than 19 million residents and millions of visitors to the state, Florida FWC needed to find a way to effectively communicate with this vast audience.

The agency had too many distribution lists; and they were "owned" by separate divisions within the organization. Many of the contacts overlapped across lists without any way to manage them comprehensively. When Florida FWC wanted to cross-promote license sales, events, or other programs among divisions, it was a tedious task.

Florida FWC needed a solution for creating an easier process for people to sign up for communications and for employees to manage the process of sending communications. The agency needed to fulfill two goals:

1. Drive outdoor participation.
2. Increase revenues associated with permits and licenses.

SOLUTION

Florida FWC partners with GovDelivery to streamline communications.

After recommendation from other state agencies, Florida FWC partnered with GovDelivery. They implemented the technology in early 2013.

GovDelivery's solution provided a technology to elevate, streamline, and track its communication efforts: all within a secure, private, and compliant platform.

The solution provided a way for the Florida FWC to reach its vast audience, while also creating targeted messages for key geographic or topical areas.

Florida FWC used the robust analytics within GovDelivery to measure the success of its

**SUCCESS
STORY**

FLORIDA FISH & WILDLIFE CONSERVATION COMMISSION



"Our GovDelivery implementation and training went very smoothly... GovDelivery helped guide us through it and realize what we needed and what GovDelivery could do. Over a few days they helped us organize our groups of topics and categories and trained us how to use the tool. It was very helpful and it's been great ever since."

Scott Ball, Internal
Communications Director, Florida
FWC

METRICS**1.6M+**PEOPLE
REACHED**85.6M**MESSAGES SENT
IN 2016**43.9%**ENGAGEMENT
RATE

messages. It regularly checks on web traffic spikes when new messages are distributed. The agency also keeps a close eye on data after sending messages and news releases.

RESULTS

With more relevant, engaging digital communications, Florida FWC drives outdoor participation and increases revenue.

With the implementation of the GovDelivery Communications Cloud, Florida FWC saw a 37 percent lift in total audience reached. With the use of Granicus' technology, Florida FWC successfully reached its goal of driving outdoor participation and experiencing cost savings.

Increased Email Subscribers

Today, Florida FWC has more than 726,000 subscribers. Rather than managing many different lists across departments, the agency could keep track of its contacts within one system, while still being able to segment the lists according to the division, topic, and geographic area. For example, the agency can message people regionally according to specific updates, like fishing information.

Greater Outdoor Participation and Permit Revenue

As a product, Florida FWC saw increased outdoor participation and license or permit revenue. Because the people could self-subscribe to a range of regionally focused communication topics, the information received is always relevant, making it more relevant and engaging to readers.

Added Benefit: Maintaining Alignment With Legislation

When laws like the Endangered Species Act are updated, the agency "gets the word out" to the public through GovDelivery. When emergency situations like excessive rainfall and flooding affect its stakeholders, the agency uses GovDelivery to warn residents.

Florida FWC uses GovDelivery to directly communicate with its stakeholders rather than only sending out messages to the media or trying to get a story on the news about important information.

ABOUT GRANICUS

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Tab 9 – Required Documents

- ◆ Clean Air and Water Act / Debarment Notice
- ◆ Contractors Requirements
- ◆ Antitrust Certification Statements
- ◆ Required Clauses for Federal Funds Certifications
- ◆ Required Clauses for Federal Assistance by FTA
- ◆ State Notice Addendum

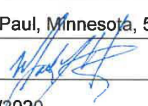
Tab 9 – Required Documents

CLEAN AIR AND WATER ACT / DEBARMENT NOTICE

Clean Air and Water Act & Debarment Notice

I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S.C. 1857 (h), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

I hereby further certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension", as described in the Federal Register and Rules and Regulations

Potential Vendor	Granicus, LLC
Print Name	Mark Hynes
Address	408 St Peter St, Suite 600
City, State, Zip	Saint Paul, Minnesota, 55102
Authorized signature	
Date	11/06/2020

CONTRACTORS REQUIREMENTS

Contractor Requirements

Contractor Certification Contractor's Employment Eligibility

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statutes of the states it is will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The offeror complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the NCPA Participating entities in which work is being performed

Fingerprint & Background Checks

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The offeror shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed

Business Operations in Sudan, Iran

In accordance with A.R.S. 35-391 and A.R.S. 35-393, the Contractor hereby certifies that the contractor does not have scrutinized business operations in Sudan and/or Iran.

Authorized signature



Mark Hynes, CEO

Date

11/06/2020

ANTITRUST CERTIFICATION STATEMENTS**Antitrust Certification Statements (Tex. Government Code § 2155.005)**

I affirm under penalty of perjury of the laws of the State of Texas that:

- (1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;
- (2) In connection with this bid, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;
- (3) In connection with this bid, neither I nor any representative of the Company has violated any federal antitrust law; and
- (4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this bid to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Company name	Granicus, LLC
Address	408 St Peter St, Suite 600
City/State/Zip	Saint Paul, Minnesota, 55102
Telephone No.	800-314-0147
Fax No.	
Email address	contracts@granicus.com
Printed name	Mark Hynes
Position with company	Chief Executive Officer
Authorized signature	

Required Clauses for Federal Funds Certifications

Participating Agencies may elect to use federal funds to purchase under the Master Agreement. The following certifications and provisions may be required and apply when a Participating Agency expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the Participating Agency and the Participating Agency's subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

APPENDIX II TO 2 CFR PART 200

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 CFR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when a Participating Agency expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision

for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended— Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee

of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS

When federal funds are expended by Participating Agency for any contract resulting from this procurement process, offeror certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The offeror further certifies that offeror will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

When Participating Agency expends federal funds for any contract resulting from this procurement process, offeror certifies that it will comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

To the extent purchases are made with Federal Highway Administration, Federal Railroad Administration, or Federal Transit Administration funds, offeror certifies that its products comply with all applicable provisions of the Buy America Act and agrees to provide such certification or applicable waiver with respect to specific products to any Participating Agency upon request. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

Required Clauses for Federal Assistance provided by FTA

ACCESS TO RECORDS AND REPORTS

Contractor agrees to:

- a) Maintain all books, records, accounts and reports required under this Contract for a period of not less than three (3) years after the date of termination or expiration of this Contract or any extensions thereof except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case Contractor agrees to maintain same until Public Agency, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto.
- b) Permit any of the foregoing parties to inspect all work, materials, payrolls, and other data and records with regard to the Project, and to audit the books, records, and accounts with regard to the Project and to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed for the purpose of audit and examination.

FTA does not require the inclusion of these requirements of Article 1.01 in subcontracts. Reference 49 CFR 18.39 (i)(11).

CIVIL RIGHTS / TITLE VI REQUIREMENTS

- 1) Non-discrimination. In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, Section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, Section 202 of the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12132, and Federal Transit Law at 49 U.S.C. § 5332, Contractor or subcontractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, marital status age, or disability. In addition, Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
- 2) Equal Employment Opportunity. The following Equal Employment Opportunity requirements apply to this Contract:
 - a. Race, Color, Creed, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal Transit Law at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable Equal Employment Opportunity requirements of U.S. Dept. of Labor regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor, 41 CFR, Parts 60 et seq., and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of this Project. Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, marital status, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, Contractor agrees to comply with any implementing requirements FTA may issue.
 - b. Age. In accordance with the Age Discrimination in Employment Act (ADEA) of 1967, as amended, 29 U.S.C. Sections 621 through 634, and Equal Employment Opportunity Commission (EEOC) implementing regulations, "Age Discrimination in Employment Act", 29 CFR Part 1625, prohibit employment discrimination by Contractor against individuals on the basis of age, including present and prospective

employees. In addition, Contractor agrees to comply with any implementing requirements FTA may issue.

- c. Disabilities. In accordance with Section 102 of the Americans with Disabilities Act of 1990, as amended (ADA), 42 U.S.C. Sections 12101 *et seq.*, prohibits discrimination against qualified individuals with disabilities in programs, activities, and services, and imposes specific requirements on public and private entities. Contractor agrees that it will comply with the requirements of the Equal Employment Opportunity Commission (EEOC), "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 CFR, Part 1630, pertaining to employment of persons with disabilities and with their responsibilities under Titles I through V of the ADA in employment, public services, public accommodations, telecommunications, and other provisions.
 - d. Segregated Facilities. Contractor certifies that their company does not and will not maintain or provide for their employees any segregated facilities at any of their establishments, and that they do not and will not permit their employees to perform their services at any location under the Contractor's control where segregated facilities are maintained. As used in this certification the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion or national origin because of habit, local custom, or otherwise. Contractor agrees that a breach of this certification will be a violation of this Civil Rights clause.
- 3) Solicitations for Subcontracts, Including Procurements of Materials and Equipment. In all solicitations, either by competitive bidding or negotiation, made by Contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by Contractor of Contractor's obligations under this Contract and the regulations relative to non-discrimination on the grounds of race, color, creed, sex, disability, age or national origin.
- 4) Sanctions of Non-Compliance. In the event of Contractor's non-compliance with the non-discrimination provisions of this Contract, Public Agency shall impose such Contract sanctions as it or the FTA may determine to be appropriate, including, but not limited to: 1) Withholding of payments to Contractor under the Contract until Contractor complies, and/or; 2) Cancellation, termination or suspension of the Contract, in whole or in part.

Contractor agrees to include the requirements of this clause in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

DISADVANTAGED BUSINESS PARTICIPATION

This Contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, "*Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs*", therefore, it is the policy of the Department of Transportation (DOT) to ensure that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in the performance of DOT-assisted contracts.

- 1) Non-Discrimination Assurances. Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. Contractor shall carry out all applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or other such remedy as public agency deems appropriate. Each subcontract Contractor signs with a subcontractor must include the assurance in this paragraph. (See 49 CFR 26.13(b)).

- 2) Prompt Payment. Contractor is required to pay each subcontractor performing Work under this prime Contract for satisfactory performance of that work no later than thirty (30) days after Contractor's receipt of payment for that Work from public agency. In addition, Contractor is required to return any retainage payments to those subcontractors within thirty (30) days after the subcontractor's work related to this Contract is satisfactorily completed and any liens have been secured. Any delay or postponement of payment from the above time frames may occur only for good cause following written approval of public agency. This clause applies to both DBE and non-DBE subcontractors. Contractor must promptly notify public agency whenever a DBE subcontractor performing Work related to this Contract is terminated or fails to complete its Work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. Contractor may not terminate any DBE subcontractor and perform that Work through its own forces, or those of an affiliate, without prior written consent of public agency.
- 3) DBE Program. In connection with the performance of this Contract, Contractor will cooperate with public agency in meeting its commitments and goals to ensure that DBEs shall have the maximum practicable opportunity to compete for subcontract work, regardless of whether a contract goal is set for this Contract. Contractor agrees to use good faith efforts to carry out a policy in the award of its subcontracts, agent agreements, and procurement contracts which will, to the fullest extent, utilize DBEs consistent with the efficient performance of the Contract.

ENERGY CONSERVATION REQUIREMENTS

Contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plans issued under the Energy Policy and Conservation Act, as amended, 42 U.S.C. Sections 6321 *et seq.* and 41 CFR Part 301-10.

FEDERAL CHANGES

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Contract between public agency and the FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this Contract.

INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS

The provisions include, in part, certain Standard Terms and Conditions required by the U.S. Department of Transportation (DOT), whether or not expressly set forth in the preceding Contract provisions. All contractual provisions required by the DOT, as set forth in the most current FTA Circular 4220.1F, dated November 1, 2008, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Contract. Contractor agrees not to perform any act, fail to perform any act, or refuse to comply with any public agency requests that would cause public agency to be in violation of the FTA terms and conditions.

NO FEDERAL GOVERNMENT OBLIGATIONS TO THIRD PARTIES

Agency and Contractor acknowledge and agree that, absent the Federal Government's express written consent and notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Contract, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to agency, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying Contract.

Contractor agrees to include the above clause in each subcontract financed in whole or in part with federal assistance provided by the FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS

Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. §§ 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR Part 31, apply to its actions pertaining to this Contract. Upon execution of the underlying Contract, Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying Contract or the FTA assisted project for which this Contract Work is being performed.

In addition to other penalties that may be applicable, Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on Contractor to the extent the Federal Government deems appropriate.

Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307 (n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

Contractor agrees to include the above clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

State Notice Addendum

The National Cooperative Purchasing Alliance (NCPA), on behalf of NCPA and its current and potential participants to include all county, city, special district, local government, school district, private K-12 school, higher education institution, state, tribal government, other government agency, healthcare organization, nonprofit organization and all other Public Agencies located nationally in all fifty states, issues this Request for Proposal (RFP) to result in a national contract.

For your reference, the links below include some, but not all, of the entities included in this proposal:

http://www.usa.gov/Agencies/State_and_Territories.shtml

<https://www.usa.gov/local-governments>

Request for Proposal (RFP) for Software and SaaS Solutions

Solicitation Number: #39-20

Publication Date: Tuesday, October 6th, 2020

Notice to Respondent:

Submittal Deadline: Thursday, November 19th, 2020 2:00 pm CST

Questions regarding this solicitation must be submitted to questions@ncpa.us no later than Thursday, November 12th, 2020. All questions and answers will be posted to <http://www.ncpa.us/solicitations>.

It is the intention of Region 14 Education Service Center (herein "Region 14 ESC") to establish a Master Agreement for Software and SaaS Solutions for use by Region 14 ESC and other public agencies supported under this contract. This Request for Proposal is issued on behalf of the National Cooperative Purchasing Alliance through a public agency clause, which provides that any county, city, special district, local government, school district, private K-12 school, higher education institution, state, other government agency, healthcare organization or nonprofit organization may purchase Products and Services through this contract. Respondents will be required to execute the NCPA Administration Agreement upon award.

This contract will allow agencies to purchase on an "as needed" basis from a competitively awarded contract. Respondents are requested to submit their total line of available products and services. While this solicitation specifically covers Software and SaaS Solutions, respondents are encouraged to submit an offering on any or and all products and services available that they currently perform in their normal course of business.

Responses shall be received electronically no later than the submittal deadline via our online Bonfire portal at ncpa.bonfirehub.com

Immediately following the deadline, all responses will be publicly opened and the respondents recorded. Any response received later than the specified deadline will be disqualified.

Responses will remain sealed by our online Bonfire portal until the bid opening time specified. Responses received outside our online Bonfire portal will not be accepted. Sealed responses may be submitted on any or all items, unless stated otherwise. Proposal may be rejected for failure to comply with the requirements set forth in this invitation.



Competitive Solicitation by
Region 14 Education Service Center
For
Software and SaaS Solutions
On behalf of itself and other Government Agencies
And made available through the
National Cooperative Purchasing Alliance
RFP #39-20



National Cooperative Purchasing Alliance

Introduction / Scope

- ◆ Region 14 ESC on behalf of itself and all states, local governments, school districts, and higher education institutions in the United States of America, and other government agencies and non-profit organizations (herein “Public Agency” or collectively “Public Agencies”) is soliciting proposals from qualified vendors to enter into a Master Agreement for a complete line of Software and SaaS Solutions.
- ◆ Region 14 ESC, as the lead public agency, has partnered with NCPA to make the resultant contract available to all participating agencies in the United States. NCPA provides marketing and administrative support for the awarded vendor that promotes the successful vendor’s products and services to Public Agencies nationwide. The Vendor will execute the NCPA Administration Agreement (Tab 2) upon award. Vendor should thoroughly review all documents and note any exceptions to NCPA terms and conditions in their proposal.
- ◆ Awarded vendor(s) shall perform covered services under the terms of this agreement. Respondents shall provide pricing based on a discount from their standard pricing schedules for products and/or services offered. Electronic Catalog and/or price lists must accompany the proposal. Multiple percentage discount structure is also acceptable. Please specify where different percentage discounts apply. Additional pricing and/or discounts may be included.
- ◆ Each service proposed is to be priced separately with all ineligible items identified. Services may be awarded to multiple vendors. Respondents may elect to limit their proposals to a single service within any category, or multiple services within any and all categories.
- ◆ National Cooperative Purchasing Alliance (NCPA)
 - The National Cooperative Purchasing Alliance (herein “NCPA”) assists public agencies to increase their efficiency and reduce their costs when procuring goods and services. This is accomplished by awarding competitively solicited contracts that are leveraged nationally by combining the volumes and purchasing power of entities nationwide. Our contracts are available for use by any entity that must comply with procurement laws and regulations.
- ◆ It is the intention of Region 14 ESC and NCPA to achieve the following objectives through this RFP.
 - Provide a comprehensive competitively solicited Master Agreement offering Products and Services to Public Agencies;
 - Achieve cost savings of Vendors and Public Agencies through a single competitive solicitation process that eliminates the need for multiple proposals;
 - Combine the purchasing power of Public Agencies to achieve cost effective pricing;
 - Reduce the administrative and overhead costs of Vendors and Public Agencies through state of the art purchasing procedures.

Instructions to Respondents

◆ Submission of Response

- Only responses received via our online Bonfire portal will be accepted. Faxed or mailed responses will not be accepted.
- Responses may be submitted on any or all items, unless stated otherwise. Region 14 ESC reserves the right to reject or accept any response.
- Deviations to the terms, conditions and/or specifications shall be conspicuously noted in writing by the respondent and shall be included with the response.
- Withdrawal of response will not be allowed for a period of 120 days following the opening. Pricing will remain firm for 120 days from submittal.

◆ Required Proposal Format

- Responses shall be provided electronically via our online Bonfire portal. Tabs should be used to separate the proposal into sections, as identified below. Respondents failing to organize in the manner listed may be considered non-responsive and may not be evaluated. It's recommended that all tabs, with the exception of Tab 7 (Pricing), be submitted in Portable Document Format (PDF). Please note pricing can be submitted separately in a alternate format (e.g. xlsx, xls, csv).

◆ Tabs

- Tab 1 – Master Agreement / Signature Form
- Tab 2 – NCPA Administration Agreement
- Tab 3 – Vendor Questionnaire
- Tab 4 – Vendor Profile
- Tab 5 – Products and Services / Scope
- Tab 6 - References
- Tab 7 - Pricing
- Tab 8 – Value Added Products and Services
- Tab 9 – Required Documents

Tab 1 – Master Agreement

General Terms and Conditions

- ◆ Customer Support
 - The vendor shall provide timely and accurate technical advice and sales support. The vendor shall respond to such requests within one (1) working day after receipt of the request.
- ◆ Disclosures
 - Respondent affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this contract.
 - The respondent affirms that, to the best of his/her knowledge, the offer has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this contract.
- ◆ Renewal of Contract
 - Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew for up to two (2) additional one-year terms or any combination of time equally not more than 2 years if agreed to by Region 14 ESC and the vendor.
- ◆ Funding Out Clause
 - Any/all contracts exceeding one (1) year shall include a standard “funding out” clause. A contract for the acquisition, including lease, of real or personal property is a commitment of the entity’s current revenue only, provided the contract contains either or both of the following provisions:
 - Retains to the entity the continuing right to terminate the contract at the expiration of each budget period during the term of the contract and is conditioned on a best efforts attempt by the entity to obtain appropriate funds for payment of the contract.
- ◆ Shipments (if applicable)
 - The awarded vendor shall ship ordered products within seven (7) working days for goods available and within four (4) to six (6) weeks for specialty items after the receipt of the order unless modified. If a product cannot be shipped within that time, the awarded vendor shall notify the entity placing the order as to why the product has not shipped and shall provide an estimated shipping date. At this point the participating entity may cancel the order if estimated shipping time is not acceptable.
- ◆ Tax Exempt Status
 - Since this is a national contract, knowing the tax laws in each state is the sole responsibility of the vendor.

◆ Payments

- The entity using the contract will make payments directly to the awarded vendor or their affiliates (distributors/business partners/resellers) as long as written request and approval by NCPA is provided to the awarded vendor.

◆ Adding authorized distributors/dealers

- Awarded vendors may submit a list of distributors/partners/resellers to sell under their contract throughout the life of the contract. Vendor must receive written approval from NCPA before such distributors/partners/resellers considered authorized.
- Purchase orders and payment can only be made to awarded vendor or distributors/business partners/resellers previously approved by NCPA.
- Pricing provided to members by added distributors or dealers must also be less than or equal to the pricing offered by the awarded contract holder.
- All distributors/partners/resellers are required to abide by the Terms and Conditions of the vendor's agreement with NCPA.

◆ Pricing

- All pricing submitted shall include the administrative fee to be remitted to NCPA by the awarded vendor. It is the awarded vendor's responsibility to keep all pricing up to date and on file with NCPA.
- All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing

◆ Warranty

- Proposals should address each of the following:
 - Applicable warranty and/or guarantees of equipment and installations including any conditions and response time for repair and/or replacement of any components during the warranty period.
 - Availability of replacement parts
 - Life expectancy of equipment under normal use
 - Detailed information as to proposed return policy on all equipment

◆ Indemnity

- The awarded vendor shall protect, indemnify, and hold harmless Region 14 ESC and its participants, administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of the vendor, vendor employees or vendor subcontractors in the preparation of the solicitation and the later execution of the contract.

◆ Franchise Tax

- The respondent hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes.

◆ Supplemental Agreements

- The entity participating in this contract and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor.

◆ Certificates of Insurance

- Certificates of insurance shall be delivered to the Public Agency prior to commencement of work. The insurance company shall be licensed in the applicable state in which work is being conducted. The awarded vendor shall give the participating entity a minimum of ten (10) days notice prior to any modifications or cancellation of policies. The awarded vendor shall require all subcontractors performing any work to maintain coverage as specified.

◆ Legal Obligations

- It is the Respondent's responsibility to be aware of and comply with all local, state, and federal laws governing the sale of products/services identified in this RFP and any awarded contract and shall comply with all while fulfilling the RFP. Applicable laws and regulation must be followed even if not specifically identified herein.

◆ Protest

- A protest of an award or proposed award must be filed in writing within ten (10) days from the date of the official award notification and must be received by 5:00 pm CST. Protests shall be filed with Region 14 ESC and shall include the following:
 - Name, address and telephone number of protester
 - Original signature of protester or its representative
 - Identification of the solicitation by RFP number
 - Detailed statement of legal and factual grounds including copies of relevant documents and the form of relief requested
- Any protest review and action shall be considered final with no further formalities being considered.

◆ Force Majeure

- If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.
- The term Force Majeure as employed herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, act of public enemy, orders of any kind of government of the

United States or any civil or military authority; insurrections; riots; epidemics; landslides; lighting; earthquake; fires; hurricanes; storms; floods; washouts; droughts; arrests; restraint of government and people; civil disturbances; explosions, breakage or accidents to machinery, pipelines or canals, or other causes not reasonably within the control of the party claiming such inability. It is understood and agreed that the settlement of strikes and lockouts shall be entirely within the discretion of the party having the difficulty, and that the above requirement that any Force Majeure shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable in the judgment of the party having the difficulty

◆ Prevailing Wage

- It shall be the responsibility of the Vendor to comply, when applicable, with the prevailing wage legislation in effect in the jurisdiction of the purchaser. It shall further be the responsibility of the Vendor to monitor the prevailing wage rates as established by the appropriate department of labor for any increase in rates during the term of this contract and adjust wage rates accordingly.

◆ Miscellaneous

- Either party may cancel this contract in whole or in part by providing written notice. The cancellation will take effect 30 business days after the other party receives the notice of cancellation. After the 30th business day all work will cease following completion of final purchase order.

◆ Open Records Policy

- Because Region 14 ESC is a governmental entity responses submitted are subject to release as public information after contracts are executed. If a vendor believes that its response, or parts of its response, may be exempted from disclosure, the vendor must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, the respondent must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s).
- The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 14 ESC must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the respondent are not acceptable. Region 14 ESC must comply with the opinions of the OAG. Region14 ESC assumes no responsibility for asserting legal arguments on behalf of any vendor. Respondent are advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information.

Process

Region 14 ESC will evaluate proposals in accordance with, and subject to, the relevant statutes, ordinances, rules, and regulations that govern its procurement practices. NCPA will assist Region 14 ESC in evaluating proposals. Award(s) will be made to the prospective vendor whose response is determined to be the most advantageous to Region 14 ESC, NCPA, and its participating agencies. To qualify for evaluation, response must have been submitted on time, and satisfy all mandatory requirements identified in this document.

- ◆ Contract Administration
 - The contract will be administered by Region 14 ESC. The National Program will be administered by NCPA on behalf of Region 14 ESC.
- ◆ Contract Term
 - The contract term will be for three (3) year starting from the date of the award. The contract may be renewed for up to two (2) additional one-year terms or any combination of time equally not more than 2 years.
 - It should be noted that maintenance/service agreements may be issued for up to (5) years under this contract even if the contract only lasts for the initial term of the contract. NCPA will monitor any maintenance agreements for the term of the agreement provided they are signed prior to the termination or expiration of this contract.
- ◆ Contract Waiver
 - Any waiver of any provision of this contract shall be in writing and shall be signed by the duly authorized agent of Region 14 ESC. The waiver by either party of any term or condition of this contract shall not be deemed to constitute waiver thereof nor a waiver of any further or additional right that such party may hold under this contract.
- ◆ Products and Services additions
 - Products and Services may be added to the resulting contract during the term of the contract by written amendment, to the extent that those products and services are within the scope of this RFP.
- ◆ Competitive Range
 - It may be necessary for Region 14 ESC to establish a competitive range. Responses not in the competitive range are unacceptable and do not receive further award consideration.
- ◆ Deviations and Exceptions
 - Deviations or exceptions stipulated in response may result in disqualification. It is the intent of Region 14 ESC to award a vendor's complete line of products and/or services, when possible.
- ◆ Estimated Quantities
 - The estimated dollar volume of Products and Services purchased under the proposed Master Agreement is \$10 - \$15 million dollars annually. This estimate is based on the anticipated volume of Region 14 ESC and current sales within the NCPA program. There is no guarantee or commitment of any kind regarding usage of any contracts resulting from this solicitation

- ◆ Evaluation
 - Region 14 ESC will review and evaluate all responses in accordance with, and subject to, the relevant statutes, ordinances, rules and regulations that govern its procurement practices. NCPA will assist the lead agency in evaluating proposals. Recommendations for contract awards will be based on multiple factors, each factor being assigned a point value based on its importance.
- ◆ Formation of Contract
 - A response to this solicitation is an offer to contract with Region 14 ESC based upon the terms, conditions, scope of work, and specifications contained in this request. A solicitation does not become a contract until it is accepted by Region 14 ESC. The prospective vendor must submit a signed Signature Form with the response thus, eliminating the need for a formal signing process.
- ◆ NCPA Administrative Agreement
 - The vendor will be required to enter and execute the National Cooperative Purchasing Alliance Administration Agreement with NCPA upon award with Region 14 ESC. The agreement establishes the requirements of the vendor with respect to a nationwide contract effort.
- ◆ Clarifications / Discussions
 - Region 14 ESC may request additional information or clarification from any of the respondents after review of the proposals received for the sole purpose of elimination minor irregularities, informalities, or apparent clerical mistakes in the proposal. Clarification does not give respondent an opportunity to revise or modify its proposal, except to the extent that correction of apparent clerical mistakes results in a revision. After the initial receipt of proposals, Region 14 ESC reserves the right to conduct discussions with those respondent's whose proposals are determined to be reasonably susceptible of being selected for award. Discussions occur when oral or written communications between Region 14 ESC and respondent's are conducted for the purpose clarifications involving information essential for determining the acceptability of a proposal or that provides respondent an opportunity to revise or modify its proposal. Region 14 ESC will not assist respondent bring its proposal up to the level of other proposals through discussions. Region 14 ESC will not indicate to respondent a cost or price that it must meet to neither obtain further consideration nor will it provide any information about other respondents' proposals or prices.
- ◆ Multiple Awards
 - Multiple Contracts may be awarded as a result of the solicitation. Multiple Awards will ensure that any ensuing contracts fulfill current and future requirements of the diverse and large number of participating public agencies.
- ◆ Past Performance
 - Past performance is relevant information regarding a vendor's actions under previously awarded contracts; including the administrative aspects of performance; the vendor's history of reasonable and cooperative behavior and commitment to customer satisfaction; and generally, the vendor's businesslike concern for the interests of the customer.

Evaluation Criteria

- ◆ Pricing (40 points)
 - Electronic Price Lists
 - Products, Services, Warranties, etc. price list
 - Prices listed will be used to establish both the extent of a vendor's product lines, services, warranties, etc. available from a particular bidder and the pricing per item.
- ◆ Ability to Provide and Perform the Required Services for the Contract (25 points)
 - Product Delivery within participating entities specified parameters
 - Number of line items delivered complete within the normal delivery time as a percentage of line items ordered.
 - Vendor's ability to perform towards above requirements and desired specifications.
 - Past Cooperative Program Performance
 - Quantity of line items available that are commonly purchased by the entity.
 - Quality of line items available compared to normal participating entity standards.
- ◆ References (15 points)
 - A minimum of ten (10) customer references for product and/or services of similar scope dating within past 3 years
- ◆ Technology for Supporting the Program (10 points)
 - Electronic on-line catalog, order entry use by and suitability for the entity's needs
 - Quality of vendor's on-line resources for NCPA members.
 - Specifications and features offered by respondent's products and/or services
- ◆ Value Added Services Description, Products and/or Services (10 points)
 - Marketing and Training
 - Minority and Women Business Enterprise (MWBE) and (HUB) Participation
 - Customer Service

Signature Form

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this bid in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name

Address

City/State/Zip

Telephone No.

Fax No.

Email address

Printed name

Position with company

Authorized signature

Tab 2 – NCPA Administration Agreement

This Administration Agreement is made as of _____, by and between National Cooperative Purchasing Alliance (“NCPA”) and _____ (“Vendor”).

Recitals

WHEREAS, Region 14 ESC has entered into a certain Master Agreement dated _____, referenced as Contract Number _____, by and between Region 14 ESC and Vendor, as may be amended from time to time in accordance with the terms thereof (the “Master Agreement”), for the purchase of Software and SaaS Solutions;

WHEREAS, said Master Agreement provides that any state, city, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution, other government agency or nonprofit organization (hereinafter referred to as “public agency” or collectively, “public agencies”) may purchase products and services at the prices indicated in the Master Agreement;

WHEREAS, NCPA has the administrative and legal capacity to administer purchases under the Master Agreement to public agencies;

WHEREAS, NCPA serves as the administrative agent for Region 14 ESC in connection with other master agreements offered by NCPA

WHEREAS, Region 14 ESC desires NCPA to proceed with administration of the Master Agreement;

WHEREAS, NCPA and Vendor desire to enter into this Agreement to make available the Master Agreement to public agencies on a national basis;

NOW, THEREFORE, in consideration of the payments to be made hereunder and the mutual covenants contained in this Agreement, NCPA and Vendor hereby agree as follows:

◆ General Terms and Conditions

- The Master Agreement, attached hereto as Tab 1 and incorporated herein by reference as though fully set forth herein, and the terms and conditions contained therein shall apply to this Agreement except as expressly changed or modified by this Agreement.
- NCPA shall be afforded all of the rights, privileges and indemnifications afforded to Region 14 ESC under the Master Agreement, and such rights, privileges and indemnifications shall accrue and apply with equal effect to NCPA under this Agreement including, but not limited to, the Vendor’s obligation to provide appropriate insurance and certain indemnifications to Region 14 ESC.
- Vendor shall perform all duties, responsibilities and obligations required under the Master Agreement in the time and manner specified by the Master Agreement.
- NCPA shall perform all of its duties, responsibilities, and obligations as administrator of purchases under the Master Agreement as set forth herein, and Vendor acknowledges that NCPA shall act in the capacity of administrator of purchases under the Master Agreement.
- With respect to any purchases made by Region 14 ESC or any Public Agency pursuant to the Master Agreement, NCPA (a) shall not be construed as a dealer, re-marketer, representative, partner, or agent of any type of Vendor, Region 14 ESC, or such Public Agency, (b) shall not be obligated, liable or responsible (i) for any orders made by Region

14 ESC, any Public Agency or any employee of Region 14 ESC or Public Agency under the Master Agreement, or (ii) for any payments required to be made with respect to such order, and (c) shall not be obligated, liable or responsible for any failure by the Public Agency to (i) comply with procedures or requirements of applicable law, or (ii) obtain the due authorization and approval necessary to purchase under the Master Agreement. NCPA makes no representations or guaranties with respect to any minimum purchases required to be made by Region 14 ESC, any Public Agency, or any employee of Region 14 ESC or Public Agency under this Agreement or the Master Agreement.

- The Public Agency participating in the NCPA contract and Vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the Public Agency and Vendor. NCPA, its agents, members and employees shall not be made party to any claim for breach of such agreement.

◆ **Term of Agreement**

- This Agreement shall be in effect so long as the Master Agreement remains in effect, provided, however, that the obligation to pay all amounts owed by Vendor to NCPA through the termination of this Agreement and all indemnifications afforded by Vendor to NCPA shall survive the term of this Agreement.

◆ **Fees and Reporting**

- The awarded vendor shall electronically provide NCPA with a detailed quarterly report showing the dollar volume of all sales under the contract for the previous quarter. Reports are due on the fifteenth (15th) day after the close of the previous quarter. It is the responsibility of the awarded vendor to collect and compile all sales under the contract from participating members and submit one (1) report. The report shall include at least the following information as listed in the example below:

Entity Name	Zip Code	State	PO or Job #	Sale Amount

Total _____

- Each quarter NCPA will invoice the vendor based on the total of sale amount(s) reported. From the invoice the vendor shall pay to NCPA an administrative fee based upon the tiered fee schedule below. Vendor's annual sales shall be measured on a calendar year basis. Deadline for term of payment will be included in the invoice NCPA provides.

<u>Annual Sales Through Contract</u>	<u>Administrative Fee</u>
0 - \$30,000,000	2%
\$30,000,001 - \$50,000,000	1.5%
\$50,000,001+	1%

- Supplier shall maintain an accounting of all purchases made by Public Agencies under the Master Agreement. NCPA and Region 14 ESC reserve the right to audit the accounting for a

period of four (4) years from the date NCPA receives the accounting. In the event of such an audit, the requested materials shall be provided at the location designated by Region 14 ESC or NCPA. In the event such audit reveals an under reporting of Contract Sales and a resulting underpayment of administrative fees, Vendor shall promptly pay NCPA the amount of such underpayment, together with interest on such amount and shall be obligated to reimburse NCPA's costs and expenses for such audit.

◆ General Provisions

- This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding.
- Awarded vendor agrees to allow NCPA to use their name and logo within website, marketing materials and advertisement. Any use of NCPA name and logo or any form of publicity regarding this contract by awarded vendor must have prior approval from NCPA.
- If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement or to recover any administrative fee and accrued interest, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief to which such party may be entitled.
- Neither this Agreement nor any rights or obligations hereunder shall be assignable by Vendor without prior written consent of NCPA, provided, however, that the Vendor may, without such written consent, assign this Agreement and its rights and delegate its obligations hereunder in connection with the transfer or sale of all or substantially all of its assets or business related to this Agreement, or in the event of its merger, consolidation, change in control or similar transaction. Any permitted assignee shall assume all assigned obligations of its assignor under this Agreement.
- This Agreement and NCPA's rights and obligations hereunder may be assigned at NCPA's sole discretion, to an existing or newly established legal entity that has the authority and capacity to perform NCPA's obligations hereunder
- All written communications given hereunder shall be delivered to the addresses as set forth below.

National Cooperative Purchasing Alliance:

Name: _____

Title: _____

Address: _____

Signature: _____

Date: _____

Vendor:

Name: _____

Title: _____

Address: _____

Signature: _____

Date: _____

Tab 3 – Vendor Questionnaire

Please provide responses to the following questions that address your company's operations, organization, structure, and processes for providing products and services.

◆ States Covered

- Bidder must indicate any and all states where products and services can be offered.
- Please indicate the price co-efficient for each state if it varies.

☐ **50 States & District of Columbia** (Selecting this box is equal to checking all boxes below)

- | | | |
|---|---|---|
| ☐ Alabama | ☐ Maryland | ☐ South Carolina |
| ☐ Alaska | ☐ Massachusetts | ☐ South Dakota |
| ☐ Arizona | ☐ Michigan | ☐ Tennessee |
| ☐ Arkansas | ☐ Minnesota | ☐ Texas |
| ☐ California | ☐ Mississippi | ☐ Utah |
| ☐ Colorado | ☐ Missouri | ☐ Vermont |
| ☐ Connecticut | ☐ Montana | ☐ Virginia |
| ☐ Delaware | ☐ Nebraska | ☐ Washington |
| ☐ District of Columbia | ☐ Nevada | ☐ West Virginia |
| ☐ Florida | ☐ New Hampshire | ☐ Wisconsin |
| ☐ Georgia | ☐ New Jersey | ☐ Wyoming |
| ☐ Hawaii | ☐ New Mexico | |
| ☐ Idaho | ☐ New York | |
| ☐ Illinois | ☐ North Carolina | |
| ☐ Indiana | ☐ North Dakota | |
| ☐ Iowa | ☐ Ohio | |
| ☐ Kansas | ☐ Oklahoma | |
| ☐ Kentucky | ☐ Oregon | |
| ☐ Louisiana | ☐ Pennsylvania | |
| ☐ Maine | ☐ Rhode Island | |

☐ **All US Territories and Outlying Areas** (Selecting this box is equal to checking all boxes below)

☐ American Samoa

☐ Northern Marina Islands

☐ Federated States of Micronesia

☐ Puerto Rico

☐ Guam

☐ U.S. Virgin Islands

☐ Midway Islands

◆ **Minority and Women**

Business Enterprise (MWBE) and (HUB) Participation

- It is the policy of some entities participating in NCPA to involve minority and women business enterprises (MWBE) and historically underutilized businesses (HUB) in the purchase of goods and services. Respondents shall indicate below whether or not they are an M/WBE or HUB certified.

▪ **Minority / Women Business Enterprise**

- Respondent Certifies that this firm is a M/WBE

☐

▪ **Historically Underutilized Business**

- Respondent Certifies that this firm is a HUB

☐

◆ **Residency**

- Responding Company's principal place of business is in the city of _____,
State of _____

◆ **Felony Conviction Notice**

- Please Check Applicable Box;

☐

A publically held corporation; therefore, this reporting requirement is not applicable.

☐

Is not owned or operated by anyone who has been convicted of a felony.

☐

Is owned or operated by the following individual(s) who has/have been convicted of a felony

- If the 3rd box is checked, a detailed explanation of the names and convictions must be attached.

◆ **Distribution Channel**

- Which best describes your company's position in the distribution channel:

☐

Manufacturer Direct

☐

Certified education/government reseller

☐

Authorized Distributor

☐

Manufacturer marketing through reseller

☐

Value-added reseller

☐

Other: _____

◆ **Processing Information**

- Provide company contact information for the following:

▪ **Sales Reports / Accounts Payable**

Contact Person: _____

Title: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

▪ Purchase Orders

Contact Person: _____
 Title: _____
 Company: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Email: _____

▪ Sales and Marketing

Contact Person: _____
 Title: _____
 Company: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Email: _____

◆ Pricing Information

- In addition to the current typical unit pricing furnished herein, the Vendor agrees to offer all future product introductions at prices that are proportionate to Contract Pricing.
 - If answer is no, attach a statement detailing how pricing for NCPA participants would be calculated for future product introductions.

☐ Yes ☐ No
- Pricing submitted includes the required NCPA administrative fee. The NCPA fee is calculated based on the invoice price to the customer.

☐ Yes ☐ No
- Vendor will provide additional discounts for purchase of a guaranteed quantity.

☐ Yes ☐ No

◆ Cooperatives

- List any other cooperative or state contracts currently held or in the process of securing.

Cooperative/State Agency	Discount Offered	Expires	Annual Sales Volume

Tab 4 – Vendor Profile

Please provide the following information about your company:

- ◆ Company's official registered name.
- ◆ Brief history of your company, including the year it was established.
- ◆ Company's Dun & Bradstreet (D&B) number.
- ◆ Company's organizational chart of those individuals that would be involved in the contract.
- ◆ Corporate office location.
 - List the number of sales and services offices for states being bid in solicitation.
 - List the names of key contacts at each with title, address, phone and e-mail address.
- ◆ Define your standard terms of payment.
- ◆ Who is your competition in the marketplace?
- ◆ Provide Annual Sales for last 3 years broken out into the following categories:
 - Cities / Counties
 - K-12
 - Higher Education
 - Other government agencies or nonprofit organizations
- ◆ What differentiates your company from competitors?
- ◆ Describe how your company will market this contract if awarded.
- ◆ Describe how you intend to introduce NCPA to your company.
- ◆ Describe your firm's capabilities and functionality of your on-line catalog / ordering website.
- ◆ Describe your company's Customer Service Department (hours of operation, number of service centers, etc.)
- ◆ Green Initiatives
 - As our business grows, we want to make sure we minimize our impact on the Earth's climate. We are taking every step we can to implement innovative and responsible environmental practices throughout NCPA to reduce our carbon footprint, reduce waste,

energy conservation, ensure efficient computing and much more. To that effort we ask respondents to provide their companies environmental policy and/or green initiative.

◆ Vendor Certifications (if applicable)

- Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing respondent to perform the covered services including, but not limited to, licenses, registrations, or certifications. Certifications can include M/WBE, HUB, and manufacturer certifications for sales and service.

Tab 5 – Products and Services

- ◆ Respondent shall perform and provide these products and/or services under the terms of this agreement. The supplier shall assist the end user with making a determination of their individual needs.
- ◆ The following is a list of suggested (but not limited to) categories. List all categories along with manufacturer that you are responding with:
 - Software
 - Animation and Modeling
 - Business Productivity
 - Digital Publishing
 - Digital Video
 - Engineering and CAD
 - Health & Science
 - K-12
 - Languages
 - Licenses
 - Math
 - Music & Audio
 - Programming
 - Film and TV Production
 - Operating Systems and Utilities
 - Security
 - Test Prep
 - Training
 - Utilities
 - Web Publishing
 - SaaS
 - Cloud Based Applications
 - Citizen and Resident Engagement
 - Meeting Automation
 - Website Design
 - Communication Tools
 - Documentation Solutions
 - Online Transactions
 - Software Portfolio Management
 - Software Procurement Services
 - Software Asset Management & Compliance

Tab 6 – References

- ◆ Provide at least ten (10) customer references for products and/or services of similar scope dating within the past three (3) years. Please provide a range of references across all eligible government entity groups including K-12, higher education, city, county, or non-profit entities.
- ◆ All references should include the following information from the entity:
 - Entity Name
 - Contact Name and Title
 - City and State
 - Phone
 - Years Serviced
 - Description of Services
 - Annual Volume

Tab 7 – Pricing

- ◆ Please submit price list electronically via our online Bonfire portal (pricing can be submitted as Discount off MSRP, cost plus, etc). Products, services, warranties, etc. should be included in price list. Prices submitted will be used to establish the extent of a respondent's products and services (Tab 5) that are available and also establish pricing per item.
- ◆ Price lists must contain the following:
 - Product name and part number (include both manufacturer part number and respondent part number if different from manufacturers).
 - Description
 - Vendor's List Price
 - Percent Discount to NCPA participating entities
- ◆ Not To Exceed Pricing
 - NCPA requests pricing be submitted as "not to exceed pricing" for any participating entity.
 - The awarded vendor can adjust submitted pricing lower but cannot exceed original pricing submitted for solicitation.
 - NCPA requests that vendor honor lower pricing for similar size and scope purchases to other members.

Tab 8 – Value Added Products and Services

- ◆ Include any additional products and/or services available that vendor currently performs in their normal course of business that is not included in the scope of the solicitation that you think will enhance and add value to this contract for Region 14 ESC and all NCPA participating entities.

Tab 9 – Required Documents

- ◆ Clean Air and Water Act / Debarment Notice
- ◆ Contractors Requirements
- ◆ Antitrust Certification Statements
- ◆ Required Clauses for Federal Funds Certifications
- ◆ Required Clauses for Federal Assistance by FTA
- ◆ State Notice Addendum

Clean Air and Water Act & Debarment Notice

I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

I hereby further certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension", as described in the Federal Register and Rules and Regulations

Potential Vendor

Print Name

Address

City, State, Zip

Authorized signature

Date

Contractor Requirements

Contractor Certification Contractor's Employment Eligibility

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statutes of the states it is will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The offeror complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the NCPA Participating entities in which work is being performed

Fingerprint & Background Checks

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The offeror shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed

Business Operations in Sudan, Iran

In accordance with A.R.S. 35-391 and A.R.S. 35-393, the Contractor hereby certifies that the contractor does not have scrutinized business operations in Sudan and/or Iran.

Authorized signature _____

Date _____

Antitrust Certification Statements (Tex. Government Code § 2155.005)

I affirm under penalty of perjury of the laws of the State of Texas that:

(1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;

(2) In connection with this bid, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

(3) In connection with this bid, neither I nor any representative of the Company has violated any federal antitrust law; and

(4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this bid to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Company name _____

Address _____

City/State/Zip _____

Telephone No. _____

Fax No. _____

Email address _____

Printed name _____

Position with company _____

Authorized signature _____

Required Clauses for Federal Funds Certifications

Participating Agencies may elect to use federal funds to purchase under the Master Agreement. The following certifications and provisions may be required and apply when a Participating Agency expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the Participating Agency and the Participating Agency's subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

APPENDIX II TO 2 CFR PART 200

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 CFR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when a Participating Agency expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision

for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended— Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee

of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS

When federal funds are expended by Participating Agency for any contract resulting from this procurement process, offeror certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The offeror further certifies that offeror will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

When Participating Agency expends federal funds for any contract resulting from this procurement process, offeror certifies that it will comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

To the extent purchases are made with Federal Highway Administration, Federal Railroad Administration, or Federal Transit Administration funds, offeror certifies that its products comply with all applicable provisions of the Buy America Act and agrees to provide such certification or applicable waiver with respect to specific products to any Participating Agency upon request. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

Required Clauses for Federal Assistance provided by FTA

ACCESS TO RECORDS AND REPORTS

Contractor agrees to:

- a) Maintain all books, records, accounts and reports required under this Contract for a period of not less than three (3) years after the date of termination or expiration of this Contract or any extensions thereof except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case Contractor agrees to maintain same until Public Agency, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto.
- b) Permit any of the foregoing parties to inspect all work, materials, payrolls, and other data and records with regard to the Project, and to audit the books, records, and accounts with regard to the Project and to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed for the purpose of audit and examination.

FTA does not require the inclusion of these requirements of Article 1.01 in subcontracts. Reference 49 CFR 18.39 (i)(11).

CIVIL RIGHTS / TITLE VI REQUIREMENTS

- 1) Non-discrimination. In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, Section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, Section 202 of the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12132, and Federal Transit Law at 49 U.S.C. § 5332, Contractor or subcontractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, marital status age, or disability. In addition, Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
- 2) Equal Employment Opportunity. The following Equal Employment Opportunity requirements apply to this Contract:
 - a. Race, Color, Creed, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal Transit Law at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable Equal Employment Opportunity requirements of U.S. Dept. of Labor regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor, 41 CFR, Parts 60 *et seq.*, and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of this Project. Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, marital status, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, Contractor agrees to comply with any implementing requirements FTA may issue.
 - b. Age. In accordance with the Age Discrimination in Employment Act (ADEA) of 1967, as amended, 29 U.S.C. Sections 621 through 634, and Equal Employment Opportunity Commission (EEOC) implementing regulations, "Age Discrimination in Employment Act", 29 CFR Part 1625, prohibit employment discrimination by Contractor against individuals on the basis of age, including present and prospective

employees. In addition, Contractor agrees to comply with any implementing requirements FTA may issue.

- c. Disabilities. In accordance with Section 102 of the Americans with Disabilities Act of 1990, as amended (ADA), 42 U.S.C. Sections 12101 *et seq.*, prohibits discrimination against qualified individuals with disabilities in programs, activities, and services, and imposes specific requirements on public and private entities. Contractor agrees that it will comply with the requirements of the Equal Employment Opportunity Commission (EEOC), "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 CFR, Part 1630, pertaining to employment of persons with disabilities and with their responsibilities under Titles I through V of the ADA in employment, public services, public accommodations, telecommunications, and other provisions.
 - d. Segregated Facilities. Contractor certifies that their company does not and will not maintain or provide for their employees any segregated facilities at any of their establishments, and that they do not and will not permit their employees to perform their services at any location under the Contractor's control where segregated facilities are maintained. As used in this certification the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion or national origin because of habit, local custom, or otherwise. Contractor agrees that a breach of this certification will be a violation of this Civil Rights clause.
- 3) Solicitations for Subcontracts, Including Procurements of Materials and Equipment. In all solicitations, either by competitive bidding or negotiation, made by Contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by Contractor of Contractor's obligations under this Contract and the regulations relative to non-discrimination on the grounds of race, color, creed, sex, disability, age or national origin.
 - 4) Sanctions of Non-Compliance. In the event of Contractor's non-compliance with the non-discrimination provisions of this Contract, Public Agency shall impose such Contract sanctions as it or the FTA may determine to be appropriate, including, but not limited to: 1) Withholding of payments to Contractor under the Contract until Contractor complies, and/or; 2) Cancellation, termination or suspension of the Contract, in whole or in part.

Contractor agrees to include the requirements of this clause in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

DISADVANTAGED BUSINESS PARTICIPATION

This Contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, "*Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs*", therefore, it is the policy of the Department of Transportation (DOT) to ensure that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in the performance of DOT-assisted contracts.

- 1) Non-Discrimination Assurances. Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. Contractor shall carry out all applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or other such remedy as public agency deems appropriate. Each subcontract Contractor signs with a subcontractor must include the assurance in this paragraph. (See 49 CFR 26.13(b)).

- 2) Prompt Payment. Contractor is required to pay each subcontractor performing Work under this prime Contract for satisfactory performance of that work no later than thirty (30) days after Contractor's receipt of payment for that Work from public agency. In addition, Contractor is required to return any retainage payments to those subcontractors within thirty (30) days after the subcontractor's work related to this Contract is satisfactorily completed and any liens have been secured. Any delay or postponement of payment from the above time frames may occur only for good cause following written approval of public agency. This clause applies to both DBE and non-DBE subcontractors. Contractor must promptly notify public agency whenever a DBE subcontractor performing Work related to this Contract is terminated or fails to complete its Work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. Contractor may not terminate any DBE subcontractor and perform that Work through its own forces, or those of an affiliate, without prior written consent of public agency.
- 3) DBE Program. In connection with the performance of this Contract, Contractor will cooperate with public agency in meeting its commitments and goals to ensure that DBEs shall have the maximum practicable opportunity to compete for subcontract work, regardless of whether a contract goal is set for this Contract. Contractor agrees to use good faith efforts to carry out a policy in the award of its subcontracts, agent agreements, and procurement contracts which will, to the fullest extent, utilize DBEs consistent with the efficient performance of the Contract.

ENERGY CONSERVATION REQUIREMENTS

Contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plans issued under the Energy Policy and Conservation Act, as amended, 42 U.S.C. Sections 6321 *et seq.* and 41 CFR Part 301-10.

FEDERAL CHANGES

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Contract between public agency and the FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this Contract.

INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS

The provisions include, in part, certain Standard Terms and Conditions required by the U.S. Department of Transportation (DOT), whether or not expressly set forth in the preceding Contract provisions. All contractual provisions required by the DOT, as set forth in the most current FTA Circular 4220.1F, dated November 1, 2008, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Contract. Contractor agrees not to perform any act, fail to perform any act, or refuse to comply with any public agency requests that would cause public agency to be in violation of the FTA terms and conditions.

NO FEDERAL GOVERNMENT OBLIGATIONS TO THIRD PARTIES

Agency and Contractor acknowledge and agree that, absent the Federal Government's express written consent and notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Contract, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to agency, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying Contract.

Contractor agrees to include the above clause in each subcontract financed in whole or in part with federal assistance provided by the FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS

Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. §§ 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR Part 31, apply to its actions pertaining to this Contract. Upon execution of the underlying Contract, Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying Contract or the FTA assisted project for which this Contract Work is being performed.

In addition to other penalties that may be applicable, Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on Contractor to the extent the Federal Government deems appropriate.

Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307 (n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

Contractor agrees to include the above clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

State Notice Addendum

The National Cooperative Purchasing Alliance (NCPA), on behalf of NCPA and its current and potential participants to include all county, city, special district, local government, school district, private K-12 school, higher education institution, state, tribal government, other government agency, healthcare organization, nonprofit organization and all other Public Agencies located nationally in all fifty states, issues this Request for Proposal (RFP) to result in a national contract.

For your reference, the links below include some, but not all, of the entities included in this proposal:

http://www.usa.gov/Agencies/State_and_Territories.shtml

<https://www.usa.gov/local-governments>

Evaluation Criteria	Point Value	<i>TeamDynamix</i>	<i>Sysintellecs, LLC</i>	<i>Sharecare</i>	<i>Scribbles Software</i>
Pricing	40	35	30	35	35
Ability to service the contract	25	10	10	10	10
References	15	10	4	8	8
Technology	10	8	7	10	8
Value Added Products and Services	10	8	2	8	2
<u>Total</u>	<u>100</u>	<u>71</u>	<u>53</u>	<u>71</u>	<u>63</u>



Evaluation Committee for Contract:

Emily Jeffrey

Matthew Mackel

Jonathan Applegate

Vendors Awarded Under this Contract

Alight Solutions *JourneyEd* *Sharecare*

Oakland Consulting *Granicus* *Avaya*

Precision Task Group *TeamDynamix* *OnSolve*

Evaluation Criteria	Point Value	<i>Sachi Tech, Inc.</i>	<i>Precision Task Group</i>	<i>Parker Technology</i>	<i>4C Health</i>	<i>Alight Solutions</i>
Pricing	40	35	38	35	35	38
Ability to service the contract	25	5	15	5	5	10
References	15	7	7	10	5	5
Technology	10	8	6	8	8	10
Value Added Products and Services	10	5	5	8	4	7
<u>Total</u>	<u>100</u>	<u>60</u>	<u>71</u>	<u>66</u>	<u>57</u>	<u>70</u>



Evaluation Committee for Contract:

Emily Jeffrey

Matthew Mackel

Jonathan Applegate

Evaluation Criteria	Point Value	<i>Avaya</i>	<i>Axon</i>	<i>CloneTab</i>	<i>Continuant</i>	<i>Duranc</i>
Pricing	40	38	30	30	30	25
Ability to service the contract	25	20	5	5	10	5
References	15	12	10	5	10	3
Technology	10	10	5	8	8	4
Value Added Products and Services	10	5	6	4	6	4
<u>Total</u>	<u>100</u>	<u>85</u>	<u>56</u>	<u>52</u>	<u>64</u>	<u>41</u>



Evaluation Committee for Contract:

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Evaluation Criteria	Point Value	<i>EC America</i>	<i>FortunaPix</i>	<i>Granicus</i>	<i>JourneyEd</i>	<i>Oakland Consulting Group</i>
Pricing	40	30	20	25	32	38
Ability to service the contract	25	15	5	20	25	15
References	15	10	3	12	8	10
Technology	10	8	5	9	8	5
Value Added Products and Services	10	2	4	8	0	5
<u>Total</u>	<u>100</u>	<u>65</u>	<u>37</u>	<u>74</u>	<u>73</u>	<u>73</u>



Evaluation Committee for Contract:

Emily Jeffrey

Matthew Mackel

Jonathan Applegate

Evaluation Criteria	Point Value	<i>OnSolve, LLC</i>	<i>Util360</i>			
Pricing	40	35	0			
Ability to service the contract	25	10	0			
References	15	12	0			
Technology	10	8	0			
Value Added Products and Services	10	8	0			
<u>Total</u>	<u>100</u>	<u>73</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>



Evaluation Committee for Contract:

Emily Jeffrey

Matthew Mackel

Jonathan Applegate



#39-20 - Request for Proposal (RFP) for Software and SaaS Solutions

Project Overview

Project Details	
Reference ID	#39-20
Project Name	Request for Proposal (RFP) for Software and SaaS Solutions
Project Type	RFP
Project Description	Software and SaaS Solutions
Open Date	Oct 06, 2020 6:00 AM CDT
Close Date	Nov 19, 2020 2:00 PM CST

Seal status

Requested Information	Unsealed on	Unsealed by
Proposal	Nov 19, 2020 2:15 PM CST	Jonathan Applegate
Pricing	Nov 19, 2020 2:16 PM CST	Jonathan Applegate



RFP Bid/Proposal Receipt List:

RFP #39-20 Software and Saas
Solutions

Thursday, November 19th, 2020
2:00 pm

Supplier	Date Submitted	Name	Email
4C Health Solutions	Nov 19, 2020 9:45 AM CST	Thomas Wudarski	twudarski@4chealthsolutions.com
EC America, Inc.	Nov 17, 2020 1:19 PM CST	Adam Hyman	SLED@immixgroup.com
Precision Task Group, Inc.	Nov 17, 2020 5:04 PM CST	Jeanette Garza	jgarza@ptg.com
Clonetab Inc	Nov 19, 2020 1:58 PM CST	Venkat Meka	Venkat@clonetab.com
Sharecare	Nov 19, 2020 12:40 PM CST	Ryan Andrews	ryan.andrews@sharecare.com
TeamDynamix	Nov 17, 2020 7:35 AM CST	Jeremy Jones	jeremy.jones@teamdynamix.com
Axon Enterprise, Inc.	Nov 17, 2020 3:51 PM CST	Sales Operations	contracts@axon.com
Alight Solutions LLC	Nov 19, 2020 1:57 PM CST	Bowie Hogg	bowie.hogg@alight.com
Sachi Tech Inc	Nov 19, 2020 11:51 AM CST	saravana bhava	pat@pikmykid.com
Avaya Inc.	Nov 19, 2020 1:30 PM CST	Shannon Hinnant	dshinnant@avaya.com
Granicus, Inc.	Nov 19, 2020 9:59 AM CST	Alison Magrini	alison.magrini@granicus.com
Util306	Nov 18, 2020 6:00 PM CST	amanda guiterrez	amanda.g@util360.com
OnSolve, LLC	Nov 16, 2020 11:11 AM CST	Tony Munno	tony.munno@onsolve.com

Scribbles Software	Nov 17, 2020 4:37 PM CST	Michael Knaeble	mike.knaeble@scribsoft.com
Journeyed	Nov 19, 2020 1:34 PM CST	Marcy Rodriguez	mrodriguez@journeyed.com
Parker Technology	Nov 18, 2020 4:20 PM CST	Heidi Barker	heidi.barker@helpmeparker.com
Duranc, Inc	Nov 19, 2020 9:57 AM CST	Ramesh Kasetty	rk@duranc.com
FortunaPix	Nov 19, 2020 7:32 AM CST	Ramesh Kasetty	rk@duranc.com
Sysintellects LLC	Nov 19, 2020 1:52 PM CST	Sales Team	sales@sysintellects.com
Oakland Consulting Group, Inc.	Nov 19, 2020 12:59 PM CST	Richard Wheeler	rwheeler@ocg-inc.com
Continuant	Nov 19, 2020 1:42 PM CST	Jeff Taylor	jeff.taylor@continuant.com

Product Name	Product Code	Description	List Price	% Discount to NCPA
	GOVM-GQA-ACR-OTF	Activities to Subrequests Conversion	\$5,000	0%
	GOVM-GQA-AE10-SUB	Additional Essentials Admin Seats 10 Pack	\$1,500	0%
	GOVM-GQA-AE2-SUB	Additional Essentials Admin Seats 2 Pack	\$500	0%
	GOVM-GQA-AE5-SUB	Additional Essentials Admin Seats 5 Pack	\$1,000	0%
	GOVM-GQA-AET-OTF	Advanced Email Tracking Setup and Configuration	\$0	0%
	GOVM-GQA-AET-SUB	Advanced Email Tracking	\$3,000	0%
	GOVM-GQA-AFO-OTF	Additional Public Records Request Type Setup and Configuration	\$0	0%
	GOVM-GQA-AFO-SUB	Additional Public Records Request Type	\$5,000	0%
	GOVM-GQA-API-OTF	API Library Setup and Configuration	\$0	0%
	GOVM-GQA-API-SUB	API Library	\$5,000	0%
	GOVM-GQA-ATS-SUB	Image-to-Text Conversion (OCR)	\$10,000	0%
	GOVM-GQA-CAM-SUB	CA Public Safety Records Compliance	\$25,000	0%
	GOVM-GQA-CCN-OTF	Custom Consulting - priced per hour, 2 hour minimum	\$300	0%
	GOVM-GQA-CEM-SUB	Legacy - Code Enforcement	\$15,000	0%
	GOVM-GQA-CLM-OTF	Claims Management Setup and Configuration	\$0	0%
	GOVM-GQA-CLM-SUB	Claims Management	\$90,000	0%
	GOVM-GQA-CMO-OTF	Complaints Setup and Configuration	\$0	0%
	GOVM-GQA-CMP-SUB	Complaints Management	\$90,000	0%
	GOVM-GQA-CNT-OTF	GovQA Enterprise - County Setup and Configuration	\$0	0%
	GOVM-GQA-CNT-SUB	GovQA Enterprise - County	\$600,000	0%
	GOVM-GQA-CP5-OTF	GovQA Enterprise - City Public Safety Setup and Configuration	\$0	0%
	GOVM-GQA-CP5-SUB	GovQA Enterprise - City Public Safety	\$200,000	0%
	GOVM-GQA-CRM-OTF	CRM/311 Setup and Configuration	\$0	0%
	GOVM-GQA-CRM-SUB	CRM/311	\$90,000	0%
	GOVM-GQA-CRS-OTF	Correspondence Management Setup and Configuration	\$0	0%
	GOVM-GQA-CRS-SUB	Correspondence Management	\$90,000	0%
	GOVM-GQA-CTM-SUB	Legacy - Contract Tracking	\$7,500	0%
	GOVM-GQA-CTY-OTF	GovQA Enterprise - City Setup and Configuration	\$0	0%
	GOVM-GQA-CTY-SUB	GovQA Enterprise - City	\$600,000	0%
	GOVM-GQA-CWI-SUB	Legacy - Cityworks Integration	\$10,000	0%
	GOVM-GQA-DMO-OTF	Discovery Management Setup and Configuration	\$0	0%
	GOVM-GQA-DNT-OTF	GovQA Enterprise - Special District Setup and Configuration	\$0	0%
	GOVM-GQA-DNT-SUB	GovQA Enterprise - Special District	\$20,000	0%
	GOVM-GQA-DSC-SUB	Discovery Management	\$250,000	0%
	GOVM-GQA-DTE-SUB	Test Environment	\$6,000	0%
	GOVM-GQA-EP1-OTF	Essentials Package 1 Setup and Configuration	\$0	0%
	GOVM-GQA-EP1-SUB	Essentials Package 1	\$10,000	0%
	GOVM-GQA-EP2-OTF	Essentials Package 2 Setup and Configuration	\$0	0%
	GOVM-GQA-EP2-SUB	Essentials Package 2	\$20,000	0%
	GOVM-GQA-EP3-OTF	Essentials Package 3 Setup and Configuration	\$0	0%
	GOVM-GQA-EP3-SUB	Essentials Package 3	\$30,000	0%
	GOVM-GQA-EP4-OTF	Essentials Package 4 Setup and Configuration	\$0	0%
	GOVM-GQA-EP4-SUB	Essentials Package 4	\$40,000	0%
	GOVM-GQA-EP5-OTF	Essentials Package 5 Setup and Configuration	\$0	0%
	GOVM-GQA-EP5-SUB	Essentials Package 5	\$50,000	0%
	GOVM-GQA-FHS-SUB	Legacy - Fortress Hosting	\$5,000	0%
	GOVM-GQA-FOI-SUB	Public Records Request Management	\$300,000	0%
	GOVM-GQA-FOP-OTF	Public Records Request Management Setup and Configuration	\$0	0%
	GOVM-GQA-FRM-OTF	Fortress Migration	\$3,000	0%
	GOVM-GQA-GIS-SUB	GIS Integration	\$5,000	0%
	GOVM-GQA-GL5-SUB	Legacy - GoLocal	\$10,000	0%
	GOVM-GQA-HDS-GBS	Hosted Data Storage (500 GB)	\$1,000	0%
	GOVM-GQA-HDS-TBS	Hosted Data Storage (TB)	\$2,000	0%
	GOVM-GQA-IAC-OTF	Interagency Request Management Setup and Configuration	\$0	0%
	GOVM-GQA-IAC-SUB	Interagency Request Management	\$90,000	0%
	GOVM-GQA-INT-OTF	Integration Setup and Configuration	\$0	0%
	GOVM-GQA-INV-OTF	Invoicing Setup and Configuration	\$0	0%
	GOVM-GQA-INV-SUB	Invoicing	\$4,000	0%
	GOVM-GQA-LCI-SUB	Legacy - Lucy Integration	\$10,000	0%
	GOVM-GQA-LDI-OTF	Legacy Data Import	\$5,000	0%
	GOVM-GQA-LGH-SUB	Legal Holds Management	\$90,000	0%
	GOVM-GQA-LHM-OTF	Legal Holds Management Setup and Configuration	\$0	0%
	GOVM-GQA-MCD-SUB	Legacy - Community Development	\$15,000	0%
	GOVM-GQA-NRS-SUB	Legacy - Non-Emergency Reporting System (NERS)	\$10,000	0%
	GOVM-GQA-OCR-OTF	Image-to-Text Conversion (OCR) Setup and Configuration	\$0	0%
	GOVM-GQA-ODP-SUB	Open Data Portal Connector	\$10,000	0%
	GOVM-GQA-OTA-OTF	GovQA - Online Training - priced per hour, 2 hour minimum	\$300	0%
	GOVM-GQA-PAY-OTF	Payments Setup and Configuration	\$0	0%
	GOVM-GQA-PAY-SUB	Payments	\$8,000	0%
	GOVM-GQA-PSE-OTF	PST Email Extractor Setup and Configuration	\$0	0%
	GOVM-GQA-PSE-SUB	PST Email Extractor	\$8,000	0%
	GOVM-GQA-RDC-OTF	Redaction Setup and Configuration	\$0	0%
	GOVM-GQA-RDC-SUB	Redaction License (per named user)	\$600	0%
	GOVM-GQA-SAM-SUB	Legacy - Subpoena Appearances	\$20,000	0%
	GOVM-GQA-SDT-OTF	Subpoena Management Setup and Configuration	\$0	0%
	GOVM-GQA-SDT-SUB	Subpoena Management	\$90,000	0%
	GOVM-GQA-SNT-OTF	GovQA Enterprise - State Setup and Configuration	\$0	0%
	GOVM-GQA-SNT-SUB	GovQA Enterprise - State	\$1,200,000	0%
	GOVM-GQA-SRP-OTF	Special Request Processing Setup and Configuration	\$0	0%
	GOVM-GQA-SRV-OTF	Additional Services Setup and Configuration	\$0	0%
	GOVM-GQA-SSO-OTF	Single Sign-on - GovQA Setup and Configuration	\$0	0%
	GOVM-GQA-SSO-SUB	Single Sign-on - GovQA	\$5,000	0%
	GOVM-GQA-STO-OTF	Additional Storage Setup and Configuration	\$0	0%
	GOVM-GQA-TST-OTF	Test Environment Setup and Configuration	\$0	0%
	GOVM-GQA-VRCI-SUB	Video Redaction Connector	\$5,000	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	GOVM-GQA-VRC-OTF	Video Redaction Connector Setup and Configuration	\$0	0%
	GOVM-GQA-WAR-SUB	WA PRA Reporting	\$2,500	0%
	GOVM-LVC-VID-SUB	GovMeetings Live Cast: govMeetings LiveCast provides the ability to manage public meetings from anywhere	\$19,260.00	0%
	GOVM-LVC-STC-OTF	GovMeetings Live Cast SetUp and Config	\$0.00	0%
	HDW-SU-MA-VID-WOW	Encoding Appliance HDW - WOWZA ClearCaster: WOWZA ClearCaster encoder is the hardware appliance use	\$2,950.00	0%
	GOVM-CLR-CAS-STC	Granicus Live Cast Encoder Setup and Configuration	\$875.00	0%
	GOVM-CLR-CAS-ARR	Granicus Live Cast Encoder Software	\$1,500.00	0%
	GXC-BND-CLB-SUB-P1	Government Experience Cloud (COLLABORATE) : Annual Subscription	\$75,000.00	0%
	GXC-BND-CLB-OTF-P1	Government Experience Cloud (COLLABORATE) : Set-up & Config	\$75,000.00	0%
	GXC-BND-CLB-TRN-P1	Government Experience Cloud (COLLABORATE) : Training	\$10,000.00	0%
	GXC-BND-CLB-SUB-P2	Government Experience Cloud (COLLABORATE) : Annual Subscription	\$150,000.00	0%
	GXC-BND-CLB-OTF-P2	Government Experience Cloud (COLLABORATE) : Set-up & Config	\$150,000.00	0%
	GXC-BND-CLB-TRN-P2	Government Experience Cloud (COLLABORATE) : Training	\$30,000.00	0%
	GXC-BND-CLB-SUB-P3	Government Experience Cloud (COLLABORATE) : Annual Subscription	\$400,000.00	0%
	GXC-BND-CLB-OTF-P3	Government Experience Cloud (COLLABORATE) : Set-up & Config	\$400,000.00	0%
	GXC-BND-CLB-TRN-P3	Government Experience Cloud (COLLABORATE) : Training	\$100,000.00	0%
	GXC-BND-CLB-SUB-P4	Government Experience Cloud (COLLABORATE) : Annual Subscription	\$1,000,000.00	0%
	GXC-BND-CLB-OTF-P4	Government Experience Cloud (COLLABORATE) : Set-up & Config	\$1,000,000.00	0%
	GXC-BND-CLB-TRN-P4	Government Experience Cloud (COLLABORATE) : Training	\$250,000.00	0%
	GXC-BND-ENG-SUB-P1	Government Experience Cloud (ENGAGE) : Annual Subscription	\$75,000.00	0%
	GXC-BND-ENG-OTF-P1	Government Experience Cloud (ENGAGE) : Set-up & Config	\$75,000.00	0%
	GXC-BND-ENG-TRN-P1	Government Experience Cloud (ENGAGE) : Training	\$10,000.00	0%
	GXC-BND-ENG-SUB-P2	Government Experience Cloud (ENGAGE) : Annual Subscription	\$150,000.00	0%
	GXC-BND-ENG-OTF-P2	Government Experience Cloud (ENGAGE) : Set-up & Config	\$150,000.00	0%
	GXC-BND-ENG-TRN-P2	Government Experience Cloud (ENGAGE) : Training	\$30,000.00	0%
	GXC-BND-ENG-SUB-P3	Government Experience Cloud (ENGAGE) : Annual Subscription	\$400,000.00	0%
	GXC-BND-ENG-OTF-P3	Government Experience Cloud (ENGAGE) : Set-up & Config	\$400,000.00	0%
	GXC-BND-ENG-TRN-P3	Government Experience Cloud (ENGAGE) : Training	\$100,000.00	0%
	GXC-BND-ENG-SUB-P4	Government Experience Cloud (ENGAGE) : Annual Subscription	\$1,000,000.00	0%
	GXC-BND-ENG-OTF-P4	Government Experience Cloud (ENGAGE) : Set-up & Config	\$1,000,000.00	0%
	GXC-BND-ENG-TRN-P4	Government Experience Cloud (ENGAGE) : Training	\$250,000.00	0%
	GXC-BND-ENT-SUB-P1	Government Experience Cloud (ENTERPRISE) : Annual Subscription	\$75,000.00	0%
	GXC-BND-ENT-OTF-P1	Government Experience Cloud (ENTERPRISE) : Set-up & Config	\$75,000.00	0%
	GXC-BND-ENT-TRN-P1	Government Experience Cloud (ENTERPRISE) : Training	\$10,000.00	0%
	GXC-BND-ENT-SUB-P2	Government Experience Cloud (ENTERPRISE) : Annual Subscription	\$150,000.00	0%
	GXC-BND-ENT-OTF-P2	Government Experience Cloud (ENTERPRISE) : Set-up & Config	\$150,000.00	0%
	GXC-BND-ENT-TRN-P2	Government Experience Cloud (ENTERPRISE) : Training	\$30,000.00	0%
	GXC-BND-ENT-SUB-P3	Government Experience Cloud (ENTERPRISE) : Annual Subscription	\$400,000.00	0%
	GXC-BND-ENT-OTF-P3	Government Experience Cloud (ENTERPRISE) : Set-up & Config	\$400,000.00	0%
	GXC-BND-ENT-TRN-P3	Government Experience Cloud (ENTERPRISE) : Training	\$100,000.00	0%
	GXC-BND-ENT-SUB-P4	Government Experience Cloud (ENTERPRISE) : Annual Subscription	\$1,000,000.00	0%
	GXC-BND-ENT-OTF-P4	Government Experience Cloud (ENTERPRISE) : Set-up & Config	\$1,000,000.00	0%
	GXC-BND-ENT-TRN-P4	Government Experience Cloud (ENTERPRISE) : Training	\$250,000.00	0%
	GXC-BND-OPT-SUB-P1	Government Experience Cloud (OPTIMIZE) : Annual Subscription	\$75,000.00	0%
	GXC-BND-OPT-OTF-P1	Government Experience Cloud (OPTIMIZE) : Set-up & Config	\$75,000.00	0%
	GXC-BND-OPT-TRN-P1	Government Experience Cloud (OPTIMIZE) : Training	\$10,000.00	0%
	GXC-BND-OPT-SUB-P2	Government Experience Cloud (OPTIMIZE) : Annual Subscription	\$150,000.00	0%
	GXC-BND-OPT-OTF-P2	Government Experience Cloud (OPTIMIZE) : Set-up & Config	\$150,000.00	0%
	GXC-BND-OPT-TRN-P2	Government Experience Cloud (OPTIMIZE) : Training	\$30,000.00	0%
	GXC-BND-OPT-SUB-P3	Government Experience Cloud (OPTIMIZE) : Annual Subscription	\$400,000.00	0%
	GXC-BND-OPT-OTF-P3	Government Experience Cloud (OPTIMIZE) : Set-up & Config	\$400,000.00	0%
	GXC-BND-OPT-TRN-P3	Government Experience Cloud (OPTIMIZE) : Training	\$100,000.00	0%
	GXC-BND-OPT-SUB-P4	Government Experience Cloud (OPTIMIZE) : Annual Subscription	\$1,000,000.00	0%
	GXC-BND-OPT-OTF-P4	Government Experience Cloud (OPTIMIZE) : Set-up & Config	\$1,000,000.00	0%
	GXC-BND-OPT-TRN-P4	Government Experience Cloud (OPTIMIZE) : Training	\$250,000.00	0%
	GXC-BND-SRV-SUB-P1	Government Experience Cloud (SERVE) : Annual Subscription	\$75,000.00	0%
	GXC-BND-SRV-OTF-P1	Government Experience Cloud (SERVE) : Set-up & Config	\$75,000.00	0%
	GXC-BND-SRV-TRN-P1	Government Experience Cloud (SERVE) : Training	\$10,000.00	0%
	GXC-BND-SRV-SUB-P2	Government Experience Cloud (SERVE) : Annual Subscription	\$150,000.00	0%
	GXC-BND-SRV-OTF-P2	Government Experience Cloud (SERVE) : Set-up & Config	\$150,000.00	0%
	GXC-BND-SRV-TRN-P2	Government Experience Cloud (SERVE) : Training	\$30,000.00	0%
	GXC-BND-SRV-SUB-P3	Government Experience Cloud (SERVE) : Annual Subscription	\$400,000.00	0%
	GXC-BND-SRV-OTF-P3	Government Experience Cloud (SERVE) : Set-up & Config	\$400,000.00	0%
	GXC-BND-SRV-TRN-P3	Government Experience Cloud (SERVE) : Training	\$100,000.00	0%
	GXC-BND-SRV-SUB-P4	Government Experience Cloud (SERVE) : Annual Subscription	\$1,000,000.00	0%
	GXC-BND-SRV-OTF-P4	Government Experience Cloud (SERVE) : Set-up & Config	\$1,000,000.00	0%
	GXC-BND-SRV-TRN-P4	Government Experience Cloud (SERVE) : Training	\$250,000.00	0%
	GXC-BND-TRS-SUB-P1	Government Experience Cloud (TRUST) : Annual Subscription	\$75,000.00	0%
	GXC-BND-TRS-OTF-P1	Government Experience Cloud (TRUST) : Set-up & Config	\$75,000.00	0%
	GXC-BND-TRS-TRN-P1	Government Experience Cloud (TRUST) : Training	\$10,000.00	0%
	GXC-BND-TRS-SUB-P2	Government Experience Cloud (TRUST) : Annual Subscription	\$150,000.00	0%
	GXC-BND-TRS-OTF-P2	Government Experience Cloud (TRUST) : Set-up & Config	\$150,000.00	0%
	GXC-BND-TRS-TRN-P2	Government Experience Cloud (TRUST) : Training	\$30,000.00	0%
	GXC-BND-TRS-SUB-P3	Government Experience Cloud (TRUST) : Annual Subscription	\$400,000.00	0%
	GXC-BND-TRS-OTF-P3	Government Experience Cloud (TRUST) : Set-up & Config	\$400,000.00	0%
	GXC-BND-TRS-TRN-P3	Government Experience Cloud (TRUST) : Training	\$100,000.00	0%
	GXC-BND-TRS-SUB-P4	Government Experience Cloud (TRUST) : Annual Subscription	\$1,000,000.00	0%
	GXC-BND-TRS-OTF-P4	Government Experience Cloud (TRUST) : Set-up & Config	\$1,000,000.00	0%
	GXC-BND-TRS-TRN-P4	Government Experience Cloud (TRUST) : Training	\$250,000.00	0%
	AE-PCL-Std-10-19	Amanda Editions Standard Annual Cost Per user, 10-19 users total	\$3,135.00	0%
	AE-PCL-Std-20-49	Amanda Editions Standard Annual Cost Per user, 20-49 users total	\$2,850.00	0%
	AE-PCL-Std-50-99	Amanda Editions Standard Annual Cost Per user, 50-99 users total	\$2,565.00	0%
	AE-PCL-Std-100-249	Amanda Editions Standard Annual Cost Per user, 100-249 users total	\$2,309.00	0%
	AE-PCL-Std-250-499	Amanda Editions Standard Annual Cost Per user, 250-499 users total	\$2,078.00	0%
	AE-PCL-Std-500-999	Amanda Editions Standard Annual Cost Per user, 500-999 users total	\$1,870.00	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	AE-PCL-Std-1000+	Amanda Editions Standard Annual Cost Per user, 1000+ users total	\$1,683.00	0%
	AE-PCL-Prof-10-19	Amanda Editions Professional Annual Cost Per user, 10-19 users total	\$3,300.00	0%
	AE-PCL-Prof-20-49	Amanda Editions Professional Annual Cost Per user, 20-49 users total	\$3,000.00	0%
	AE-PCL-Prof-50-99	Amanda Editions Professional Annual Cost Per user, 50-99 users total	\$2,700.00	0%
	AE-PCL-Prof-100-249	Amanda Editions Professional Annual Cost Per user, 100-249 users total	\$2,430.00	0%
	AE-PCL-Prof-250-499	Amanda Editions Professional Annual Cost Per user, 250-499 users total	\$2,187.00	0%
	AE-PCL-Prof-500-999	Amanda Editions Professional Annual Cost Per user, 500-999 users total	\$1,968.00	0%
	AE-PCL-Prof-1000+	Amanda Editions Professional Annual Cost Per user, 1000+ users total	\$1,771.00	0%
	AE-PCL-Ent-20-49	Amanda Editions Enterprise Annual Cost Per user, 20-49 users total	\$3,300.00	0%
	AE-PCL-Ent-50-99	Amanda Editions Enterprise Annual Cost Per user, 50-99 users total	\$2,970.00	0%
	AE-PCL-Ent-100-249	Amanda Editions Enterprise Annual Cost Per user, 100-249 users total	\$2,673.00	0%
	AE-PCL-Ent-250-499	Amanda Editions Enterprise Annual Cost Per user, 250-499 users total	\$2,406.00	0%
	AE-PCL-Ent-500-999	Amanda Editions Enterprise Annual Cost Per user, 500-999 users total	\$2,165.00	0%
	AE-PCL-Ent-1000+	Amanda Editions Enterprise Annual Cost Per user, 1000+ users total	\$1,949.00	0%
	AE-PCL-Std-Portal-10-19	Amanda Editions Standard add-on Citizen Access Portal Annual Cost per user, 10-19 users total	\$313.50	0%
	AE-PCL-Std-Portal-20-49	Amanda Editions Standard add-on Citizen Access Portal Annual Cost per user, 20-49 users total	\$285.00	0%
	AE-PCL-Std-Portal-50-99	Amanda Editions Standard add-on Citizen Access Portal Annual Cost per user, 50-99 users total	\$256.50	0%
	AE-PCL-Std-Portal-100-249	Amanda Editions Standard add-on Citizen Access Portal Annual Cost per user, 100-249 users total	\$230.90	0%
	AE-PCL-Std-Portal-250-499	Amanda Editions Standard add-on Citizen Access Portal Annual Cost per user, 250-499 users total	\$207.80	0%
	AE-PCL-Std-Portal-500-999	Amanda Editions Standard add-on Citizen Access Portal Annual Cost per user, 500-999 users total	\$187.00	0%
	AE-PCL-Std-Portal-1000+	Amanda Editions Standard add-on Citizen Access Portal Annual Cost per user, 1000+ users total	\$168.30	0%
	AE-PCL-Prof-Portal-10-19	Amanda Editions Professional add-on Citizen Access Portal Annual Cost per user, 10-19 users total	\$330.00	0%
	AE-PCL-Prof-Portal-20-49	Amanda Editions Professional add-on Citizen Access Portal Annual Cost per user, 20-49 users total	\$300.00	0%
	AE-PCL-Prof-Portal-50-99	Amanda Editions Professional add-on Citizen Access Portal Annual Cost per user, 50-99 users total	\$270.00	0%
	AE-PCL-Prof-Portal-100-249	Amanda Editions Professional add-on Citizen Access Portal Annual Cost per user, 100-249 users total	\$243.00	0%
	AE-PCL-Prof-Portal-250-499	Amanda Editions Professional add-on Citizen Access Portal Annual Cost per user, 250-499 users total	\$218.70	0%
	AE-PCL-Prof-Portal-500-999	Amanda Editions Professional add-on Citizen Access Portal Annual Cost per user, 500-999 users total	\$196.80	0%
	AE-PCL-Prof-Portal-1000+	Amanda Editions Professional add-on Citizen Access Portal Annual Cost per user, 1000+ users total	\$177.10	0%
	AE-PCL-Ent-Portal-20-49	Amanda Editions Enterprise add-on Citizen Access Portal Annual Cost per user, 20-49 users total	\$330.00	0%
	AE-PCL-Ent-Portal-50-99	Amanda Editions Enterprise add-on Citizen Access Portal Annual Cost per user, 50-99 users total	\$297.00	0%
	AE-PCL-Ent-Portal-100-249	Amanda Editions Enterprise add-on Citizen Access Portal Annual Cost per user, 100-249 users total	\$267.30	0%
	AE-PCL-Ent-Portal-250-499	Amanda Editions Enterprise add-on Citizen Access Portal Annual Cost per user, 250-499 users total	\$240.60	0%
	AE-PCL-Ent-Portal-500-999	Amanda Editions Enterprise add-on Citizen Access Portal Annual Cost per user, 500-999 users total	\$216.50	0%
	AE-PCL-Ent-Portal-1000+	Amanda Editions Enterprise add-on Citizen Access Portal Annual Cost per user, 1000+ users total	\$194.90	0%
	AE-FOI-Analytics-1-9	Amanda Editions add-on Amanda Analytics Annual Cost per user, 1-9	\$330.00	0%
	AE-FOI-Analytics-10-49	Amanda Editions add-on Amanda Analytics Annual Cost per user, 10-49	\$300.00	0%
	AE-FOI-Analytics-50-99	Amanda Editions add-on Amanda Analytics Annual Cost per user, 50-99	\$270.00	0%
	AE-FOI-Analytics-100-249	Amanda Editions add-on Amanda Analytics Annual Cost per user, 100-249	\$243.00	0%
	AE-FOI-Analytics-250-499	Amanda Editions add-on Amanda Analytics Annual Cost per user, 250-499	\$219.00	0%
	AE-FOI-Analytics-500-999	Amanda Editions add-on Amanda Analytics Annual Cost per user, 500-999	\$197.00	0%
	AE-FOI-Analytics-1000+	Amanda Editions add-on Amanda Analytics Annual Cost per user, 1000+	\$177.00	0%
	AE-PCL-Analytics-10-19	Amanda Editions add-on Amanda Analytics Annual Cost per user, 10-19	\$330.00	0%
	AE-PCL-Analytics-20-49	Amanda Editions add-on Amanda Analytics Annual Cost per user, 20-49	\$300.00	0%
	AE-PCL-Analytics-50-99	Amanda Editions add-on Amanda Analytics Annual Cost per user, 50-99	\$270.00	0%
	AE-PCL-Analytics-100-249	Amanda Editions add-on Amanda Analytics Annual Cost per user, 100-249	\$243.00	0%
	AE-PCL-Analytics-250-499	Amanda Editions add-on Amanda Analytics Annual Cost per user, 250-499	\$219.00	0%
	AE-PCL-Analytics-500-999	Amanda Editions add-on Amanda Analytics Annual Cost per user, 500-999	\$197.00	0%
	AE-PCL-Analytics-1000+	Amanda Editions add-on Amanda Analytics Annual Cost per user, 1000+	\$177.00	0%
	AE-FOI-Std-1-9	Amanda Editions FOI Standard Annual Cost Per user, 1-9 users total	\$3,135.00	0%
	AE-FOI-Std-10-49	Amanda Editions FOI Standard Annual Cost Per user, 10-49 users total	\$2,850.00	0%
	AE-FOI-Std-50-99	Amanda Editions FOI Standard Annual Cost Per user, 50-99 users total	\$2,565.00	0%
	AE-FOI-Std-100-249	Amanda Editions FOI Standard Annual Cost Per user, 100-249 users total	\$2,309.00	0%
	AE-FOI-Std-250-499	Amanda Editions FOI Standard Annual Cost Per user, 250-499 users total	\$2,078.00	0%
	AE-FOI-Std-500-999	Amanda Editions FOI Standard Annual Cost Per user, 500-999 users total	\$1,870.00	0%
	AE-FOI-Std-1000+	Amanda Editions FOI Standard Annual Cost Per user, 1000+ users total	\$1,683.00	0%
	AE-FOI-Ent-1-9	Amanda Editions FOI Enterprise Annual Cost Per user, 1-9 users total	\$3,300.00	0%
	AE-FOI-Ent-10-49	Amanda Editions FOI Enterprise Annual Cost Per user, 10-49 users total	\$3,000.00	0%
	AE-FOI-Ent-50-99	Amanda Editions FOI Enterprise Annual Cost Per user, 50-99 users total	\$2,700.00	0%
	AE-FOI-Ent-100-249	Amanda Editions FOI Enterprise Annual Cost Per user, 100-249 users total	\$2,430.00	0%
	AE-FOI-Ent-250-499	Amanda Editions FOI Enterprise Annual Cost Per user, 250-499 users total	\$2,187.00	0%
	AE-FOI-Ent-500-999	Amanda Editions FOI Enterprise Annual Cost Per user, 500-999 users total	\$1,968.00	0%
	AE-FOI-Ent-1000+	Amanda Editions FOI Enterprise Annual Cost Per user, 1000+ users total	\$1,771.00	0%
	AE-FOI-ReqPortal-Std-1-9	Amanda Editions add on FOI Requestor Portal Standard Annual Cost Per user, 1-9 users total	\$313.50	0%
	AE-FOI-ReqPortal-Std-10-49	Amanda Editions add on FOI Requestor Portal Standard Annual Cost Per user, 10-49 users total	\$285.00	0%
	AE-FOI-ReqPortal-Std-50-99	Amanda Editions add on FOI Requestor Portal Standard Annual Cost Per user, 50-99 users total	\$256.50	0%
	AE-FOI-ReqPortal-Std-100-249	Amanda Editions add on FOI Requestor Portal Standard Annual Cost Per user, 100-249 users total	\$230.90	0%
	AE-FOI-ReqPortal-Std-250-499	Amanda Editions add on FOI Requestor Portal Standard Annual Cost Per user, 250-499 users total	\$207.80	0%
	AE-FOI-ReqPortal-Std-500-999	Amanda Editions add on FOI Requestor Portal Standard Annual Cost Per user, 500-999 users total	\$187.00	0%
	AE-FOI-ReqPortal-Std-1000+	Amanda Editions add on FOI Requestor Portal Standard Annual Cost Per user, 1000+ users total	\$168.30	0%
	AE-FOI-ReqPortal-Ent-1-9	Amanda Editions add on FOI Requestor Portal Enterprise Annual Cost Per user, 1-9 users total	\$330.00	0%
	AE-FOI-ReqPortal-Ent-10-49	Amanda Editions add on FOI Requestor Portal Enterprise Annual Cost Per user, 10-49 users total	\$300.00	0%
	AE-FOI-ReqPortal-Ent-50-99	Amanda Editions add on FOI Requestor Portal Enterprise Annual Cost Per user, 50-99 users total	\$270.00	0%
	AE-FOI-ReqPortal-Ent-100-249	Amanda Editions add on FOI Requestor Portal Enterprise Annual Cost Per user, 100-249 users total	\$243.00	0%
	AE-FOI-ReqPortal-Ent-250-499	Amanda Editions add on FOI Requestor Portal Enterprise Annual Cost Per user, 250-499 users total	\$218.70	0%
	AE-FOI-ReqPortal-Ent-500-999	Amanda Editions add on FOI Requestor Portal Enterprise Annual Cost Per user, 500-999 users total	\$196.80	0%
	AE-FOI-ReqPortal-Ent-1000+	Amanda Editions add on FOI Requestor Portal Enterprise Annual Cost Per user, 1000+ users total	\$177.10	0%
	AE-FOI-Redaction-1-9	Amanda Editions add-on Amanda Redaction Annual Cost per user, 1-9	\$700.00	0%
	AE-FOI-Redaction-10-49	Amanda Editions add-on Amanda Redaction Annual Cost per user, 10-49	\$700.00	0%
	AE-FOI-Redaction-50-99	Amanda Editions add-on Amanda Redaction Annual Cost per user, 50-99	\$650.00	0%
	AE-FOI-Redaction-100-249	Amanda Editions add-on Amanda Redaction Annual Cost per user, 100-249	\$600.00	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
AE-FOI-Redaction-250-499		Amanda Editions add-on Amanda Redaction Annual Cost per user, 250-499	\$550.00	0%
AE-FOI-Redaction-500-999		Amanda Editions add-on Amanda Redaction Annual Cost per user, 500-999	\$525.00	0%
AE-FOI-Redaction-1000+		Amanda Editions add-on Amanda Redaction Annual Cost per user, 1000+	\$500.00	0%
AE-PCL-Collaboration-10-19		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 10-19	\$1,650.00	0%
AE-PCL-Collaboration-20-49		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 20-49	\$1,500.00	0%
AE-PCL-Collaboration-50-99		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 50-99	\$1,350.00	0%
AE-PCL-Collaboration-100-249		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 100-249	\$1,215.00	0%
AE-PCL-Collaboration-250-499		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 250-499	\$1,094.00	0%
AE-PCL-Collaboration-500-999		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 500-999	\$984.00	0%
AE-FOI-Collaboration-1000+		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 1000+	\$886.00	0%
AE-FOI-Collaboration-10-19		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 10-19	\$1,650.00	0%
AE-FOI-Collaboration-20-49		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 20-49	\$1,500.00	0%
AE-FOI-Collaboration-50-99		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 50-99	\$1,350.00	0%
AE-FOI-Collaboration-100-249		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 100-249	\$1,215.00	0%
AE-FOI-Collaboration-250-499		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 250-499	\$1,094.00	0%
AE-FOI-Collaboration-500-999		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 500-999	\$984.00	0%
AE-FOI-Collaboration-1000+		Amanda Editions add-on Amanda Collaboration Portal Annual Cost per user, 1000+	\$886.00	0%
AE-FOI-Redaction-Server		Amanda Editions add-on Redaction Server component (requires Amanda Add-on Redaction Annual)	\$8,271.00	0%
AE-EAI-5		Amanda Editions add-on Amanda EAI additional 5 connections	\$10,000.00	0%
AE-PCL-ScanStation		Amanda Editions add-on Scan Station server component	\$5,000.00	0%
SHP-SH-MA-VID-USSHPC		US Shipping Charge C - Large Item	\$125.00	0%
GOVD-HDL-CST-SRV		govDelivery Custom Services A	Price to be Scoped	0%
GOVA-HDL-CST-SRV		govAccess Custom Services A	Price to be Scoped	0%
GOVM-HDL-CST-SRV		govMeetings Custom Services A	Price to be Scoped	0%
GOVS-HDL-CST-SRV		govService Custom Services A	Price to be Scoped	0%
GXG-CAP-BLD-VIR-1		GXG Capacity Building (Virtual, Tier 1)	\$17,186.07	0%
GXG-CAP-BLD-VIR-2		GXG Capacity Building (Virtual, Tier 2)	\$34,372.13	0%
GXG-GOV-PLB-1		Governance and Playbooks, Tier 1	\$17,186.07	0%
GXG-GOV-PLB-2		Governance and Playbooks, Tier 2	\$34,372.13	0%
GXG-SVC-IGN		GXG Ignite -Strategic Blueprint including key audience personas, constituent journey maps, messaging frameworks, performance benchmarks and reporting. Sold as Firm Fixed Price	\$74,472.96	0%
GXG-SVC-IGN-ACT-GOVA		GXG Ignite & Activate govAccess- Strategic Blueprint including key audience personas, constituent journey m	\$166,131.99	0%
GXG-SVC-IGN-ACT-GOVD		GXG Ignite & Activate govDelivery- Strategic Blueprint including key audience personas, constituent journey i	\$166,131.99	0%
GXG-SVC-IGN-ACT-GOV5		GXG Ignite & Activate govService- Strategic Blueprint including key audience personas, constituent journey r	\$166,131.99	0%
GXG-SVC-MNG-TRNS-GOVD		GXG Manage & Transform govDelivery- up to six (6) programmatic digital campaigns with up to four (4) mess	\$166,131.99	0%
GXG-VIR-EXP-4HR		Virtual Experience Center Tier 1	\$14,321.72	0%
GXG-VIR-EXP-8HR		Virtual Experience Center Tier 2	\$28,643.45	0%
GOVS-OFM-TMS-OTF		OpenForms TEAMS - Services Setup and Configuration Package	Price to be Scoped	0%
GOVS-OFM-TMS-SUB		TEAMS - 10 users 50 forms	\$7,500.00	0%
GOVS-OFM-TRN-OTF		OpenForms Training	Price to be Scoped	0%
GOVD-BRD-ELE-SUB-1MP		Broadnet - Recurring	\$1,199,278.08	0%
GOVD-BRD-ELE-SUB-1SE		Broadnet - Non-Recurring	\$142,771.20	0%
BNC-GR-246A		Boards and Commissions Annual Subscription	\$26,400.00	0%
100-CMPG-GS-100		CampaignDocs Subscription (Minimum Threshold 10,000 Population)	\$21.34	0%
100-CMPG-GS-101		CampaignDocs Public Kiosk Subscription (Minimum Threshold 10,000 Population)	\$4.27	0%
100-CMPG-GS-102		CampaignDocs Web Publishing Subscription (Minimum Threshold 10,000 Population)	\$7.47	0%
100-CMPG-GS-103		CampaignDocs - Hosting (Minimum Threshold 10,000 Population)	\$7.05	0%
100-CMPG-GS-104		eCampaign Subscription (Minimum Threshold 10,000 Population)	\$18.14	0%
100-DISC-GS-100		DisclosureDocs Subscription (Minimum 25 Filers)	\$19.00	0%
100-DISC-GS-101		DisclosureDocs Conflict of Interest Subscription (Minimum 25 Filers)	\$6.65	0%
100-DISC-GS-102		DisclosureDocs Full Review Subscription (Minimum 25 Filers)	\$6.65	0%
100-DISC-GS-103		DisclosureDocs Public Kiosk Subscription (Minimum 25 Filers)	\$3.80	0%
100-DISC-GS-104		DisclosureDocs Web Redaction Subscription (Minimum 25 Filers)	\$6.65	0%
100-DISC-GS-105		DisclosureDocs Web Publishing Subscription (Minimum 25 Filers)	\$6.65	0%
100-DISC-GS-106		DisclosureDocs Ethics Subscription (Minimum 25 Filers)	\$16.15	0%
100-DISC-GS-107		DisclosureDocs - Hosting (Minimum 25 Filers)	\$5.02	0%
100-DISC-GS-108		eDisclosure Subscription (Minimum 25 Filers)	\$19.00	0%
100-DISC-GS-109		eDisclosure Filer Module Subscription (Minimum 25 Filers)	\$19.00	0%
100-DISC-GS-110		eDisclosure Contact Person Subscription (Minimum 25 Filers)	\$9.50	0%
300-DISC-GS-100		DisclosureDocs FPCC Certification License	\$1,500.00	0%
CAPPI		Custom API Integration. Custom integration of Host Compliance's software with any modern, well document	\$5,000.00	0%
CFTPI		Custom FTP Site Integration. Custom integration of Host Compliance's software with any well documented th	\$5,000.00	0%
CSTRDATA		Custom Short-term rental Data & Analytics. The delivery of Host Compliance's proprietary short-term rental i	\$5,000.00	0%
DCM-GD-246AC(C)		Digital Communication Management (DCM) Up to 99999 Potential Users (Annual Subscription Fee for Advan	\$2,569.78	0%
DCM-GD-246AM(C)		Digital Communication Management (DCM) Up to 99999 Potential Users (Annual Subscription Fee for Advan	\$6,777.45	0%
DCM-GD-246PC(C)		Digital Communication Management (DCM) Up to 99999 Potential Users (Annual Subscription Fee for Premis	\$4,518.30	0%
DCM-GD-247AC(C)		Digital Communication Management (DCM) 100000-249999 Potential Users (Annual Subscription Fee for Adh	\$3,322.28	0%
DCM-GD-247AM(C)		Digital Communication Management (DCM) 100000-249999 Potential Users (Annual Subscription Fee for Adh	\$9,966.83	0%
DCM-GD-247PC(C)		Digital Communication Management (DCM) 100000-249999 Potential Users (Annual Subscription Fee for Pre	\$6,644.55	0%
DCM-GD-248AC(C)		Digital Communication Management (DCM) 250000-499999 Potential Users (Annual Subscription Fee for Adh	\$4,885.69	0%
DCM-GD-248AM(C)		Digital Communication Management (DCM) 250000-499999 Potential Users (Annual Subscription Fee for Adh	\$14,657.06	0%
DCM-GD-248PC(C)		Digital Communication Management (DCM) 250000-499999 Potential Users (Annual Subscription Fee for Pre	\$9,771.37	0%
DCM-GD-249AC(C)		Digital Communication Management (DCM) 500000-999999 Potential Users (Annual Subscription Fee for Adh	\$7,184.84	0%
DCM-GD-249AM(C)		Digital Communication Management (DCM) 500000-999999 Potential Users (Annual Subscription Fee for Adh	\$21,554.51	0%
DCM-GD-249PC(C)		Digital Communication Management (DCM) 500000-999999 Potential Users (Annual Subscription Fee for Pre	\$14,369.67	0%
DCM-GD-250AC(C)		Digital Communication Management (DCM) 1000000-1999999 Potential Users (Annual Subscription Fee for /	\$10,526.62	0%
DCM-GD-250AM(C)		Digital Communication Management (DCM) 1000000-1999999 Potential Users (Annual Subscription Fee for /	\$31,579.86	0%
DCM-GD-250PC(C)		Digital Communication Management (DCM) 1000000-1999999 Potential Users (Annual Subscription Fee for /	\$21,053.24	0%
DCM-GD-251AC(C)		Digital Communication Management (DCM) 2000000-2999999 Potential Users (Annual Subscription Fee for /	\$13,868.40	0%
DCM-GD-251AM(C)		Digital Communication Management (DCM) 2000000-2999999 Potential Users (Annual Subscription Fee for /	\$41,605.21	0%
DCM-GD-251PC(C)		Digital Communication Management (DCM) 2000000-2999999 Potential Users (Annual Subscription Fee for /	\$27,736.81	0%
DCM-GD-252AC(C)		Digital Communication Management (DCM) 3000000-3999999 Potential Users (Annual Subscription Fee for /	\$17,210.19	0%
DCM-GD-252AM(C)		Digital Communication Management (DCM) 3000000-3999999 Potential Users (Annual Subscription Fee for /	\$51,630.56	0%
DCM-GD-252PC(C)		Digital Communication Management (DCM) 3000000-3999999 Potential Users (Annual Subscription Fee for /	\$34,420.37	0%
DCM-GD-253AC(C)		Digital Communication Management (DCM) 4000000-4999999 Potential Users (Annual Subscription Fee for /	\$20,551.97	0%
DCM-GD-253AM(C)		Digital Communication Management (DCM) 4000000-4999999 Potential Users (Annual Subscription Fee for /	\$61,655.91	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	DCM-GD-253PC(C)	Digital Communication Management (DCM) 4000000-4999999 Potential Users (Annual Subscription Fee for f	\$41,103.94	0%
	DCM-GD-254AC(C)	Digital Communication Management (DCM) 5000000-5999999 Potential Users (Annual Subscription Fee for f	\$23,893.75	0%
	DCM-GD-254AM(C)	Digital Communication Management (DCM) 5000000-5999999 Potential Users (Annual Subscription Fee for f	\$71,681.26	0%
	DCM-GD-254PC(C)	Digital Communication Management (DCM) 5000000-5999999 Potential Users (Annual Subscription Fee for f	\$47,787.51	0%
	DCM-GD-255A(C)	Digital Communication Management (DCM) 6000000-6999999 Potential Users (One Time Fee)	\$189,202.42	0%
	DCM-GD-255AC(C)	Digital Communication Management (DCM) 6000000-6999999 Potential Users (Annual Subscription Fee for f	\$27,842.45	0%
	DCM-GD-255AM(C)	Digital Communication Management (DCM) 6000000-6999999 Potential Users (Annual Subscription Fee for f	\$83,527.36	0%
	DCM-GD-255B(C)	Digital Communication Management (DCM) 6000000-6999999 Potential Users (Annual Subscription Fee)	\$232,020.44	0%
	DCM-GD-255FP	Digital Communication Management (DCM) Up to 6,999,999 Potential Users Annual Fee for FedRAMP Packa	\$68,446.03	0%
	DCM-GD-255PC(C)	Digital Communication Management (DCM) 6000000-6999999 Potential Users (Annual Subscription Fee for f	\$55,684.91	0%
	DCM-GD-256A(C)	Digital Communication Management (DCM) 7000000-7999999 Potential Users (One Time Fee)	\$218,853.58	0%
	DCM-GD-256AC(C)	Digital Communication Management (DCM) 7000000-7999999 Potential Users (Annual Subscription Fee for f	\$31,791.15	0%
	DCM-GD-256AM(C)	Digital Communication Management (DCM) 7000000-7999999 Potential Users (Annual Subscription Fee for f	\$95,373.45	0%
	DCM-GD-256B(C)	Digital Communication Management (DCM) 7000000-7999999 Potential Users (Annual Subscription Fee)	\$264,926.26	0%
	DCM-GD-256FP	Digital Communication Management (DCM) Up to 7,999,999 Potential Users Annual Fee for FedRAMP Packa	\$78,153.25	0%
	DCM-GD-256PC(C)	Digital Communication Management (DCM) 7000000-7999999 Potential Users (Annual Subscription Fee for f	\$63,582.30	0%
	DCM-GD-257A(C)	Digital Communication Management (DCM) 8000000-8999999 Potential Users (One Time Fee)	\$248,504.75	0%
	DCM-GD-257AC(C)	Digital Communication Management (DCM) 8000000-8999999 Potential Users (Annual Subscription Fee for f	\$35,739.85	0%
	DCM-GD-257AM(C)	Digital Communication Management (DCM) 8000000-8999999 Potential Users (Annual Subscription Fee for f	\$107,274.90	0%
	DCM-GD-257B(C)	Digital Communication Management (DCM) 8000000-8999999 Potential Users (Annual Subscription Fee)	\$297,832.08	0%
	DCM-GD-257FP	Digital Communication Management (DCM) Up to 8,999,999 Potential Users Annual Fee for FedRAMP Packa	\$87,860.46	0%
	DCM-GD-257PC(C)	Digital Communication Management (DCM) 8000000-8999999 Potential Users (Annual Subscription Fee for f	\$71,479.70	0%
	DCM-GD-258A(C)	Digital Communication Management (DCM) 9000000-9999999 Potential Users (One Time Fee)	\$278,155.91	0%
	DCM-GD-258AC(C)	Digital Communication Management (DCM) 9000000-9999999 Potential Users (Annual Subscription Fee for f	\$39,688.55	0%
	DCM-GD-258AM(C)	Digital Communication Management (DCM) 9000000-9999999 Potential Users (Annual Subscription Fee for f	\$119,065.65	0%
	DCM-GD-258B(C)	Digital Communication Management (DCM) 9000000-9999999 Potential Users (Annual Subscription Fee)	\$330,737.91	0%
	DCM-GD-258FP	Digital Communication Management (DCM) Up to 9,999,999 Potential Users Annual Fee for FedRAMP Packa	\$97,567.68	0%
	DCM-GD-258PC(C)	Digital Communication Management (DCM) 9000000-9999999 Potential Users (Annual Subscription Fee for f	\$79,377.10	0%
	DCM-GD-259A(C)	Digital Communication Management (DCM) 10000000-10999999 Potential Users (One Time Fee)	\$307,807.07	0%
	DCM-GD-259AC(C)	Digital Communication Management (DCM) 10000000-10999999 Potential Users (Annual Subscription Fee fc	\$43,637.25	0%
	DCM-GD-259AM(C)	Digital Communication Management (DCM) 10000000-10999999 Potential Users (Annual Subscription Fee fc	\$130,911.74	0%
	DCM-GD-259B(C)	Digital Communication Management (DCM) 10000000-10999999 Potential Users (Annual Subscription Fee)	\$363,643.73	0%
	DCM-GD-259FP	Digital Communication Management (DCM) Up to 10,999,999 Potential Users Annual Fee for FedRAMP Packi	\$107,274.90	0%
	DCM-GD-259PC(C)	Digital Communication Management (DCM) 10000000-10999999 Potential Users (Annual Subscription Fee fc	\$87,274.50	0%
	DCM-GD-260A(C)	Digital Communication Management (DCM) 11000000-11999999 Potential Users (One Time Fee)	\$337,458.24	0%
	DCM-GD-260AC(C)	Digital Communication Management (DCM) 11000000-11999999 Potential Users (Annual Subscription Fee fc	\$47,585.95	0%
	DCM-GD-260AM(C)	Digital Communication Management (DCM) 11000000-11999999 Potential Users (Annual Subscription Fee fc	\$142,757.84	0%
	DCM-GD-260B(C)	Digital Communication Management (DCM) 11000000-11999999 Potential Users (Annual Subscription Fee)	\$396,549.55	0%
	DCM-GD-260FP	Digital Communication Management (DCM) Up to 11,999,999 Potential Users Annual Fee for FedRAMP Packi	\$116,982.12	0%
	DCM-GD-260PC(C)	Digital Communication Management (DCM) 11000000-11999999 Potential Users (Annual Subscription Fee fc	\$95,171.89	0%
	DCM-GD-261A(C)	Digital Communication Management (DCM) 12000000-12999999 Potential Users (One Time Fee)	\$367,109.40	0%
	DCM-GD-261AC(C)	Digital Communication Management (DCM) 12000000-12999999 Potential Users (Annual Subscription Fee fc	\$51,534.65	0%
	DCM-GD-261AM(C)	Digital Communication Management (DCM) 12000000-12999999 Potential Users (Annual Subscription Fee fc	\$154,603.94	0%
	DCM-GD-261B(C)	Digital Communication Management (DCM) 12000000-12999999 Potential Users (Annual Subscription Fee)	\$429,455.38	0%
	DCM-GD-261FP	Digital Communication Management (DCM) Up to 12,999,999 Potential Users Annual Fee for FedRAMP Packi	\$128,836.61	0%
	DCM-GD-261PC(C)	Digital Communication Management (DCM) 12000000-12999999 Potential Users (Annual Subscription Fee fc	\$103,069.29	0%
	DCM-GD-262A(C)	Digital Communication Management (DCM) 13000000-13999999 Potential Users (One Time Fee)	\$396,760.57	0%
	DCM-GD-262AC(C)	Digital Communication Management (DCM) 13000000-13999999 Potential Users (Annual Subscription Fee fc	\$55,483.34	0%
	DCM-GD-262AM(C)	Digital Communication Management (DCM) 13000000-13999999 Potential Users (Annual Subscription Fee fc	\$166,450.03	0%
	DCM-GD-262B(C)	Digital Communication Management (DCM) 13000000-13999999 Potential Users (Annual Subscription Fee)	\$462,361.20	0%
	DCM-GD-262FP	Digital Communication Management (DCM) Up to 13,999,999 Potential Users Annual Fee for FedRAMP Packi	\$138,708.36	0%
	DCM-GD-262PC(C)	Digital Communication Management (DCM) 13000000-13999999 Potential Users (Annual Subscription Fee fc	\$110,966.69	0%
	DCM-GD-263A(C)	Digital Communication Management (DCM) 14000000-14999999 Potential Users (One Time Fee)	\$426,411.73	0%
	DCM-GD-263AC(C)	Digital Communication Management (DCM) 14000000-14999999 Potential Users (Annual Subscription Fee fc	\$59,432.04	0%
	DCM-GD-263AM(C)	Digital Communication Management (DCM) 14000000-14999999 Potential Users (Annual Subscription Fee fc	\$178,296.13	0%
	DCM-GD-263B(C)	Digital Communication Management (DCM) 14000000-14999999 Potential Users (Annual Subscription Fee)	\$495,267.02	0%
	DCM-GD-263FP	Digital Communication Management (DCM) Up to 14,999,999 Potential Users Annual Fee for FedRAMP Packi	\$148,580.11	0%
	DCM-GD-263PC(C)	Digital Communication Management (DCM) 14000000-14999999 Potential Users (Annual Subscription Fee fc	\$118,864.09	0%
	DCM-GD-264A(C)	Digital Communication Management (DCM) 15000000-15999999 Potential Users (One Time Fee)	\$456,062.89	0%
	DCM-GD-264AC(C)	Digital Communication Management (DCM) 15000000-15999999 Potential Users (Annual Subscription Fee fc	\$63,380.74	0%
	DCM-GD-264AM(C)	Digital Communication Management (DCM) 15000000-15999999 Potential Users (Annual Subscription Fee fc	\$190,142.22	0%
	DCM-GD-264B(C)	Digital Communication Management (DCM) 15000000-15999999 Potential Users (Annual Subscription Fee)	\$528,172.84	0%
	DCM-GD-264FP	Digital Communication Management (DCM) Up to 15,999,999 Potential Users Annual Fee for FedRAMP Packi	\$158,451.85	0%
	DCM-GD-264PC(C)	Digital Communication Management (DCM) 15000000-15999999 Potential Users (Annual Subscription Fee fc	\$126,761.48	0%
	DCM-GD-265A(C)	Digital Communication Management (DCM) 16000000-16999999 Potential Users (One Time Fee)	\$485,714.06	0%
	DCM-GD-265AC(C)	Digital Communication Management (DCM) 16000000-16999999 Potential Users (Annual Subscription Fee fc	\$67,329.44	0%
	DCM-GD-265AM(C)	Digital Communication Management (DCM) 16000000-16999999 Potential Users (Annual Subscription Fee fc	\$201,988.32	0%
	DCM-GD-265B(C)	Digital Communication Management (DCM) 16000000-16999999 Potential Users (Annual Subscription Fee)	\$561,078.67	0%
	DCM-GD-265FP	Digital Communication Management (DCM) Up to 16,999,999 Potential Users Annual Fee for FedRAMP Packi	\$168,323.60	0%
	DCM-GD-265PC(C)	Digital Communication Management (DCM) 16000000-16999999 Potential Users (Annual Subscription Fee fc	\$134,658.88	0%
	DCM-GD-266A(C)	Digital Communication Management (DCM) 17000000-17999999 Potential Users (One Time Fee)	\$515,365.22	0%
	DCM-GD-266AC(C)	Digital Communication Management (DCM) 17000000-17999999 Potential Users (Annual Subscription Fee fc	\$71,278.14	0%
	DCM-GD-266AM(C)	Digital Communication Management (DCM) 17000000-17999999 Potential Users (Annual Subscription Fee fc	\$213,834.42	0%
	DCM-GD-266B(C)	Digital Communication Management (DCM) 17000000-17999999 Potential Users (Annual Subscription Fee)	\$593,984.49	0%
	DCM-GD-266FP	Digital Communication Management (DCM) Up to 17,999,999 Potential Users Annual Fee for FedRAMP Packi	\$178,195.35	0%
	DCM-GD-266PC(C)	Digital Communication Management (DCM) 17000000-17999999 Potential Users (Annual Subscription Fee fc	\$142,556.28	0%
	DCM-GD-267A(C)	Digital Communication Management (DCM) 18000000-18999999 Potential Users (One Time Fee)	\$545,016.39	0%
	DCM-GD-267AC(C)	Digital Communication Management (DCM) 18000000-18999999 Potential Users (Annual Subscription Fee fc	\$75,226.84	0%
	DCM-GD-267AM(C)	Digital Communication Management (DCM) 18000000-18999999 Potential Users (Annual Subscription Fee fc	\$225,680.51	0%
	DCM-GD-267B(C)	Digital Communication Management (DCM) 18000000-18999999 Potential Users (Annual Subscription Fee)	\$626,890.31	0%
	DCM-GD-267FP	Digital Communication Management (DCM) Up to 18,999,999 Potential Users Annual Fee for FedRAMP Packi	\$188,067.09	0%
	DCM-GD-267PC(C)	Digital Communication Management (DCM) 18000000-18999999 Potential Users (Annual Subscription Fee fc	\$150,453.68	0%
	DCM-GD-268A(C)	Digital Communication Management (DCM) 19000000-19999999 Potential Users (One Time Fee)	\$574,667.55	0%
	DCM-GD-268AC(C)	Digital Communication Management (DCM) 19000000-19999999 Potential Users (Annual Subscription Fee fc	\$79,175.54	0%
	DCM-GD-268AM(C)	Digital Communication Management (DCM) 19000000-19999999 Potential Users (Annual Subscription Fee fc	\$237,526.61	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	DCM-GD-268B(C)	Digital Communication Management (DCM) 19000000-19999999 Potential Users (Annual Subscription Fee)	\$659,796.14	0%
	DCM-GD-268FP	Digital Communication Management (DCM) Up to 19,999,999 Potential Users Annual Fee for FedRAMP Pack	\$197,938.84	0%
	DCM-GD-268P(C)	Digital Communication Management (DCM) 19000000-19999999 Potential Users (Annual Subscription Fee)	\$158,351.07	0%
	DCM-GD-269A(C)	Digital Communication Management (DCM) 20000000-20999999 Potential Users (One Time Fee)	\$604,318.71	0%
	DCM-GD-269A(C)	Digital Communication Management (DCM) 20000000-20999999 Potential Users (Annual Subscription Fee)	\$83,124.24	0%
	DCM-GD-269AM(C)	Digital Communication Management (DCM) 20000000-20999999 Potential Users (Annual Subscription Fee)	\$249,372.71	0%
	DCM-GD-269B(C)	Digital Communication Management (DCM) 20000000-20999999 Potential Users (Annual Subscription Fee)	\$692,701.96	0%
	DCM-GD-269FP	Digital Communication Management (DCM) Up to 20,999,999 Potential Users Annual Fee for FedRAMP Pack	\$207,810.59	0%
	DCM-GD-269P(C)	Digital Communication Management (DCM) 20000000-20999999 Potential Users (Annual Subscription Fee)	\$166,248.47	0%
	DCM-GD-270A(C)	Digital Communication Management (DCM) 21000000-21999999 Potential Users (One Time Fee)	\$633,969.88	0%
	DCM-GD-270A(C)	Digital Communication Management (DCM) 21000000-21999999 Potential Users (Annual Subscription Fee)	\$87,072.93	0%
	DCM-GD-270AM(C)	Digital Communication Management (DCM) 21000000-21999999 Potential Users (Annual Subscription Fee)	\$261,218.80	0%
	DCM-GD-270B(C)	Digital Communication Management (DCM) 21000000-21999999 Potential Users (Annual Subscription Fee)	\$725,607.78	0%
	DCM-GD-270FP	Digital Communication Management (DCM) Up to 21,999,999 Potential Users Annual Fee for FedRAMP Pack	\$217,682.33	0%
	DCM-GD-270P(C)	Digital Communication Management (DCM) 21000000-21999999 Potential Users (Annual Subscription Fee)	\$174,145.87	0%
	DCM-GD-271A(C)	Digital Communication Management (DCM) 22000000-22999999 Potential Users (One Time Fee)	\$663,621.04	0%
	DCM-GD-271A(C)	Digital Communication Management (DCM) 22000000-22999999 Potential Users (Annual Subscription Fee)	\$91,021.63	0%
	DCM-GD-271AM(C)	Digital Communication Management (DCM) 22000000-22999999 Potential Users (Annual Subscription Fee)	\$273,064.90	0%
	DCM-GD-271B(C)	Digital Communication Management (DCM) 22000000-22999999 Potential Users (Annual Subscription Fee)	\$758,513.61	0%
	DCM-GD-271FP	Digital Communication Management (DCM) Up to 22,999,999 Potential Users Annual Fee for FedRAMP Pack	\$227,554.08	0%
	DCM-GD-271P(C)	Digital Communication Management (DCM) 22000000-22999999 Potential Users (Annual Subscription Fee)	\$182,043.27	0%
	DCM-GD-272A(C)	Digital Communication Management (DCM) 23000000-23999999 Potential Users (One Time Fee)	\$693,722.21	0%
	DCM-GD-272A(C)	Digital Communication Management (DCM) 23000000-23999999 Potential Users (Annual Subscription Fee)	\$94,970.33	0%
	DCM-GD-272AM(C)	Digital Communication Management (DCM) 23000000-23999999 Potential Users (Annual Subscription Fee)	\$284,910.99	0%
	DCM-GD-272B(C)	Digital Communication Management (DCM) 23000000-23999999 Potential Users (Annual Subscription Fee)	\$791,419.43	0%
	DCM-GD-272FP	Digital Communication Management (DCM) Up to 23,999,999 Potential Users Annual Fee for FedRAMP Pack	\$237,425.83	0%
	DCM-GD-272P(C)	Digital Communication Management (DCM) 23000000-23999999 Potential Users (Annual Subscription Fee)	\$189,940.66	0%
	DCM-GD-273A(C)	Digital Communication Management (DCM) 24000000-24999999 Potential Users (One Time Fee)	\$722,923.37	0%
	DCM-GD-273A(C)	Digital Communication Management (DCM) 24000000-24999999 Potential Users (Annual Subscription Fee)	\$98,919.03	0%
	DCM-GD-273AM(C)	Digital Communication Management (DCM) 24000000-24999999 Potential Users (Annual Subscription Fee)	\$296,757.09	0%
	DCM-GD-273B(C)	Digital Communication Management (DCM) 24000000-24999999 Potential Users (Annual Subscription Fee)	\$824,325.25	0%
	DCM-GD-273FP	Digital Communication Management (DCM) Up to 24,999,999 Potential Users Annual Fee for FedRAMP Pack	\$247,297.58	0%
	DCM-GD-273P(C)	Digital Communication Management (DCM) 24000000-24999999 Potential Users (Annual Subscription Fee)	\$197,838.06	0%
	DCM-GD-274A(C)	Digital Communication Management (DCM) 25000000-25999999 Potential Users (One Time Fee)	\$752,574.53	0%
	DCM-GD-274A(C)	Digital Communication Management (DCM) 25000000-25999999 Potential Users (Annual Subscription Fee)	\$102,867.73	0%
	DCM-GD-274AM(C)	Digital Communication Management (DCM) 25000000-25999999 Potential Users (Annual Subscription Fee)	\$308,603.19	0%
	DCM-GD-274B(C)	Digital Communication Management (DCM) 25000000-25999999 Potential Users (Annual Subscription Fee)	\$857,231.07	0%
	DCM-GD-274FP	Digital Communication Management (DCM) Up to 25,999,999 Potential Users Annual Fee for FedRAMP Pack	\$257,169.32	0%
	DCM-GD-274P(C)	Digital Communication Management (DCM) 25000000-25999999 Potential Users (Annual Subscription Fee)	\$205,735.46	0%
	DCM-GD-275A(C)	Digital Communication Management (DCM) 26000000-26999999 Potential Users (One Time Fee)	\$782,225.70	0%
	DCM-GD-275A(C)	Digital Communication Management (DCM) 26000000-26999999 Potential Users (Annual Subscription Fee)	\$106,816.43	0%
	DCM-GD-275AM(C)	Digital Communication Management (DCM) 26000000-26999999 Potential Users (Annual Subscription Fee)	\$320,449.28	0%
	DCM-GD-275B(C)	Digital Communication Management (DCM) 26000000-26999999 Potential Users (Annual Subscription Fee)	\$890,136.90	0%
	DCM-GD-275FP	Digital Communication Management (DCM) Up to 26,999,999 Potential Users Annual Fee for FedRAMP Pack	\$267,041.07	0%
	DCM-GD-275P(C)	Digital Communication Management (DCM) 26000000-26999999 Potential Users (Annual Subscription Fee)	\$213,632.86	0%
	DCM-GD-276A(C)	Digital Communication Management (DCM) 27000000-27999999 Potential Users (One Time Fee)	\$811,876.86	0%
	DCM-GD-276A(C)	Digital Communication Management (DCM) 27000000-27999999 Potential Users (Annual Subscription Fee)	\$110,765.13	0%
	DCM-GD-276AM(C)	Digital Communication Management (DCM) 27000000-27999999 Potential Users (Annual Subscription Fee)	\$332,295.38	0%
	DCM-GD-276B(C)	Digital Communication Management (DCM) 27000000-27999999 Potential Users (Annual Subscription Fee)	\$923,042.72	0%
	DCM-GD-276FP	Digital Communication Management (DCM) Up to 27,999,999 Potential Users Annual Fee for FedRAMP Pack	\$276,912.82	0%
	DCM-GD-276P(C)	Digital Communication Management (DCM) 27000000-27999999 Potential Users (Annual Subscription Fee)	\$221,530.25	0%
	DCM-GD-277A(C)	Digital Communication Management (DCM) 28000000-28999999 Potential Users (One Time Fee)	\$841,528.03	0%
	DCM-GD-277A(C)	Digital Communication Management (DCM) 28000000-28999999 Potential Users (Annual Subscription Fee)	\$114,713.83	0%
	DCM-GD-277AM(C)	Digital Communication Management (DCM) 28000000-28999999 Potential Users (Annual Subscription Fee)	\$344,141.48	0%
	DCM-GD-277B(C)	Digital Communication Management (DCM) 28000000-28999999 Potential Users (Annual Subscription Fee)	\$955,948.54	0%
	DCM-GD-277FP	Digital Communication Management (DCM) Up to 28,999,999 Potential Users Annual Fee for FedRAMP Pack	\$286,784.56	0%
	DCM-GD-277P(C)	Digital Communication Management (DCM) 28000000-28999999 Potential Users (Annual Subscription Fee)	\$229,427.65	0%
	DCM-GD-278A(C)	Digital Communication Management (DCM) 29000000-29999999 Potential Users (One Time Fee)	\$871,179.19	0%
	DCM-GD-278A(C)	Digital Communication Management (DCM) 29000000-29999999 Potential Users (Annual Subscription Fee)	\$118,662.52	0%
	DCM-GD-278AM(C)	Digital Communication Management (DCM) 29000000-29999999 Potential Users (Annual Subscription Fee)	\$355,987.57	0%
	DCM-GD-278B(C)	Digital Communication Management (DCM) 29000000-29999999 Potential Users (Annual Subscription Fee)	\$988,854.37	0%
	DCM-GD-278FP	Digital Communication Management (DCM) Up to 29,999,999 Potential Users Annual Fee for FedRAMP Pack	\$296,656.31	0%
	DCM-GD-278P(C)	Digital Communication Management (DCM) 29000000-29999999 Potential Users (Annual Subscription Fee)	\$237,325.05	0%
	DCM-GD-279A(C)	Digital Communication Management (DCM) 30000000-30999999 Potential Users (One Time Fee)	\$900,830.35	0%
	DCM-GD-279A(C)	Digital Communication Management (DCM) 30000000-30999999 Potential Users (Annual Subscription Fee)	\$122,611.22	0%
	DCM-GD-279AM(C)	Digital Communication Management (DCM) 30000000-30999999 Potential Users (Annual Subscription Fee)	\$367,833.67	0%
	DCM-GD-279B(C)	Digital Communication Management (DCM) 30000000-30999999 Potential Users (Annual Subscription Fee)	\$1,021,760.19	0%
	DCM-GD-279FP	Digital Communication Management (DCM) Up to 30,999,999 Potential Users Annual Fee for FedRAMP Pack	\$306,528.06	0%
	DCM-GD-279P(C)	Digital Communication Management (DCM) 30000000-30999999 Potential Users (Annual Subscription Fee)	\$245,222.45	0%
	DCM-GD-280A(C)	Digital Communication Management (DCM) 31000000-31999999 Potential Users (One Time Fee)	\$930,481.52	0%
	DCM-GD-280A(C)	Digital Communication Management (DCM) 31000000-31999999 Potential Users (Annual Subscription Fee)	\$126,559.92	0%
	DCM-GD-280AM(C)	Digital Communication Management (DCM) 31000000-31999999 Potential Users (Annual Subscription Fee)	\$379,679.76	0%
	DCM-GD-280B(C)	Digital Communication Management (DCM) 31000000-31999999 Potential Users (Annual Subscription Fee)	\$1,054,666.01	0%
	DCM-GD-280FP	Digital Communication Management (DCM) Up to 31,999,999 Potential Users Annual Fee for FedRAMP Pack	\$316,399.80	0%
	DCM-GD-280P(C)	Digital Communication Management (DCM) 31000000-31999999 Potential Users (Annual Subscription Fee)	\$253,119.84	0%
	DCM-GD-281A(C)	Digital Communication Management (DCM) 32000000-32999999 Potential Users (One Time Fee)	\$960,132.68	0%
	DCM-GD-281A(C)	Digital Communication Management (DCM) 32000000-32999999 Potential Users (Annual Subscription Fee)	\$130,508.62	0%
	DCM-GD-281AM(C)	Digital Communication Management (DCM) 32000000-32999999 Potential Users (Annual Subscription Fee)	\$391,525.86	0%
	DCM-GD-281B(C)	Digital Communication Management (DCM) 32000000-32999999 Potential Users (Annual Subscription Fee)	\$1,087,571.84	0%
	DCM-GD-281FP	Digital Communication Management (DCM) Up to 32,999,999 Potential Users Annual Fee for FedRAMP Pack	\$326,271.55	0%
	DCM-GD-281P(C)	Digital Communication Management (DCM) 32000000-32999999 Potential Users (Annual Subscription Fee)	\$261,017.24	0%
	DCM-GD-282A(C)	Digital Communication Management (DCM) 33000000-33999999 Potential Users (One Time Fee)	\$989,783.85	0%
	DCM-GD-282A(C)	Digital Communication Management (DCM) 33000000-33999999 Potential Users (Annual Subscription Fee)	\$134,457.32	0%
	DCM-GD-282AM(C)	Digital Communication Management (DCM) 33000000-33999999 Potential Users (Annual Subscription Fee)	\$403,371.96	0%
	DCM-GD-282B(C)	Digital Communication Management (DCM) 33000000-33999999 Potential Users (Annual Subscription Fee)	\$1,120,477.66	0%

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Product Name	Product Code	Description	List Price	% Discount to NCPA
	DCM-GD-296PC(C)	Digital Communication Management (DCM) 47000000-47999999 Potential Users (Annual Subscription Fee for	\$379,478.20	0%
	DCM-GD-297A(C)	Digital Communication Management (DCM) 48000000-48999999 Potential Users (One Time Fee)	\$1,434,551.31	0%
	DCM-GD-297AC(C)	Digital Communication Management (DCM) 48000000-48999999 Potential Users (Annual Subscription Fee for	\$193,687.80	0%
	DCM-GD-297AM(C)	Digital Communication Management (DCM) 48000000-48999999 Potential Users (Annual Subscription Fee for	\$581,063.40	0%
	DCM-GD-297B(C)	Digital Communication Management (DCM) 48000000-48999999 Potential Users (Annual Subscription Fee)	\$1,614,065.00	0%
	DCM-GD-297FP	Digital Communication Management (DCM) Up to 48,999,999 Potential Users Annual Fee for FedRAMP Packa	\$484,219.50	0%
	DCM-GD-297PC(C)	Digital Communication Management (DCM) 48000000-48999999 Potential Users (Annual Subscription Fee for	\$387,375.60	0%
	DCM-GD-298A(C)	Digital Communication Management (DCM) 49000000-49999999 Potential Users (One Time Fee)	\$1,464,202.47	0%
	DCM-GD-298AC(C)	Digital Communication Management (DCM) 49000000-49999999 Potential Users (Annual Subscription Fee for	\$197,636.50	0%
	DCM-GD-298AM(C)	Digital Communication Management (DCM) 49000000-49999999 Potential Users (Annual Subscription Fee for	\$592,909.50	0%
	DCM-GD-298B(C)	Digital Communication Management (DCM) 49000000-49999999 Potential Users (Annual Subscription Fee)	\$1,646,970.83	0%
	DCM-GD-298FP	Digital Communication Management (DCM) Up to 49,999,999 Potential Users Annual Fee for FedRAMP Packa	\$494,091.25	0%
	DCM-GD-298PC(C)	Digital Communication Management (DCM) 49000000-49999999 Potential Users (Annual Subscription Fee for	\$395,273.00	0%
	EDSM-GD-246A	Digital Communication Management (DCM) Up to 99999 Potential Users (One Time Fee)	\$13,489.13	0%
	EDSM-GD-246B	Digital Communication Management (DCM) Up to 99999 Potential Users (Annual Subscription Fee)	\$16,224.72	0%
	EDSM-GD-246FP	Digital Communication Management (DCM) Up to 99,999 Potential Users Annual Fee for FedRAMP Package	\$4,867.42	0%
	EDSM-GD-247A	Digital Communication Management (DCM) 100000-249999 Potential Users (One Time Fee)	\$19,836.96	0%
	EDSM-GD-247B	Digital Communication Management (DCM) 100000-249999 Potential Users (Annual Subscription Fee)	\$23,859.96	0%
	EDSM-GD-247FP	Digital Communication Management (DCM) Up to 249,999 Potential Users Annual Fee for FedRAMP Package	\$7,157.99	0%
	EDSM-GD-248A	Digital Communication Management (DCM) 250000-499999 Potential Users (One Time Fee)	\$29,118.89	0%
	EDSM-GD-248B	Digital Communication Management (DCM) 250000-499999 Potential Users (Annual Subscription Fee)	\$35,088.00	0%
	EDSM-GD-248FP	Digital Communication Management (DCM) Up to 499,999 Potential Users Annual Fee for FedRAMP Package	\$10,526.40	0%
	EDSM-GD-249A	Digital Communication Management (DCM) 500000-999999 Potential Users (One Time Fee)	\$42,900.00	0%
	EDSM-GD-249B	Digital Communication Management (DCM) 500000-999999 Potential Users (Annual Subscription Fee)	\$51,600.00	0%
	EDSM-GD-249FP	Digital Communication Management (DCM) Up to 999,999 Potential Users Annual Fee for FedRAMP Package	\$15,480.00	0%
	EDSM-GD-250A	Digital Communication Management (DCM) 1000000-1999999 Potential Users (One Time Fee)	\$62,900.00	0%
	EDSM-GD-250B	Digital Communication Management (DCM) 1000000-1999999 Potential Users (Annual Subscription Fee)	\$75,600.00	0%
	EDSM-GD-250FP	Digital Communication Management (DCM) Up to 1,999,999 Potential Users Annual Fee for FedRAMP Packa	\$22,680.00	0%
	EDSM-GD-251A	Digital Communication Management (DCM) 2000000-2999999 Potential Users (One Time Fee)	\$82,900.00	0%
	EDSM-GD-251B	Digital Communication Management (DCM) 2000000-2999999 Potential Users (Annual Subscription Fee)	\$99,600.00	0%
	EDSM-GD-251FP	Digital Communication Management (DCM) Up to 2,999,999 Potential Users Annual Fee for FedRAMP Packa	\$29,880.00	0%
	EDSM-GD-252A	Digital Communication Management (DCM) 3000000-3999999 Potential Users (One Time Fee)	\$102,900.00	0%
	EDSM-GD-252B	Digital Communication Management (DCM) 3000000-3999999 Potential Users (Annual Subscription Fee)	\$123,600.00	0%
	EDSM-GD-252FP	Digital Communication Management (DCM) Up to 3,999,999 Potential Users Annual Fee for FedRAMP Packa	\$37,080.00	0%
	EDSM-GD-253A	Digital Communication Management (DCM) 4000000-4999999 Potential Users (One Time Fee)	\$122,900.00	0%
	EDSM-GD-253B	Digital Communication Management (DCM) 4000000-4999999 Potential Users (Annual Subscription Fee)	\$147,600.00	0%
	EDSM-GD-253FP	Digital Communication Management (DCM) Up to 4,999,999 Potential Users Annual Fee for FedRAMP Packa	\$44,280.00	0%
	EDSM-GD-254A	Digital Communication Management (DCM) 5000000-5999999 Potential Users (One Time Fee)	\$142,900.00	0%
	EDSM-GD-254B	Digital Communication Management (DCM) 5000000-5999999 Potential Users (Annual Subscription Fee)	\$171,600.00	0%
	EDSM-GD-254FP	Digital Communication Management (DCM) Up to 5,999,999 Potential Users Annual Fee for FedRAMP Packa	\$50,622.00	0%
	GD-NC-201506	The NuCivic Launch provides you with a complete services package to efficiently and successfully launch youi	\$32,500.00	0%
	GEA-GR-246B	Granicus Encoding Appliance Annual Subscription	\$1,200.00	0%
	GEA-GR-246EAS	Encoding Appliance Software Annual Subscription	\$2,400.00	0%
	GEA-GR-246PES	Portable Encoder Software Annual Subscription	\$6,000.00	0%
	GEA-GR-246TEM	Template Annual Subscription	\$780.00	0%
	GEA-GR-246TMH	Template Hierarchical View Annual Subscription	\$936.00	0%
	GEA-GR-246TOP	Template Original Programming Annual Subscription	\$2,496.00	0%
	GEA-GR-246TPL	Template Player Annual Subscription	\$624.00	0%
	GLP-GD-246A	Learning Module Up to 999 Potential Users One Time Fee	\$3,840.00	0%
	GLP-GD-246AP	Learning Module Up to 999 Potential Users Annual Subscription Fee for Action Plan Package	\$7,164.00	0%
	GLP-GD-246B	Learning Module Up to 999 Potential Users Annual Subscription Fee	\$23,760.00	0%
	GLP-GD-247A	Learning Module 1,000 to 2,499 Potential Users One Time Fee	\$9,600.00	0%
	GLP-GD-247AP	Learning Module 1,000 to 2,499 Potential Users Annual Subscription Fee for Action Plan Package	\$9,552.00	0%
	GLP-GD-247B	Learning Module 1,000 to 2,499 Potential Users Annual Subscription Fee	\$32,400.00	0%
	GLP-GD-248A	Learning Module 2,500 to 4,999 Potential Users One Time Fee	\$15,360.00	0%
	GLP-GD-248AP	Learning Module 2,500 to 4,999 Potential Users Annual Subscription Fee for Action Plan Package	\$14,328.00	0%
	GLP-GD-248B	Learning Module 2,500 to 4,999 Potential Users Annual Subscription Fee	\$43,200.00	0%
	GLP-GD-249A	Learning Module 5,000 to 9,999 Potential Users One Time Fee	\$19,200.00	0%
	GLP-GD-249AP	Learning Module 5,000 to 9,999 Potential Users Annual Subscription Fee for Action Plan Package	\$19,104.00	0%
	GLP-GD-249B	Learning Module 5,000 to 9,999 Potential Users Annual Subscription Fee	\$57,600.00	0%
	GLP-GD-250A	Learning Module 10,000 to 24,999 Potential Users One Time Fee	\$28,800.00	0%
	GLP-GD-250AP	Learning Module 10,000 to 24,999 Potential Users Annual Subscription Fee for Action Plan Package	\$23,880.00	0%
	GLP-GD-250B	Learning Module 10,000 to 24,999 Potential Users Annual Subscription Fee	\$72,000.00	0%
	GLP-GD-251A	Learning Module 25,000 to 49,999 Potential Users One Time Fee	\$38,400.00	0%
	GLP-GD-251AP	Learning Module 25,000 to 49,999 Potential Users Annual Subscription Fee for Action Plan Package	\$28,560.00	0%
	GLP-GD-251B	Learning Module 25,000 to 49,999 Potential Users Annual Subscription Fee	\$86,400.00	0%
	GLP-GD-252A	Learning Module 50,000 to 99,999 Potential Users One Time Fee	\$48,000.00	0%
	GLP-GD-252AP	Learning Module 50,000 to 99,999 Potential Users Annual Subscription Fee for Action Plan Package.	\$33,432.00	0%
	GLP-GD-252B	Learning Module 50,000 to 99,999 Potential Users Annual Subscription Fee	\$108,000.00	0%
	GMP-GD-246A	Mentoring Module Up to 999 Potential Users One Time Fee	\$3,582.00	0%
	GMP-GD-246B	Mentoring Module Up to 999 Potential Users Annual Subscription Fee	\$21,492.00	0%
	GMP-GD-247A	Mentoring Module 1,000 to 2,499 Potential Users One Time Fee	\$4,776.00	0%
	GMP-GD-247B	Mentoring Module 1,000 to 2,499 Potential Users Annual Subscription Fee	\$28,656.00	0%
	GMP-GD-248A	Mentoring Module 2,500 to 4,999 Potential Users One Time Fee	\$8,358.00	0%
	GMP-GD-248B	Mentoring Module 2,500 to 4,999 Potential Users Annual Subscription Fee	\$42,984.00	0%
	GMP-GD-249A	Mentoring Module 5,000 to 9,999 Potential Users One Time Fee	\$14,328.00	0%
	GMP-GD-249B	Mentoring Module 5,000 to 9,999 Potential Users Annual Subscription Fee	\$57,312.00	0%
	GMP-GD-250A	Mentoring Module 10,000 to 24,999 Potential Users One Time Fee	\$23,880.00	0%
	GMP-GD-250B	Mentoring Module 10,000 to 24,999 Potential Users Annual Subscription Fee	\$71,640.00	0%
	GMP-GD-251A	Mentoring Module 25,000 to 49,999 Potential Users One Time Fee	\$29,850.00	0%
	GMP-GD-251B	Mentoring Module 25,000 to 49,999 Potential Users Annual Subscription Fee	\$85,968.00	0%
	GMP-GD-252A	Mentoring Module 50,000 to 99,999 Potential Users One Time Fee	\$41,790.00	0%
	GMP-GD-252B	Mentoring Module 50,000 to 99,999 Potential Users Annual Subscription Fee	\$100,296.00	0%
	GOVD-CSC-SMS-FTEU	Free To End User SMS/Text price per message. Covers the entire cost of SMS messages so end users do not in	\$0.10	0%
	GOVS-DD-CNT-MAN -T1	Contract Management Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$275.52	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	GOVS-DD-CNT-MAN -T10	Contract Management Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$2.21	0%
	GOVS-DD-CNT-MAN -T11	Contract Management Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$1.98	0%
	GOVS-DD-CNT-MAN -T2	Contract Management Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$7.27	0%
	GOVS-DD-CNT-MAN -T3	Contract Management Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$6.17	0%
	GOVS-DD-CNT-MAN -T4	Contract Management Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$4.41	0%
	GOVS-DD-CNT-MAN -T5	Contract Management Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$3.53	0%
	GOVS-DD-CNT-MAN -T6	Contract Management Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$3.08	0%
	GOVS-DD-CNT-MAN -T7	Contract Management Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$2.87	0%
	GOVS-DD-CNT-MAN -T8	Contract Management Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$2.65	0%
	GOVS-DD-CNT-MAN -T9	Contract Management Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$2.42	0%
	GSV-GR-109	Package of three (3) Service Build Credits. Scoping required and Granicus will determine the number of Servi	\$9,885.00	0%
	GSV-GR-110	Package of five (5) Service Build Credits. Scoping required and Granicus will determine the number of Service	\$16,475.00	0%
	GSV-GR-111	Package of ten (10) Service Build Credits. Scoping required and Granicus will determine the number of Servic	\$32,950.00	0%
	GSV-GR-112	Package of fifty (50) Service Build Credits. Scoping required and Granicus will determine the number of Servi	\$160,750.00	0%
	GSV-GR-113	Package of one hundred (100) Service Build Credits. Scoping required and Granicus will determine the numb	\$314,000.00	0%
	GSV-GR-114	Package of five hundred (500) Service Build Credits. Scoping required and Granicus will determine the numb	\$1,315,000.00	0%
	GTS-GR-246AP	Government Transparency Package Annual Subscription	\$19,260.00	0%
	HTC-Q-599	Host Tax Reporting and Collection Platform. Mobile-enabled online forms and back-end systems for streamli	\$5,000.00	0%
	HTC-600+	Host Tax Reporting and Collection Platform. Mobile-enabled online forms and back-end systems for streamli	\$8.00	0%
	LEG-GR-246DMCS	Legislative Agenda Management Data Migration	\$40,375.00	0%
	LEG-GR-246OP	Legistar Open Platform Package Annual Subscription	\$28,080.00	0%
	MES-GR-246MP	Meeting Efficiency Suite Minutes Package Annual Subscription	\$15,120.00	0%
	MTS-MS-MA-VID-CCSAM	Post-Meeting Verbatim Closed Captions.	\$283.50	0%
	MTS-MS-MA-VID-CCSRT	Remote Real-Time Closed Captioning.	\$195.75	0%
	MTS-MS-MA-VID-IPS	Post-Meeting Indexing and Publishing Services.	\$148.50	0%
	MTS-MS-MA-VID-MNAS	Post-Meeting Minutes Document.	\$283.50	0%
	MTS-MS-MA-VID-TS	Post-Meeting Verbatim Transcript.	\$283.50	0%
	NC-Csub-12	NuCivic Custom Subscription-12 months	\$60,000.00	0%
	NC-Sub-12	NuCivic Subscription-12 months	\$50,000.00	0%
	NVS-GR-246A	Novus Agenda Management Annual Subcripion	\$25,740.00	0%
	NVS-GR-246NAD	Novus Agenda Active Directory Integration Annual Subscription	\$1,000.00	0%
	NVS-GR-246NLA	Novus Laserfiche Integration Annual Subscription	\$600.00	0%
	NVS-GR-246NNVNH	Novus Agenda Hosting Annual Subscription	\$1,000.00	0%
	NVS-GR-246NVA	Novus Agenda Voting Annual Subscription	\$600.00	0%
	NVS-GR-246NVGA	Novus Agenda Granicus Integration Annual Subscription	\$600.00	0%
	NVS-GR-246NVSA	Novus Agenda Video Storage Annual Subscription	\$200.00	0%
	NVS-GR-246NVSTA	Novus Agenda 24x7 Video Streaming Annual Subscription	\$1,000.00	0%
	NVS-GR-246VSA	Novus Agenda Video Streaming Annual Subscription	\$9,000.00	0%
	PAS-GR-246AP	Performance Accelerator Advanced Packge Annual Subscription	\$4,800.00	0%
	PEA-GR-246A	Peak Agenda Management Annual Subscription	\$25,740.00	0%
	PFS-3PARTY-BANG	Granicus Bang the Table Annual Subscription - Non-Recurring	\$15,000.00	0%
	PFS-PS-CO-CC-CUSTSHCODE	Custom Shortcode-Lease of a unique, dedicated custom shortcode	\$24,000.00	0%
	PFS-PS-CO-INTXT-SC	Interactive Text Messaging - (One Time Activation Fee)	\$23,607.00	0%
	PFS-PS-DM-OOS-DMLEG	Data Migration into Legistar	\$270.00	0%
	PFS-PS-DM-OOS-DMMM	Data Migration into Media Manager	\$270.00	0%
	PS-GOVS-BUILD-CRED	govService Build Credits provide for the requirements mapping, design, development, configuration and qual	\$3,295.00	0%
	SAS-3PARTY-BANG	Granicus Bang the Table Annual Subscription (State) - Recurring	\$33,100.00	0%
	SAS-CONTENT-GA-WDK1	Developer Toolkit Annual Fee (population up to 8,000)	\$2,400.00	0%
	SAS-CONTENT-GA-WDK10	Developer Toolkit Annual Fee (population up to 167,001 - 233,000)	\$11,000.00	0%
	SAS-CONTENT-GA-WDK11	Developer Toolkit Annual Fee (population up to 233,001+)	\$14,200.00	0%
	SAS-CONTENT-GA-WDK2	Developer Toolkit Annual Fee (population up to 8,001 -17,000)	\$2,700.00	0%
	SAS-CONTENT-GA-WDK3	Developer Toolkit Annual Fee (population up to 17,001 - 25,000)	\$3,000.00	0%
	SAS-CONTENT-GA-WDK4	Developer Toolkit Annual Fee (population up to 25,001 - 33,000)	\$3,300.00	0%
	SAS-CONTENT-GA-WDK5	Developer Toolkit Annual Fee (population up to 33,001 - 50,000)	\$3,800.00	0%
	SAS-CONTENT-GA-WDK6	Developer Toolkit Annual Fee (population up to 50,001 - 67,000)	\$4,500.00	0%
	SAS-CONTENT-GA-WDK7	Developer Toolkit Annual Fee (population up to 67,001 - 83,000)	\$5,600.00	0%
	SAS-CONTENT-GA-WDK8	Developer Toolkit Annual Fee (population up to 83,001 - 100,000)	\$7,000.00	0%
	SAS-CONTENT-GA-WDK9	Developer Toolkit Annual Fee (population up to 100,001 - 167,000)	\$8,800.00	0%
	SAS-GOVA-BNDL-ESNTL1	govAccess Essentials Annual Fee (population up to 8,000)	\$4,000.00	0%
	SAS-GOVA-BNDL-ESNTL10	govAccess Essentials Annual Fee (population up to 167,001 - 233,000)	\$18,400.00	0%
	SAS-GOVA-BNDL-ESNTL11	govAccess Essentials Annual Fee (population up to 233,001+)	\$23,700.00	0%
	SAS-GOVA-BNDL-ESNTL2	govAccess Essentials Annual Fee (population up to 8,001 -17,000)	\$4,500.00	0%
	SAS-GOVA-BNDL-ESNTL3	govAccess Essentials Annual Fee (population up to 17,001 - 25,000)	\$5,000.00	0%
	SAS-GOVA-BNDL-ESNTL4	govAccess Essentials Annual Fee (population up to 25,001 - 33,000)	\$5,500.00	0%
	SAS-GOVA-BNDL-ESNTL5	govAccess Essentials Annual Fee (population up to 33,001 - 50,000)	\$6,400.00	0%
	SAS-GOVA-BNDL-ESNTL6	govAccess Essentials Annual Fee (population up to 50,001 - 67,000)	\$7,600.00	0%
	SAS-GOVA-BNDL-ESNTL7	govAccess Essentials Annual Fee (population up to 67,001 - 83,000)	\$9,400.00	0%
	SAS-GOVA-BNDL-ESNTL8	govAccess Essentials Annual Fee (population up to 83,001 - 100,000)	\$11,700.00	0%
	SAS-GOVA-BNDL-ESNTL9	govAccess Essentials Annual Fee (population up to 100,001 - 167,000)	\$14,600.00	0%
	SAS-GOVA-BNDL-PROF1	govAccess Professional Annual Fee (population up to 8,000)	\$6,400.00	0%
	SAS-GOVA-BNDL-PROF10	govAccess Professional Annual Fee (population up to 167,001 - 233,000)	\$29,400.00	0%
	SAS-GOVA-BNDL-PROF11	govAccess Professional Annual Fee (population up to 233,001+)	\$37,900.00	0%
	SAS-GOVA-BNDL-PROF2	govAccess Professional Annual Fee (population up to 8,001 -17,000)	\$7,200.00	0%
	SAS-GOVA-BNDL-PROF3	govAccess Professional Annual Fee (population up to 17,001 - 25,000)	\$8,000.00	0%
	SAS-GOVA-BNDL-PROF4	govAccess Professional Annual Fee (population up to 25,001 - 33,000)	\$8,800.00	0%
	SAS-GOVA-BNDL-PROF5	govAccess Professional Annual Fee (population up to 33,001 - 50,000)	\$10,200.00	0%
	SAS-GOVA-BNDL-PROF6	govAccess Professional Annual Fee (population up to 50,001 - 67,000)	\$12,100.00	0%
	SAS-GOVA-BNDL-PROF7	govAccess Professional Annual Fee (population up to 67,001 - 83,000)	\$15,000.00	0%
	SAS-GOVA-BNDL-PROF8	govAccess Professional Annual Fee (population up to 83,001 - 100,000)	\$18,700.00	0%
	SAS-GOVA-BNDL-PROF9	govAccess Professional Annual Fee (population up to 100,001 - 167,000)	\$23,400.00	0%
	SAS-GOVS-BNDL-CLERK	Public Records Request Module includes access to the core platform:- Up to 3 digital services (ie., workflows/	\$5,095.00	0%
	SAS-SB-CO-INTXT	Interactive Text Messaging - customized campaigns to collect the data with multiple question types, built-in I	\$52,460.00	0%
	SAS-SE-GT-CD-HOSTING-T1	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 1 - 10,000 Population. Annual Fie	\$255.00	0%
	SAS-SE-GT-CD-HOSTING-T10	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 4,000,001 - 10,000,000 Populatic	\$0.30	0%
	SAS-SE-GT-CD-HOSTING-T11	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 10,000,001 + Population. Priced	\$0.18	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	SAS-SE-GT-CD-HOSTING-T2	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 10,001 - 50,000 Population. Price	\$9.00	0%
	SAS-SE-GT-CD-HOSTING-T3	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 50,001 - 70,000 Population. Price	\$4.20	0%
	SAS-SE-GT-CD-HOSTING-T4	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 70,001 - 200,000 Population. Pri	\$3.00	0%
	SAS-SE-GT-CD-HOSTING-T5	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 200,001 - 500,000 Population. Pr	\$1.58	0%
	SAS-SE-GT-CD-HOSTING-T6	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 500,001 - 750,000 Population. Pr	\$1.28	0%
	SAS-SE-GT-CD-HOSTING-T7	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 750,001 - 1,000,000 Population.	\$1.13	0%
	SAS-SE-GT-CD-HOSTING-T8	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 1,000,001 - 2,000,000 Populatio	\$0.78	0%
	SAS-SE-GT-CD-HOSTING-T9	CampaignDocs Annual Hosting Fee - Fee for Hosting on SouthTech Servers - 2,000,001 - 4,000,000 Populatio	\$0.66	0%
	SAS-SE-GT-DD-HOSTING-T1	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 1 - 25 Filers per Year. Annual Fla	\$150.00	0%
	SAS-SE-GT-DD-HOSTING-T10	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 4,001 - 10,000 Filers per Year. Pi	\$0.40	0%
	SAS-SE-GT-DD-HOSTING-T11	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 10,001 + Filers per Year. Priced i	\$0.30	0%
	SAS-SE-GT-DD-HOSTING-T2	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 26 - 50 Filers per Year. Priced pe	\$3.96	0%
	SAS-SE-GT-DD-HOSTING-T3	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 51 - 100 Filers per Year. Priced p	\$4.48	0%
	SAS-SE-GT-DD-HOSTING-T4	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 101 - 200 Filers per Year. Priced p	\$3.20	0%
	SAS-SE-GT-DD-HOSTING-T5	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 201 - 400 Filers per Year. Priced	\$1.92	0%
	SAS-SE-GT-DD-HOSTING-T6	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 401 - 600 Filers per Year. Priced	\$1.34	0%
	SAS-SE-GT-DD-HOSTING-T7	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 601 - 1,000 Filers per Year. Price	\$1.04	0%
	SAS-SE-GT-DD-HOSTING-T8	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 1,001 - 2,000 Filers per Year. Pri	\$0.72	0%
	SAS-SE-GT-DD-HOSTING-T9	Disclosure Docs Annual Hosting Fee - Fee for hosting on SouthTech Servers - 2,001 - 4,000 Filers per Year. Pri	\$0.53	0%
	SAS-SE-GT-DIS-LEASE-T1	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$567.24	0%
	SAS-SE-GT-DIS-LEASE-T10	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$4.54	0%
	SAS-SE-GT-DIS-LEASE-T11	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$4.08	0%
	SAS-SE-GT-DIS-LEASE-T2	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$14.97	0%
	SAS-SE-GT-DIS-LEASE-T3	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$12.71	0%
	SAS-SE-GT-DIS-LEASE-T4	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$9.08	0%
	SAS-SE-GT-DIS-LEASE-T5	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$7.26	0%
	SAS-SE-GT-DIS-LEASE-T6	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$6.35	0%
	SAS-SE-GT-DIS-LEASE-T7	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$5.90	0%
	SAS-SE-GT-DIS-LEASE-T8	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$5.45	0%
	SAS-SE-GT-DIS-LEASE-T9	DisclosureDocs - Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mc	\$4.99	0%
	SAS-SE-GT-ECAM-T1	eCampaign - Filer Module - 1 - 10,000 Population. Annual Flat Fee.	\$661.20	0%
	SAS-SE-GT-ECAM-T10	eCampaign - Filer Module - 4,000,001 - 10,000,000 Population. Priced Per Thousand/Year.	\$1.94	0%
	SAS-SE-GT-ECAM-T11	eCampaign - Filer Module - 10,000,001 + Population. Priced Per Thousand/Year.	\$1.17	0%
	SAS-SE-GT-ECAM-T2	eCampaign - Filer Module - 10,001 - 50,000 Population. Priced Per Thousand/Year.	\$23.34	0%
	SAS-SE-GT-ECAM-T3	eCampaign - Filer Module - 50,001 - 70,000 Population. Priced Per Thousand/Year.	\$16.34	0%
	SAS-SE-GT-ECAM-T4	eCampaign - Filer Module - 70,001 - 200,000 Population. Priced Per Thousand/Year.	\$11.67	0%
	SAS-SE-GT-ECAM-T5	eCampaign - Filer Module - 200,001 - 500,000 Population. Priced Per Thousand/Year.	\$8.17	0%
	SAS-SE-GT-ECAM-T6	eCampaign - Filer Module - 500,001 - 750,000 Population. Priced Per Thousand/Year.	\$6.61	0%
	SAS-SE-GT-ECAM-T7	eCampaign - Filer Module - 750,001 - 1,000,000 Population. Priced Per Thousand/Year.	\$5.83	0%
	SAS-SE-GT-ECAM-T8	eCampaign - Filer Module - 1,000,001 - 2,000,000 Population. Priced Per Thousand/Year.	\$5.06	0%
	SAS-SE-GT-ECAM-T9	eCampaign - Filer Module - 2,000,001 - 4,000,000 Population. Priced Per Thousand/Year.	\$4.28	0%
	SAS-SE-GT-HOSTING-T1	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 1 - 25 Filers per Year. Annual Flat Fee.	\$150.00	0%
	SAS-SE-GT-HOSTING-T10	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 4,001 - 10,000 Filers per Year. Priced per Filer/Ye	\$0.40	0%
	SAS-SE-GT-HOSTING-T11	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 10,001 + Filers per Year. Priced per Filer/Year.	\$0.30	0%
	SAS-SE-GT-HOSTING-T2	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 26 - 50 Filers per Year. Priced per Filer/Year.	\$3.96	0%
	SAS-SE-GT-HOSTING-T3	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 51 - 100 Filers per Year. Priced per Filer/Year.	\$4.48	0%
	SAS-SE-GT-HOSTING-T4	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 101 - 200 Filers per Year. Priced per Filer/Year.	\$3.20	0%
	SAS-SE-GT-HOSTING-T5	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 201 - 400 Filers per Year. Priced per Filer/Year.	\$1.92	0%
	SAS-SE-GT-HOSTING-T6	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 401 - 600 Filers per Year. Priced per Filer/Year.	\$1.34	0%
	SAS-SE-GT-HOSTING-T7	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$1.04	0%
	SAS-SE-GT-HOSTING-T8	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 1,001 - 2,000 Filers per Year. Priced per Filer/Year	\$0.72	0%
	SAS-SE-GT-HOSTING-T9	Annual Hosting Fee - Fee for hosting on SouthTech Servers - 2,001 - 4,000 Filers per Year. Priced per Filer/Year	\$0.53	0%
	SAS-SE-MA-LEG-LSRF	Legistar Add-On - Laserfiche Integration is for the Legistar/Laserfiche integration that allows for documents t	\$1,200.00	0%
	SAS-SE-MA-LEG-MCC	Legistar Add-On - MuniCode Integration is for the Legistar/MuniCode integration which allows a user on InSil	\$1,620.00	0%
	SAS-SE-MA-LEG-TRDB	Legistar training database allows the customer to have one additional Legistar training database and InSite e	\$2,430.00	0%
	SAS-SE-MA-MIN-MINTC	the one-time cost for creating a minutes template so that a user has a way to output minutes data into a pre	\$945.00	0%
	SAS-SE-MA-MIN-TPAGMN	Template - Agenda or Minutes - Word Add-In is for a template created using the Word Add-in, which a client	\$780.00	0%
	SAS-SE-MA-MIN-TPHTML	Template - Agenda or Minutes - HTML is for a template created using HTML, which a client uses to output mi	\$780.00	0%
	SAS-SE-MA-VCT-ADDVP	VoteCast Additional Voters Package adds additional voting stations for VoteCast to increase the number of st	\$12,900.00	0%
	SAS-SE-MA-VID-PA	Performance Accelerator Suite provides the ability to utilize the performance accelerator within a network. F	\$4,800.00	0%
	SAS-SE-MA-VID-TCVP	creating a custom view page	\$780.00	0%
	SAS-SE-STS-GT-CAM-LEASE-T1	CampaignDocs Management SC26:C31uite for Filing Officer (Filer Manager,Configuration Module, Emails, Re	\$771.48	0%
	SAS-SE-STS-GT-CAM-LEASE-T10	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$2.27	0%
	SAS-SE-STS-GT-CAM-LEASE-T11	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$1.36	0%
	SAS-SE-STS-GT-CAM-LEASE-T2	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$27.23	0%
	SAS-SE-STS-GT-CAM-LEASE-T3	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$19.06	0%
	SAS-SE-STS-GT-CAM-LEASE-T4	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$13.61	0%
	SAS-SE-STS-GT-CAM-LEASE-T5	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$9.53	0%
	SAS-SE-STS-GT-CAM-LEASE-T6	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$7.71	0%
	SAS-SE-STS-GT-CAM-LEASE-T7	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$6.81	0%
	SAS-SE-STS-GT-CAM-LEASE-T8	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$5.90	0%
	SAS-SE-STS-GT-CAM-LEASE-T9	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module,Emails, Reports, Let	\$4.99	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T1	CampaignDocs - Public Kiosk Module - 1 - 10,000 Population. Annual Flat Fee.	\$165.36	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T10	CampaignDocs - Public Kiosk Module - 4,000,001 - 10,000,000 Population. Priced Per Thousand/Year.	\$0.49	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T11	CampaignDocs - Public Kiosk Module - 10,000,001 + Population. Priced Per Thousand/Year.	\$0.29	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T2	CampaignDocs - Public Kiosk Module - 10,001 - 50,000 Population. Priced Per Thousand/Year.	\$5.83	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T3	CampaignDocs - Public Kiosk Module - 50,001 - 70,000 Population. Priced Per Thousand/Year.	\$4.08	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T4	CampaignDocs - Public Kiosk Module - 70,001 - 200,000 Population. Priced Per Thousand/Year.	\$2.92	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T5	CampaignDocs - Public Kiosk Module - 200,001 - 500,000 Population. Priced Per Thousand/Year.	\$2.04	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T6	CampaignDocs - Public Kiosk Module - 500,001 - 750,000 Population. Priced Per Thousand/Year.	\$1.65	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T7	CampaignDocs - Public Kiosk Module - 750,001 - 1,000,000 Population. Priced Per Thousand/Year.	\$1.46	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T8	CampaignDocs - Public Kiosk Module - 1,000,001 - 2,000,000 Population. Priced Per Thousand/Year.	\$1.26	0%
	SAS-SE-STS-GT-CAM-PUBLIC-T9	CampaignDocs - Public Kiosk Module - 2,000,001 - 4,000,000 Population. Priced Per Thousand/Year.	\$1.07	0%
	SAS-SE-STS-GT-CAM-WEB-T1	CampaignDocs - Web Redaction / Publishing Module - 1 - 10,000 Population. Annual Flat Fee.	\$330.60	0%
	SAS-SE-STS-GT-CAM-WEB-T10	CampaignDocs - Web Redaction / Publishing Module - 4,000,001 - 10,000,000 Population. Priced Per Thousa	\$0.97	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	SAS-SE-STS-GT-CAM-WEB-T11	CampaignDocs - Web Redaction / Publishing Module - 10,000,001 + Population. Priced Per Thousand/Year.	\$0.58	0%
	SAS-SE-STS-GT-CAM-WEB-T2	CampaignDocs - Web Redaction / Publishing Module - 10,001 - 50,000 Population. Priced Per Thousand/Year	\$11.67	0%
	SAS-SE-STS-GT-CAM-WEB-T3	CampaignDocs - Web Redaction / Publishing Module - 50,001 - 70,000 Population. Priced Per Thousand/Year	\$8.17	0%
	SAS-SE-STS-GT-CAM-WEB-T4	CampaignDocs - Web Redaction / Publishing Module - 70,001 - 200,000 Population. Priced Per Thousand/Year	\$5.83	0%
	SAS-SE-STS-GT-CAM-WEB-T5	CampaignDocs - Web Redaction / Publishing Module - 200,001 - 500,000 Population. Priced Per Thousand/Year	\$4.08	0%
	SAS-SE-STS-GT-CAM-WEB-T6	CampaignDocs - Web Redaction / Publishing Module - 500,001 - 750,000 Population. Priced Per Thousand/Year	\$3.31	0%
	SAS-SE-STS-GT-CAM-WEB-T7	CampaignDocs - Web Redaction / Publishing Module - 750,001 - 1,000,000 Population. Priced Per Thousand/Year	\$2.92	0%
	SAS-SE-STS-GT-CAM-WEB-T8	CampaignDocs - Web Redaction / Publishing Module - 1,000,001 - 2,000,000 Population. Priced Per Thousand/Year	\$2.53	0%
	SAS-SE-STS-GT-CAM-WEB-T9	CampaignDocs - Web Redaction / Publishing Module - 2,000,001 - 4,000,000 Population. Priced Per Thousand/Year	\$2.14	0%
	SAS-SE-STS-GT-DD-COI-T1	Conflict of Interest Code Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$194.52	0%
	SAS-SE-STS-GT-DD-COI-T10	Conflict of Interest Code Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$1.56	0%
	SAS-SE-STS-GT-DD-COI-T11	Conflict of Interest Code Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$1.40	0%
	SAS-SE-STS-GT-DD-COI-T2	Conflict of Interest Code Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$5.13	0%
	SAS-SE-STS-GT-DD-COI-T3	Conflict of Interest Code Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$4.36	0%
	SAS-SE-STS-GT-DD-COI-T4	Conflict of Interest Code Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$3.11	0%
	SAS-SE-STS-GT-DD-COI-T5	Conflict of Interest Code Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$2.49	0%
	SAS-SE-STS-GT-DD-COI-T6	Conflict of Interest Code Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$2.18	0%
	SAS-SE-STS-GT-DD-COI-T7	Conflict of Interest Code Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$2.02	0%
	SAS-SE-STS-GT-DD-COI-T8	Conflict of Interest Code Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$1.87	0%
	SAS-SE-STS-GT-DD-COI-T9	Conflict of Interest Code Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$1.71	0%
	SAS-SE-STS-GT-DD-FULL-T1	DisclosureDocs - Full Review Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$194.52	0%
	SAS-SE-STS-GT-DD-FULL-T10	DisclosureDocs - Full Review Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$1.56	0%
	SAS-SE-STS-GT-DD-FULL-T11	DisclosureDocs - Full Review Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$1.40	0%
	SAS-SE-STS-GT-DD-FULL-T2	DisclosureDocs - Full Review Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$5.13	0%
	SAS-SE-STS-GT-DD-FULL-T3	DisclosureDocs - Full Review Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$4.36	0%
	SAS-SE-STS-GT-DD-FULL-T4	DisclosureDocs - Full Review Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$3.11	0%
	SAS-SE-STS-GT-DD-FULL-T5	DisclosureDocs - Full Review Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$2.49	0%
	SAS-SE-STS-GT-DD-FULL-T6	DisclosureDocs - Full Review Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$2.18	0%
	SAS-SE-STS-GT-DD-FULL-T7	DisclosureDocs - Full Review Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$2.02	0%
	SAS-SE-STS-GT-DD-FULL-T8	DisclosureDocs - Full Review Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$1.87	0%
	SAS-SE-STS-GT-DD-FULL-T9	DisclosureDocs - Full Review Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$1.71	0%
	SAS-SE-STS-GT-DD-LATE-T1	Late Fees Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$275.52	0%
	SAS-SE-STS-GT-DD-LATE-T10	Late Fees Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$2.21	0%
	SAS-SE-STS-GT-DD-LATE-T11	Late Fees Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$1.98	0%
	SAS-SE-STS-GT-DD-LATE-T2	Late Fees Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$7.27	0%
	SAS-SE-STS-GT-DD-LATE-T3	Late Fees Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$6.17	0%
	SAS-SE-STS-GT-DD-LATE-T4	Late Fees Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$4.41	0%
	SAS-SE-STS-GT-DD-LATE-T5	Late Fees Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$3.53	0%
	SAS-SE-STS-GT-DD-LATE-T6	Late Fees Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$3.08	0%
	SAS-SE-STS-GT-DD-LATE-T7	Late Fees Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$2.87	0%
	SAS-SE-STS-GT-DD-LATE-T8	Late Fees Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$2.65	0%
	SAS-SE-STS-GT-DD-LATE-T9	Late Fees Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$2.42	0%
	SAS-SE-STS-GT-DD-PUBLIC-T1	DisclosureDocs - Public Kiosk Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$113.45	0%
	SAS-SE-STS-GT-DD-PUBLIC-T10	DisclosureDocs - Public Kiosk Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$0.91	0%
	SAS-SE-STS-GT-DD-PUBLIC-T11	DisclosureDocs - Public Kiosk Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$0.82	0%
	SAS-SE-STS-GT-DD-PUBLIC-T2	DisclosureDocs - Public Kiosk Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$2.99	0%
	SAS-SE-STS-GT-DD-PUBLIC-T3	DisclosureDocs - Public Kiosk Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$2.54	0%
	SAS-SE-STS-GT-DD-PUBLIC-T4	DisclosureDocs - Public Kiosk Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$1.82	0%
	SAS-SE-STS-GT-DD-PUBLIC-T5	DisclosureDocs - Public Kiosk Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$1.45	0%
	SAS-SE-STS-GT-DD-PUBLIC-T6	DisclosureDocs - Public Kiosk Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$1.27	0%
	SAS-SE-STS-GT-DD-PUBLIC-T7	DisclosureDocs - Public Kiosk Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$1.18	0%
	SAS-SE-STS-GT-DD-PUBLIC-T8	DisclosureDocs - Public Kiosk Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$1.09	0%
	SAS-SE-STS-GT-DD-PUBLIC-T9	DisclosureDocs - Public Kiosk Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$1.00	0%
	SAS-SE-STS-GT-DD-WEB-T1	DisclosureDocs - Web Redaction / Publishing Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$194.52	0%
	SAS-SE-STS-GT-DD-WEB-T10	DisclosureDocs - Web Redaction / Publishing Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$1.56	0%
	SAS-SE-STS-GT-DD-WEB-T11	DisclosureDocs - Web Redaction / Publishing Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$1.40	0%
	SAS-SE-STS-GT-DD-WEB-T2	DisclosureDocs - Web Redaction / Publishing Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$5.13	0%
	SAS-SE-STS-GT-DD-WEB-T3	DisclosureDocs - Web Redaction / Publishing Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$4.36	0%
	SAS-SE-STS-GT-DD-WEB-T4	DisclosureDocs - Web Redaction / Publishing Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$3.11	0%
	SAS-SE-STS-GT-DD-WEB-T5	DisclosureDocs - Web Redaction / Publishing Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$2.49	0%
	SAS-SE-STS-GT-DD-WEB-T6	DisclosureDocs - Web Redaction / Publishing Module - 401-600 Filers	\$2.18	0%
	SAS-SE-STS-GT-DD-WEB-T7	DisclosureDocs - Web Redaction / Publishing Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$2.02	0%
	SAS-SE-STS-GT-DD-WEB-T8	DisclosureDocs - Web Redaction / Publishing Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year	\$1.87	0%
	SAS-SE-STS-GT-DD-WEB-T9	DisclosureDocs - Web Redaction / Publishing Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$1.71	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T1	eDisclosure - Contact Person Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$275.52	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T10	eDisclosure - Contact Person Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$2.21	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T11	eDisclosure - Contact Person Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$1.98	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T2	eDisclosure - Contact Person Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$7.27	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T3	eDisclosure - Contact Person Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$6.17	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T4	eDisclosure - Contact Person Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$4.41	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T5	eDisclosure - Contact Person Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$3.53	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T6	eDisclosure - Contact Person Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$3.08	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T7	eDisclosure - Contact Person Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$2.87	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T8	eDisclosure - Contact Person Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$2.65	0%
	SAS-SE-STS-GT-EDISC-CONTACT-T9	eDisclosure - Contact Person Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$2.42	0%
	SAS-STS-GT-EDISC-T1	eDisclosure - Filer Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$567.24	0%
	SAS-STS-GT-EDISC-T10	eDisclosure - Filer Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$4.54	0%
	SAS-STS-GT-EDISC-T11	eDisclosure - Filer Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$4.08	0%
	SAS-STS-GT-EDISC-T2	eDisclosure - Filer Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$14.97	0%
	SAS-STS-GT-EDISC-T3	eDisclosure - Filer Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$12.71	0%
	SAS-STS-GT-EDISC-T4	eDisclosure - Filer Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$9.08	0%
	SAS-STS-GT-EDISC-T5	eDisclosure - Filer Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$7.26	0%
	SAS-STS-GT-EDISC-T6	eDisclosure - Filer Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$6.35	0%
	SAS-STS-GT-EDISC-T7	eDisclosure - Filer Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$5.90	0%
	SAS-STS-GT-EDISC-T8	eDisclosure - Filer Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$5.45	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	SAS-ST5-GT-EDISC-T9	eDisclosure - Filer Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$4.99	0%
	SAS-ST5-GT-ETHIC-T1	DisclosureDocs Ethics - 1 - 25 Filers per Year. Annual Flat Fee.	\$486.21	0%
	SAS-ST5-GT-ETHIC-T10	DisclosureDocs Ethics - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$3.89	0%
	SAS-ST5-GT-ETHIC-T11	DisclosureDocs Ethics - 10,001 + Filers per Year. Priced per Filer/Year.	\$3.50	0%
	SAS-ST5-GT-ETHIC-T2	DisclosureDocs Ethics - 26 - 50 Filers per Year. Priced per Filer/Year.	\$12.83	0%
	SAS-ST5-GT-ETHIC-T3	DisclosureDocs Ethics - 51 - 100 Filers per Year. Priced per Filer/Year.	\$10.89	0%
	SAS-ST5-GT-ETHIC-T4	DisclosureDocs Ethics - 101 - 200 Filers per Year. Priced per Filer/Year.	\$7.78	0%
	SAS-ST5-GT-ETHIC-T5	DisclosureDocs Ethics - 201 - 400 Filers per Year. Priced per Filer/Year.	\$6.22	0%
	SAS-ST5-GT-ETHIC-T6	DisclosureDocs Ethics - 401 - 600 Filers per Year. Priced per Filer/Year.	\$5.44	0%
	SAS-ST5-GT-ETHIC-T7	DisclosureDocs Ethics - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$5.05	0%
	SAS-ST5-GT-ETHIC-T8	DisclosureDocs Ethics - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$4.67	0%
	SAS-ST5-GT-ETHIC-T9	DisclosureDocs Ethics - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$4.27	0%
	SDI-GR-2465P	SDI 720p Streaming Upgrade Package Annual Subscription	\$3,000.00	0%
	SER-GD-307(C)	GovDelivery Reach: 5000 - 10000 new subscribers. Minimum of 5000 new subscribers delivered to account t	\$23,685.00	0%
	SER-GD-308(C)	GovDelivery Reach: 15000 - 25000 new subscribers. Minimum of 15000 new subscribers delivered to accour	\$51,320.00	0%
	SER-GD-309(C)	GovDelivery Reach: 35000 - 50000 new subscribers. Minimum of 35000 new subscribers delivered to accour	\$99,495.00	0%
	SER-GD-310(C)	GovDelivery Reach: 80000 - 100000 new subscribers. Minimum of 80000 new subscribers delivered to accou	\$193,700.00	0%
	SER-GD-311(C)	GovDelivery Reach: 400000 - 500000 new subscribers. Minimum of 400000 new subscribers delivered to acc	\$605,285.00	0%
	SFW-PE-GT-ECAM-T1	eCampaign - Filer Module - 1 - 10,000 Population. Annual Flat Fee.	\$1,530.00	0%
	SFW-PE-GT-ECAM-T10	eCampaign - Filer Module - 4,000,001 - 10,000,000 Population. Priced Per Thousand/Year.	\$4.50	0%
	SFW-PE-GT-ECAM-T11	eCampaign - Filer Module - 10,000,001 + Population. Priced Per Thousand/Year.	\$2.70	0%
	SFW-PE-GT-ECAM-T2	eCampaign - Filer Module - 10,001 - 50,000 Population. Priced Per Thousand/Year.	\$54.00	0%
	SFW-PE-GT-ECAM-T3	eCampaign - Filer Module - 50,001 - 70,000 Population. Priced Per Thousand/Year.	\$37.80	0%
	SFW-PE-GT-ECAM-T4	eCampaign - Filer Module - 70,001 - 200,000 Population. Priced Per Thousand/Year.	\$27.00	0%
	SFW-PE-GT-ECAM-T5	eCampaign - Filer Module - 200,001 - 500,000 Population. Priced Per Thousand/Year.	\$18.90	0%
	SFW-PE-GT-ECAM-T6	eCampaign - Filer Module - 500,001 - 750,000 Population. Priced Per Thousand/Year.	\$15.30	0%
	SFW-PE-GT-ECAM-T7	eCampaign - Filer Module - 750,001 - 1,000,000 Population. Priced Per Thousand/Year.	\$13.50	0%
	SFW-PE-GT-ECAM-T8	eCampaign - Filer Module - 1,000,001 - 2,000,000 Population. Priced Per Thousand/Year.	\$11.70	0%
	SFW-PE-GT-ECAM-T9	eCampaign - Filer Module - 2,000,001 - 4,000,000 Population. Priced Per Thousand/Year.	\$9.90	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T1	CampaignDocs - Public Kiosk Module - 1 - 10,000 Population. Annual Flat Fee.	\$382.50	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T10	CampaignDocs - Public Kiosk Module - 4,000,001 - 10,000,000 Population. Priced Per Thousand/Year.	\$1.13	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T11	CampaignDocs - Public Kiosk Module - 10,000,001 + Population. Priced Per Thousand/Year.	\$0.68	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T2	CampaignDocs - Public Kiosk Module - 10,001 - 50,000 Population. Priced Per Thousand/Year.	\$13.50	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T3	CampaignDocs - Public Kiosk Module - 50,001 - 70,000 Population. Priced Per Thousand/Year.	\$9.45	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T4	CampaignDocs - Public Kiosk Module - 70,001 - 200,000 Population. Priced Per Thousand/Year.	\$6.75	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T5	CampaignDocs - Public Kiosk Module - 200,001 - 500,000 Population. Priced Per Thousand/Year.	\$4.73	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T6	CampaignDocs - Public Kiosk Module - 500,001 - 750,000 Population. Priced Per Thousand/Year.	\$3.83	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T7	CampaignDocs - Public Kiosk Module - 750,001 - 1,000,000 Population. Priced Per Thousand/Year.	\$3.37	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T8	CampaignDocs - Public Kiosk Module - 1,000,001 - 2,000,000 Population. Priced Per Thousand/Year.	\$2.92	0%
	SFW-PE-ST5-GT-CAM-PUBLIC-T9	CampaignDocs - Public Kiosk Module - 2,000,001 - 4,000,000 Population. Priced Per Thousand/Year.	\$2.46	0%
	SFW-PE-ST5-GT-CAM-T1	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$1,785.00	0%
	SFW-PE-ST5-GT-CAM-T10	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$5.25	0%
	SFW-PE-ST5-GT-CAM-T11	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$3.15	0%
	SFW-PE-ST5-GT-CAM-T2	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$63.00	0%
	SFW-PE-ST5-GT-CAM-T3	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$44.10	0%
	SFW-PE-ST5-GT-CAM-T4	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$31.50	0%
	SFW-PE-ST5-GT-CAM-T5	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$22.05	0%
	SFW-PE-ST5-GT-CAM-T6	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$17.85	0%
	SFW-PE-ST5-GT-CAM-T7	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$15.75	0%
	SFW-PE-ST5-GT-CAM-T8	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$13.65	0%
	SFW-PE-ST5-GT-CAM-T9	CampaignDocs Management Suite for Filing Officer (Filer Manager,Configuration Module, Emails, Reports, Le	\$11.55	0%
	SFW-PE-ST5-GT-CAM-WEB-T1	CampaignDocs - Web Redaction / Publishing Module - 1 - 10,000 Population. Annual Flat Fee.	\$765.50	0%
	SFW-PE-ST5-GT-CAM-WEB-T10	CampaignDocs - Web Redaction / Publishing Module - 4,000,001 - 10,000,000 Population. Priced Per Thousa	\$2.25	0%
	SFW-PE-ST5-GT-CAM-WEB-T11	CampaignDocs - Web Redaction / Publishing Module - 10,000,001 + Population. Priced Per Thousand/Year.	\$1.35	0%
	SFW-PE-ST5-GT-CAM-WEB-T2	CampaignDocs - Web Redaction / Publishing Module - 10,001 - 50,000 Population. Priced Per Thousand/Year	\$27.00	0%
	SFW-PE-ST5-GT-CAM-WEB-T3	CampaignDocs - Web Redaction / Publishing Module - 50,001 - 70,000 Population. Priced Per Thousand/Year	\$18.90	0%
	SFW-PE-ST5-GT-CAM-WEB-T4	CampaignDocs - Web Redaction / Publishing Module - 70,001 - 200,000 Population. Priced Per Thousand/Ye	\$13.50	0%
	SFW-PE-ST5-GT-CAM-WEB-T5	CampaignDocs - Web Redaction / Publishing Module - 200,001 - 500,000 Population. Priced Per Thousand/Ye	\$9.45	0%
	SFW-PE-ST5-GT-CAM-WEB-T6	CampaignDocs - Web Redaction / Publishing Module - 500,001 - 750,000 Population. Priced Per Thousand/Ye	\$7.65	0%
	SFW-PE-ST5-GT-CAM-WEB-T7	CampaignDocs - Web Redaction / Publishing Module - 750,001 - 1,000,000 Population. Priced Per Thousand/	\$6.75	0%
	SFW-PE-ST5-GT-CAM-WEB-T8	CampaignDocs - Web Redaction / Publishing Module - 1,000,001 - 2,000,000 Population. Priced Per Thousan	\$5.85	0%
	SFW-PE-ST5-GT-CAM-WEB-T9	CampaignDocs - Web Redaction / Publishing Module - 2,000,001 - 4,000,000 Population. Priced Per Thousan	\$4.95	0%
	SFW-PE-ST5-GT-DD-COI-T1	CampaignDocs - Web Redaction / Publishing Module - 2,000,001 - 4,000,000 Population. Priced Per Thousan	\$450.00	0%
	SFW-PE-ST5-GT-DD-COI-T10	Conflict of Interest Code Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$3.60	0%
	SFW-PE-ST5-GT-DD-COI-T11	Conflict of Interest Code Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$3.24	0%
	SFW-PE-ST5-GT-DD-COI-T2	Conflict of Interest Code Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$11.88	0%
	SFW-PE-ST5-GT-DD-COI-T3	Conflict of Interest Code Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$10.08	0%
	SFW-PE-ST5-GT-DD-COI-T4	Conflict of Interest Code Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$7.20	0%
	SFW-PE-ST5-GT-DD-COI-T5	Conflict of Interest Code Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$5.76	0%
	SFW-PE-ST5-GT-DD-COI-T6	Conflict of Interest Code Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$5.04	0%
	SFW-PE-ST5-GT-DD-COI-T7	Conflict of Interest Code Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$4.68	0%
	SFW-PE-ST5-GT-DD-COI-T8	Conflict of Interest Code Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$4.32	0%
	SFW-PE-ST5-GT-DD-COI-T9	Conflict of Interest Code Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$3.96	0%
	SFW-PE-ST5-GT-DD-FULL-T1	DisclosureDocs - Full Review Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$450.00	0%
	SFW-PE-ST5-GT-DD-FULL-T10	DisclosureDocs - Full Review Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$3.60	0%
	SFW-PE-ST5-GT-DD-FULL-T11	DisclosureDocs - Full Review Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$3.24	0%
	SFW-PE-ST5-GT-DD-FULL-T2	DisclosureDocs - Full Review Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$11.88	0%
	SFW-PE-ST5-GT-DD-FULL-T3	DisclosureDocs - Full Review Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$10.08	0%
	SFW-PE-ST5-GT-DD-FULL-T4	DisclosureDocs - Full Review Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$7.20	0%
	SFW-PE-ST5-GT-DD-FULL-T5	DisclosureDocs - Full Review Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$5.76	0%
	SFW-PE-ST5-GT-DD-FULL-T6	DisclosureDocs - Full Review Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$5.04	0%
	SFW-PE-ST5-GT-DD-FULL-T7	DisclosureDocs - Full Review Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$4.68	0%
	SFW-PE-ST5-GT-DD-FULL-T8	DisclosureDocs - Full Review Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$4.32	0%
	SFW-PE-ST5-GT-DD-FULL-T9	DisclosureDocs - Full Review Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$3.96	0%
	SFW-PE-ST5-GT-DD-PUBLIC-T1	DisclosureDocs - Public Kiosk Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$262.50	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	SFW-PE-STS-GT-DD-PUBLIC-T10	DisclosureDocs - Public Kiosk Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$2.10	0%
	SFW-PE-STS-GT-DD-PUBLIC-T11	DisclosureDocs - Public Kiosk Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$1.89	0%
	SFW-PE-STS-GT-DD-PUBLIC-T2	DisclosureDocs - Public Kiosk Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$6.93	0%
	SFW-PE-STS-GT-DD-PUBLIC-T3	DisclosureDocs - Public Kiosk Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$5.88	0%
	SFW-PE-STS-GT-DD-PUBLIC-T4	DisclosureDocs - Public Kiosk Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$4.20	0%
	SFW-PE-STS-GT-DD-PUBLIC-T5	DisclosureDocs - Public Kiosk Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$3.36	0%
	SFW-PE-STS-GT-DD-PUBLIC-T6	DisclosureDocs - Public Kiosk Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$2.94	0%
	SFW-PE-STS-GT-DD-PUBLIC-T7	DisclosureDocs - Public Kiosk Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$2.73	0%
	SFW-PE-STS-GT-DD-PUBLIC-T8	DisclosureDocs - Public Kiosk Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$2.52	0%
	SFW-PE-STS-GT-DD-PUBLIC-T9	DisclosureDocs - Public Kiosk Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$2.31	0%
	SFW-PE-STS-GT-DD-T1	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$1,312.50	0%
	SFW-PE-STS-GT-DD-T10	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$10.50	0%
	SFW-PE-STS-GT-DD-T10-E	DisclosureDocs Ethics - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$9.00	0%
	SFW-PE-STS-GT-DD-T11	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$9.45	0%
	SFW-PE-STS-GT-DD-T11-E	DisclosureDocs Ethics - 10,001 + Filers per Year. Priced per Filer/Year.	\$8.10	0%
	SFW-PE-STS-GT-DD-T12-E	DisclosureDocs Ethics - 1 - 25 Filers per Year. Annual Flat Fee.	\$1,125.00	0%
	SFW-PE-STS-GT-DD-T2	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$34.65	0%
	SFW-PE-STS-GT-DD-T2-E	DisclosureDocs Ethics - 26 - 50 Filers per Year. Priced per Filer/Year.	\$29.70	0%
	SFW-PE-STS-GT-DD-T3	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$29.40	0%
	SFW-PE-STS-GT-DD-T3-E	DisclosureDocs Ethics - 51 - 100 Filers per Year. Priced per Filer/Year.	\$25.20	0%
	SFW-PE-STS-GT-DD-T4	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$21.00	0%
	SFW-PE-STS-GT-DD-T4-E	DisclosureDocs Ethics - 101 - 200 Filers per Year. Priced per Filer/Year.	\$18.00	0%
	SFW-PE-STS-GT-DD-T5	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$16.80	0%
	SFW-PE-STS-GT-DD-T5-E	DisclosureDocs Ethics - 201 - 400 Filers per Year. Priced per Filer/Year.	\$14.40	0%
	SFW-PE-STS-GT-DD-T6	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$14.70	0%
	SFW-PE-STS-GT-DD-T6-E	DisclosureDocs Ethics - 401 - 600 Filers per Year. Priced per Filer/Year.	\$12.60	0%
	SFW-PE-STS-GT-DD-T7	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$13.65	0%
	SFW-PE-STS-GT-DD-T7-E	DisclosureDocs Ethics - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$11.70	0%
	SFW-PE-STS-GT-DD-T8	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$12.60	0%
	SFW-PE-STS-GT-DD-T8-E	DisclosureDocs Ethics - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$10.80	0%
	SFW-PE-STS-GT-DD-T9	DisclosureDocs Management Suite for Filing Officer (Filer Manager, Agency Management, Configuration Mod	\$11.55	0%
	SFW-PE-STS-GT-DD-T9-E	DisclosureDocs Ethics - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$9.90	0%
	SFW-PE-STS-GT-DD-WEB-T1	DisclosureDocs - Web Redaction / Publishing Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$450.00	0%
	SFW-PE-STS-GT-DD-WEB-T10	DisclosureDocs - Web Redaction / Publishing Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$3.60	0%
	SFW-PE-STS-GT-DD-WEB-T11	DisclosureDocs - Web Redaction / Publishing Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$3.24	0%
	SFW-PE-STS-GT-DD-WEB-T2	DisclosureDocs - Web Redaction / Publishing Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$11.88	0%
	SFW-PE-STS-GT-DD-WEB-T3	DisclosureDocs - Web Redaction / Publishing Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$10.08	0%
	SFW-PE-STS-GT-DD-WEB-T4	DisclosureDocs - Web Redaction / Publishing Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$7.20	0%
	SFW-PE-STS-GT-DD-WEB-T5	DisclosureDocs - Web Redaction / Publishing Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$5.76	0%
	SFW-PE-STS-GT-DD-WEB-T6	DisclosureDocs - Web Redaction / Publishing Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$5.04	0%
	SFW-PE-STS-GT-DD-WEB-T7	DisclosureDocs - Web Redaction / Publishing Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$4.68	0%
	SFW-PE-STS-GT-DD-WEB-T8	DisclosureDocs - Web Redaction / Publishing Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$4.32	0%
	SFW-PE-STS-GT-DD-WEB-T9	DisclosureDocs - Web Redaction / Publishing Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$3.96	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T1	eDisclosure - Contact Person Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$637.50	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T10	eDisclosure - Contact Person Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$5.10	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T11	eDisclosure - Contact Person Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$4.59	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T2	eDisclosure - Contact Person Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$16.83	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T3	eDisclosure - Contact Person Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$14.28	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T4	eDisclosure - Contact Person Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$10.20	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T5	eDisclosure - Contact Person Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$8.16	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T6	eDisclosure - Contact Person Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$7.14	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T7	eDisclosure - Contact Person Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$6.63	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T8	eDisclosure - Contact Person Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$6.12	0%
	SFW-PE-STS-GT-EDISC-CONTACT-T9	eDisclosure - Contact Person Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$5.61	0%
	SFW-PE-STS-GT-EDISC-T1	eDisclosure - Filer Module - 1 - 25 Filers per Year. Annual Flat Fee.	\$1,312.50	0%
	SFW-PE-STS-GT-EDISC-T10	eDisclosure - Filer Module - 4,001 - 10,000 Filers per Year. Priced per Filer/Year.	\$10.50	0%
	SFW-PE-STS-GT-EDISC-T11	eDisclosure - Filer Module - 10,001 + Filers per Year. Priced per Filer/Year.	\$9.45	0%
	SFW-PE-STS-GT-EDISC-T2	eDisclosure - Filer Module - 26 - 50 Filers per Year. Priced per Filer/Year.	\$34.65	0%
	SFW-PE-STS-GT-EDISC-T3	eDisclosure - Filer Module - 51 - 100 Filers per Year. Priced per Filer/Year.	\$29.40	0%
	SFW-PE-STS-GT-EDISC-T4	eDisclosure - Filer Module - 101 - 200 Filers per Year. Priced per Filer/Year.	\$21.00	0%
	SFW-PE-STS-GT-EDISC-T5	eDisclosure - Filer Module - 201 - 400 Filers per Year. Priced per Filer/Year.	\$16.80	0%
	SFW-PE-STS-GT-EDISC-T6	eDisclosure - Filer Module - 401 - 600 Filers per Year. Priced per Filer/Year.	\$14.70	0%
	SFW-PE-STS-GT-EDISC-T7	eDisclosure - Filer Module - 601 - 1,000 Filers per Year. Priced per Filer/Year.	\$13.65	0%
	SFW-PE-STS-GT-EDISC-T8	eDisclosure - Filer Module - 1,001 - 2,000 Filers per Year. Priced per Filer/Year.	\$12.60	0%
	SFW-PE-STS-GT-EDISC-T9	eDisclosure - Filer Module - 2,001 - 4,000 Filers per Year. Priced per Filer/Year.	\$11.55	0%
	SS60AA&MT00SD01	Granicus IQM2 - Agenda & Minutes T00 Special District budget upto 1M	\$5,040.00	0%
	SS60AA&MT01SD01	Granicus IQM2 - Agenda & Minutes T01 Special District budget 1M - 7M	\$6,480.00	0%
	SS60AA&MT02CI01	Granicus IQM2 - Agenda and Minutes T02 P10-20K City/Town/Village Annual Subscription	\$7,920.00	0%
	SS60AA&MT02CO01	Granicus IQM2 - Agenda and Minutes T02 P20-40K County	\$7,920.00	0%
	SS60AA&MT02SD01	Granicus IQM2 - Agenda & Minutes T02 Special District budget 7M - 10M	\$7,920.00	0%
	SS60AA&MT03SD01	Granicus IQM2 - Agenda & Minutes T03 Special District budget 10M - 100M	\$10,080.00	0%
	SS60AA&MT04SD01	Granicus IQM2 - Agenda & Minutes T04 Special District budget 100M - 140M	\$11,520.00	0%
	SS60AA&MT05SD01	Granicus IQM2 - Agenda & Minutes T05 Special District budget 140M - 150M	\$12,960.00	0%
	SS60AA&MT06SD01	Granicus IQM2 - Agenda & Minutes T06 Special District budget 160M - 180M	\$17,280.00	0%
	SS60AA&MT07SD01	Granicus IQM2 - Agenda & Minutes T07 Special District budget 180M - 200M	\$20,160.00	0%
	SS60AA&MT08CI01	Granicus IQM2 - Agenda & Minutes T08 P100-250K 175K City/Town/Village Annual Subscription	\$22,320.00	0%
	SS60AA&MT08CO01	Granicus IQM2 - Agenda & Minutes T08 P200-500K 350K County	\$22,320.00	0%
	SS60AA&MT08SD01	Granicus IQM2 - Agenda & Minutes T08 Special District budget 200M - 220M	\$22,320.00	0%
	SS60AA&MT09CI01	Granicus IQM2 - Agenda & Minutes T09 P250-500K 175K City/Town/Village Annual Subscription	\$24,480.00	0%
	SS60AA&MT09CO01	Granicus IQM2 - Agenda & Minutes T09 P500K-1M 350K-500K County	\$24,480.00	0%
	SS60AA&MT09SD01	Granicus IQM2 - Agenda & Minutes T09 Special District budget 220M - 240M	\$24,480.00	0%
	SS60AA&MT10CI01	Granicus IQM2 - Agenda & Minutes T10 P500-750K 250K-500K City/Town/Village	\$30,000.00	0%
	SS60AA&MT10CO01	Granicus IQM2 - Agenda and Minutes T10 P1-1.5M 500K-1MCounty	\$30,000.00	0%
	SS60AA&MT10SD01	Granicus IQM2 - Agenda & Minutes T10 Special District budget 240M - 260M	\$30,000.00	0%
	SS60AA&MT11CI01	Granicus IQM2 - Agenda & Minutes T11 P750K-1M >P500K City/Town/Village Annual Subscription	\$36,000.00	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	SS60AA&MT11CO01	Granicus IQM2 - Agenda and Minutes T11 P1.5-2M >1M County	\$36,000.00	0%
	SS60AA&MT11SD01	Granicus IQM2 - Agenda & Minutes T11 Special District budget 260 M +	\$36,000.00	0%
	SS60AA&MT55CI01	Granicus IQM2 - Agenda & Minutes T05.5 P50K-60K City/Town/Village	\$14,400.00	0%
	SS60AA&MT55CO01	Granicus IQM2 - Agenda & Minutes T05.5 P100K-120K County	\$14,400.00	0%
	SS60AA&MT55SD01	Granicus IQM2 - Agenda & Minutes T5.5 Special District budget 150M - 160M	\$14,400.00	0%
	SS60AAM1T00CI01	Granicus IQM2 - Agenda & Minutes 1 Board T00 P5K City/Town/Village Annual Subscription	\$3,024.00	0%
	SS60AAM1T00CO01	Granicus IQM2 - Agenda & Minutes 1 Board T00 P10K County	\$3,024.00	0%
	SS60AAM1T01CI01	Granicus IQM2 - Agenda & Minutes 1 Board T01 P5-10K City/Town/Village Annual Subscription	\$3,888.00	0%
	SS60AAM1T01CO01	Granicus IQM2 - Agenda & Minutes 1 Board T01 P10-20K County	\$3,888.00	0%
	SS60AAM1T02CI01	Granicus IQM2 - Agenda & Minutes 1 Board T02 P10-20K City/Town/Village Annual Subscription	\$4,752.00	0%
	SS60AAM1T02CO01	Granicus IQM2 - Agenda & Minutes 1 Board T02 P20-40K County	\$4,752.00	0%
	SS60AAM1T03CI01	Granicus IQM2 - Agenda & Minutes 1 Board T03 P20-30K City/Town/Village Annual Subscription	\$6,048.00	0%
	SS60AAM1T03CO01	Granicus IQM2 - Agenda & Minutes 1 Board T03 P40-60K County	\$6,048.00	0%
	SS60AAM1T04CI01	Granicus IQM2 - Agenda & Minutes 1 Board T04 P30-40K City/Town/Village Annual Subscription	\$6,912.00	0%
	SS60AAM1T04CO01	Granicus IQM2 - Agenda & Minutes 1 Board T04 P60-80K County	\$6,912.00	0%
	SS60AAM1T05CI01	Granicus IQM2 - Agenda & Minutes 1 Board T05 P40-50K City/Town/Village Annual Subscription	\$7,776.00	0%
	SS60AAM1T05CO01	Granicus IQM2 - Agenda & Minutes 1 Board T05 P80-100K County	\$7,776.00	0%
	SS60AAM1T06CI01	Granicus IQM2 - Agenda & Minutes 1 Board T06 P50-75K City/Town/Village Annual Subscription	\$10,368.00	0%
	SS60AAM1T06CO01	Granicus IQM2 - Agenda & Minutes 1 Board T06 P100-150K County	\$10,368.00	0%
	SS60AAM1T07CI01	Granicus IQM2 - Agenda & Minutes 1 Board T07 P75-100K City/Town/Village Annual Subscription	\$12,096.00	0%
	SS60AAM1T07CO01	Granicus IQM2 - Agenda & Minutes 1 Board T07 P150-200K County	\$12,096.00	0%
	SS60AAM1T08CI01	Granicus IQM2 - Agenda & Minutes 1 Board T08 P100-175K City/Town/Village Annual Subscription	\$13,392.00	0%
	SS60AAM1T08CO01	Granicus IQM2 - Agenda & Minutes 1 Board T08 P200-350K County	\$13,392.00	0%
	SS60AAM1T09CI01	Granicus IQM2 - Agenda & Minutes 1 Board T09 P175-250K City/Town/Village Annual Subscription	\$14,688.00	0%
	SS60AAM1T09CO01	Granicus IQM2 - Agenda & Minutes 1 Board T09 P350-500K County	\$14,688.00	0%
	SS60AAM1T10CI01	Granicus IQM2 - Agenda & Minutes 1 Board T10 P250-500K City/Town/Village Annual Subscription	\$18,000.00	0%
	SS60AAM1T10CO01	Granicus IQM2 - Agenda & Minutes 1 Board T10 P500K-1M County	\$18,000.00	0%
	SS60AAM1T11CI01	Granicus IQM2 - Agenda & Minutes 1 Board T11 >P500K City/Town/Village Annual Subscription	\$21,600.00	0%
	SS60AAM1T11CO01	Granicus IQM2 - Agenda & Minutes 1 Board T11 >P1M County	\$21,600.00	0%
	SS60AB&CT00CI01	Granicus IQM2 - Boards & Commissions T00 P5K City/Town/Village Annual Subscription	\$3,240.00	0%
	SS60AB&CT00CO01	Granicus IQM2 - Boards & Commissions T00 10K County	\$3,240.00	0%
	SS60AB&CT00SD01	Granicus IQM2 - Boards & Commissions T00 Special District budget upto 1M	\$3,240.00	0%
	SS60AB&CT01CI01	Granicus IQM2 -Boards and Commissions T01 P10K City/Town/Village Annual Subscription	\$4,200.00	0%
	SS60AB&CT01CO01	Granicus IQM2 - Boards & Commissions T01 P20K County	\$4,200.00	0%
	SS60AB&CT01SD01	Granicus IQM2 - Boards & Commissions T01 Special District budget 1M - 7M	\$4,200.00	0%
	SS60AB&CT02CI01	Granicus IQM2 -Boards&Commissions T02 P10-20K City/Town/Village Annual Subscription	\$4,680.00	0%
	SS60AB&CT02CO01	Granicus IQM2 - Boards&Commissions T02 P20-40K County	\$4,680.00	0%
	SS60AB&CT02SD01	Granicus IQM2 - Boards & Commissions T02 Special District budget 7M - 10M	\$4,680.00	0%
	SS60AB&CT03CI01	Granicus IQM2 -Boards&Commissions T03 P20-30K City/Town/Village Annual Subscription	\$5,160.00	0%
	SS60AB&CT03CO01	Granicus IQM2 - Boards&Commissions T03 P40-60K County	\$5,160.00	0%
	SS60AB&CT03SD01	Granicus IQM2 - Boards & Commissions T03 Special District budget 10M - 100M	\$5,160.00	0%
	SS60AB&CT04CI01	Granicus IQM2 -Boards&Commissions T04 P30-40K City/Town/Village Annual Subscription	\$5,640.00	0%
	SS60AB&CT04CO01	Granicus IQM2 - Boards&Commissions T04 P60-80K County	\$5,640.00	0%
	SS60AB&CT04SD01	Granicus IQM2 - Boards & Commissions T04 Special District budget 100M - 140M	\$5,640.00	0%
	SS60AB&CT05CI01	Granicus IQM2 -Boards&Commissions T05 P40-50K City/Town/Village	\$6,120.00	0%
	SS60AB&CT05CO01	Granicus IQM2 - Board&Commissions T05 P80-100K County	\$6,120.00	0%
	SS60AB&CT05SD01	Granicus IQM2 - Boards & Commissions T05 Special District budget 140M - 150M	\$6,120.00	0%
	SS60AB&CT06CI01	Granicus IQM2 -Boards&Commissions T06 P60-75K City/Town/Village	\$7,440.00	0%
	SS60AB&CT06CO01	Granicus IQM2 - Boards and Commissions T06 P120-150K County	\$7,440.00	0%
	SS60AB&CT06SD01	Granicus IQM2 - Boards & Commissions T06 Special District budget 160M - 180M	\$7,440.00	0%
	SS60AB&CT07CI01	Granicus IQM2 -Boards&Commissions T07 P75-100K City/Town/Village	\$8,400.00	0%
	SS60AB&CT07CO01	Granicus IQM2 - Boards and Commissions T07 P150-200K County	\$8,400.00	0%
	SS60AB&CT07SD01	Granicus IQM2 - Boards & Commissions T07 Special District budget 180M - 200M	\$8,400.00	0%
	SS60AB&CT08CI01	Granicus IQM2 -Board&Commissions T08 P100-175K City/Town/Village	\$9,120.00	0%
	SS60AB&CT08CO01	Granicus IQM2 - Boards and Commissions T08 P200K-350K County	\$9,120.00	0%
	SS60AB&CT08SD01	Granicus IQM2 - Boards & Commissions T08 Special District budget 200M - 220M	\$9,120.00	0%
	SS60AB&CT09CI01	Granicus IQM2 -Board&Commissions T09 P175K-250K City/Town/Village	\$9,840.00	0%
	SS60AB&CT09CO01	Granicus IQM2 - Board&Commissions T09 P350K-500K County	\$9,840.00	0%
	SS60AB&CT09SD01	Granicus IQM2 - Boards & Commissions T09 Special District budget 220M - 240M	\$9,840.00	0%
	SS60AB&CT10CI01	Granicus IQM2 -Board&Commissions T10 P250K-500K City/Town/Village	\$11,280.00	0%
	SS60AB&CT10CO01	Granicus IQM2 - Boards&Commissions T10 P500K-1M County	\$11,280.00	0%
	SS60AB&CT10SD01	Granicus IQM2 - Boards & Commissions T10 Special District budget 240M - 260M	\$11,280.00	0%
	SS60AB&CT11CI01	Granicus IQM2 -Boards&Commissions T11 > P500K City/Town/Village	\$13,320.00	0%
	SS60AB&CT11CO01	Granicus IQM2 - Boards&Commissions T11 >P1M County	\$13,320.00	0%
	SS60AB&CT11SD01	Granicus IQM2 - Boards & Commissions T11 Special District budget 260M +	\$13,320.00	0%
	SS60AB&CT55CI01	Granicus IQM2 - Boards & Commissions T05.5 P50K-60K City/Town/Village	\$6,600.00	0%
	SS60AB&CT55CO01	Granicus IQM2 - Boards & Commissions T05.5 P100K-120K County	\$6,600.00	0%
	SS60AB&CT55SD02	Granicus IQM2 - Boards & Commissions T05.5 Special District budget 150M - 160M	\$6,600.00	0%
	SS60ACS1T00CO01	Granicus IQM2 - Civic Streaming 1 Board T01 P5-10K City/Town/Village	\$3,888.00	0%
	SS60ACS1T01CI01	Granicus IQM2 - Civic Streaming 1 Board T01 P10K County	\$3,888.00	0%
	SS60ACS1T01CI01-1	Granicus IQM2 - Civic Streaming 1 Board T01 P10K County	\$3,024.00	0%
	SS60ACS1T01CO01	Granicus IQM2 - Civic Streaming 1 Board T02 P10-20K City/Town/Village	\$4,320.00	0%
	SS60ACS1T02CI01	Granicus IQM2 - Civic Streaming 1 Board T02 P20-40K County	\$4,320.00	0%
	SS60ACS1T02CO01-R1	Granicus IQM2 - Civic Streaming 1 Board T03 P20-30K City/Town/Village	\$5,084.64	0%
	SS60ACS1T03CI01	Granicus IQM2 - Civic Streaming 1 Board T03 P40-60K County	\$4,752.00	0%
	SS60ACS1T03CO01	Granicus IQM2 - Civic Streaming 1 Board T04 P30-40K City/Town/Village	\$5,184.00	0%
	SS60ACS1T04CI01	Granicus IQM2 - Civic Streaming 1 Board T04 P60-80K County	\$5,184.00	0%
	SS60ACS1T04CO01	Granicus IQM2 - Civic Streaming 1 Board T05 P40-50K City/Town/Village	\$5,616.00	0%
	SS60ACS1T05CI01	Granicus IQM2 - Civic Streaming 1 Board T05 P80-100K County	\$5,616.00	0%
	SS60ACS1T05CI01-R1	Granicus IQM2 - Agenda & Minutes T09 5 SB 35M+ State Board	\$6,009.12	0%
	SS60ACS1T05CI01-R2	Granicus IQM2 - Agenda & Minutes T00 1 SB 2M State Board	\$6,429.76	0%
	SS60ACS1T05CI01-R3	Granicus IQM2 - Agenda & Minutes T01 1 SB 2M-5M State Board	\$6,879.84	0%
	SS60ACS1T05CI01-R4	Granicus IQM2 - Agenda & Minutes T02 1 SB 5M-8M State Board	\$7,361.43	0%
	SS60ACS1T05CI01-R5	Granicus IQM2 - Agenda & Minutes T03 1 SB 8M-10M State Board	\$7,876.73	0%
	SS60ACS1T05CO01	Granicus IQM2 - Civic Streaming 1 Board T06 P50-75K City/Town/Village	\$6,912.00	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	SS60ACSI1T05CO01-R1	Granicus IQM2 - Agenda & Minutes T04 1 SB10K-15M State Board	\$7,876.73	0%
	SS60ACSI1T05CO01-R2	Granicus IQM2 - Agenda & Minutes T05 1 SB15M-20M State Board	\$7,913.55	0%
	SS60ACSI1T05CO01-R3	Granicus IQM2 - Agenda & Minutes T05 SB8-10K	\$8,467.50	0%
	SS60ACSI1T05CO01-R4	Granicus IQM2 - Agenda & Minutes T06 1 SB 20M-25M State Board	\$9,060.22	0%
	SS60ACSI1T05CO01-R5	Granicus IQM2 - Agenda & Minutes T06 >S10K	\$9,694.44	0%
	SS60ACSI1T06CI01	Granicus IQM2 - Civic Streaming 1 Board T06 P100-150K County	\$6,912.00	0%
	SS60ACSI1T06CI01-R1	Granicus IQM2 - Agenda & Minutes T07 1 SB 25M-30M State Board	\$7,395.84	0%
	SS60ACSI1T06CI01-R2	Granicus IQM2 - Agenda & Minutes T08 1 SB 30M-35M State Board	\$7,913.55	0%
	SS60ACSI1T06CI01-R3	Granicus IQM2 - Agenda & Minutes T09 1 SB 35M+ State Board	\$8,467.50	0%
	SS60ACSI1T06CI01-R4	Granicus IQM2 - Agenda & Minutes T09 1 SB 35M+ State Board	\$9,060.22	0%
	SS60ACSI1T06CI01-R5	Granicus IQM2 - Boards & Commissions T00 S1K	\$9,694.44	0%
	SS60ACSI1T06CO01	Granicus IQM2 - Civic Streaming 1 Board T07 P75-100K City/Town/Village	\$7,776.00	0%
	SS60ACSI1T06CO01-R1	Granicus IQM2 - Boards & Commissions T06 >S10K	\$8,320.32	0%
	SS60ACSI1T06CO01-R2	Granicus IQM2 - Civic Streaming HD T09 5 SB 35M+ State Board	\$8,902.74	0%
	SS60ACSI1T06CO01-R3	Granicus IQM2 - Civic Streaming HD T09 1 SB 35M+ State Board	\$9,525.93	0%
	SS60ACSI1T06CO01-R4	Granicus IQM2 - Civic Streaming HD T05.5 P50K-60K	\$10,192.75	0%
	SS60ACSI1T06CO01-R5	Granicus IQM2 - Civic Streaming HD T05.5 P100K-120K	\$10,906.24	0%
	SS60ACSI1T07CI01	Granicus IQM2 - Civic Streaming 1 Board T07 P150-200K County	\$7,776.00	0%
	SS60ACSI1T07CI01-R1	Granicus IQM2 - Civic Streaming T09 5 SB 35M+ State Board	\$8,320.32	0%
	SS60ACSI1T07CI01-R2	Granicus IQM2 - Civic Streaming T09 1 SB 35M+ State Board	\$8,902.74	0%
	SS60ACSI1T07CI01-R3	Granicus IQM2 - eSignatures T09 5 SB 35M+ State Board	\$9,525.93	0%
	SS60ACSI1T07CI01-R4	Granicus IQM2 - eSignatures T09 1 SB 35M+ State Board	\$10,192.75	0%
	SS60ACSI1T07CI01-R5	Granicus IQM2 - eSignatures T10 P250K-500K City/Town/Village	\$10,906.24	0%
	SS60ACSI1T07CO01	Granicus IQM2 - Civic Streaming 1 Board T08 P100-175K City/Town/Village Renewal	\$8,424.00	0%
	SS60ACSI1T07CO01-R1	Granicus IQM2 - eSignatures T05.5 P50K-60K	\$9,013.68	0%
	SS60ACSI1T07CO01-R2	Granicus IQM2 - eSignatures T05.5 P100K-120K	\$9,644.64	0%
	SS60ACSI1T08CI01	Granicus IQM2 - Civic Streaming 1 Board T08 P200-350K County	\$8,424.00	0%
	SS60ACSI1T08CO01	Granicus IQM2 - Civic Streaming 1 Board T09 P175-250K City/Town/Village	\$9,072.00	0%
	SS60ACSI1T09CI01	Granicus IQM2 - Civic Streaming 1 Board T09 P350K-500K County	\$9,072.00	0%
	SS60ACSI1T09CO01	Granicus IQM2 - Civic Streaming 1 Board T10 P250-500K City/Town/Village	\$10,368.00	0%
	SS60ACSI1T10CI01	Granicus IQM2 - Civic Streaming 1 Board T10 P500K-1M County	\$10,368.00	0%
	SS60ACSI1T10CO01	Granicus IQM2 - Civic Streaming 1 Board T11 >P500K City/Town/Village	\$12,240.00	0%
	SS60ACSI1T11CI01	Granicus IQM2 - Civic Streaming 1 Board T11 P>1M County	\$12,240.00	0%
	SS60ACSH1T00CO01	Granicus IQM2 - Civic Streaming HD Upgrade T00 P10K County	\$2,520.00	0%
	SS60ACSH1T00CI01	Granicus IQM2 - Civic Streaming HD Upgrade T00 P5K City/Town/Village	\$2,520.00	0%
	SS60ACSH1T00SD01	Granicus IQM2 - Civic Streaming HD Upgrade T00 Special District budget upto 1M	\$2,520.00	0%
	SS60ACSH1T01SD01	Granicus IQM2 - Civic Streaming HD Upgrade T01 Special District budget 1M - 7M	\$3,240.00	0%
	SS60ACSH1T02SD01	Granicus IQM2 - Civic Streaming HD Upgrade T02 Special District budget 7M - 10M	\$3,600.00	0%
	SS60ACSH1T03SD01	Granicus IQM2 - Civic Streaming HD Upgrade T03 Special District budget 10M - 100M	\$3,960.00	0%
	SS60ACSH1T04SD01	Granicus IQM2 - Civic Streaming HD Upgrade T04 Special District budget 100M - 140M	\$4,320.00	0%
	SS60ACSH1T05SD01	Granicus IQM2 - Civic Streaming HD Upgrade T05 Special District budget 140M - 150M	\$4,680.00	0%
	SS60ACSH1T06SD01	Granicus IQM2 - Civic Streaming HD Upgrade T06 Special District budget 160M - 180M	\$5,760.00	0%
	SS60ACSH1T07SD01	Granicus IQM2 - Civic Streaming HD Upgrade T07 Special District budget 180M - 200M	\$6,480.00	0%
	SS60ACSH1T08CI01	Granicus IQM2-Civic Streaming HD Upgrade T08 P100K-175K City/Town/Village	\$7,080.00	0%
	SS60ACSH1T08CO01	Granicus IQM2-Civic Streaming HD Upgrade T08 P200-350K County	\$7,080.00	0%
	SS60ACSH1T08SD01	Granicus IQM2 - Civic Streaming HD Upgrade T08 Special District budget 200M - 220M	\$7,080.00	0%
	SS60ACSH1T09CI01	Granicus IQM2-Civic Streaming HD Upgrade T09 P175K-250K City/Town/Village	\$7,560.00	0%
	SS60ACSH1T09CO01	Granicus IQM2-Civic Streaming HD Upgrade T09 P350K-500K County	\$7,560.00	0%
	SS60ACSH1T09SD01	Granicus IQM2 - Civic Streaming HD Upgrade T09 Special District budget 220M - 240M	\$7,560.00	0%
	SS60ACSH1T10CI01	Granicus IQM2-Civic Streaming HD Upgrade T10 P250K-500K City/Town/Village	\$8,640.00	0%
	SS60ACSH1T10CO01	Granicus IQM2 - Civic Streaming HD Upgrade T10 P500K-1M County	\$8,640.00	0%
	SS60ACSH1T10SD01	Granicus IQM2 - Civic Streaming HD Upgrade T10 Special District budget 240M - 260M	\$8,640.00	0%
	SS60ACSH1T11CI01	Granicus IQM2-Civic Streaming HD Upgrade T11 >P500K City/Town/Village	\$10,200.00	0%
	SS60ACSH1T11CO01	Granicus IQM2 - Civic Streaming HD Upgrade T11 >P1M County	\$10,200.00	0%
	SS60ACSH1T11SD01	Granicus IQM2 - Civic Streaming HD Upgrade T11 Special District budget 260M +	\$10,200.00	0%
	SS60ACSH1T5SD01	Granicus IQM2 - Civic Streaming HD Upgrade T05.5 Special District budget 150M - 160M	\$5,040.00	0%
	SS60ACST1T00CI01	Granicus IQM2 - Civic Streaming T00 P5K City/Town/Village	\$5,040.00	0%
	SS60ACST1T00CO01	Granicus IQM2 - Civic Streaming T00 P10K County	\$5,040.00	0%
	SS60ACST1T00CO01-1	Granicus IQM2 - Civic Streaming T00 P10K County Renewal - Annual Subscription	\$5,040.00	0%
	SS60ACST1T00SD01	Granicus IQM2 - Civic Streaming T00 Special District budget upto 1M	\$5,040.00	0%
	SS60ACST1T01SD01	Granicus IQM2 - Civic Streaming T01 Special District budget 1M - 7M	\$6,480.00	0%
	SS60ACST1T02SD01	Granicus IQM2 - Civic Streaming T02 Special District budget 7M - 10M	\$7,200.00	0%
	SS60ACST1T03SD01	Granicus IQM2 - Civic Streaming T03 Special District budget 10M - 100M	\$7,920.00	0%
	SS60ACST1T04SD01	Granicus IQM2 - Civic Streaming T04 Special District budget 100M - 140M	\$8,640.00	0%
	SS60ACST1T05SD01	Granicus IQM2 - Civic Streaming T05 Special District budget 140M -150M	\$9,360.00	0%
	SS60ACST1T06SD01	Granicus IQM2 - Civic Streaming T06 Special District budget 160M - 180M	\$11,520.00	0%
	SS60ACST1T07SD01	Granicus IQM2 - Civic Streaming T07 Special District budget 180M - 200M	\$12,960.00	0%
	SS60ACST1T08CI01	Granicus IQM2 - Civic Streaming T08 P100K-175k City/Town/Village	\$14,040.00	0%
	SS60ACST1T08CO01	Granicus IQM2 - Civic Streaming T08 P200-350K County	\$14,040.00	0%
	SS60ACST1T08SD01	Granicus IQM2 - Civic Streaming T08 Special District budget 200M - 220M	\$14,040.00	0%
	SS60ACST1T09CI01	Granicus IQM2 - Civic Streaming T09 P175k-250K City/Town/Village	\$15,120.00	0%
	SS60ACST1T09CO01	Granicus IQM2 - Civic Streaming T09 P350K-500K County	\$15,120.00	0%
	SS60ACST1T09SD01	Granicus IQM2 - Civic Streaming T09 Special District budget 220M - 240M	\$15,120.00	0%
	SS60ACST1T10CI01	Granicus IQM2 - Civic Streaming T10 P250K - 500K City/Town/Village	\$17,280.00	0%
	SS60ACST1T10CO01	Granicus IQM2 - Civic Streaming T10 P500K-1M County	\$17,280.00	0%
	SS60ACST1T10SD01	Granicus IQM2 - Civic Streaming T10 Special District budget 240M - 260M	\$17,280.00	0%
	SS60ACST1T11CI01	Granicus IQM2 - Civic Streaming T11 >P500K City/Town/Village	\$20,400.00	0%
	SS60ACST1T11CO01	Granicus IQM2 - Civic Streaming T11 >P1M County	\$20,400.00	0%
	SS60ACST1T11SD01	Granicus IQM2 - Civic Streaming T11 Special District budget 260M +	\$20,400.00	0%
	SS60ACST1T5SD01	Granicus IQM2 - Civic Streaming T5.5 Special District budget 150M -160M	\$10,080.00	0%
	SS60ADB1T00CI01	Granicus IQM2 - Digital Boardroom 1 Board T00 P5K City/Town/Village	\$3,024.00	0%
	SS60ADB1T00CO01	Granicus IQM2 - Digital Boardroom 1 Board T00 P10 County	\$3,024.00	0%
	SS60ADB1T01CI01	Granicus IQM2 - Digital Boardroom 1 Board T01 P5-10K City/Town/Village	\$3,888.00	0%
	SS60ADB1T01CO01	Granicus IQM2 - Digital Boardroom 1 Board T01 P10-20K County	\$3,888.00	0%
	SS60ADB1T02CI01	Granicus IQM2 - Digital Boardroom 1 Board T02 P10-20K City/Town/Village	\$4,320.00	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	SS60ADB1T02CO01	Granicus IQM2 - Digital Boardroom 1 Board T02 P20-40K County	\$4,320.00	0%
	SS60ADB1T03CI01	Granicus IQM2 - Digital Boardroom 1 Board T03 P20-30K City/Town/Village	\$4,752.00	0%
	SS60ADB1T03CO01	Granicus IQM2 - Digital Boardroom 1 Board T03 P40-60K County	\$4,752.00	0%
	SS60ADB1T04CI01	Granicus IQM2 - Digital Boardroom 1 Board T04 P30-40K City/Town/Village	\$5,184.00	0%
	SS60ADB1T04CO01	Granicus IQM2 - Digital Boardroom 1 Board T04 P60-80K County	\$5,184.00	0%
	SS60ADB1T05CI01	Granicus IQM2 - Digital Boardroom 1 Board T05 P40-50K City/Town/Village	\$5,616.00	0%
	SS60ADB1T05CO01	Granicus IQM2 - Digital Boardroom 1 Board T05 P80-100K County	\$5,616.00	0%
	SS60ADB1T06CI01	Granicus IQM2 - Digital Boardroom 1 Board T06 P50-75K City/Town/Village	\$6,912.00	0%
	SS60ADB1T06CO01	Granicus IQM2 - Digital Boardroom 1 Board T06 P100-150K County	\$6,912.00	0%
	SS60ADB1T07CI01	Granicus IQM2 - Digital Boardroom 1 Board T07 P75-100K City/Town/Village	\$7,776.00	0%
	SS60ADB1T07CO01	Granicus IQM2 - Digital Boardroom 1 Board T07 P150-200K County	\$7,776.00	0%
	SS60ADB1T08CI01	Granicus IQM2 - Digital Boardroom 1 Board T08 P100-175K City/Town/Village	\$8,424.00	0%
	SS60ADB1T08CO01	Granicus IQM2 - Digital Boardroom 1 Board T08 P200-350K County	\$8,424.00	0%
	SS60ADB1T09CI01	Granicus IQM2 - Digital Boardroom 1 Board T09 P175-250K City/Town/Village	\$9,072.00	0%
	SS60ADB1T09CO01	Granicus IQM2 - Digital Boardroom 1 Board T09 P350K-500K County	\$9,072.00	0%
	SS60ADB1T10CI01	Granicus IQM2 - Digital Boardroom 1 Board T10 P250-500K City/Town/Village	\$10,368.00	0%
	SS60ADB1T10CO01	Granicus IQM2 - Digital Boardroom 1 Board T10 P500K-1M County	\$10,368.00	0%
	SS60ADB1T11CI01	Granicus IQM2 - Digital Boardroom 1 Board T11 >P500 City/Town/Village	\$12,240.00	0%
	SS60ADB1T11CO01	Granicus IQM2 - Digital Boardroom 1 Board T11 P>1M County	\$12,240.00	0%
	SS60ADBRTO0CI01	Granicus IQM2 - Digital Boardroom T00 P5K City/Town/Village	\$5,040.00	0%
	SS60ADBRTO0CO01	Granicus IQM2 - Digital Boardroom T00 P10 County	\$5,040.00	0%
	SS60ADBRTO0SD01	Granicus IQM2 - Digital Boardroom T00 Special District budget upto 1M	\$5,040.00	0%
	SS60ADBRTO1SD01	Granicus IQM2 - Digital Boardroom T01 Special District budget 1M - 7M	\$6,480.00	0%
	SS60ADBRTO2CI01	Granicus IQM2 - Digital Boardroom T02 P10 - 20K City/Town/Village	\$7,200.00	0%
	SS60ADBRTO2CO01	Granicus IQM2 - Digital Boardroom T02 P20 - 40K County	\$7,200.00	0%
	SS60ADBRTO2SD01	Granicus IQM2 - Digital Boardroom T02 Special District budget 7M 10M	\$7,200.00	0%
	SS60ADBRTO3CI01	Granicus IQM2 - Digital Boardroom T03 P20 - 30K City/Town/Village	\$7,920.00	0%
	SS60ADBRTO3CO01	Granicus IQM2 - Digital Boardroom T03 P40 - 60K County	\$7,920.00	0%
	SS60ADBRTO3SD01	Granicus IQM2 - Digital Boardroom T03 Special District budget 10M -100M	\$7,920.00	0%
	SS60ADBRTO4CI01	Granicus IQM2 - Digital Boardroom T04 P30 - 40K City/Town/Village	\$8,640.00	0%
	SS60ADBRTO4CO01	Granicus IQM2 - Digital Boardroom T04 P60 - 80K County	\$8,640.00	0%
	SS60ADBRTO4SD01	Granicus IQM2 - Digital Boardroom T04 Special District budget 100M - 140M	\$8,640.00	0%
	SS60ADBRTO5CI01	Granicus IQM2 - Digital Boardroom T05 P40 - 50K City/Town/Village	\$9,360.00	0%
	SS60ADBRTO5CO01	Granicus IQM2 - Digital Boardroom T05 P80 - 100K County	\$9,360.00	0%
	SS60ADBRTO5SD01	Granicus IQM2 - Digital Boardroom T05 Special District budget 140M -150M	\$9,360.00	0%
	SS60ADBRTO6CI01	Granicus IQM2 - Digital Boardroom T06 P60 - 75K City/Town/Village	\$11,520.00	0%
	SS60ADBRTO6CO01	Granicus IQM2 - Digital Boardroom T06 P100 - 150K County	\$11,520.00	0%
	SS60ADBRTO6SD01	Granicus IQM2 - Digital Boardroom T06 Special District budget 160M -180M	\$11,520.00	0%
	SS60ADBRTO7CI01	Granicus IQM2 - Digital Boardroom T07 P75 - 100K City/Town/Village	\$12,960.00	0%
	SS60ADBRTO7CO01	Granicus IQM2 - Digital Boardroom T07 P150 - 200K County	\$12,960.00	0%
	SS60ADBRTO7SD01	Granicus IQM2 - Digital Boardroom T07 Special District budget 180M - 200M	\$12,960.00	0%
	SS60ADBRTO8CI01	Granicus IQM2 - Digital Boardroom T08 P100 - 175K City/Town/Village	\$14,040.00	0%
	SS60ADBRTO8CO01	Granicus IQM2 - Digital Boardroom T08 P200 - 350K County	\$14,040.00	0%
	SS60ADBRTO8SD01	Granicus IQM2 - Digital Boardroom T08 Special District budget 200M - 220M	\$14,040.00	0%
	SS60ADBRTO9CI01	Granicus IQM2 - Digital Boardroom T09 P175K - 250K City/Town/Village	\$15,120.00	0%
	SS60ADBRTO9CO01	Granicus IQM2 - Digital Boardroom T09 P350K - 500K County	\$15,120.00	0%
	SS60ADBRTO9SD01	Granicus IQM2 - Digital Boardroom T09 Special District budget 220M - 240M	\$15,120.00	0%
	SS60ADBRTO10CI01	Granicus IQM2 - Digital Boardroom T10 P250K - 500K City/Town/Village	\$17,280.00	0%
	SS60ADBRTO10CO01	Granicus IQM2 - Digital Boardroom T10 P500K - 1M County	\$17,280.00	0%
	SS60ADBRTO10SD01	Granicus IQM2 - Digital Boardroom T00 Special District budget 240M - 260M	\$17,280.00	0%
	SS60ADBRTO11CI01	Granicus IQM2 - Digital Boardroom T11 >P500 City/Town/Village	\$20,400.00	0%
	SS60ADBRTO11CO01	Granicus IQM2 - Digital Boardroom T11 >P1M County	\$20,400.00	0%
	SS60ADBRTO11SD01	Granicus IQM2 - Digital Boardroom T11 Special District budget 260M +	\$20,400.00	0%
	SS60ADBRTO55CI01	Granicus IQM2 - Digital Boardroom T05.5 P50K-60K City/Town/Village	\$10,080.00	0%
	SS60ADBRTO55CO01	Granicus IQM2 - Digital Boardroom T05.5 P100K-120K County	\$10,080.00	0%
	SS60ADBRTO55SD01	Granicus IQM2 - Digital Boardroom T05.5 Special District budget 150M -160M	\$10,080.00	0%
	SS60AESGT00CI01	Granicus IQM2 - eSignatures T00 P5K City/Town/Village	\$1,560.00	0%
	SS60AESGT00CO01	Granicus IQM2 - eSignatures T00 P10K County	\$1,560.00	0%
	SS60AESGT00SD01	Granicus IQM2 - eSignatures T00 Special District budget upto 1M	\$1,560.00	0%
	SS60AESGT01CI01	Granicus IQM2 - eSignatures T01 P5K-10K City/Town/Village	\$1,920.00	0%
	SS60AESGT01CO01	Granicus IQM2 - eSignatures T01 P10K-20K County	\$1,920.00	0%
	SS60AESGT01SD01	Granicus IQM2 - eSignatures T01 Special District budget 1M - 7M	\$1,920.00	0%
	SS60AESGT02CI01	Granicus IQM2 - eSignatures T02 P10K-20K City/Town/Village	\$2,400.00	0%
	SS60AESGT02CO01	Granicus IQM2 - eSignatures T02 P20K-40K County	\$2,400.00	0%
	SS60AESGT02SD01	Granicus IQM2 - eSignatures T02 Special District budget 7M - 10M	\$2,400.00	0%
	SS60AESGT03CI01	Granicus IQM2 - eSignatures T03 P20K-30K City/Town/Village	\$3,000.00	0%
	SS60AESGT03CO01	Granicus IQM2 - eSignatures T03 P40K-60K County	\$3,000.00	0%
	SS60AESGT03SD01	Granicus IQM2 - eSignatures T03 Special District budget 10M - 100M	\$3,000.00	0%
	SS60AESGT04CI01	Granicus IQM2 - eSignatures T04 P30K-40K City/Town/Village	\$3,480.00	0%
	SS60AESGT04CO01	Granicus IQM2 - eSignatures T04 P60K-80K County	\$3,480.00	0%
	SS60AESGT04SD01	Granicus IQM2 - eSignatures T04 Special District budget 100M - 140M	\$3,480.00	0%
	SS60AESGT05CI01	Granicus IQM2 - eSignatures T05 P40K-50K City/Town/Village	\$3,840.00	0%
	SS60AESGT05CO01	Granicus IQM2 - eSignatures T05 P80K-100K County	\$3,840.00	0%
	SS60AESGT05SD01	Granicus IQM2 - eSignatures T05 Special District budget 1400M -150M	\$3,840.00	0%
	SS60AESGT06CI01	Granicus IQM2 - eSignatures T06 P50K-75K City/Town/Village	\$5,160.00	0%
	SS60AESGT06CO01	Granicus IQM2 - eSignatures T06 P100K-150K County	\$5,160.00	0%
	SS60AESGT06SD01	Granicus IQM2 - eSignatures T06 Special District budget 160M - 180M	\$5,160.00	0%
	SS60AESGT07CI01	Granicus IQM2 - eSignatures T07 P75K-100K City/Town/Village	\$6,000.00	0%
	SS60AESGT07CO01	Granicus IQM2 - eSignatures T07 P150K-200K County	\$6,000.00	0%
	SS60AESGT07SD01	Granicus IQM2 - eSignatures T07 Special District budget 180M - 200M	\$6,000.00	0%
	SS60AESGT08CI01	Granicus IQM2 - eSignatures T08 P100K-175K City/Town/Village	\$6,720.00	0%
	SS60AESGT08CO01	Granicus IQM2 - eSignatures T08 P200K-350K County	\$6,720.00	0%
	SS60AESGT08SD01	Granicus IQM2 - eSignatures T08 Special District budget 200M - 220M	\$6,720.00	0%
	SS60AESGT09CI01	Granicus IQM2 - eSignatures T09 P175K-250K City/Town/Village	\$7,320.00	0%
	SS60AESGT09CO01	Granicus IQM2 - eSignatures T09 P350K-500K County	\$7,320.00	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	SS60AESGT09SD01	Granicus IQM2 - eSignatures T09 Special District budget 220M - 240M	\$7,320.00	0%
	SS60AESGT10OC01	Granicus IQM2 - eSignatures T10 P500K-1M County	\$9,000.00	0%
	SS60AESGT10SD01	Granicus IQM2 - eSignatures T10 Special District budget 240M -260M	\$9,000.00	0%
	SS60AESGT11C01	Granicus IQM2 - eSignatures T11 >500K City/Town/Village	\$10,800.00	0%
	SS60AESGT11CO01	Granicus IQM2 - eSignatures T11 >P1M County	\$10,800.00	0%
	SS60AESGT11SD01	Granicus IQM2 - eSignatures T11 Special District budget 260M +	\$10,800.00	0%
	SS60AESGT55SD01	Granicus IQM2 - eSignatures T5.5 Special District budget 150M -160M	\$4,320.00	0%
	SS60AHD1T00C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T00 P5K City/Town/Village	\$1,512.00	0%
	SS60AHD1T00CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T00 P10 County	\$1,512.00	0%
	SS60AHD1T01C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T01 P10K City/Town/Village	\$1,944.00	0%
	SS60AHD1T01CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T01 P10-20K County	\$1,944.00	0%
	SS60AHD1T02C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T02 P10-20K City/Town/Village	\$2,160.00	0%
	SS60AHD1T02CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T02 P20-40K County	\$2,160.00	0%
	SS60AHD1T03C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T03 P20-30K City/Town/Village	\$2,376.00	0%
	SS60AHD1T03CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T03 P40-60K County	\$2,376.00	0%
	SS60AHD1T04C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T04 P30-40K City/Town/Village	\$2,592.00	0%
	SS60AHD1T04CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T04 P60-80K County	\$2,592.00	0%
	SS60AHD1T05C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T05 P40-50K City/Town/Village	\$2,808.00	0%
	SS60AHD1T05CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T05 P80-100K County	\$2,808.00	0%
	SS60AHD1T06C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T06 P50-75K City/Town/Village	\$3,456.00	0%
	SS60AHD1T06CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T06 P100-150K County	\$3,456.00	0%
	SS60AHD1T07C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T07 P75-100K City/Town/Village	\$3,888.00	0%
	SS60AHD1T07CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T07 P150-200K County	\$3,888.00	0%
	SS60AHD1T08C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T08 P100-175K City/Town/Village	\$4,248.00	0%
	SS60AHD1T08CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T08 P200-350K County	\$4,248.00	0%
	SS60AHD1T09C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T09 P175-250K City/Town/Village	\$4,536.00	0%
	SS60AHD1T09CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T09 P350K-500K County	\$4,536.00	0%
	SS60AHD1T10C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T10 P250-500K City/Town/Village	\$5,184.00	0%
	SS60AHD1T10CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T10 P500K-1M County	\$5,184.00	0%
	SS60AHD1T11C01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T11 >P500K City/Town/Village	\$6,120.00	0%
	SS60AHD1T11CO01	Granicus IQM2 - Civic Streaming HD Upgrade 1 Board T11 P>1M County	\$6,120.00	0%
	TMS-GD-246A(C)	Transactional Messaging Service (TMS) Up to 99999 Potential Users (One Time Fee)	\$13,489.13	0%
	TMS-GD-246A(C)	Transactional Messaging Service (TMS) Up to 99999 Potential Users (Annual Subscription Fee for Advanced)	\$1,986.07	0%
	TMS-GD-246AM(C)	Transactional Messaging Service (TMS) Up to 99999 Potential Users (Annual Subscription Fee for Advanced N	\$5,958.20	0%
	TMS-GD-246B(C)	Transactional Messaging Service (TMS) Up to 99999 Potential Users (Annual Subscription Fee)	\$16,224.72	0%
	TMS-GD-246P(C)	Transactional Messaging Service (TMS) Up to 99999 Potential Users (Annual Subscription Fee for Premium C)	\$3,972.13	0%
	TMS-GD-247A(C)	Transactional Messaging Service (TMS) 100000-249999 Potential Users (One Time Fee)	\$19,836.96	0%
	TMS-GD-247AC(C)	Transactional Messaging Service (TMS) 100000-249999 Potential Users (Annual Subscription Fee for Advance	\$2,920.68	0%
	TMS-GD-247AM(C)	Transactional Messaging Service (TMS) 100000-249999 Potential Users (Annual Subscription Fee for Advance	\$8,762.05	0%
	TMS-GD-247B(C)	Transactional Messaging Service (TMS) 100000-249999 Potential Users (Annual Subscription Fee)	\$23,859.96	0%
	TMS-GD-247PC(C)	Transactional Messaging Service (TMS) 100000-249999 Potential Users (Annual Subscription Fee for Premiun	\$5,841.37	0%
	TMS-GD-248A(C)	Transactional Messaging Service (TMS) 250000-499999 Potential Users (One Time Fee)	\$29,118.89	0%
	TMS-GD-248AC(C)	Transactional Messaging Service (TMS) 250000-499999 Potential Users (Annual Subscription Fee for Advance	\$4,295.11	0%
	TMS-GD-248AM(C)	Transactional Messaging Service (TMS) 250000-499999 Potential Users (Annual Subscription Fee for Advance	\$12,885.32	0%
	TMS-GD-248B(C)	Transactional Messaging Service (TMS) 250000-499999 Potential Users (Annual Subscription Fee)	\$35,088.00	0%
	TMS-GD-248PC(C)	Transactional Messaging Service (TMS) 250000-499999 Potential Users (Annual Subscription Fee for Premiun	\$8,590.22	0%
	TMS-GD-249A(C)	Transactional Messaging Service (TMS) 500000-999999 Potential Users (One Time Fee)	\$42,900.00	0%
	TMS-GD-249AC(C)	Transactional Messaging Service (TMS) 500000-999999 Potential Users (Annual Subscription Fee for Advance	\$6,316.34	0%
	TMS-GD-249AM(C)	Transactional Messaging Service (TMS) 500000-999999 Potential Users (Annual Subscription Fee for Advance	\$18,949.02	0%
	TMS-GD-249B(C)	Transactional Messaging Service (TMS) 500000-999999 Potential Users (Annual Subscription Fee)	\$51,600.00	0%
	TMS-GD-249PC(C)	Transactional Messaging Service (TMS) 500000-999999 Potential Users (Annual Subscription Fee for Premiun	\$12,632.68	0%
	TMS-GD-250A(C)	Transactional Messaging Service (TMS) 1000000-1999999 Potential Users (One Time Fee)	\$62,900.00	0%
	TMS-GD-250AC(C)	Transactional Messaging Service (TMS) 1000000-1999999 Potential Users (Annual Subscription Fee for Adv	\$9,254.17	0%
	TMS-GD-250AM(C)	Transactional Messaging Service (TMS) 1000000-1999999 Potential Users (Annual Subscription Fee for Adv	\$27,762.51	0%
	TMS-GD-250B(C)	Transactional Messaging Service (TMS) 1000000-1999999 Potential Users (Annual Subscription Fee)	\$75,600.00	0%
	TMS-GD-250PC(C)	Transactional Messaging Service (TMS) 1000000-1999999 Potential Users (Annual Subscription Fee for Premi	\$18,508.34	0%
	TMS-GD-251A(C)	Transactional Messaging Service (TMS) 2000000-2999999 Potential Users (One Time Fee)	\$82,900.00	0%
	TMS-GD-251AC(C)	Transactional Messaging Service (TMS) 2000000-2999999 Potential Users (Annual Subscription Fee for Adv	\$12,192.00	0%
	TMS-GD-251AM(C)	Transactional Messaging Service (TMS) 2000000-2999999 Potential Users (Annual Subscription Fee for Adv	\$36,576.01	0%
	TMS-GD-251B(C)	Transactional Messaging Service (TMS) 2000000-2999999 Potential Users (Annual Subscription Fee)	\$99,600.00	0%
	TMS-GD-251PC(C)	Transactional Messaging Service (TMS) 2000000-2999999 Potential Users (Annual Subscription Fee for Premi	\$24,384.00	0%
	TMS-GD-252A(C)	Transactional Messaging Service (TMS) 3000000-3999999 Potential Users (One Time Fee)	\$102,900.00	0%
	TMS-GD-252AC(C)	Transactional Messaging Service (TMS) 3000000-3999999 Potential Users (Annual Subscription Fee for Adv	\$15,129.83	0%
	TMS-GD-252AM(C)	Transactional Messaging Service (TMS) 3000000-3999999 Potential Users (Annual Subscription Fee for Adv	\$45,389.50	0%
	TMS-GD-252B(C)	Transactional Messaging Service (TMS) 3000000-3999999 Potential Users (Annual Subscription Fee)	\$123,600.00	0%
	TMS-GD-252PC(C)	Transactional Messaging Service (TMS) 3000000-3999999 Potential Users (Annual Subscription Fee for Premi	\$30,259.67	0%
	TMS-GD-253A(C)	Transactional Messaging Service (TMS) 4000000-4999999 Potential Users (One Time Fee)	\$122,900.00	0%
	TMS-GD-253AC(C)	Transactional Messaging Service (TMS) 4000000-4999999 Potential Users (Annual Subscription Fee for Adv	\$18,067.67	0%
	TMS-GD-253AM(C)	Transactional Messaging Service (TMS) 4000000-4999999 Potential Users (Annual Subscription Fee for Adv	\$54,203.00	0%
	TMS-GD-253B(C)	Transactional Messaging Service (TMS) 4000000-4999999 Potential Users (Annual Subscription Fee)	\$147,600.00	0%
	TMS-GD-253PC(C)	Transactional Messaging Service (TMS) 4000000-4999999 Potential Users (Annual Subscription Fee for Premi	\$36,135.33	0%
	TMS-GD-254A(C)	Transactional Messaging Service (TMS) 5000000-5999999 Potential Users (One Time Fee)	\$142,900.00	0%
	TMS-GD-254AC(C)	Transactional Messaging Service (TMS) 5000000-5999999 Potential Users (Annual Subscription Fee for Adv	\$21,005.50	0%
	TMS-GD-254AM(C)	Transactional Messaging Service (TMS) 5000000-5999999 Potential Users (Annual Subscription Fee for Adv	\$63,016.49	0%
	TMS-GD-254B(C)	Transactional Messaging Service (TMS) 5000000-5999999 Potential Users (Annual Subscription Fee)	\$171,600.00	0%
	TMS-GD-254PC(C)	Transactional Messaging Service (TMS) 5000000-5999999 Potential Users (Annual Subscription Fee for Premi	\$42,011.00	0%
	TMS-GD-255A(C)	Transactional Messaging Service (TMS) 6000000-6999999 Potential Users (One Time Fee)	\$166,331.80	0%
	TMS-GD-255AC(C)	Transactional Messaging Service (TMS) 6000000-6999999 Potential Users (Annual Subscription Fee for Adv	\$24,476.88	0%
	TMS-GD-255AM(C)	Transactional Messaging Service (TMS) 6000000-6999999 Potential Users (Annual Subscription Fee for Adv	\$73,430.64	0%
	TMS-GD-255B(C)	Transactional Messaging Service (TMS) 6000000-6999999 Potential Users (Annual Subscription Fee)	\$203,974.01	0%
	TMS-GD-255PC(C)	Transactional Messaging Service (TMS) 6000000-6999999 Potential Users (Annual Subscription Fee for Premi	\$48,953.76	0%
	TMS-GD-256A(C)	Transactional Messaging Service (TMS) 7000000-7999999 Potential Users (One Time Fee)	\$192,398.75	0%
	TMS-GD-256AC(C)	Transactional Messaging Service (TMS) 7000000-7999999 Potential Users (Annual Subscription Fee for Adv	\$27,948.26	0%
	TMS-GD-256AM(C)	Transactional Messaging Service (TMS) 7000000-7999999 Potential Users (Annual Subscription Fee for Adv	\$83,844.79	0%
	TMS-GD-256B(C)	Transactional Messaging Service (TMS) 7000000-7999999 Potential Users (Annual Subscription Fee)	\$232,902.21	0%

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Product Name	Product Code	Description	List Price	% Discount to NCPA
	TMS-GD-273PC(C)	Transactional Messaging Service (TMS) 24000000-24999999 Potential Users (Annual Subscription Fee for Pre	\$173,923.57	0%
	TMS-GD-274A(C)	Transactional Messaging Service (TMS) 25000000-25999999 Potential Users (One Time Fee)	\$661,603.99	0%
	TMS-GD-274AC(C)	Transactional Messaging Service (TMS) 25000000-25999999 Potential Users (Annual Subscription Fee for Adh	\$90,433.17	0%
	TMS-GD-274AM(C)	Transactional Messaging Service (TMS) 25000000-25999999 Potential Users (Annual Subscription Fee for Adh	\$271,299.50	0%
	TMS-GD-274B(C)	Transactional Messaging Service (TMS) 25000000-25999999 Potential Users (Annual Subscription Fee)	\$753,609.74	0%
	TMS-GD-274PC(C)	Transactional Messaging Service (TMS) 25000000-25999999 Potential Users (Annual Subscription Fee for Pre	\$180,866.34	0%
	TMS-GD-275A(C)	Transactional Messaging Service (TMS) 26000000-26999999 Potential Users (One Time Fee)	\$687,670.94	0%
	TMS-GD-275AC(C)	Transactional Messaging Service (TMS) 26000000-26999999 Potential Users (Annual Subscription Fee for Adh	\$93,904.55	0%
	TMS-GD-275AM(C)	Transactional Messaging Service (TMS) 26000000-26999999 Potential Users (Annual Subscription Fee for Adh	\$281,713.66	0%
	TMS-GD-275B(C)	Transactional Messaging Service (TMS) 26000000-26999999 Potential Users (Annual Subscription Fee)	\$782,537.93	0%
	TMS-GD-275PC(C)	Transactional Messaging Service (TMS) 26000000-26999999 Potential Users (Annual Subscription Fee for Pre	\$187,809.10	0%
	TMS-GD-276A(C)	Transactional Messaging Service (TMS) 27000000-27999999 Potential Users (One Time Fee)	\$713,737.90	0%
	TMS-GD-276AC(C)	Transactional Messaging Service (TMS) 27000000-27999999 Potential Users (Annual Subscription Fee for Adh	\$97,375.94	0%
	TMS-GD-276AM(C)	Transactional Messaging Service (TMS) 27000000-27999999 Potential Users (Annual Subscription Fee for Adh	\$292,127.81	0%
	TMS-GD-276B(C)	Transactional Messaging Service (TMS) 27000000-27999999 Potential Users (Annual Subscription Fee)	\$811,466.13	0%
	TMS-GD-276PC(C)	Transactional Messaging Service (TMS) 27000000-27999999 Potential Users (Annual Subscription Fee for Pre	\$194,751.87	0%
	TMS-GD-277A(C)	Transactional Messaging Service (TMS) 28000000-28999999 Potential Users (One Time Fee)	\$739,804.86	0%
	TMS-GD-277AC(C)	Transactional Messaging Service (TMS) 28000000-28999999 Potential Users (Annual Subscription Fee for Adh	\$100,847.32	0%
	TMS-GD-277AM(C)	Transactional Messaging Service (TMS) 28000000-28999999 Potential Users (Annual Subscription Fee for Adh	\$302,541.96	0%
	TMS-GD-277B(C)	Transactional Messaging Service (TMS) 28000000-28999999 Potential Users (Annual Subscription Fee)	\$840,394.32	0%
	TMS-GD-277PC(C)	Transactional Messaging Service (TMS) 28000000-28999999 Potential Users (Annual Subscription Fee for Pre	\$201,694.64	0%
	TMS-GD-278A(C)	Transactional Messaging Service (TMS) 29000000-29999999 Potential Users (One Time Fee)	\$765,871.82	0%
	TMS-GD-278AC(C)	Transactional Messaging Service (TMS) 29000000-29999999 Potential Users (Annual Subscription Fee for Adh	\$104,318.70	0%
	TMS-GD-278AM(C)	Transactional Messaging Service (TMS) 29000000-29999999 Potential Users (Annual Subscription Fee for Adh	\$312,956.11	0%
	TMS-GD-278B(C)	Transactional Messaging Service (TMS) 29000000-29999999 Potential Users (Annual Subscription Fee)	\$869,322.52	0%
	TMS-GD-278PC(C)	Transactional Messaging Service (TMS) 29000000-29999999 Potential Users (Annual Subscription Fee for Pre	\$208,637.40	0%
	TMS-GD-279A(C)	Transactional Messaging Service (TMS) 30000000-30999999 Potential Users (One Time Fee)	\$791,938.77	0%
	TMS-GD-279AC(C)	Transactional Messaging Service (TMS) 30000000-30999999 Potential Users (Annual Subscription Fee for Adh	\$107,790.09	0%
	TMS-GD-279AM(C)	Transactional Messaging Service (TMS) 30000000-30999999 Potential Users (Annual Subscription Fee for Adh	\$323,370.26	0%
	TMS-GD-279B(C)	Transactional Messaging Service (TMS) 30000000-30999999 Potential Users (Annual Subscription Fee)	\$898,250.72	0%
	TMS-GD-279PC(C)	Transactional Messaging Service (TMS) 30000000-30999999 Potential Users (Annual Subscription Fee for Pre	\$215,580.17	0%
	TMS-GD-280A(C)	Transactional Messaging Service (TMS) 31000000-31999999 Potential Users (One Time Fee)	\$818,005.73	0%
	TMS-GD-280AC(C)	Transactional Messaging Service (TMS) 31000000-31999999 Potential Users (Annual Subscription Fee for Adh	\$111,261.47	0%
	TMS-GD-280AM(C)	Transactional Messaging Service (TMS) 31000000-31999999 Potential Users (Annual Subscription Fee for Adh	\$333,784.41	0%
	TMS-GD-280B(C)	Transactional Messaging Service (TMS) 31000000-31999999 Potential Users (Annual Subscription Fee)	\$927,178.91	0%
	TMS-GD-280PC(C)	Transactional Messaging Service (TMS) 31000000-31999999 Potential Users (Annual Subscription Fee for Pre	\$222,522.94	0%
	TMS-GD-281A(C)	Transactional Messaging Service (TMS) 32000000-32999999 Potential Users (One Time Fee)	\$844,072.69	0%
	TMS-GD-281AC(C)	Transactional Messaging Service (TMS) 32000000-32999999 Potential Users (Annual Subscription Fee for Adh	\$114,732.85	0%
	TMS-GD-281AM(C)	Transactional Messaging Service (TMS) 32000000-32999999 Potential Users (Annual Subscription Fee for Adh	\$344,198.56	0%
	TMS-GD-281B(C)	Transactional Messaging Service (TMS) 32000000-32999999 Potential Users (Annual Subscription Fee)	\$956,107.11	0%
	TMS-GD-281PC(C)	Transactional Messaging Service (TMS) 32000000-32999999 Potential Users (Annual Subscription Fee for Pre	\$229,465.71	0%
	TMS-GD-282A(C)	Transactional Messaging Service (TMS) 33000000-33999999 Potential Users (One Time Fee)	\$870,139.65	0%
	TMS-GD-282AC(C)	Transactional Messaging Service (TMS) 33000000-33999999 Potential Users (Annual Subscription Fee for Adh	\$118,204.24	0%
	TMS-GD-282AM(C)	Transactional Messaging Service (TMS) 33000000-33999999 Potential Users (Annual Subscription Fee for Adh	\$354,612.71	0%
	TMS-GD-282B(C)	Transactional Messaging Service (TMS) 33000000-33999999 Potential Users (Annual Subscription Fee)	\$985,035.30	0%
	TMS-GD-282PC(C)	Transactional Messaging Service (TMS) 33000000-33999999 Potential Users (Annual Subscription Fee for Pre	\$236,408.47	0%
	TMS-GD-283A(C)	Transactional Messaging Service (TMS) 34000000-34999999 Potential Users (One Time Fee)	\$896,206.60	0%
	TMS-GD-283AC(C)	Transactional Messaging Service (TMS) 34000000-34999999 Potential Users (Annual Subscription Fee for Adh	\$121,675.62	0%
	TMS-GD-283AM(C)	Transactional Messaging Service (TMS) 34000000-34999999 Potential Users (Annual Subscription Fee for Adh	\$365,026.86	0%
	TMS-GD-283B(C)	Transactional Messaging Service (TMS) 34000000-34999999 Potential Users (Annual Subscription Fee)	\$1,013,963.50	0%
	TMS-GD-283PC(C)	Transactional Messaging Service (TMS) 34000000-34999999 Potential Users (Annual Subscription Fee for Pre	\$243,351.24	0%
	TMS-GD-284A(C)	Transactional Messaging Service (TMS) 35000000-35999999 Potential Users (One Time Fee)	\$922,273.56	0%
	TMS-GD-284AC(C)	Transactional Messaging Service (TMS) 35000000-35999999 Potential Users (Annual Subscription Fee for Adh	\$125,147.00	0%
	TMS-GD-284AM(C)	Transactional Messaging Service (TMS) 35000000-35999999 Potential Users (Annual Subscription Fee for Adh	\$375,441.01	0%
	TMS-GD-284B(C)	Transactional Messaging Service (TMS) 35000000-35999999 Potential Users (Annual Subscription Fee)	\$1,042,891.70	0%
	TMS-GD-284PC(C)	Transactional Messaging Service (TMS) 35000000-35999999 Potential Users (Annual Subscription Fee for Pre	\$250,294.01	0%
	TMS-GD-285A(C)	Transactional Messaging Service (TMS) 36000000-36999999 Potential Users (One Time Fee)	\$948,340.52	0%
	TMS-GD-285AC(C)	Transactional Messaging Service (TMS) 36000000-36999999 Potential Users (Annual Subscription Fee for Adh	\$128,618.39	0%
	TMS-GD-285AM(C)	Transactional Messaging Service (TMS) 36000000-36999999 Potential Users (Annual Subscription Fee for Adh	\$385,855.16	0%
	TMS-GD-285B(C)	Transactional Messaging Service (TMS) 36000000-36999999 Potential Users (Annual Subscription Fee)	\$1,071,819.89	0%
	TMS-GD-285PC(C)	Transactional Messaging Service (TMS) 36000000-36999999 Potential Users (Annual Subscription Fee for Pre	\$257,236.77	0%
	TMS-GD-286A(C)	Transactional Messaging Service (TMS) 37000000-37999999 Potential Users (One Time Fee)	\$974,407.47	0%
	TMS-GD-286AC(C)	Transactional Messaging Service (TMS) 37000000-37999999 Potential Users (Annual Subscription Fee for Adh	\$132,089.77	0%
	TMS-GD-286AM(C)	Transactional Messaging Service (TMS) 37000000-37999999 Potential Users (Annual Subscription Fee for Adh	\$396,269.31	0%
	TMS-GD-286B(C)	Transactional Messaging Service (TMS) 37000000-37999999 Potential Users (Annual Subscription Fee)	\$1,100,748.09	0%
	TMS-GD-286PC(C)	Transactional Messaging Service (TMS) 37000000-37999999 Potential Users (Annual Subscription Fee for Pre	\$264,179.54	0%
	TMS-GD-287A(C)	Transactional Messaging Service (TMS) 38000000-38999999 Potential Users (One Time Fee)	\$1,000,474.43	0%
	TMS-GD-287AC(C)	Transactional Messaging Service (TMS) 38000000-38999999 Potential Users (Annual Subscription Fee for Adh	\$135,561.15	0%
	TMS-GD-287AM(C)	Transactional Messaging Service (TMS) 38000000-38999999 Potential Users (Annual Subscription Fee for Adh	\$406,683.46	0%
	TMS-GD-287B(C)	Transactional Messaging Service (TMS) 38000000-38999999 Potential Users (Annual Subscription Fee)	\$1,129,676.28	0%
	TMS-GD-287PC(C)	Transactional Messaging Service (TMS) 38000000-38999999 Potential Users (Annual Subscription Fee for Pre	\$271,122.31	0%
	TMS-GD-288A(C)	Transactional Messaging Service (TMS) 39000000-39999999 Potential Users (One Time Fee)	\$1,026,541.39	0%
	TMS-GD-288AC(C)	Transactional Messaging Service (TMS) 39000000-39999999 Potential Users (Annual Subscription Fee for Adh	\$139,032.54	0%
	TMS-GD-288AM(C)	Transactional Messaging Service (TMS) 39000000-39999999 Potential Users (Annual Subscription Fee for Adh	\$417,097.61	0%
	TMS-GD-288B(C)	Transactional Messaging Service (TMS) 39000000-39999999 Potential Users (Annual Subscription Fee)	\$1,158,604.48	0%
	TMS-GD-288PC(C)	Transactional Messaging Service (TMS) 39000000-39999999 Potential Users (Annual Subscription Fee for Pre	\$278,065.08	0%
	TMS-GD-289A(C)	Transactional Messaging Service (TMS) 40000000-40999999 Potential Users (One Time Fee)	\$1,052,608.35	0%
	TMS-GD-289AC(C)	Transactional Messaging Service (TMS) 40000000-40999999 Potential Users (Annual Subscription Fee for Adh	\$142,503.92	0%
	TMS-GD-289AM(C)	Transactional Messaging Service (TMS) 40000000-40999999 Potential Users (Annual Subscription Fee for Adh	\$427,511.76	0%
	TMS-GD-289B(C)	Transactional Messaging Service (TMS) 40000000-40999999 Potential Users (Annual Subscription Fee)	\$1,187,532.68	0%
	TMS-GD-289PC(C)	Transactional Messaging Service (TMS) 40000000-40999999 Potential Users (Annual Subscription Fee for Pre	\$285,007.84	0%
	TMS-GD-290A(C)	Transactional Messaging Service (TMS) 41000000-41999999 Potential Users (One Time Fee)	\$1,078,675.30	0%
	TMS-GD-290AC(C)	Transactional Messaging Service (TMS) 41000000-41999999 Potential Users (Annual Subscription Fee for Adh	\$145,975.30	0%
	TMS-GD-290AM(C)	Transactional Messaging Service (TMS) 41000000-41999999 Potential Users (Annual Subscription Fee for Adh	\$437,925.91	0%
	TMS-GD-290B(C)	Transactional Messaging Service (TMS) 41000000-41999999 Potential Users (Annual Subscription Fee)	\$1,216,460.87	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	TMS-GD-290PC(C)	Transactional Messaging Service (TMS) 41000000-41999999 Potential Users (Annual Subscription Fee for Pre	\$291,950.61	0%
	TMS-GD-291A(C)	Transactional Messaging Service (TMS) 42000000-42999999 Potential Users (One Time Fee)	\$1,104,742.26	0%
	TMS-GD-291AC(C)	Transactional Messaging Service (TMS) 42000000-42999999 Potential Users (Annual Subscription Fee for Adh	\$149,446.69	0%
	TMS-GD-291AM(C)	Transactional Messaging Service (TMS) 42000000-42999999 Potential Users (Annual Subscription Fee for Adh	\$448,340.06	0%
	TMS-GD-291B(C)	Transactional Messaging Service (TMS) 42000000-42999999 Potential Users (Annual Subscription Fee)	\$1,245,389.07	0%
	TMS-GD-291PC(C)	Transactional Messaging Service (TMS) 42000000-42999999 Potential Users (Annual Subscription Fee for Pre	\$298,893.38	0%
	TMS-GD-292A(C)	Transactional Messaging Service (TMS) 43000000-43999999 Potential Users (One Time Fee)	\$1,130,809.22	0%
	TMS-GD-292AC(C)	Transactional Messaging Service (TMS) 43000000-43999999 Potential Users (Annual Subscription Fee for Adh	\$152,918.07	0%
	TMS-GD-292AM(C)	Transactional Messaging Service (TMS) 43000000-43999999 Potential Users (Annual Subscription Fee for Adh	\$458,754.21	0%
	TMS-GD-292B(C)	Transactional Messaging Service (TMS) 43000000-43999999 Potential Users (Annual Subscription Fee)	\$1,274,317.26	0%
	TMS-GD-292PC(C)	Transactional Messaging Service (TMS) 43000000-43999999 Potential Users (Annual Subscription Fee for Pre	\$305,836.14	0%
	TMS-GD-293A(C)	Transactional Messaging Service (TMS) 44000000-44999999 Potential Users (One Time Fee)	\$1,156,876.18	0%
	TMS-GD-293AC(C)	Transactional Messaging Service (TMS) 44000000-44999999 Potential Users (Annual Subscription Fee for Adh	\$156,389.46	0%
	TMS-GD-293AM(C)	Transactional Messaging Service (TMS) 44000000-44999999 Potential Users (Annual Subscription Fee for Adh	\$469,168.37	0%
	TMS-GD-293B(C)	Transactional Messaging Service (TMS) 44000000-44999999 Potential Users (Annual Subscription Fee)	\$1,303,245.46	0%
	TMS-GD-293PC(C)	Transactional Messaging Service (TMS) 44000000-44999999 Potential Users (Annual Subscription Fee for Pre	\$312,778.91	0%
	TMS-GD-294A(C)	Transactional Messaging Service (TMS) 45000000-45999999 Potential Users (One Time Fee)	\$1,182,943.13	0%
	TMS-GD-294AC(C)	Transactional Messaging Service (TMS) 45000000-45999999 Potential Users (Annual Subscription Fee for Adh	\$159,860.84	0%
	TMS-GD-294AM(C)	Transactional Messaging Service (TMS) 45000000-45999999 Potential Users (Annual Subscription Fee for Adh	\$479,582.52	0%
	TMS-GD-294B(C)	Transactional Messaging Service (TMS) 45000000-45999999 Potential Users (Annual Subscription Fee)	\$1,332,173.66	0%
	TMS-GD-294PC(C)	Transactional Messaging Service (TMS) 45000000-45999999 Potential Users (Annual Subscription Fee for Pre	\$319,721.68	0%
	TMS-GD-295A(C)	Transactional Messaging Service (TMS) 46000000-46999999 Potential Users (One Time Fee)	\$1,209,010.09	0%
	TMS-GD-295AC(C)	Transactional Messaging Service (TMS) 46000000-46999999 Potential Users (Annual Subscription Fee for Adh	\$163,332.22	0%
	TMS-GD-295AM(C)	Transactional Messaging Service (TMS) 46000000-46999999 Potential Users (Annual Subscription Fee for Adh	\$489,996.67	0%
	TMS-GD-295B(C)	Transactional Messaging Service (TMS) 46000000-46999999 Potential Users (Annual Subscription Fee)	\$1,361,101.85	0%
	TMS-GD-295PC(C)	Transactional Messaging Service (TMS) 46000000-46999999 Potential Users (Annual Subscription Fee for Pre	\$326,664.44	0%
	TMS-GD-296A(C)	Transactional Messaging Service (TMS) 47000000-47999999 Potential Users (One Time Fee)	\$1,235,077.05	0%
	TMS-GD-296AC(C)	Transactional Messaging Service (TMS) 47000000-47999999 Potential Users (Annual Subscription Fee for Adh	\$166,803.61	0%
	TMS-GD-296AM(C)	Transactional Messaging Service (TMS) 47000000-47999999 Potential Users (Annual Subscription Fee for Adh	\$500,410.82	0%
	TMS-GD-296B(C)	Transactional Messaging Service (TMS) 47000000-47999999 Potential Users (Annual Subscription Fee)	\$1,390,030.05	0%
	TMS-GD-296PC(C)	Transactional Messaging Service (TMS) 47000000-47999999 Potential Users (Annual Subscription Fee for Pre	\$333,607.21	0%
	TMS-GD-297A(C)	Transactional Messaging Service (TMS) 48000000-48999999 Potential Users (One Time Fee)	\$1,261,144.01	0%
	TMS-GD-297AC(C)	Transactional Messaging Service (TMS) 48000000-48999999 Potential Users (Annual Subscription Fee for Adh	\$170,274.99	0%
	TMS-GD-297AM(C)	Transactional Messaging Service (TMS) 48000000-48999999 Potential Users (Annual Subscription Fee for Adh	\$510,824.97	0%
	TMS-GD-297B(C)	Transactional Messaging Service (TMS) 48000000-48999999 Potential Users (Annual Subscription Fee)	\$1,418,958.24	0%
	TMS-GD-297PC(C)	Transactional Messaging Service (TMS) 48000000-48999999 Potential Users (Annual Subscription Fee for Pre	\$340,549.98	0%
	TMS-GD-298A(C)	Transactional Messaging Service (TMS) 49000000-49999999 Potential Users (One Time Fee)	\$1,287,210.96	0%
	TMS-GD-298AC(C)	Transactional Messaging Service (TMS) 49000000-49999999 Potential Users (Annual Subscription Fee for Adh	\$173,746.37	0%
	TMS-GD-298AM(C)	Transactional Messaging Service (TMS) 49000000-49999999 Potential Users (Annual Subscription Fee for Adh	\$521,239.12	0%
	TMS-GD-298B(C)	Transactional Messaging Service (TMS) 49000000-49999999 Potential Users (Annual Subscription Fee)	\$1,447,886.44	0%
	TMS-GD-298PC(C)	Transactional Messaging Service (TMS) 49000000-49999999 Potential Users (Annual Subscription Fee for Pre	\$347,492.75	0%
	TRS-GD-301	Email overage (per 1 million). Cost per 1 million emails. Must be used within 1 year.	\$12,650.00	0%
	TRS-GD-302(C)	100000 SMS and/or Voice Transactions. Cost per text-based SMS message (each way) and per voice call und	\$5,160.00	0%
	TRS-GD-303(C)	1000000 SMS and/or Voice Transactions. Cost per text-based SMS message (each way) and per voice call un	\$29,475.00	0%
	TRS-GD-304(C)	2500000 SMS and/or Voice Transactions. Cost per text-based SMS message (each way) and per voice call un	\$56,850.00	0%
	TRS-GD-305(C)	5000000 SMS and/or Voice Transactions. Cost per text-based SMS message (each way) and per voice call un	\$103,175.00	0%
	TRS-GD-306(C)	10000000 SMS and/or Voice Transactions. Cost per text-based SMS message (each way) and per voice call u	\$197,905.00	0%
	TRS-GD-307	500,000 SMS and/or Voice Transactions. Cost per text-based SMS message (each way) and per voice call unc	\$20,000.00	0%
	TRS-GD-308	3,000,000 SMS and/or Voice Transactions. Cost per text-based SMS message (each way) and per voice call u	\$64,050.25	0%
	VCT-GR-246A	VoteCast Tablet Standard Package Annual Subscription	\$12,000.00	0%
	VCT-GR-246DB	VoteCast Display Application Annual Subscription	\$936.00	0%
	WEB-GA-120	Branded subsite with color scheme utilizing framework of the main website	\$6,100.00	0%
	WEB-GA-123	The Developer Toolkit includes core functionality such as: Microsite Builder, Design Studio, and Content SDK.	\$14,200.00	0%
	WEB-GA-162	Premium Design Package	\$9,500.00	0%
	WEB-GA-163	govAccess Site Search	\$1,000.00	0%
	WEB-GA-164	Intranet - Content Sharing Package	\$2,000.00	0%
	WEB-GA-165	govAccess Add-on - Anchor Scrolling	\$5,500.00	0%
	WEB-GA-166	govAccess Add-on - Data Visualization	\$2,500.00	0%
	WEB-GA-167	govAccess Add-on - Geo Finder (no integration)	\$7,500.00	0%
	WEB-GA-168	govAccess Add-on - Live Chat Integration	\$1,500.00	0%
	WEB-GA-169	govAccess Add-on - Parallax Scrolling	\$5,500.00	0%
	WEB-GA-170	govAccess Add-on - Service Finder	\$3,000.00	0%
	WEB-GA-171	govAccess Add-on - Video Gallery	\$1,500.00	0%
	WEB-GA-172	Active Directory Federation Service integration	\$4,000.00	0%
	WEB-GA-173	Active Directory Integration	\$4,000.00	0%
	WEB-GA-174	Advanced Design Package	\$6,500.00	0%
	WEB-GA-175	Advanced UX Analysis Package	\$3,000.00	0%
	WEB-GA-176A	Content Migration - Up to 1,000 Pages of Migration Total	\$9,850.00	0%
	WEB-GA-176B	Content Migration - Up to 1,500 Pages of Migration Total	\$14,360.00	0%
	WEB-GA-176C	Content Migration - Up to 200 Pages of Migration Total	\$4,500.00	0%
	WEB-GA-176D	Content Migration - Up to 500 Pages of Migration Total	\$4,000.00	0%
	WEB-GA-177	Content Migration (Scripted)	\$4,500.00	0%
	WEB-GA-178A	Content Migration of Accessible Pages - Up to 1,000 Pages	\$18,000.00	0%
	WEB-GA-178B	Content Migration of Accessible Pages - Up to 1,500 Pages	\$23,575.00	0%
	WEB-GA-178C	Content Migration of Accessible Pages - Up to 200 Pages	\$5,625.00	0%
	WEB-GA-178D	Content Migration of Accessible Pages - Up to 50 Pages	\$1,825.00	0%
	WEB-GA-178E	Content Migration of Accessible Pages - Up to 500 Pages	\$10,625.00	0%
	WEB-GA-181A	Dept Branding: Interior Page Customization Tier 1	\$10,000.00	0%
	WEB-GA-181B	Dept Branding: Interior Page Customization Tier 2	\$5,000.00	0%
	WEB-GA-181C	Dept Branding: Interior Page Customization Tier 3	\$2,500.00	0%
	WEB-GA-182A	Content Strategy Package - Standard - Clients	\$5,000.00	0%
	WEB-GA-182B	Content Strategy Package - Plus - Clients	\$12,500.00	0%
	WEB-GA-182C	Content Strategy Package - Premium - Clients	\$17,500.00	0%
	WEB-GA-220	govAccess Enterprise Search	\$1,350.00	0%
	WEB-GA-221A	govAccess - Website Design and Implementation - Trailblazer - up to 25,000 population	\$36,000.00	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	WEB-GA-221B	govAccess - Website Design and Implementation - Trailblazer - 25,001 - 50,000 population	\$38,600.00	0%
	WEB-GA-221C	govAccess - Website Design and Implementation - Trailblazer - 50,001 - 100,000 population	\$45,600.00	0%
	WEB-GA-221D	govAccess - Website Design and Implementation - Trailblazer - 100,001+ population	\$54,700.00	0%
	WEB-GA-222A	govAccess - Website Design and Implementation - Innovator - up to 25,000 population	\$16,000.00	0%
	WEB-GA-222B	govAccess - Website Design and Implementation - Innovator - 25,001 - 50,000 population	\$18,600.00	0%
	WEB-GA-222C	govAccess - Website Design and Implementation - Innovator - 50,001 - 100,000 population	\$25,600.00	0%
	WEB-GA-222D	govAccess - Website Design and Implementation - Innovator - 100,001+ population	\$34,700.00	0%
	WEB-GA-223	govAccess - Website Design and Implementation - Pioneer (all populations)	\$9,300.00	0%
	WEB-GA-224A	govAccess - Website Design and Implementation - Specialty Subsite - up to 25,000 population	\$19,800.00	0%
	WEB-GA-224B	govAccess - Website Design and Implementation - Specialty Subsite - 25,001 - 50,000 population	\$20,700.00	0%
	WEB-GA-224C	govAccess - Website Design and Implementation - Specialty Subsite - 50,001 - 100,000 population	\$22,500.00	0%
	WEB-GA-224D	govAccess - Website Design and Implementation - Specialty Subsite - 100,001+ population	\$24,500.00	0%
	WEB-GA-225A	govAccess - Website Design and Implementation - Independent Subsite - up to 25,000 population	\$8,000.00	0%
	WEB-GA-225B	govAccess - Website Design and Implementation - Independent Subsite - 25,001 - 50,000 population	\$9,100.00	0%
	WEB-GA-225C	govAccess - Website Design and Implementation - Independent Subsite - 50,001 - 100,000 population	\$11,300.00	0%
	WEB-GA-225D	govAccess - Website Design and Implementation - Independent Subsite - 100,001+ population	\$13,900.00	0%
	WEB-GA-226	govAccess - Website Design and Implementation - Branded with Domain (all populations)	\$7,800.00	0%
	WEB-GA-227A	govAccess - Website Design and Implementation - Branded Subsite - up to 25,000 population	\$1,600.00	0%
	WEB-GA-227B	govAccess - Website Design and Implementation - Branded Subsite - 25,001 - 50,000 population	\$1,800.00	0%
	WEB-GA-227C	govAccess - Website Design and Implementation - Branded Subsite - 50,001 - 100,000 population	\$2,300.00	0%
	WEB-GA-227D	govAccess - Website Design and Implementation - Branded Subsite - 100,001+ population	\$2,800.00	0%
	WEB-GA-228	govAccess - CMS 6 Redesign	\$20,000.00	0%
	WEB-GA-229	govAccess - Intranet development	\$31,530.00	0%
	WEB-GA-243	SSL Certificate - Client Provided and Granicus Managed	\$180.00	0%
	WEB-GA-244	govAccess Digital Signature Integration (1,800 signatures/year)	\$4,500.00	0%
	WEB-GA-245	govAccess Digital Signature Integration (5,400 signatures/year)	\$10,800.00	0%
	WEB-GA-246	govAccess Digital Signature Integration (600 signatures/year)	\$1,800.00	0%
	WEB-GA-247A	govAccess Enterprise Search (Tier 1). Requires Implementation SKU	\$2,150.00	0%
	WEB-GA-247B	govAccess Enterprise Search (Tier 2). Requires Implementation SKU	\$5,500.00	0%
	WEB-GA-247C	govAccess Enterprise Search (Tier 3). Requires Implementation SKU	\$9,500.00	0%
	200-CMPG-GS-101	CampaignDocs Public Kiosk Maintenance & Support (Minimum Threshold 10,000 Population)	\$2.13	0%
	200-CMPG-GS-102	CampaignDocs Web Publishing Maintenance & Support (Minimum Threshold 10,000 Population)	\$4.59	0%
	200-CMPG-GS-103	eCampaign Maintenance and Support (Minimum Threshold 10,000 Population)	\$9.07	0%
	200-DISC-GS-100	DisclosureDocs Maintenance & Support (Minimum 25 Filers)	\$9.50	0%
	200-DISC-GS-101	DisclosureDocs Conflict of Interest Maintenance & Support (Minimum 25 Filers)	\$3.33	0%
	200-DISC-GS-103	DisclosureDocs Public Kiosk Maintenance & Support (Minimum 25 Filers)	\$1.90	0%
	200-DISC-GS-104	DisclosureDocs Web Redaction Maintenance & Support (Minimum 25 Filers)	\$3.33	0%
	200-DISC-GS-105	DisclosureDocs Web Publishing Maintenance & Support (Minimum 25 Filers)	\$3.33	0%
	200-DISC-GS-107	eDisclosure Maintenance & Support (Minimum 25 Filers)	\$9.50	0%
	200-DISC-GS-108	eDisclosure Filer Module Maintenance & Support (Minimum 25 Filers)	\$9.50	0%
	200-DISC-GS-109	eDisclosure Contact Person Maintenance & Support (Minimum 25 Filers)	\$4.75	0%
	NCO-GD-246AS	Open Data Advanced Support: Annual Support Package for Up to 5,000 Datasets and up to 10,000 Data Reso	\$125,000.00	0%
	NCO-GD-246BS	Open Data Standard Support: Annual Support Package for Up to 2,000 Datasets and up to 4,000 Data Resour	\$62,500.00	0%
	GD-NC-201501	NuCivic Basic Support Subscription provides unlimited Tier 1 support tickets for one person and three Tier 2/	\$25,000.00	0%
	GD-NC-201502	NuCivic Bronze Support Subscription provides unlimited Tier 1 support tickets for one person and three Tier :	\$28,000.00	0%
	GD-NC-201503	NuCivic Silver Support Subscription provides unlimited Tier 1 support tickets for three person and six Tier 2/3	\$55,000.00	0%
	GD-NC-201504	NuCivic Gold Support Subscription provides unlimited Tier 1 support tickets for five person and ten Tier 2/3 e	\$80,000.00	0%
	GSV-GR-100	Annual recurring fee associated with access to govService license, maintenance, & support. (Base access to g	\$5,000.00	0%
	GSV-GR-103	Annual recurring fee associated with citizen mobile application (includes iOS and Android). (Note: requires C	\$21,000.00	0%
	GSV-GR-104	Annual recurring fee to support integrated calendar bookings (capped at 50 sources). (Note: requires Core Se	\$3,900.00	0%
	GSV-GR-105	Annual recurring fee associated with use of the System Polling Solution (SPS). (Note: requires Core Set-up, M	\$10,100.00	0%
	GSV-GR-106	Annual recurring fee associated with the Digital Service Maintenance and Support of services. (Note: requires C	\$3,500.00	0%
	GSV-GR-107	Annual recurring fee associated with additional "Customer Service Hub" license. (Note: requires Core Licensi	\$1,548.00	0%
	GSV-GR-108	Annual recurring fee associated with additional "Service Designer" license. (Note: requires Core Licensing, M	\$2,988.00	0%
	WEB-GA-230A	Year 1 - govAccess Core Maintenance, Hosting and Licensing - Annual Subscription - up to 25,000 population	\$5,500.00	0%
	WEB-GA-231A	Year 1 - govAccess Core Maintenance, Hosting and Licensing - Annual Subscription - 25,001 - 50,000 populati	\$7,600.00	0%
	WEB-GA-232A	Year 1 - govAccess Core Maintenance, Hosting and Licensing - Annual Subscription - 50,001 - 100,000 popula	\$14,600.00	0%
	WEB-GA-233A	Year 1 - govAccess Core Maintenance, Hosting and Licensing - Annual Subscription - 100,001+ population - R	\$23,700.00	0%
	WEB-GA-234A	Year 1 - govAccess Specialty Subsite Maintenance, Hosting and Licensing - Annual Subscription - up to 25,000	\$19,800.00	0%
	WEB-GA-235A	Year 1 - govAccess Specialty Subsite Maintenance, Hosting and Licensing - Annual Subscription - 25,001 - 50,(	\$20,700.00	0%
	WEB-GA-236A	Year 1 - govAccess Specialty Subsite Maintenance, Hosting and Licensing - Annual Subscription - 50,001 - 100,	\$22,500.00	0%
	WEB-GA-237A	Year 1 - govAccess Specialty Subsite Maintenance, Hosting and Licensing - Annual Subscription - 100,001+ po	\$24,500.00	0%
	WEB-GA-238A	Year 1 - govAccess Independent Subsite Maintenance, Hosting and Licensing - Annual Subscription - up to 25,	\$8,000.00	0%
	WEB-GA-239A	Year 1 - govAccess Independent Subsite Maintenance, Hosting and Licensing - Annual Subscription - 25,001 -	\$9,100.00	0%
	WEB-GA-240A	Year 1 - govAccess Independent Subsite Maintenance, Hosting and Licensing - Annual Subscription - 50,001 -	\$11,300.00	0%
	WEB-GA-241A	Year 1 - govAccess Independent Subsite Maintenance, Hosting and Licensing - Annual Subscription - 100,001-	\$13,900.00	0%
	WEB-GA-242A	Year 1 - govAccess Branded with Domain Maintenance, Hosting and Licensing - Annual Subscription - all popu	\$1,400.00	0%
	200-CMPG-GS-100	CampaignDocs Maintenance & Support (Minimum Threshold 10,000 Population)	\$10.67	0%
	200-DISC-GS-102	DisclosureDocs Full Review Maintenance & Support (Minimum 25 Filers)	\$3.33	0%
	200-DISC-GS-106	DisclosureDocs Ethics Maintenance & Support (Minimum 25 Filers)	\$8.08	0%
	SER-GD-315(C)	60 hour multi-disciplinary engagement support package. Support for digital engagement based on multidisci	\$14,105.00	0%
	SER-GD-316(C)	500 hour multi-disciplinary engagement support package. Support for digital engagement based on multidis	\$104,745.00	0%
	SER-GD-317C	Learning Engagement Up to 60 Annual Support Hours Coaching Package: Access to a coach available for up	\$14,328.00	0%
	SER-GD-317M	Learning Engagement Up to 60 Annual Support Hours Management Package: Access to a multi-disciplinary	\$35,820.00	0%
	SER-GD-317S	Learning Engagement Up to 60 Annual Support Hours Support Package: Access to a multi-disciplinary team	\$21,492.00	0%
	SER-GD-318C	Learning Engagement 61 to 120 Annual Support Hours Coaching Package: Access to a coach available for up	\$22,924.00	0%
	SER-GD-318M	Learning Engagement 61 to 120 Annual Support Hours Management Package: Access to a multi-disciplinar	\$57,312.00	0%
	SER-GD-318S	Learning Engagement 61 to 120 Annual Support Hours Support Package: Access to a multi-disciplinary tea	\$34,387.00	0%
	SER-GD-319C	Learning Engagement 121 to 300 Annual Support Hours Coaching Package: Access to a coach available for	\$50,148.00	0%
	SER-GD-319M	Learning Engagement 121 to 300 Annual Support Hours Management Package: Access to a multi-disciplina	\$125,370.00	0%
	SER-GD-319S	Learning Engagement 121 to 300 Annual Support Hours Support Package: Access to a multi-disciplinary tea	\$75,222.00	0%
	SER-GD-320C	Learning Engagement 301 to 600 Annual Support Hours Coaching Package: Access to a coach available for	\$85,968.00	0%
	SER-GD-320M	Learning Engagement 301 to 600 Annual Support Hours Management Package: Access to a multi-disciplina	\$214,920.00	0%
	SER-GD-320S	Learning Engagement 301 to 600 Annual Support Hours Support Package: Access to a multi-disciplinary tea	\$128,952.00	0%
	SER-GD-321C	Learning Engagement 601 to 1,200 Annual Support Hours Coaching Package: Access to a coach available fo	\$200,592.00	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	SER-GD-321M	Learning Engagement 601 to 1,200 Annual Support Hours Management Package: Access to a multi-discipli	\$501,480.00	0%
	SER-GD-321S	Learning Engagement 601 to 1,200 Annual Support Hours Support Package: Access to a multi-disciplinary t	\$300,888.00	0%
	LCP-GD-329AP	Learning Content Up to 60 Minutes of Finished Content Advanced Package: Up to 450 hours of multi-discip	\$107,460.00	0%
	LCP-GD-329BP	Learning Content Up to 60 Minutes of Finished Content Basic Package: Up to 150 hours of multi-disciplinar	\$35,820.00	0%
	LCP-GD-329IP	Learning Content Up to 60 Minutes of Finished Content Intermediate Package: Up to 300 hours of multi-di	\$71,640.00	0%
	LCP-GD-330AP	Learning Content 61 to 90 Minutes of Finished Content Advanced Package: Up to 675 hours of multi-discip	\$161,190.00	0%
	LCP-GD-330BP	Learning Content 61 to 90 Minutes of Finished Content Basic Package: Up to 225 hours of multi-disciplinar	\$53,730.00	0%
	LCP-GD-330IP	Learning Content 61 to 90 Minutes of Finished Content Intermediate Package: Up to 450 hours of multi-di	\$107,460.00	0%
	LCP-GD-331AP	Learning Content 91 to 120 Minutes of Finished Content Advanced Package: Up to 900 hours of multi-disci	\$214,920.00	0%
	LCP-GD-331BP	Learning Content 91 to 120 Minutes of Finished Content Basic Package: Up to 300 hours of multi-disciplina	\$71,640.00	0%
	LCP-GD-331IP	Learning Content 91 to 120 Minutes of Finished Content Intermediate Package: Up to 600 hours of multi-d	\$143,280.00	0%
	LCP-GD-332AP	Learning Content 121 to 180 Minutes of Finished Content Advanced Package: Up to 1350 hours of multi-di	\$322,380.00	0%
	LCP-GD-332BP	Learning Content 121 to 180 Minutes of Finished Content Basic Package: Up to 450 hours of multi-disciplin	\$107,460.00	0%
	LCP-GD-332IP	Learning Content 121 to 180 Minutes of Finished Content Intermediate Package: Up to 900 hours of multi-	\$214,920.00	0%
	LCP-GD-333AP	Learning Content 181 to 240 Minutes of Finished Content Advanced Package: Up to 1800 hours of multi-di	\$429,840.00	0%
	LCP-GD-333BP	Learning Content 181 to 240 Minutes of Finished Content Basic Package: Up to 600 hours of multi-disciplin	\$143,280.00	0%
	LCP-GD-333IP	Learning Content 181 to 240 Minutes of Finished Content Intermediate Package: Up to 1200 hours of mult	\$286,560.00	0%
	LCP-GD-334AP	Learning Content 241 to 300 Minutes of Finished Content Advanced Package: Up to 2250 hours of multi-di	\$537,300.00	0%
	LCP-GD-334BP	Learning Content 241 to 300 Minutes of Finished Content Basic Package: Up to 750 hours of multi-disciplin	\$179,100.00	0%
	LCP-GD-334IP	Learning Content 241 to 300 Minutes of Finished Content Intermediate Package: Up to 1500 hours of mult	\$358,200.00	0%
	LCP-GD-335AP	Learning Content 301 to 360 Minutes of Finished Content Advanced Package: Up to 2700 hours of multi-d	\$644,760.00	0%
	LCP-GD-335BP	Learning Content 301 to 360 Minutes of Finished Content Basic Package: Up to 900 hours of multi-disciplr	\$214,920.00	0%
	LCP-GD-335IP	Learning Content 301 to 360 Minutes of Finished Content Intermediate Package: Up to 1800 hours of muli	\$429,840.00	0%
	LCP-GD-336AP	Learning Content 361 to 420 Minutes of Finished Content Advanced Package: Up to 3150 hours of multi-di	\$752,220.00	0%
	LCP-GD-336BP	Learning Content 361 to 420 Minutes of Finished Content Basic Package: Up to 1050 hours of multi-discipli	\$250,740.00	0%
	LCP-GD-336IP	Learning Content 361 to 420 Minutes of Finished Content Intermediate Package: Up to 2100 hours of mult	\$501,480.00	0%
	LCP-GD-337AP	Learning Content 421 to 480 Minutes of Finished Content Advanced Package: Up to 3600 hours of multi-di	\$859,680.00	0%
	LCP-GD-337BP	Learning Content 421 to 480 Minutes of Finished Content Basic Package: Up to 1200 hours of multi-discipli	\$286,560.00	0%
	LCP-GD-337IP	Learning Content 421 to 480 Minutes of Finished Content Intermediate Package: Up to 2400 hours of mult	\$573,120.00	0%
	LCP-GD-338AP	Learning Content 481 to 540 Minutes of Finished Content Advanced Package: Up to 4050 hours of multi-di	\$967,140.00	0%
	LCP-GD-338BP	Learning Content 481 to 540 Minutes of Finished Content Basic Package: Up to 1350 hours of multi-discipli	\$322,380.00	0%
	LCP-GD-338IP	Learning Content 481 to 540 Minutes of Finished Content Intermediate Package: Up to 2700 hours of mult	\$644,760.00	0%
	LCP-GD-339AP	Learning Content 541 to 600 Minutes of Finished Content Advanced Package: Up to 4500 hours of multi-di	\$1,074,600.00	0%
	LCP-GD-339BP	Learning Content 541 to 600 Minutes of Finished Content Basic Package: Up to 1500 hours of multi-discipli	\$358,200.00	0%
	LCP-GD-339IP	Learning Content 541 to 600 Minutes of Finished Content Intermediate Package: Up to 3000 hours of mult	\$716,400.00	0%
	LCP-GD-340AP	Learning Content 601 to 720 Minutes of Finished Content Advanced Package: Up to 5400 hours of multi-di	\$1,289,520.00	0%
	LCP-GD-340BP	Learning Content 601 to 720 Minutes of Finished Content Basic Package: Up to 1800 hours of multi-discipli	\$429,840.00	0%
	LCP-GD-340IP	Learning Content 601 to 720 Minutes of Finished Content Intermediate Package: Up to 3600 hours of mult	\$859,680.00	0%
	HRL-GD-328	DKAN Engineer	\$235/hour	0%
	LEG-GR-246CS	Legistar Analyst	\$225/hour	0%
	HRL-GD-324	Learning Strategist	\$195/hour	0%
	HRL-GD-321	Senior Project Manager	\$185/hour	0%
	HRL-GD-322	Project Manager	\$150/hour	0%
	HRL-GD-325	Visual Designer	\$150/hour	0%
	HRL-GD-323	Digital Producer	\$145/hour	0%
	HRL-GD-326	Multi-Media Specialist	\$145/hour	0%
	HRL-GD-327	Designer	\$125/hour	0%
	PFS-PS-OO-GM-DEGNCUST	installing and configuring minutes functionality on the encoder so that the user can take minutes during a meeting.	\$200.00	0%
	SAS-SE-MA-MIN-MTSC	installing and configuring minutes functionality on the encoder so that the user can take minutes during a meeting.	\$675.00	0%
	SAS-SE-MA-VCT-VCD	VoteCast Display bundle is installed on a Dell CPU that outputs meeting information like current agenda item or vote results to displays in the meeting room such as TVs or projectors.	\$936.00	0%
	WEB-GA-121	Installing Developer Toolkit in govAccess CMS	\$2,700.00	0%
	MES-GR-246CS	Meeting Efficiency Suite Minutes Server Configuration Services: Access to a multi-disciplinary team per one (1) hour to install and configure minutes functionality on the encoder.	\$225.00	0%
	NVS-GR-246CS	Novus Setup and Configuration	\$5,000.00	0%
	PFS-CONTENT-GA-DB-BRAND	Granicus Branded Subsite Web Setup and Config	\$6,100.00	0%
	PFS-CONTENT-GA-WDK-SC	Developer Toolkit Setup and Config	\$2,400.00	0%
	PFS-PS-MA-PAM-APA	Setup and configuration of an additional Peak Agenda	\$810.00	0%
	PFS-PS-MA-PAM-APC	Setup and configuration of an additional Peak Cover page	\$810.00	0%
	PFS-PS-MA-VCT-DIS-CNFG	design and configuration of VoteCast Display templates so that clients can customize the look and feel of the display screens that show meeting information like current agenda item or vote results during a meeting.	\$2,227.50	0%
	PFS-PS-MA-VID-VPA	Remote configuration and deployment of the Virtual Performance Accelerator on either client hardware or Granicus Encoder. Virtual Performance Accelerator is used to distribute video/indexing/documents within a local network. This distribution is utilized	\$1,140.00	0%
	PS-GOV5-BNDL-CLERK-CONFIG	Public Records Request Module Set-up & Config includes: Test and Live Sites: deployment of both a test and live site hosted in a production environment. Portals: deployment of both Customer and Staff Portals	\$1,000.00	0%
	PS-GOV5-BNDL-ESNTL-CONFIG	hosted in a live production environment. govService Essentials Set-Up & Config includes: Test and Live Sites: deployment of both a test and live site hosted in a production environment. Portals: deployment of both Customer and Staff Portals hosted in a live production environment.	\$3,500.00	0%
	WEB-GA-155	eComment Setup and Configuration	\$225.00	0%
	WEB-GA-248	eComment Annual Subscription. Requires Setup and Configuration and Online Training SKUs	\$5,400.00	0%
	WEB-GA-249	SpeakUp Annual Subscription. Requires Setup and Configuration and Online Training SKUs	\$14,400.00	0%
	300-CMPG-GS-100	CampaignDocs Setup and Configuration (Minimum Threshold 10,000 Population)	\$53.35	0%
	300-CMPG-GS-101	CampaignDocs Public Kiosk Setup and Configuration (Minimum Threshold 10,000 Population)	\$10.67	0%
	300-CMPG-GS-102	CampaignDocs Web Publishing Setup and Configuration (Minimum Threshold 10,000 Population)	\$22.94	0%
	300-CMPG-GS-103	eCampaign Setup and Configuration (Minimum Threshold 10,000 Population)	\$45.35	0%
	300-DISC-GS-101	DisclosureDocs Setup and Configuration (Minimum 25 Filers)	\$47.50	0%
	300-DISC-GS-102	DisclosureDocs Conflict of InterestSetup and Configuration (Minimum 25 Filers)	\$16.63	0%
	300-DISC-GS-103	DisclosureDocs Full Review Setup and Configuration (Minimum 25 Filers)	\$16.63	0%
	300-DISC-GS-104	DisclosureDocs Public Kiosk Setup and Configuration (Minimum 25 Filers)	\$9.50	0%
	300-DISC-GS-105	DisclosureDocs Web Redaction Setup and Configuration (Minimum 25 Filers)	\$16.63	0%
	300-DISC-GS-106	DisclosureDocs Web Publishing Setup and Configuration (Minimum 25 Filers)	\$16.63	0%
	300-DISC-GS-107	DisclosureDocs Ethics Setup and Configuration (Minimum 25 Filers)	\$40.38	0%
	300-DISC-GS-108	eDisclosure Setup and Configuration (Minimum 25 Filers)	\$47.50	0%

Product Name	Product Code	Description	List Price	% Discount to NCPA
	300-DISC-GS-109	eDisclosure Filer Module Setup and Configuration (Minimum 25 Filers)	\$47.50	0%
	300-DISC-GS-110	eDisclosure Contact Person Setup and Configuration (Minimum 25 Filers)	\$23.75	0%
	GEA-GR-246CS	Granicus Encoding Appliance Remote Configuration Services: Access to a multi-disciplinary team per one (1) hour for remote configuration and deployment of the Granicus encoding appliance.	\$875.00	0%
	NCO-GD-246AL	Open Data Advanced Launch: DKAN configuration and launch services for up to 50 hours of data migration services and development of up to 5 data stories or dashboards	\$93,750.00	0%
	NCO-GD-246BL	Open Data Basic Launch: DKAN configuration and launch services for up to 25 hours of data migration services and development of up to 2 data stories or dashboards	\$62,500.00	0%
	PFS-PS-CO-CC-REIMP1	Reconfiguring a single Communications Cloud account for clients with less than 10K subscribers	\$3,600.00	0%
	PFS-PS-CO-CC-REIMP2	Reconfiguring a single Communications Cloud account for clients with more than 10K subscribers and less than 100 topics	\$6,000.00	0%
	PFS-PS-CO-CC-REIMP3	Reconfiguring a single Communications Cloud account for clients with more than 10K subscribers and 100 topics	\$12,000.00	0%
	PFS-PS-DS-BC-SC-V2	Configuration of up to one (1) Boards and Commissions site -Up to one (1) data import of historical legacy data from a previous system into Boards and Commissions	\$2,250.00	0%
	NCO-GD-299T	Open Data DKAN Workshop -2 day in-person DKAN training at client facility by up to 2 GovDelivery trainers. I	\$9,375.00	0%
	ONL-GR-299T	Granicus Software License(s) or Granicus Video, Training Services. Granicus Software License(s) or Granicus v	\$225/hour	0%
	ONL-GR-300T	Granicus Legislative Agenda Management Online Training Services. Online Training Services per hour in supp	\$750/hour	0%
	ONS-GR-299T	Legistar Onsite Training Services. Onsite Training Services per day for onsite training for Legistar, which allow	\$1800/hour	0%
	PFS-PS-CO-CC-ENTCR	Communications Cloud Enterprise Creation. Creation of Single Sign-on (SSO) enterprise across multiple Comr	\$1500/hour	0%
	PS-GOVS-BNDL-CLERK-TRN	Public Records Request Module Training. Basic Online Training: up to eight (8) hours of remote training to int	\$2,000.00	0%
	PS-GOVS-BNDL-ESNTL-TRN	govService Essentials Training. Basic Online Training: up to eight (8) hours of remote training to introduce all	\$3,000.00	0%
	GEA-GR-246AEN	Granicus Encoding Appliance AMAX Encoder	\$2,500.00	0%
	GEA-GR-246ASD	Granicus Encoding Appliance AMAX Encoder with Osprey SDI Card Hardware	\$3,395.00	0%
	GEA-GR-246ESD	Granicus Encoding Appliance AMAX Encoder SDI	\$3,500.00	0%
	GEA-GR-246HDA	Portable Encoder Hardware Analog	\$5,500.00	0%
	GEA-GR-246HDS	Portable Encoder Hardware (SDI)	\$6,500.00	0%
	NVS-GR-246HDW	Novus Agenda Endcoder	\$2,350.00	0%
	PAS-GR-246APHW	Performance Accelerator Advanced Package Hardware; Requires US Shipping for Large Hardware Item; Includi	\$3,600.00	0%
	GD-NC-201505	NuCivic offers expert DKAN engineering hours a la carte to support your team in customizing and extending y	\$1,600.00	0%
	HDW-SU-MA-VTC-VCPU	Dell CPU hardware for VoteCast that allows elected officials to vote during a meeting. It is combined with the	\$980.00	0%
	HDW-SU-MA-VCT-MTR17	The 15" ELO touchscreen monitor for VoteCast allows elected officials to vote during a meeting. It is combine	\$800.00	0%
	HDW-SU-MA-VTC-SURF	VoteCast Tablet (Surface) is a Microsoft Surface Tablet used for VoteCast that allows elected officials to vote	\$1,400.00	0%
	SAS-SE-MA-VCT-HWTS	VoteCast Classic Package with Hardware (TouchScreen) (ME) is the bundle for VoteCast installed on Dell CPU	\$25,800.00	0%
	SAS-SE-MA-VCT-STDHW	VoteCast Standard Hardware Package (w/Surface Tablets) (ME) is the bundle for VoteCast installed on Micro	\$32,400.00	0%
		govService - Host Compliance - Address Identification; service to systematically identify the addresses and owner's contact information for short-term rentals located in a specific local government's jurisdiction.		
		Data provided in the form of an online software platform which makes it easy to access the complete property and owner address information and screenshots for all identifiable short-term rental units - Please note this service builds on the Listing Data Collection products listed above, and such services must also be	\$45.00	0%
	SAS-SB-HC-ADDRESS	govService - Host Compliance - 24/7 Hotline; Mobile Enabled online platform for neighbors to report, prove i	\$12.00	0%
	SAS-SB-HC-247	govService - Host Compliance - Compliance Monitoring; Ongoing monitoring of a specific jurisdiction's short-	\$22.50	0%
	SAS-SB-HC-COMP			
		govService - Host Compliance - Mobile Permitting; Mobile enabled online forms and back-end systems for streamlining the registration/licensing/permitting of individual short-term rental hosts and capturing and processing the associated signatures, payments and required documentation. Unit pricing \$8 per short term rental with a minimum of \$5000 per year.	\$8.00	0%
	SAS-SB-HC-MOBILE	govService - Host Compliance - Rental Activity Monitoring; Ongoing monitoring or short-term rental listings f	\$30.00	0%
	SAS-SB-HC-RENT	govService - Host Compliance - Tax Collection; Tax collection and tracking solution for short-term rentals. Un	\$8.00	0%
	SAS-SB-HC-TAX	govService - Host Compliance - Additional Short Term Rental Site Monitoring; Monitor Additional Short Term	\$6,000.00	0%
	GOVS-HC-ADD-STR-PLT	govService Essentials includes access to: - Access to the selected number of digital services (50) 5000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$9,645.00	0%
	SAS-GOVS-FMS-FSD-50A	govService Essentials includes access to: - Access to the selected number of digital services (50) 10000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$13,370.00	0%
	SAS-GOVS-FMS-FSD-50B	govService Essentials includes access to: - Access to the selected number of digital services (50) 20000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$20,820.00	0%
	SAS-GOVS-FMS-FSD-50C	govService Essentials includes access to: - Access to the selected number of digital services (50) 32500 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$30,133.00	0%
	SAS-GOVS-FMS-FSD-50D	govService Essentials includes access to: - Access to the selected number of digital services (50) 45000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$39,445.00	0%
	SAS-GOVS-FMS-FSD-50E	govService Essentials includes access to: - Access to the selected number of digital services (50) 70000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$60,570.00	0%
	SAS-GOVS-FMS-FSD-50F	govService Essentials includes access to: - Access to the selected number of digital services (50) 100000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$82,920.00	0%
	SAS-GOVS-FMS-FSD-50G	govService Essentials includes access to: - Access to the selected number of digital services (50) 15000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$107,753.00	0%
	SAS-GOVS-FMS-FSD-50H	govService Essentials includes access to: - Access to the selected number of digital services (50) 250000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$147,487.00	0%
	SAS-GOVS-FMS-FSD-50I	govService Essentials includes access to: - Access to the selected number of digital services (50) 350,000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$187,220.00	0%
	SAS-GOVS-FMS-FSD-50J	govService Essentials includes access to: - Access to the selected number of digital services (50) 450,000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$231,953.00	0%
	SAS-GOVS-FMS-FSD-50K	govService Essentials includes access to: - Access to the selected number of digital services (50) 550,000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$271,687.00	0%
	SAS-GOVS-FMS-FSD-50L	govService Essentials includes access to: - Access to the selected number of digital services (50) 675,000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$319,514.00	0%
	SAS-GOVS-FMS-FSD-50M	govService Essentials includes access to: - Access to the selected number of digital services (50) 1,000,000 Cases (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$418,994.00	0%
	SAS-GOVS-FMS-FSD-50N			

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Product Name	Product Code	Description	List Price	% Discount to NCPA
	SAS-GOVS-FMS-FSD-65L	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$334,520.00	0%
	SAS-GOVS-FMS-FSD-65M	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$393,983.00	0%
	SAS-GOVS-FMS-FSD-65N	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$517,666.00	0%
	SAS-GOVS-FMS-FSD-65O	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$810,213.00	0%
	SAS-GOVS-FMS-FSD-800A	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$41,920.00	0%
	SAS-GOVS-FMS-FSD-800B	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$77,920.00	0%
	SAS-GOVS-FMS-FSD-800C	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$149,920.00	0%
	SAS-GOVS-FMS-FSD-800D	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$239,920.00	0%
	SAS-GOVS-FMS-FSD-800E	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$329,920.00	0%
	SAS-GOVS-FMS-FSD-800F	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$512,420.00	0%
	SAS-GOVS-FMS-FSD-800G	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$728,420.00	0%
		govService Essentials includes access to:		
		- Access to the selected number of digital services (ie., workflows/business processes) built, activated and live in govService using either Service Designer (includes any services built by Granicus) or prebuilt	\$968,420.00	0%
	SAS-GOVS-FMS-FSD-800H	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$1,352,420.00	0%
	SAS-GOVS-FMS-FSD-800J	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$1,736,420.00	0%
	SAS-GOVS-FMS-FSD-85A	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$11,764.00	0%
	SAS-GOVS-FMS-FSD-85B	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$17,608.00	0%
	SAS-GOVS-FMS-FSD-85C	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$29,295.00	0%
	SAS-GOVS-FMS-FSD-85D	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$43,904.00	0%
	SAS-GOVS-FMS-FSD-85E	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$58,514.00	0%
	SAS-GOVS-FMS-FSD-85F	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$90,233.00	0%
	SAS-GOVS-FMS-FSD-85G	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$125,295.00	0%
	SAS-GOVS-FMS-FSD-85H	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$164,253.00	0%
	SAS-GOVS-FMS-FSD-85I	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$226,587.00	0%
	SAS-GOVS-FMS-FSD-85J	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$288,920.00	0%
	SAS-GOVS-FMS-FSD-85K	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$356,253.00	0%
	SAS-GOVS-FMS-FSD-85L	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$418,587.00	0%
	SAS-GOVS-FMS-FSD-85M	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$493,618.00	0%
	SAS-GOVS-FMS-FSD-85N	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$649,682.00	0%
	SAS-GOVS-FMS-FSD-85O	govService Essentials includes access to:- Access to the selected number of digital services (ie., workflows/bu	\$1,021,439.00	0%



Region XIV Education Service Center

1850 Highway 351
Abilene, TX 79601-4750
325-675-8600
FAX 325-675-8659

June 21, 2024

Mr. Mark Hynes
Chief Executive Officer
Granicus, LLC
408 St Peter St, Suite 600
Saint Paul, Minnesota 55102

Sent via email to: contracts@granicus.com

Re: Renewal of Region 14 ESC Contract **#01-115, Software and SaaS Solutions**

Dear Mr. Hynes:

Region 14 Education Service Center is pleased to announce it is renewing contract **#01-115, Software and SaaS Solutions** for the period January 1, 2025 through December 31, 2025, in accordance with the contract.

If you have any questions or concerns, feel free to contact me at (325) 675-7003.

Sincerely,

DocuSigned by:
A handwritten signature in black ink that reads 'Emily Jeffrey'.
4FE64E70707547B...

Emily Jeffrey
Region 14, Chief Financial Officer



STAFF REPORT

Department: Public Works
Submitted By: Geoffrey Sarra
Meeting Date: July 28, 2025

AGENDA ITEM:

Request For Proposals 25-1005: Alpharetta Park Improvements for City of Alpharetta

Consideration of approval of the award of a contract for RFP 25-1005 to Integrated Construction and Nobility, LLC for construction of the Alpharetta Park Improvements in an amount totaling \$17,020,895.58, of approval of The F.A. Bartlett Tree Expert Company's proposal for specimen tree care in an amount totaling \$306,932.00, of approval to allocate \$238,228.94 for utility relocation/connections and additional costs, and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the award of a contract for RFP 25-1005 to Integrated Construction and Nobility, LLC for construction of the Alpharetta Park Improvements in an amount totaling \$17,020,895.58, approve The F.A. Bartlett Tree Expert Company's proposal for specimen tree care in an amount totaling \$306,932.00, approve to allocate \$238,228.94 for utility relocation/connections and additional costs, and authorize for the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$17.6 MILLION. THIS INCLUDES \$17,020,895.58 FOR THE ICAN PROJECT SCOPE, \$306,932 FOR THE F.A. BARTLETT TREE EXPERT COMPANY'S PROPOSAL (SPECIMEN TREE CARE), AND \$238,228.94 FOR ALL REMAINING COSTS (E.G. UTILITY RELOCATIONS/CONNECTIONS, RELOCATION OF A SIGNAL STRAIN POLE, ETC.). INCLUDED WITHIN THIS APPROPRIATION REQUEST IS THE REALLOCATION OF \$1,840,000 FROM THE PARKS BOND NON-ALLOCATED ACCOUNT TO COVER THE PARKS BOND PROJECTS NOTED HEREIN. THE PROPOSED BUDGET AMENDMENT FOR THIS TRANSACTION IS ATTACHED.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Wills Park Wacky World Donations (Net Collections To-Date; 30161150-541500-C2309)	\$217,005
Wills Park Wacky World Donations (Commitments; 30161150-541500-C2309)	\$289,961
Wills Park (Parks Bond Fund; 31861150-541500-C2011)	\$6,833,794
Wills Park (Hotel/Motel Fund; 27590450-541500-C2011)	\$15,070
Wills Park (Impact Fee Fund; 27061150-541500-C2011)	\$306,704
Old Rucker Park (Parks Bond Fund; 31861150-541500-C2218)	\$2,945,545
Union Hill Park (Parks Bond Fund; 31861150-541500-C2216)	\$2,581,596
Equestrian Center (City Share; Parks Bond Fund; 31861150-541500-C1911)	\$2,714,250
Equestrian Center (Equestrian Foundation Share; 30161150-541500-C1911)	\$1,662,132

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-----------------------------	----------------------

-	\$0.00
Wills Park Wacky World Donations (Commitments; 30161150-371000-C2309)	\$289,961
-	\$0.00
-	\$0.00
-	\$0.00
-	\$0.00
-	\$0.00
Equestrian Center (Equestrian Foundation Share; 30161150-371000-C1911)	\$1,662,132

ITEM DESCRIPTION:

This agenda item is for consideration to award RFP 25-1005 for Alpharetta Park Improvements.

Procurement method selected is a two-step process beginning with a Request for Qualifications (RFQ) in which the shortlisted firms participate in a Request for Proposals (RFP).

Recommended vendor is Integrated Construction and Nobility, LLC (ICAN).

BACKGROUND

The scope of this project includes construction of improvements within three City parks in line with the 2022 Parks Bond. These parks are Old Rucker Park, Union Hill Park, Wills Park/Wills Park Equestrian Center.

Improvements within Old Rucker Park will include a prefabricated restroom building, gravel and concrete walking trails, covered pavilions, a nature discovery/play area, landscaping, a fenced maintenance area including a pole barn, a paved parking lot, improved entrance and stormwater enhancements. These improvements are budgeted with funding coming from the 2022 Parks Bond.

Improvements within Union Hill Park will include a skate park, small themed playground, landscaping, a reconfigured and expanded parking lot, and stormwater enhancements. These improvements are budgeted with funding coming from the 2022 Parks Bond.

Improvements within Wills Park will include the replacement of the Wacky World Playground and nearby restroom building, the renovation of the Waggy World Dog Park (new fencing and drainage enhancements), the construction of gateway entries at the Wills Road/Old Milton Parkway and Roswell Street/Old Milton Parkway corners, the construction of a continuous concrete walking path traversing the park and linking the gateways, the replacement of the cross-tie flume adjacent the Lion's Club Pavilion with a more natural channel, landscaping, expanded parking in the vicinity of Wacky World, and stormwater enhancements. Of note, the construction of the new Wacky World Playground will involve a community build/installation of the playground equipment. These improvements are budgeted with funding coming from the 2022 Parks Bond, the Capital Project Fund (Wacky World 2.0 Donations), the Hotel/Motel Fund, and the Impact Fee Fund.

Improvements within Wills Park Equestrian Center will include the enlargement of Ring 2, renovation of Ring 4, a new entrance/access drive opposite Wills Lane, renovation of the RV utility connections, landscaping, expanded parking, and stormwater enhancements. Regarding Rings 2 and 4, installation of the new footing material, underdrains, and fencing is the responsibility of Longwood Arenas, LLC, who was awarded RFP 25-107 Equestrian Ring Footings on May 5, 2025. The contractor awarded RFP 25-1005 will be responsible for: removing the existing fences, footing material and underdrains; excavating the ring footprints and grading around the perimeter; installation of storm lines to which the new underdrains will connect; and coordinating their work with Longwood Arenas, LLC. These improvements are budgeted with funding coming from the 2022 Parks Bond and a contribution from the Wills Park Equestrian Foundation. This work, combined with prior work done on Rings 1 and 3, will bring the City's total contribution for improvements to the Wills Park Equestrian Center to \$5,000,000. The Wills Park Equestrian Foundation is committed to funding \$1,662,132.22 for the scope identified herein. Additionally, the Wills Park Equestrian Foundation is funding \$316,241 as part of the previously approved arena footings contract bringing their total contribution to \$1,978,373.22. The Foundation has \$1,400,000 currently on hand and has committed to funding an additional \$578,373.22 to cover the project scope identified herein.

PROCUREMENT METHOD

Two-Step process aimed at streamlining the RFP process by 1st screening applicants based on qualifications (RFQ) before moving to the detailed proposal and selection (RFP).

Request for Qualifications (RFQ): Purpose is to prequalify firms based on their capabilities, experience, and qualifications. A shortlist of qualified vendors is identified and proceeds to step 2 (RFP).

Request for Proposals (RFP): This method allows the City to seek a solution or service that is complex and/or requires customization. Unlike an Invitation to Bid (ITB), an RFP goes beyond just the cost factor and instead focuses on evaluating various other aspects (qualifications, experience, project approach, innovation, value-added services, etc.) in addition to cost when making the contract award decision. By issuing an RFP, the City outlines our needs, expectations, and desired outcomes, allowing suppliers to submit detailed proposals that comprehensively address these requirements.

The focus of an RFP is multi-layered, but ultimately aims to select the best firm to fulfill a specific need, considering both qualifications and cost.

As opposed to an ITB, the RFP process allows for negotiations with firms after proposals have been evaluated. This flexibility allows the City to refine requirements, discuss terms, and potentially negotiate aspects of the contract (e.g. cost) before finalizing the award.

PROCUREMENT PROCESS

The Department of Public Works, with guidance from the Finance Department and the Recreation, Parks, and Cultural Services Department, prepared RFQ 25-1005, which was issued on February 6, 2025.

RFQ 25-1005 was advertised through the City's e-procurement site (Bonfire) as well as the Georgia Procurement Registry and resulted in over 7,700 vendor invites and 99 document takers.

RFQ 25-1005 responses were received on March 6, 2025, and included submissions from 8 firms.

RFP 25-1005 was issued to qualified RFQ respondents on April 3, 2025. Proposals were received on May 22, 2025, and included submissions from 3 firms.

PROCUREMENT EVALUATION

Step 1 (RFQ Phase)

Respondents to the RFQ were asked to demonstrate their past project experience and provide examples of previous projects with similar scopes in their submissions. Submissions were then evaluated based on a Pass/Fail basis for demonstrating the requested experience and work history.

All firms submitting responses to Step 1 were found to meet the established criteria and then invited to participate in a Request for Proposals (RFP).

Step 2 (RFP Phase)

An Evaluation Committee from members of the Public Works (PW) and Recreation, Parks, and Cultural Services (RPCS) Departments evaluated proposals based on the following criteria (max of 100 points):

Step 2 Evaluation Criteria (RFP 25-1005)

- Project Approach (10 points)
- Value Engineering Opportunities (15 points)
- Proposed Schedule (25 points)
- Cost Proposal (50 points)

Evaluation Committee members independently evaluated and scored each proposal for all criteria above, excluding cost. Upon completion of the independent evaluations, cost was added to the overall scoring resulting in the following rankings:

	Step 2 Evaluation Points (max of 100)					Cost
Firm	Project Approach	Value Eng. Opportunities	Proposed Schedule	Cost	Total	in \$

Integrated Construction and Nobility, LLC	7.67	14	18.66	50	90.33	\$17,367,798.14
Strack, Inc.	6.33	6.5	25	45.32	83.16	\$19,159,861.00
Astra Group, LLC	6.67	10	15.47	38.02	70.16	\$22,838,775.00

PROCUREMENT COST

ICAN's submitted base cost was divided as follows between the four parks:

- Old Rucker Park: \$2,988,477.72
- Union Hill Park: \$2,517,374.06
- Wills Park: \$7,707,385.47
- Wills Park Equestrian Center: \$4,154,560.89

While reviewing the cost proposals, staff from PW, RPCS, and Finance determined it to be in the City's best interest to include a 3% project contingency to address any unforeseen conditions that may arise in the field. Inclusion of the contingency increases ICAN's base cost by \$584,097.50 to \$17,951,895.64.

Contractors were also asked to provide an additional cost for using two-tone concrete in the construction of the skate park at Union Hill Park in their cost proposals. ICAN's cost for this alternate is \$6,900.00. RPCS determined it to be in the best interest of the project to include this alternate, thus increasing the cost of the Union Hill Park component to \$2,524,274.06 and the overall cost to \$17,958,795.64.

Included in their RFP submission, ICAN identified nineteen potential value engineering items. PW and RPCS staff reviewed these value engineering options and determined thirteen of them, totaling savings of \$655,056.56, were acceptable to the City. ICAN also included an offer of an additional \$110,000 if all projects were awarded for a total savings of \$765,056.56. Staff then met with ICAN on June 4, 2025, to review their proposal and discuss any other potential cost-savings opportunities. An additional five value engineering options were identified, increasing the total savings by \$172,843.50 to \$937,900.06. The highest value, acceptable options include:

- Full community build of Wacky World playground - \$317,800.00
- Alternative prefab restroom building - \$190,002.56
- Removal of decorative pavers from Wills Park concrete trail - \$105,545.00

Applying the addition of the contingency, the inclusion of the two-tone concrete alternate, and the acceptable value engineering items, ICAN's final cost is \$17,020,895.58. This breaks down as follows:

- Old Rucker Park: \$2,850,289.16
- Union Hill Park: \$2,537,421.06
- Wills Park: \$7,396,902.47
- Wills Park Equestrian Center: \$4,236,282.89

ADDITIONAL COSTS

The proposed improvements will have varying degrees of impact on existing specimen and notable trees within the four parks. To mitigate these impacts, it is necessary to provide tree care in the form of pruning, air spading, and providing compost, fertilizer, mulch, and mycorrhizal inoculum. RPCS staff reached out to the City's On-Call Arboricultural Services contractor, The F.A. Bartlett Tree Expert Company (Bartlett), for a proposal for these services. Bartlett was awarded Contract #25-104 on December 16, 2024, which covers such work. Their proposed cost to provide the tree care is \$306,932.00. This cost is broken down as follows:

- Old Rucker Park: \$45,242.00

- Union Hill Park: \$34,854.00
- Wills Park: \$207,883.00
- Wills Park Equestrian Center: \$18,953.00

Additionally, funding totaling \$238,228.94 is allocated to cover all remaining costs including the relocation of various utilities at Old Rucker Park (one utility pole, one utility cabinet), Wills Park (one power pole), and Wills Park Equestrian Center (one utility pole, one power transformer), establishing a new water service at Old Rucker Park, etc. As it relates to utility relocation, these costs will be paid directly to the utility companies. This estimate is broken down as follows:

- Old Rucker Park: \$50,013.84
- Union Hill Park: \$9,320.44
- Wills Park: \$57,748.80
- Wills Park Equestrian Center: \$121,145.86

PROCUREMENT AWARD RECOMMENDATION

The Evaluation Committee recommends award of RFP 25-1005 to Integrated Construction and Nobility, LLC as the high-scoring proposal.

ICAN is an experienced contractor that has worked on several projects with similar elements in Georgia for multiple government agencies, including Cherokee County, Clayton County, Henry County, and the City of Marietta. Their proposal demonstrated a strong understanding of the project scope and the City's expectations while laying out a reasonable approach to pursuing work at multiple locations simultaneously. Additionally, ICAN was previously awarded and successfully completed the construction of the Alpha Loop segment from Old Milton Parkway to Northwinds Parkway and the extension of the Big Creek Greenway from Marconi Drive to Union Hill Park for the City. On those projects, ICAN consistently demonstrated quality construction while maintaining high levels of communication and adaptability.

Construction of all park improvements is anticipated to be complete within 694 calendar days from notice to proceed. ICAN intends to begin work with the Wills Park and Equestrian Center improvements. Currently, it is anticipated that work at Old Rucker Park will begin approximately seven months later, as work at the Equestrian Center is concluded. Work at Union Hill Park is anticipated to begin approximately an additional five months later, as work within Wills Park is concluded.

ALTERNATIVES:

Do not approve the contract with ICAN for the construction of the Alpharetta Park Improvements and the proposal by Bartlett for associated tree care, and do not allocate funds for associated utility relocations.

ATTACHMENTS:

1. 25-1005 Scoring Summary
2. RFQ 25-1005 ICAN Submission
3. RFP 25-1005 ICAN Submission
4. 25-1005 ICAN Contract Draft
5. Old Rucker Park Improvements
6. Union Hill Park Improvements
7. Wills Park Improvements
8. Wills Park - Wacky World and Parking
9. Wills Park Restroom Details
10. Wills Park Flume and Gateway Details
11. WP Equestrian Center Improvements
12. Bartlett Proposal
13. Budget Snapshot (incl. Amendment)

Alpharetta Park Improvements

Scoring Summary

Reviewer Scores

Scoring Summary

Active Submissions

[View Proposal Analysis](#)

Supplier	Total	B-1 - Past Project Experience / Examples of Previous Projects
	/ 0 pts	Pass/Fail
MAPP, LLC	0 pts	PASS
Astra Group, LLC	0 pts	PASS
Tri Scapes, LLC	0 pts	PASS
JHC Corporation	0 pts	PASS
Strack Inc	0 pts	PASS
Integrated Construction and Nobilit...	0 pts	PASS
Headley Construction	0 pts	PASS
Ohmshiv Construction, LLC.	0 pts	PASS

Alpharetta Park Improvements: Shortlisted Contractors Only

[Scoring Summary](#)
[Reviewer Scores](#)

Scoring Summary

Active Submissions

[View Proposal Analysis](#)
[Show/Hide](#)

Supplier	Total	B-1 - Project Approach	B-2 - Value Engineering Opportunities	B-3 - Proposed Schedule	C-1 - Cost Proposal
	/ 100 pts	/ 10 pts	/ 15 pts	/ 25 pts	/ 50 pts
Integrated Construction and Nobilit...	90.33 pts	7.67 pts	14 pts	18.66 pts (\$694.00)	50 pts (\$17,367,798.14)
Strack Inc	83.16 pts	6.33 pts	6.50 pts	25 pts (\$518.00)	45.32 pts (\$19,159,861.00)
Astra Group, LLC	70.16 pts	6.67 pts	10 pts	15.47 pts (\$837.00)	38.02 pts (\$22,838,775.00)



Integrated Construction
and Nobility, Inc.

City of Alpharetta Procurement
2 Park Plaza
Alpharetta, GA 30009
Debora Westbrook

Thank you for the opportunity to submit qualifications on RFQ# 25-1005 for the construction of Alpharetta Park Improvements. Integrated Construction and Nobility INC. is a Municipal Recreational General Contractor located at 3335 Carrollton Villa Rica Hwy, Carrollton, GA 30116. Scott Singleton will serve as the primary point of contact for ICAN with contact information listed below.

Integrated Construction and Nobility Inc.
Scott Singleton
Managing Partner/CEO
3335 Carrollton Villa Rica Hwy
Carrollton, GA 30116
(C) 678.618.2945
(O) 770.838.4871
Email: ssingleton@ican1.com
Website: www.icanconstruction.com
Dunns and Bradstreet# 036559553
General Contractor License Number: GCCO004495
Bonding Capacity: 60 million Aggregate, 50 million Single Project
GDOT Certification: 13613 Pre-qualified rating \$63,900,000.00

ICAN is an S-Corporation located in Carrollton, Georgia where interested members reside in Carroll County, Georgia. ICAN originated in 1998 starting out as a civil engineering and construction management firm, evolving into a 20-million-dollar General Contracting Company in 2013. Scott and Heather Singleton have maintained ownership of both organizations since their inception. After evolving into a General Contractor in 2013, ICAN made a strategic acquisition of Tommy Murray Construction Services to broaden its trail, bridge building, carpentry and boardwalk construction services in order to strengthen its in house capabilities.

ICAN, as the name implies, has built its brand on being **solutions providers**, while giving the end user a high-quality product; This has led ICAN to be an on-call service providers for Cobb County DOT, Cobb County Parks and Recreation, the City of Brookhaven, City of Marietta, Clayton County Parks and Recreation, Clayton County DOT, Clayton County Building and Maintenance, and are pre-qualified for up to \$63,900,000.00 in GDOT Contracts. The operating entity and its acquisitions combine for a little under 50 years of operations.

Regards,

Scott Singleton
CEO

International Water Park



Project Location: 2300 Hwy 138 SE
Jonesboro, GA 30236

Project Description: ICAN has had the privilege of working with Clayton County since 2016 on six parks and recreation projects consisting of walking trails, boardwalks, lakes, aquatic facilities, restrooms, office space, pavilions, shade structures, and bridges to name a few, totaling near 30 million in Parks and Recreation Facilities. In 2019 ICAN was awarded the Construction of a 15.5 Million Dollar Water Park and teamed up with Aqua Design Systems Inc as the pool builder.

Project Characteristics:

Pavilions	Shade Structures
Lazy River	Water Slides
Splash Pads	Adult Pools
Plunge Pools	Kiddie Pools
Restrooms	Office Space
Storm Drainage	Landscaping
Asphalt Parking Lot	Demolition
40' Clear Span Bridges	Artificial turf
Concrete Bridge Abutments	
12' Wide Concrete Path	

Owners Name and Contact Information: Troy Stubbs, Director of Parks and Recreation
Clayton County
2300 Walt Stephens Rd., Jonesboro, GA 30236
(C) 678.614.0748
Email: Troy.Stubbs@claytoncountyga.gov

Pool Builder that Teamed with ICAN: Aqua Design Systems Inc
Project Delivery Method: Design Build (Low Bid) \$14,420,000
Project Budget: \$17,000,000.00
Project Completion Cost: \$17,200,000
Project Start and Completion Dates: December 2019-July 2022
Schedule Completion Time vs. Actual Completion: On Schedule
Cost Estimator: Scott Singleton, CEO of ICAN
Project Manager: Tommy Murray, still employed with ICAN
Superintendent: Marc Ball, employed 8/2019-2/2022
Project Architect Contact Info: Whit Alexander, PLA, LEED AP
Executive Vice President, CCO
Lose Design
770.365.5552
220 W Crogan Street, Suite 100
Lawrenceville, GA 30046
Email: walexander@lose.design

Elizabeth Porter Park



Project Location: 370 Montgomery Street NE
Marietta, GA 30060

Project Description: For furnishing all labor, materials, equipment, etc. for the demolition of existing site, the construction of a new concession/restroom building, parking lot, underground detention, splash pad, gateway entry wall, retaining walls, decorative fencing, sanitary sewer, water, landscaping, streetscapes, parking lot lighting and associated site work.

Project Characteristics:

Interactive Splash Pad	Street Scape
Site Furnishings	Irrigation
Pump Building	Landscaping
Playground	Modular Walls
10,000 SF Splash Pad	Site Lighting
30,000 SF Cool Deck	Signage
Parking Lot Lighting	Parking Lot
10' Concrete Track	Pavilion
Storm Drainage	Water Line
Shade Structures	Rock Walls
Art Sculpture	Sanitary Sewer
Water Quality Boxes	Underground Detention
Architectural Fencing	Architectural Fountain
3800 SF Concession/Restroom Building	

Owners Name and Contact Information: Rich Deckman, Project Manager
City of Marietta
205 Lawrence Street, Marietta, GA 30060
770.656.9054
Email: RDeckman@mariettaga.gov

Project Delivery Method: Hard Bid (Low Bid) \$3,269,778.94

Project Budget: \$4,000,000.00

Project Completion Cost: \$3,300,794.55

Project Start and Completion Dates: 2017-2018

Schedule Completion Time vs. Actual Completion: One Month behind Weather, Utility Relocation Service Provider, and Owner Controlled Scopes of Work

Project Manager: Michael Singleton

Project Architect Contact Info: Aaron St. Pierre, PLA, ASLA, CID
Associate Vice President
Lose Design
(D) 770.450.1189
220 W Crogan Street, Suite 100
Lawrenceville, GA 30046
Email: astpierre@lose.design

Henry County Aquatic Center & Outdoor Water Park



Project Location: 1177 Henry Parkway Connector
McDonough, GA 30253

Project Description: ICAN was awarded the Henry County Aquatic Center & Outdoor Water Park in December 2023 and it is currently under construction. It will include a Type II A building with a 50-meter competition pool, therapy warm pool, and outdoor zero-entry, lazy river, activity pool, water features/slides and associated sitework.

Project Characteristics: Clearing, Lazy River, Water Slides, Adult Pool, Plunge Pool, Zero Entry Kiddie Pool, Wave/Surfing Pool, Restrooms, Locker & Shower Rooms, Office Space, Roof Top Bar, Storm Drainage, Landscaping, Asphalt Parking Lot, Curb & Gutter, Elevated Entry Bridge, Concrete Bridge Abutments, Modular Retaining Walls, Concrete Sidewalks

Owners Name and Contact Information: Lynn Planchon, Director
Henry County
140 Henry Parkway, McDonough, GA 30253
(C) 678.414.4603
Email: lplanchon@co.henry.ga.us

Aquatic Consultant: Bob McCallister
(C) 678.485.5908
Email: bobmccallister.aquatic@yahoo.com

Project Delivery Method: Hard Bid \$50,207,898

Project Start and Completion Dates: January 2024-Current

Schedule Completion Time vs. Actual Completion: On Schedule

Cost Estimator: Scott Singleton, CEO of ICAN

Project Manager: Tommy Murray, still employed with ICAN

Project Architect Contact Info: Jeff Sherer, Principal Architect
Architecture Unlimited
704.451.7436
110 Matthews Station Street, Suite 2J
Matthews, NC 28105
Email: JeffS@Architecture-Unlimited.com

Patriots Park



Project Location: 1475 Kellogg Creek Road
Acworth, GA 30102

Project Description: Work includes, but is not limited to engineering and layout, grading of existing conditions, erosion and sediment controls, and the construction of a synthetic turf baseball field with fencing, two natural turf baseball fields with fencing, sports field lighting and controls at all three fields, concrete plazas, a concession stand with restrooms, maintenance building, all utilities and connections, including all tap fees for water and sewerage service, landscaping, entrance drives and asphalt parking lots. The Work also includes the construction of two fenced dog parks, concrete multi-use trail and landscaping.

Project Characteristics:

Synthetic Turf Field	Dog Park
1.5 Multi Use Trails	Pavilion
Two Natural Turf Fields	Scores Stands
Musco Lighting System	Bio-Retention Ponds
Concrete Plazas	Asphalt Parking Lots
Demolition/Grading	Maintenance Building
Landscaping	Water Quality Boxes
Parking Lot Lighting	Storm Drainage
3000 SF Concession/Restroom	
Playground with Artificial Turf	

Owners Name and Contact Information: Jud Martin, Program Manager Cobb County PARKS
Formerly Cherokee County now Cobb County
1792 County Services Parkway
Marietta, GA 30008-4026
(C) 770.547.2831
Email: jud.martin@cobbcounty.org

Project Delivery Method: Hard Bid (Low Bid) \$4,811,385.13

Project Budget: \$5,500,000

Project Completion Cost: \$4,811,385.13

Cost Saving Measures: Built to Designed Plans

Project Start and Completion Dates: December 2015-January 2017

Schedule Completion Time vs. Actual Completion: 2 Months Early

Project Manager: Seth Lambert

Project Architect Contact Info: Bob Smith, RLA, ASLA
SMITH PLANNING GROUP
(P) 706.769.9515 Ext. 121
1022 Twelve Oaks Place, Suite 201
Watkinsville, GA 30677
Email: bob@smithplanninggroup.com

Alpha Loop Extension



Project Location: South of Old Milton Pkwy
Southeast to Northwinds Pkwy, Alpharetta, GA

Project Description: In August of 2022 ICAN was awarded the construction of the Alpha Loop Extension. With a project value over 13 million, this project extends from south of Old Milton Parkway southeast to Northwinds Parkway. Construction consisted of 8' to 12' wide concrete multi-use trails. Installation of a pedestrian culvert (precast concrete) underneath Westside Parkway. Reconstruction of Westside Parkway at the culvert installation. Multi-use trail bridge, various type retaining walls, steel framed concrete-decked elevated boardwalks, storm drain structures & pipes.

Project Characteristics:

Demolition	Helical Piers
Erosion Control	Tunnel
Grading	Utilities
Storm Drainage	Retaining Walls
Bridge Abutments	Landscaping
Furnishings	Concrete Walking Trails
3,888SF Concrete Boardwalk Superstructure	

Owners Name and Contact Information: Pete Sewczwicz, Director of Public Works
City of Alpharetta
2 Park Plaza, Alpharetta, GA 30009
(D) 678.297.6219
Email: psewczwicz@alpharetta.ga.us

Program Manager: Doyle Royer, Construction Manager
Atkins Global
770.861.6997
Email: a.royer@atkinsglobal.com

Project Delivery Method: Hard Bid (Low Bid) \$14,031,710.66

Project Budget: \$14,000,000.00

Project Completion Cost: \$13,385,960.13

Project Start and Completion Dates: October 2022-June 2024

Schedule Completion Time vs. Actual Completion: On Schedule

Project Manager: Mark Holloway

Project Architect Contact Info: Brad Jones, PLA, ASLA
Senior Project Manager | Landscape Architecture
Pond and Company
(D) 404.748.4747
3500 Parkway Ln, Suite 500
Peachtree Corners, GA 30092
Email: jonesb@pondco.com



Integrated Construction
and Nobility, Inc.



**RFP No. 25-1005
Alpharetta Park Improvement**

RFP Closing Date:
May 22, 2025
10:00 A.M.



Integrated Construction
and Nobility, Inc.

City of Alpharetta Procurement
2 Park Plaza
Alpharetta, GA 30009
Debora Westbrook

COVER LETTER

Thank you for the opportunity to submit a proposal on RFP# 25-1005 for the construction of Alpharetta Park Improvements. Integrated Construction and Nobility INC. is a Municipal Recreational General Contractor located at 3335 Carrollton Villa Rica Hwy, Carrollton, GA 30116. Scott Singleton will serve as the primary point of contact for ICAN with contact information listed below.

Integrated Construction and Nobility Inc.
Scott Singleton
Managing Partner/CEO
3335 Carrollton Villa Rica Hwy
Carrollton, GA 30116
(C) 678.618.2945
(O) 770.838.4871
Email: ssingleton@ican1.com
Website: www.icanconstruction.com
Dunns and Bradstreet# 036559553
General Contractor License Number: GCCO004495
Bonding Capacity: 70 million Aggregate, 50 million Single Project
GDOT Certification: 13613 Pre-qualified rating \$63,900,000.00

ICAN is an S-Corporation located in Carrollton, Georgia where interested members reside in Carroll County, Georgia. ICAN originated in 1998 starting out as a civil engineering and construction management firm, evolving into a 20-million-dollar General Contracting Company in 2013. Scott and Heather Singleton have maintained ownership of both organizations since their inception. After evolving into a General Contractor in 2013, ICAN made a strategic acquisition of Tommy Murray Construction Services to broaden its trail, bridge building, carpentry and boardwalk construction services in order to strengthen its in house capabilities.

ICAN, as the name implies, has built its brand on being **solutions providers**, while giving the end user a high-quality product; This has led ICAN to be an on-call service providers for Cobb County DOT, Cobb County Parks and Recreation, the City of Brookhaven, City of Marietta, Clayton County Parks and Recreation, Clayton County DOT, Clayton County Building and Maintenance, and are pre-qualified for up to \$63,900,000.00 in GDOT Contracts. The operating entity and its acquisitions combine for a little under 50 years of operations.

Regards,

Scott Singleton
CEO

PROJECT APPROACH

General Overview

At ICAN all our work is Municipal recreational contracting, ICAN's team is well versed in completing work within active park settings. Pedestrian safety will be our highest priority, with areas of active construction being fully enclosed by chain link fence and signage until the work is complete. ICAN will utilize the same group of sub-contractors it carries from project to project. The trust we have built with this specialized group of contractors gives us the ability to give the end user a project they can be proud of on time and under budget. Many of the sub-contractors utilized to construct the Big Creek Greenway and the Alpha Loop Trail for the City of Alpharetta, will be key members joining our team for the completion of the Alpharetta Park Improvements. ICAN will allocate multiple superintendents to effectively construct multiple components of these improvements in a parallel fashion.

Our strategy will be to start the Wills Park Equestrian Center and Whacky World components first as was requested in the RFP. ICAN will stagger starts on the parking lot expansion, and Spine Trail at Wills Park with the equestrian expansion and Whacky World Components. If the remediation for the cross-tie drainage area, and the restroom replacement at Wills Park are accepted, work will begin in conjunction with the Whacky World Playground, due to proximity, and lead time of 14 weeks to manufacture the playground. The lower sidewalk will be left operational until the upper area of the Wacky World Playground and Restroom is completed. Once these areas are completed pedestrian traffic will be moved to the upper access, so work on the lower area can be completed.

Whacky World Playground

For the construction of the "Wacky World Playground", we have assumed worst case scenario in our base bid, with a full manufacturing and installation proposal from Play By Design, the designer of record for the playground. In our value engineering proposal to follow, we have given the city two deductive options, so they have the flexibility to pursue the most value added approach for the community.

1. Hybrid Community Build Approach
2. Full Community Build Approach

It will be our intent to have the entire "Whacky World" area completed in late spring of 2026.

Equestrian Center

With the equestrian center being an active facility, it is our intent to attack this portion in two phases. Once mobilized, we will wrap phase I & II as illustrated on drawing in our approach with chain link fence to promote pedestrian safety. We will leave the existing entrance road open and available for events in order to minimize disruption to the facility. We anticipate the work in this area to take approximately 8 months from start to finish.

Union Hill Park

With the construction of the Union Hill Park, we understand the importance of keeping the trail head and restroom facility open during the renovation. While working on the projects at Wills Park, we will be producing submittals, so that our site guys can hit the ground running when other projects start winding down. Once we give the City 2 weeks' notice that we will be starting this portion of the contract, we will mobilize and install temporary construction fence to outline the Greenway, to keep the construction impact minimal for pedestrian travel, while maintaining operation of the existing restroom.

For the construction of the Union Hill Skate Park, the Platform Group, the designer of record has been selected to close the loop and construct their masterpiece. Out of 4 proposals received from skatepark contractors around the US, the Platform Group provided the best value, and response to the RFP. After meeting with the project manager at the Platform Group, it was determined that construction of the skatepark would be complete within 9 weeks from start to finish.

For the Union Hill Park playground component, ICAN teamed with Kompan. All components are per design intent. Renderings have been included for clarification.

Spine Trail

For the construction of the spine trail our intent will be to do the project in 6 phases per exhibit included. Starting at the East Gate, eventually finishing up at the west gate, we will encompass the work area of each phase with 6' chain-link fence panels, until work in this area is substantially completed, to allow for safe pedestrian travel.

Old Rucker Road Park

With park activities being halted at Old Rucker Road Park, construction should move seamlessly while not interrupting park workers normal duties. One of the first action items here will be to remove the fence at the end of the road and relocate so the construction of the new entrance road can commence. While the road and parking lot is being constructed, other components of the project will begin to take shape. It is important to note that we have multiple options to replace the pre-fabricated restroom specified, with equal or better facilities for a substantial cost savings. Redi-Rock retaining walls will be utilized per the design specifications. It is our goal to have Old Rucker substantially complete by the summer of 2027.

Conclusion

In closing, we look forward to sitting down with the team at the City of Alpharetta to discuss further opportunities and how we can add value to your construction process. Given the opportunity, we can continue to be solutions providers for the City of Alpharetta, while continually providing value added opportunities.

Project Approach

Setting the posts is a critical first step in any build, as their placement directly impacts the outcome of the playground. Just as the actual posts are of critical importance to the playground structure, so to is setting the virtual “posts” at the beginning of each project with all parties involved. As early as possible, we want to ensure that there is clarity of expectations and limitations as it pertains to insurance requirements, city regulations, space available, review for compliance with all applicable public playground safety standards, accessibility requirements, budget projections, art & special features input and anything else pertinent to the outcome of the playground design. Of equal importance is clearly defining roles that maximize each parties talents and abilities.

Assigning our team: Our project management team *will include the same personnel from design through construction* and will be available to counsel with the committee throughout the project, using support documents, renderings, timelines and decades of experience-based expertise in planning all aspects of the playground design/build process, from fundraising and childcare through food for build volunteers, etc. We do not use part-time or seasonal employees to perform these services. Time zone differences are not a factor here, if you have a question, we want to hear from you.

Building your committee: Together we are a team, and will work to expand your emerging Steering Committee and its responsibilities to include sub-committees for design, volunteer recruitment, fundraising, public relations, tools and materials, food and childcare during construction. Just as Play By Design’s team will consist of the same personnel from start to finish, for clarity we suggest your Steering Committee be led by one or two General Coordinators, who will be the primary contact persons for communications among PBD, the City, and the Steering Committee throughout the project. The committee roles, responsibilities and time commitments are outlined in the Step By Step guide and are summarize on pages 15-17.

Finalizing the Design: The final design may go through several edits, however, PBD will send you an artistic rendering Post Design Day that will be very useful for publicity and fundraising, while both of our teams complete the final design. In addition, we will send you detailed, scaled, construction drawings and a materials list so that you can start sourcing supplies and donations.

Public relations: Building the community support is vital to a successful project. The use of social media to get your announcements out to the community *en masse* can work really well here, but we also highly encourage you to come face to face with as many people as you can. Think of the connections created through this process as the power-packed engine of your project. The guide outlines which events to prepare for and It is also necessary to thank volunteers and supporters before, during and after construction, and generally give correct information about the project. Many projects have a website that is continuously updated with current information.

Soliciting Volunteers: Volunteers are the fuel, the engine and the spark that will make this project go. Because this the people in your community will be your most valuable asset. We will check in with you several times during the pre-construction phase to see how your numbers are coming along and be available to offer guidance beyond our playground manual to help. Based on your final design, Play by Design will specify details for work schedules and number of volunteers required per shift. It is paramount that there is a balance of both skilled and un-skilled labor and we will provide this percentage as well.

Build Options

Below we have outlined (3) three methods, for the rebuild of Wacky World including options within each method where appropriate.

Method 1: Community Build

Requires Playground Steering Committee

Volunteer Community rebuild

Just like the original build, the Alpharetta community will utilize a volunteer force of varying skill sets, abilities and talents to design, fundraise, promote and build a playground from start to finish and from the ground up. We are passionate about our life long dedication to this method and will be there every step of the way to guide the playground committee towards success. This option relies heavily on the playground steering committee outlined in the PBD step-by-step manual.

Method 2: Hybrid Build

Requires Playground Steering Committee

Volunteer Community rebuild with pre-built components

This option is the same as the community build, but our Play By Design Team pre-builds as many components as specified in our shop. What this does is reduce the overall reliance of volunteers, usually by half.

Method 3: Contractor Build

Community Involvement with Contractor build

While our passion lies in community build from start to finish, we understand that's not always what works best for the community. This option does not require a playground Steering Committee, but the Alpharetta community can utilize a volunteer force of varying skill sets, abilities and talents to design, fundraise, solicit donations and promote the playground. The actual building of the playground, however, will be done by a professional team and orchestrated by our staff. We can incorporate light volunteer work if requested such as spreading mulch, or painting a climbing wall for example.



Playground Build Phases

Required for Community Build and Hybrid build options

The community-built process begins with the recruitment of community volunteers that will form your Playground Steering Committee. There are several essential roles that we have outlined on the following pages and includes the time commitment generally associated with each. You can begin the process with only a core group of key committee members, but each role will need to be filled. We find that the process works best when volunteers on this committee represent a healthy cross-section of your community. We therefore encourage you to reach out to people with a variety of professions, age ranges, genders, abilities and races as well as actively involving area service groups.

Projects take somewhere between 4 to 12 months from Design Day to the finished product. This varies greatly depending on the size of the project as well as its complexity, but our timelines roughly follow this time period. Since Wacky World has already completed the Design Development Stage, the main focus will be on volunteer recruitment and build-week roles.

If selected, and with an anticipated fall 2025/winter of 2026 build date, Play by Design will look to schedule your build week as soon as we can.

Phase 1 – Design Day to pre-construction visit: (Completed) During this time, give you suggested timelines of responsibilities, by phase, and for each Coordinator. We also help you finalize your playground design, organize and grow several important committees, finalize the budget, show you ways to stay organized, raise funds, solicit donations get the word out to prospective volunteers.

Phase 2 – Pre-construction visit to construction: 12 weeks prior to your build we will return to your community to review your preparations to date and strategize the final weeks before construction. We meet with each committee coordinator and then with the entire committee at the end of the day. The general coordinator attends all meetings. We will lay out a site plan and review schedules, volunteer numbers, and the progress of all committees. We also talk about solutions for the tasks that remain. During this time, all materials and components will be ordered for timely delivery and pre-construction site preparations will be completed.

Phase 3 – Construction: During build week, Play by Design construction consultants return to supervise the volunteers who will build your playground. Our expertise is in mobilizing hundreds of volunteers per day or per shift to accomplish meaningful tasks based on their skill set. At the end of the final day of construction, the children run out to play on the new playground during an opening celebration.

Phase 4 – Post-construction: On occasion there is a post-construction punch-list that must be completed before a certificate of substantial completion that states that your structure meets all federal guidelines and standards can be provided. Our team will also give you maintenance guidance, but we are available post construction and for the life of your structure.

Playground Committee Responsibilities

Required for Community Build and Hybrid build options

Our team completely understands and is capable of successfully fulfilling all the steps necessary to complete the rebuild of Wacky World and we are proud of our record of completing projects on schedule and on budget. We can't do it alone but will assist in creating an all-inclusive creative playground. The following points are what you can count on from our company, and what we need from you in order to ensure a successful project, but depending on your needs, we can make shifts.

Play By Design:

- A Play By Design (PBD) co-founder's to ensure overall quality, safety and timely rebuild that is on budget. We will be available at all times for questions/concerns.
- A PBD Project Manager with 10+ years with CPSI certification, and 10+ experience hosting Design Days, working with community partners and volunteers to grow and organize the various sub-committees including help with fundraising, community outreach, local artists etc., and expertise in keeping a Playground Committee on target by tracking its progress.
- Playground Manual with a comprehensive overview and step-by-step details of our typical process.
- A unique and creative design that highlights your communities vision and that meets and exceeds ASTM standards, Consumer Product Safety Commission (CPSC) guidelines, and the Americans with Disabilities Act Accessibility Guidelines.
- Pre-construction meetings with Community Park District office and Steering Committee to review and troubleshoot your preparations, and strategize the final weeks before construction.
- Experienced PBD construction consultants to provide the highest level of supervision throughout the construction.
- Post construction punch-list, inspection and maintenance guidance for the life of the structure.
- A certificate of substantial completion that states that your structure meets all federal guidelines and standards.

The Playground Steering Committee:

- Provide committees outlined on the following pages
- All site preparation prior to the construction, including digging postholes for play structure (PBD will assist with the layout).
- Secure and store all construction materials prior to the build. All materials must meet exact specifications as outlined in materials list provided by PBD. The manufactured slides and swings will be sourced factory-direct through PBD.
- Supply all tools required for build as outlined in list provided, including temporary electrical service to the build site.
- Recruit and enlist a balanced base of skilled and unskilled volunteer labor that's necessary to complete construction of playground – PBD will provide those numbers.
- Provide food for volunteers (lunch, dinner, and snacks).
- Provide hotel accommodations for PBD consultants for Design Day, pre-construction visit, and during construction (typically donated).

Playground Committee Roles

Required for Community Build and Hybrid build options

Our “Step-by-Step” playground manual—refined over decades—lays out a clear, proven framework for a successful community build. While modern tools can help streamline communication, we firmly believe in the power of face-to-face interaction and old-school connection to rally community support. As your team and ours work closely together, this manual will help define responsibilities, keep timelines on track, and offer insight every step of the way. Designing and building a volunteer-led playground is transformative, and we’ll help guide you every step of the way. Whether through hands-on involvement, fundraising, or committee leadership, every member of your community can participate. To support this, we’ve outlined key committee roles and their responsibilities to ensure full buy-in, smooth coordination, and a deeply meaningful outcome.

General Coordinator (GC) is paramount from start to finish and will be involved in all aspects of the playground build. The GC is the liaison with PBD providing continuity and general overview throughout the project including “red tape” details (i.e., approvals, local permits, etc.) and the interface with other entities involved in the project. Most importantly, the general coordinator oversees and provides support to the other committees. Two individuals can share the position.

- *Scheduling:* Bi-Weekly or as-needed phone conferencing with PBD project manager. Weekly check-ins with the playground steering committee, increasing in frequency as the build week approaches.

Volunteers Coordinator (VC) is primarily responsible for recruiting individuals and group commitments to provide the labor to construct the project over the 6-day build week. This is also a position that is better shared by two people.

- *Scheduling:* Weekly or as-needed check-ins with the GC, increasing in frequency as the build week approaches. VC is responsible for the scheduling of skilled and unskilled volunteers for the build week. The number of volunteers needed per shift will be provided by PBD

Fundraising Coordinator (FC) Fundraising requires a dedicated team approach and a sensible action plan that combines grassroots fundraising, business donations, and possibly some grants. Grassroots fundraising is a proven method of generating awareness, interest, and ultimately “buy in” that is so vital to the community-built process. Business donations are a great way for local businesses to gain recognition by sponsoring individual components of the play area. Success rates for obtaining grants vary and depend on available funds and the experience of the grant writer.

- *Scheduling:* Weekly or as-needed check-ins with the GC, increasing in frequency as the build week approaches.

Public Relations Coordinator (PR) This coordinator has the very important task of building the community support that is vital to a successful project. It is also necessary to thank volunteers and supporters before, during and after construction, and generally give correct information about the project. Many projects have a website that is continuously updated with current information.

- *Scheduling:* Weekly or as-needed check-ins with the GC, increasing in frequency as the build week approaches. Special consideration for milestones such as Design Day, just before the build week and for the opening day celebration.

Playground Committee Roles

Required for Community Build and Hybrid build options

Donated Materials Coordinator: The success of this individual's efforts will have a direct impact on the project budget, and we have tips and tricks to help you with this important task. Later, you will also need a purchased materials coordinator, who will price out and purchase materials that were not donated based on Play by Design's specifications. This person will also oversee material storage and distribution during construction.

- *Scheduling:* Weekly or as-needed check-ins with the GC, increasing in frequency as the build week approaches.

Tools Coordinator: Play by Design will provide a list of the tools you'll need to build your playground. This coordinator gathers the necessary tools, typically loaned by individuals, rental shops, and occasionally tool manufacturers. (From our experience, it is not uncommon for tool manufacturer's reps to loan equipment for the duration of the build. Many companies have programs in place to support community-based volunteer projects.) The coordinator distributes equipment in safe working condition during the build and arranges for owners to pick up their tools in "check-in" condition at the end of the project. He or she is also responsible for ensuring construction electrical service. Later in this packet, we will give you detailed instructions on how to accomplish this.

- *Scheduling:* Weekly or as-needed check-ins with the GC, increasing in frequency as the build week approaches.

Food Coordinator: Secures donations from local restaurants, organizations, church groups, etc. to feed volunteers during construction. Play by Design provides an outline that includes the suggested number of lunches and dinners to provide per shift each day.

- *Scheduling:* Weekly or as-needed check-ins with the GC, increasing in frequency as the build week approaches.

Childcare Coordinator: Creates a structured program to provide supervision of children while parents are working on the playground site. Typically, this is a team of individuals, and experienced childcare providers are very helpful.

- *Scheduling:* At minimum, this role will begin during phase II. Communication with the GC will increase in frequency as the build week approaches



Planning & Construction

Our team will work with the client and partners to determine the best path to prepare for the skatepark's construction. We will identify what is specialty work and what is general work so we can maximize local involvement. Our team will practice value engineering at every level to assure that the skatepark's budget is best spent. These services will include:

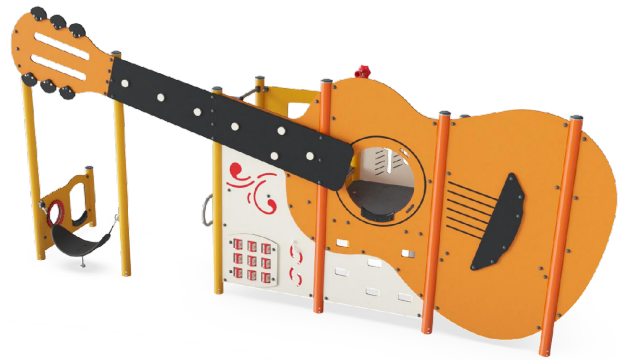
- We will be available for any issue that arises at any time
- We will conduct bi-weekly meetings to ensure design intent and progress adheres to schedule throughout construction
- Coordinate site safety plan and security meetings with the client/team
- Provide cost estimates for construction budget purposes
- Be available to work with any other teams involved in the development of supporting features of the project, such as lighting, fencing, irrigation, landscaping, etc. to assure there are no conflicts in performance or use.
- We will work with the client to create an efficient testing plan to assure the skatepark is built according to plan specifications.
- Calls for concrete materials testing every 50 yards per mix design
- Provide documentation that contains warranties
- Provide documentation that explains maintenance procedures for this custom skatepark



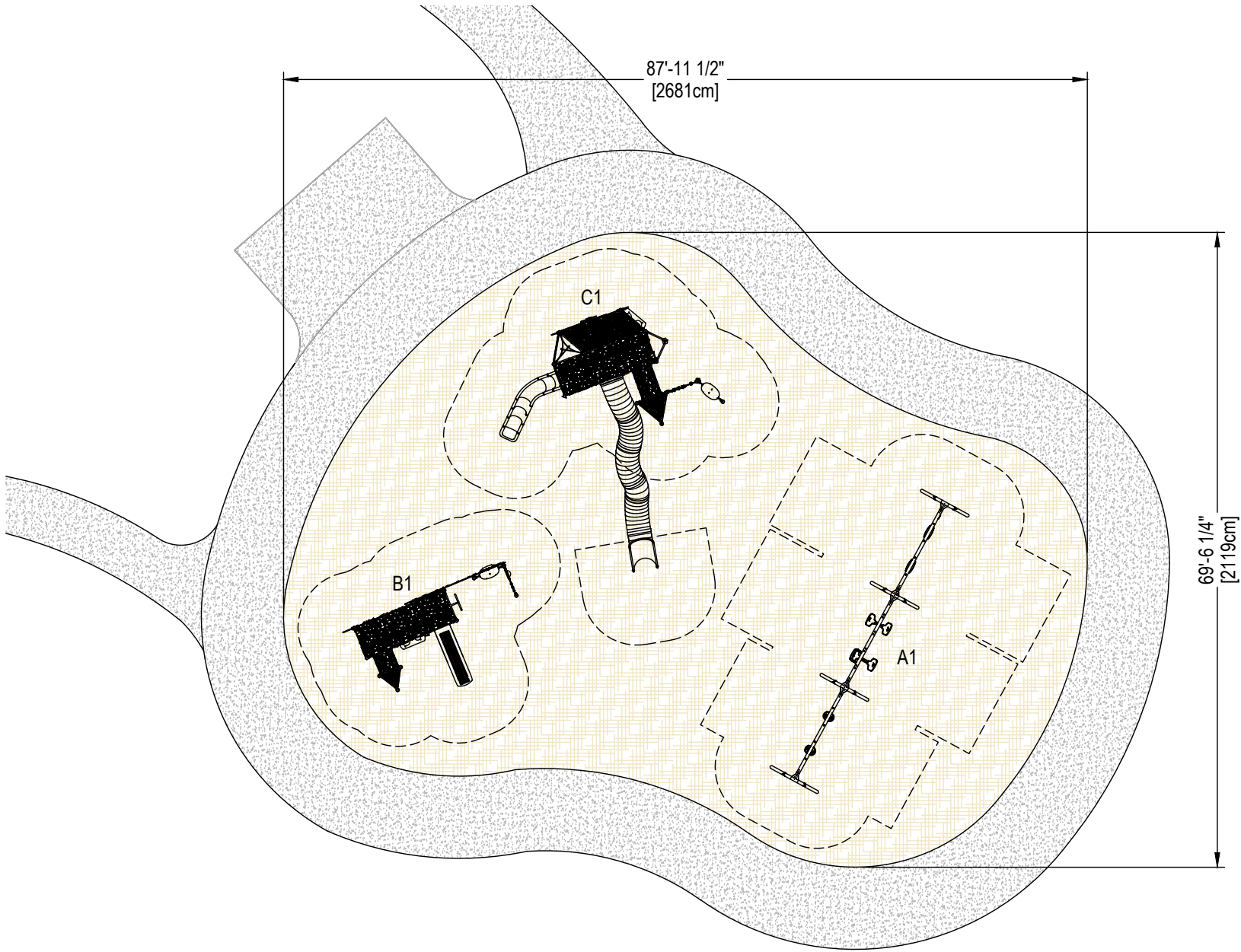
PLATFORM GROUP



A - 3 bay swing



B - 2-5 Guitar



EWf AREA: 4,184 SF



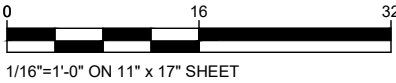
C - 5-12 Guitar



#	Product Number	Product Name	M.F.H.	Count
A	KSW951652	3 Bay Swing (2 Belts, 2 Infants, 1 You&Me, 1 Duo)	7'11"	1
B	KMS9700729	2-5 guitar play structure	3'10"	1
C	KMS9700730	5-12 guitar play structure	5'10"	1

Union Hill Park

1590 Little Pine Trail
Alpharetta, GA
Site Plan



MANUFACTURER'S SHOP DRAWING:

FOR USE BY CONTRACTOR, ENGINEER, OR DESIGN PROFESSIONAL OF RECORD. SEE SIGNED SALES PROPOSAL FOR COMPLETE SCOPE TO BE PROVIDED BY KOMPAN OR REPRESENTING AGENCY. CONFIRM FINAL PLAN AND SCOPE WITH KOMPAN SALES REP OR PROJECT MANAGER PRIOR TO USE FOR REVIEW, PERMITTING, OR CONSTRUCTION.

TO BE READ CONTINGENTLY WITH KOMPAN'S STANDARDS FOR SITE PREPARATION, MATERIALS AND INSTALLATION PROCESSES. PROVIDED AFTER EQUIPMENT PURCHASE. A COMPLIANT PLAYGROUND TO KOMPAN'S STANDARDS MUST SATISFY ALL REQUIREMENTS IN THE CODE OF CONDUCT.

SLAB BY OTHERS UNLESS OTHERWISE NOTED. FOR SURFACE MOUNT OPTIONS, THE CONCRETE REQUIREMENTS MAY BE UP TO 51/ OF 3,500 PSI MINIMUM COMPRESSIVE STRENGTH. CONTACT KOMPAN FOR SPECIFIC PRODUCT REQUIREMENTS. ALL COMPOSITE STRUCTURES SHOWN REQUIRE A SITE GRADE OF 2% MAXIMUM, 1% OPTIMAL. SPECIFICATIONS FOR EACH KOMPAN STRUCTURE MAY BE FOUND AT KOMPAN.COM/KOMPANMASTER

DIMENSIONS OF PLAY AREA, SIZE AND ORIENTATION, LOCATIONS OF ALL EXISTING UTILITIES, EQUIPMENT AND SITE FURNISHINGS TO BE FIELD VERIFIED PRIOR TO CONSTRUCTION.

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SALES REPRESENTATIVE			SHEET	
PatBuc			K1.0	
REVIEW BY	DRAWN BY	DATE	REVISION NOTES	
DESIGN	ChJoh	2024/12/05		
REV. NO.	REV. BY	REV. DATE	reduced site size and equipment	
1	-chl Joh	2025/01/08		

LAYOUT IS IN ACCORDANCE WITH ASTM F1487
LAYOUT IS IN ACCORDANCE WITH ASTM F2373
LAYOUT IS IN ACCORDANCE WITH ASTM F3101

VALUE ENGINEERING

Wills Park Restroom

Utilize the same design, remove the cedar band around top of wall and delete windows \$ (112,956.00)

Wills Park Whacky World

Full Community Build Option \$ (317,800.00)

Hybrid Community Build Option \$ (132,500.00)

Change footbridge structural from steel to wood timbers (the remainder of the bridges is all wood) \$ (12,354.00)

Alternate playground surfacing contractor \$ (12,500.00)

Alternate Shade Structures \$ (8,500.00)

East Gate

Change Gateway Sign from steel to aluminum \$ (8,200.00)

West Gate

Change Gateway Sign from steel to aluminum \$ (9,000.00)

Old Rucker Road Park

Utilize Alternate Prefabbed Restroom in Lieu of specified vendor. Same layout, same fixtures, used all over metro Atlanta. \$ (198,000.00)

Union Hill Park

Change three 48" Nyoplast Drains to pre-cast structures \$ (16,500.00)

Mill and soil cement existing base, top with 2" Topping \$ (14,000.00)

Equestrian

Open Cut roads instead of boring \$ (15,000.00)

Change Walls to modular \$ (27,000.00)

Wills Parking Lot Expansion

Change from ADS SC-870 System (which is no longer made) to a storm keeper system by SEC \$ (7,100.00)

Change PL-105 From a 30" Drain Basin To a precast junction box \$ (1,900.00)

Backfill chamber system with dirt from top of stone to subgrade \$ (8,100.00)

Change 2-30" Inlet dome grates to standard 4/0 precast with beehive grate used on 2.1,2.2, and 2.4 \$ (1,300.00)

All Parks

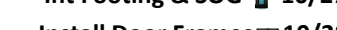
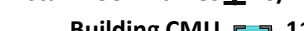
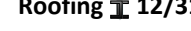
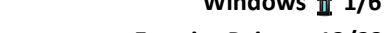
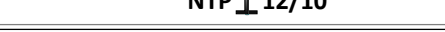
Utilize some of base and aggregates on-site for base under trails \$ (50,000.00)

Export is over 300K, if the City has a site, or can be stored on-site \$ (250,000.00)

Deduct if all parks are accepted \$ (110,000.00)

Possible Deducts \$ (1,312,710.00)

SCHEDULE

ID		Task Mode	Task Name	Duration	Start												
						Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3
1			Alpharetta Park Improvements	496 days?	Fri 8/1/25	Alpharetta Park Improvements 											
2			Alpharetta Park Restroom Building A	133 days	Fri 8/1/25	Alpharetta Park Restroom Building A  2/3											
3			General Conditions	133 days	Fri 8/1/25	General Conditions  2/3											
4			Contracting	10 days	Fri 8/1/25	Contracting  8/14											
5			Submittals	20 days	Fri 8/1/25	Submittals  8/28											
6			NTP	1 day	Mon 9/29/25	NTP  9/29											
7			Mobilization	1 day	Tue 9/30/25	Mobilization  9/30											
8			Layout & Engineering	6 days	Tue 9/30/25	Layout & Engineering  10/7											
9			Substantial Completion	1 day	Tue 1/20/26	Substantial Completion  1/20											
10			Punch Walk	1 day	Tue 1/20/26	Punch Walk  1/20											
11			Work Punch List	10 days	Tue 1/20/26	Work Punch List  2/2											
12			Closeout	10 days	Tue 1/20/26	Closeout  2/2											
13			Final Completion/Turnover	1 day	Tue 2/3/26	Final Completion/Turnover  2/3											
14			Building A Restroom	80 days	Wed 10/1/25	Building A Restroom  1/20											
15			Install BMP's	1 day	Wed 10/1/25	Install BMP's  10/1											
16			Mass Grading	1 day	Fri 10/3/25	Mass Grading  10/3											
17			Ext Footing	3 days	Sat 10/4/25	Ext Footing  10/7											
18			MEP SOG Rough-In	10 days	Thu 10/9/25	MEP SOG Rough-In  10/22											
19			Int Footing & SOG	4 days	Wed 10/22/25	Int Footing & SOG  10/27											
20			Install Door Frames	1 day	Tue 10/28/25	Install Door Frames  10/28											
21			Building CMU	15 days	Tue 10/28/25	Building CMU  11/17											
22			MEP Wall Rough-in	8 days	Tue 11/4/25	MEP Wall Rough-in  11/13											
23			Framing	14 days	Tue 11/18/25	Framing  12/5											
24			Building Roof Dry-In	1 day	Mon 12/8/25	Building Roof Dry-In  12/8											
25			MEP Rough In	6 days	Tue 12/9/25	MEP Rough In  12/16											
26			Drywall	5 days	Thu 12/18/25	Drywall  12/24											
27			Exterior Trim Carpentry	5 days	Mon 12/15/25	Exterior Trim Carpentry  12/19											
28			Roofing	3 days	Mon 12/29/25	Roofing  12/31											
29			Windows	3 days	Fri 1/2/26	Windows  1/6											
30			Exterior Paint	3 days	Sun 12/21/25	Exterior Paint  12/23											
31			Door Hardware Install	1 day	Sat 12/20/25	Door Hardware Install  12/20											
32			Interior Paint	3 days	Fri 12/26/25	Interior Paint  12/30											
33			Flooring	5 days	Fri 1/2/26	Flooring  1/8											
34			Trim Out Interior Fixtures	5 days	Fri 1/9/26	Trim Out Interior Fixtures  1/15											
35			Paint Touch Up	2 days	Mon 1/19/26	Paint Touch Up  1/20											
36			Fine Grade Around Building	1 day	Tue 1/20/26	Fine Grade Around Building  1/20											
37																	
38			Wills Park Package 1	143 days	Fri 8/1/25	Wills Park Package 1  2/17											
39			General Conditions	143 days	Fri 8/1/25	General Conditions  2/17											
40			Submittals	10 days	Fri 8/1/25	Submittals  8/14											
41			NTP	1 day	Wed 12/10/25	NTP  12/10											
Project: Alpharetta Park Improvem Date: Thu 5/22/25			Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline						
			Split		External Tasks		Inactive Summary		Manual Summary		Progress						
			Milestone		External Milestone		Manual Task		Start-only								
			Summary		Inactive Task		Duration-only		Finish-only								
Page 1																	

ID		Task Mode	Task Name	Duration	Start	2025				2026				2027				
						Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	
42			Mobilization	1 day	Wed 12/10/25			Mobilization 12/10										
43			Layout & Engineering	32 days	Wed 12/10/25			Layout & Engineering 1/22										
44			Substantial Completion	1 day	Tue 2/3/26			Substantial Completion 2/3										
45			Punch Walk	1 day	Tue 2/3/26			Punch Walk 2/3										
46			Work Punch List	10 days	Tue 2/3/26			Work Punch List 2/16										
47			Closeout	10 days	Tue 2/3/26			Closeout 2/16										
48			Final Completion/Turnover	1 day	Tue 2/17/26			Final Completion/Turnover 2/17										
49			Parking Lot Sitework	30 days	Wed 1/7/26			Parking Lot Sitework 2/17										
50			Erosion Control	1 day	Wed 12/10/25			Erosion Control 12/10										
51			Grading	1 day	Fri 12/12/25			Grading 12/12										
52			Utilitie/Storm/Underground Retention	20 days	Mon 12/15/25			Utilitie/Storm/Underground Retention 1/9										
53			Underground Electrical	4 days	Tue 1/13/26			Underground Electrical 1/16										
54			Curb & Gutter	5 days	Thu 1/15/26			Curb & Gutter 1/21										
55			Base & Binder	3 days	Mon 1/26/26			Base & Binder 1/28										
56			Backfill & Landscaping	5 days	Mon 1/26/26			Backfill & Landscaping 1/30										
57			Wacky World															
58			Install BMP's	1 day	Fri 11/14/25			Install BMP's 11/14										
59			Demo playground and Trees	3 days	Tue 11/25/25			Demo playground and Trees 11/27										
60			Install underground Storm & Utilit	8 days	Sat 11/29/25			Install underground Storm & Utilities 12/9										
61			Light Grading	2 days	Wed 12/10/25			Light Grading 12/11										
62			Install Playground Ribbon Curb	3 days	Fri 12/12/25			Install Playground Ribbon Curb 12/16										
63			Install Footings for Furnishings	15 days	Tue 12/9/25			Install Footings for Furnishings 12/29										
64			Playground with Community Assistance	95 days	Mon 9/1/25			Playground with Community Assistance 1/9										
65			Install Bridge Abutments	10 days	Sat 12/20/25			Install Bridge Abutments 1/1										
66			Install Bridges	6 days	Thu 1/8/26			Install Bridges 1/15										
67			Install Sidewalks	5 days	Fri 1/16/26			Install Sidewalks 1/22										
68			Fine Grading	2 days	Fri 1/23/26			Fine Grading 1/26										
69			Landscaping	6 days	Tue 1/27/26			Landscaping 2/3										
70																		
71			Wills Park Equestrian					Wills Park Equestrian										
72			General Conditions	189 days	Fri 8/1/25			General Conditions 4/22										
73			Submittals	10 days	Fri 8/1/25			Submittals 8/14										
74			NTP	1 day	Mon 9/29/25			NTP 9/29										
75			Mobilization	1 day	Mon 9/29/25			Mobilization 9/29										
76			Layout & Engineering	115 days	Mon 9/29/25			Layout & Engineering 3/6										
77			Substantial Completion	1 day	Mon 4/6/26			Substantial Completion 4/6										
78			Punch Walk	1 day	Mon 4/6/26			Punch Walk 4/6										
79			Work Punch List	10 days	Tue 4/7/26			Work Punch List 4/20										
80			Closeout	10 days	Mon 4/6/26			Closeout 4/17										
Project: Alpharetta Park Improvement Date: Thu 5/22/25			Task		Project Summary				Inactive Milestone		Manual Summary Rollup		Deadline					
			Split		External Tasks		Inactive Summary		Manual Summary		Progress							
			Milestone		External Milestone		Manual Task		Start-only									
			Summary		Inactive Task		Duration-only		Finish-only									
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ID	Task Mode	Task Name	Duration	Start	2025				2026				2027				
					Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	
81		Final Completion/Turnover	1 day	Wed 4/22/26	Final Completion/Turnover 4/22												
82		Equestrian Sitework & Parking Lots	132 days?	Wed 10/1/25	Equestrian Sitework & Parking Lots 4/2												
83		Install site BMP's	2 days	Wed 10/1/25	Install site BMP's 10/2												
84		Phase 1 Demo	10 days	Fri 10/3/25	Phase 1 Demo 10/16												
85		Mass Grading	15 days	Tue 10/14/25	Mass Grading 11/3												
86		Underground Storm and Utilities	30 days	Tue 10/28/25	Underground Storm and Utilities 12/8												
87		Electrical	15 days	Fri 11/14/25	Electrical 12/4												
88		Retaining wall install	10 days	Tue 12/9/25	Retaining wall install 12/22												
89		Pervious Parking	5 days	Tue 12/9/25	Pervious Parking 12/15												
90		Curb and Gutter Install	10 days	Thu 12/11/25	Curb and Gutter Install 12/24												
91		Concrete Stair Install	5 days	Fri 12/26/25	Concrete Stair Install 1/1												
92		Asphalt	10 days	Mon 12/29/25	Asphalt 1/9												
93		New Equestrian arena Construction	30 days	Mon 12/15/25	New Equestrian arena Construction 1/23												
94		Concrete Sidewalk install	30 days	Fri 1/2/26	Concrete Sidewalk install 2/12												
95		Fine Grading	10 days	Mon 2/16/26	Fine Grading 2/27												
96		Fencing	5 days	Mon 3/2/26	Fencing 3/6												
97		Landscape	10 days	Mon 3/9/26	Landscape 3/20												
98		Signage and Striping	5 days	Wed 3/18/26	Signage and Striping 3/24												
99		Site Cleanup	8 days	Tue 3/24/26	Site Cleanup 4/2												
100																	
101		Old Rucker Park	319 days?	Mon 9/29/25	Old Rucker Park 12/17												
102		General Conditions	319 days?	Mon 9/29/25	General Conditions 12/17												
103		Submittals	1 day	Fri 8/1/25	Submittals 8/1												
104		NTP	1 day	Mon 9/29/25	NTP 9/29												
105		Mobilization	1 day	Fri 5/1/26	Mobilization 5/1												
106		Layout & Engineering	99 days	Wed 4/29/26	Layout & Engineering 9/14												
107		Substantial Completion	1 day	Wed 10/7/26	Substantial Completion 10/7												
108		Punch Walk	1 day	Thu 10/8/26	Punch Walk 10/8												
109		Work Punch List	10 days	Thu 10/8/26	Work Punch List 10/21												
110		Closeout	10 days	Thu 10/8/26	Closeout 10/21												
111		Final Completion/Turnover	1 day	Wed 10/21/26	Final Completion/Turnover 10/21												
112		Install BMP's	1 day	Thu 4/30/26	Install BMP's 4/30												
113		Demo/Tree Removal	5 days	Fri 5/1/26	Demo/Tree Removal 5/7												
114		Mass Grading	10 days	Fri 5/8/26	Mass Grading 5/21												
115		Utilities/Storm/Domestic Water	15 days	Fri 5/22/26	Utilities/Storm/Domestic Water 6/11												
116		Curb/Gutter	6 days	Fri 6/12/26	Curb/Gutter 6/19												
117		Asphalt	15 days	Mon 6/22/26	Asphalt 7/10												
118		Retaining walls install	20 days	Thu 6/11/26	Retaining walls install 7/8												
119		Underground Electrical	6 days	Mon 6/15/26	Underground Electrical 6/22												
120		Septic System	3 days	Thu 6/18/26	Septic System 6/22												
121		prefab restroom install	5 days	Mon 6/29/26	prefab restroom install 7/3												
Project: Alpharetta Park Improvement Date: Thu 5/22/25		Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline							
		Split		External Tasks		Inactive Summary		Manual Summary		Progress							
		Milestone		External Milestone		Manual Task		Start-only									
		Summary		Inactive Task		Duration-only		Finish-only									
Page 3																	

ID		Task Mode	Task Name	Duration	Start	2025				2026				2027								
						Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3					
122			Pavilion Install	12 days	Mon 7/6/26	Pavilion Install  7/21																
123			Pole Barn Install	5 days	Mon 7/20/26	Pole Barn Install  7/24																
124			Slate Scape Trails	15 days	Tue 7/28/26	Slate Scape Trails  8/17																
125			Timber Stair Install	5 days	Mon 7/27/26	Timber Stair Install  7/31																
126			Log Step Install	4 days	Mon 8/3/26	Log Step Install  8/6																
127			Concrete Sidewalk Install	20 days	Mon 8/10/26	Concrete Sidewalk Install  9/4																
128			Fence/Railing	8 days	Thu 9/3/26	Fence/Railing  9/14																
129			Fine Grading	10 days	Tue 9/15/26	Fine Grading  9/28																
130			Landscaping	10 days	Tue 9/29/26	Landscaping  10/12																
131			Stripe/ Signage	3 days	Mon 10/5/26	Stripe/ Signage  10/7																
132																						
133			Union Hill Park			Union Hill Park 																
134			General Conditions	455 days	Mon 9/29/25	General Conditions  6/25																
135			Submittals	10 days	Fri 8/1/25	Submittals  8/14																
136			NTP	1 day	Mon 9/29/25	NTP  9/29																
137			Mobilization	1 day	Mon 9/28/26	Mobilization  9/28																
138			Layout & Engineering	116 days	Mon 9/21/26	Layout & Engineering  3/1																
139			Substantial Completion	1 day	Fri 4/16/27	Substantial Completion  4/16																
140			Punch Walk	1 day	Fri 4/16/27	Punch Walk  4/16																
141			Work Punch List	10 days	Fri 4/16/27	Work Punch List  4/29																
142			Closeout	10 days	Fri 4/16/27	Closeout  4/29																
143			Final Completion/Turnover	1 day	Sat 4/17/27	Final Completion/Turnover  4/17																
144			Pre-Construction Meeting	1 day	Mon 9/15/25	Pre-Construction Meeting  9/15																
145			Install BMP's	2 days	Wed 9/23/26	Install BMP's  9/24																
146			Demo/Tree Removal	15 days	Wed 9/30/26	Demo/Tree Removal  10/20																
147			Mass Grading	5 days	Wed 10/21/26	Mass Grading  10/27																
148			Underground Utilities/Storm	15 days	Tue 10/27/26	Underground Utilities/Storm  11/16																
149			Underground electrical	10 days	Wed 11/4/26	Underground electrical  11/17																
150			Playground Install	60 days	Fri 11/20/26	Playground Install  2/11																
151			Skate Park	50 days	Mon 11/30/26	Skate Park  2/5																
152			Curb/Gutter	7 days	Sat 2/6/27	Curb/Gutter  2/15																
153			Sidewalk/Site Flatwork	10 days	Tue 2/16/27	Sidewalk/Site Flatwork  3/1																
154			Fine Grading	2 days	Tue 3/2/27	Fine Grading  3/3																
155			Asphalt Paving	5 days	Mon 2/15/27	Asphalt Paving  2/19																
156			Landscaping	15 days	Thu 3/4/27	Landscaping  3/24																
157			Signage/ Stripe	2 days	Thu 4/15/27	Signage/ Stripe  4/16																
158			Asphalt Topping	2 days	Fri 3/26/27	Asphalt Topping  3/29																
159																						
160			Wills Park Package 3	203 days?	Fri 8/1/25	Wills Park Package 3  5/12																
161			General Conditions	203 days?	Fri 8/1/25	General Conditions  5/12																
162			Submittals	10 days	Fri 8/1/25	Submittals  8/14																
Project: Alpharetta Park Improvem Date: Thu 5/22/25			Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline											
			Split		External Tasks		Inactive Summary		Manual Summary		Progress											
			Milestone		External Milestone		Manual Task		Start-only													
			Summary		Inactive Task		Duration-only		Finish-only													
Page 4																						

ID		Task Mode	Task Name	Duration	Start	2025				2026				2027				
						Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	
163			NTP	1 day	Mon 9/29/25				NTP 9/29									
164			Mobilization	1 day	Wed 11/5/25				Mobilization 11/5									
165			Layout & Engineering	128 days	Wed 10/15/25				Layout & Engineering 4/10									
166			Substantial Completion	1 day	Wed 4/29/26				Substantial Completion 4/29									
167			Punch Walk	1 day	Wed 4/29/26				Punch Walk 4/29									
168			Work Punch List	10 days	Wed 4/29/26				Work Punch List 5/12									
169			Closeout	10 days	Wed 4/29/26				Closeout 5/12									
170			Final Completion/Turnover	1 day	Wed 4/29/26				Final Completion/Turnover 4/29									
171			Phase #1 - C1.06															
172			Install BMP,s	1 day	Thu 10/16/25				Install BMP,s 10/16									
173			Demo/Tree Removal	2 days	Wed 11/5/25				Demo/Tree Removal 11/6									
174			Light Grading	2 days	Fri 11/7/25				Light Grading 11/10									
175			East Gate Signage and Electrical	10 days	Tue 11/11/25				East Gate Signage and Electrical 11/24									
176			Sidewalk/Brick Paver install	5 days	Tue 11/25/25				Sidewalk/Brick Paver install 12/1									
177			Fine Grading	1 day	Tue 12/2/25				Fine Grading 12/2									
178			Landscaping	1 day	Wed 12/3/25				Landscaping 12/3									
179			Phase #2 - C1.05															
180			Install BMP,s	1 day	Mon 12/1/25				Install BMP,s 12/1									
181			Demo/Tree Removal	3 days	Thu 12/4/25				Demo/Tree Removal 12/8									
182			Light Grading	2 days	Mon 12/8/25				Light Grading 12/9									
183			Curb and Gutter Install	4 days	Wed 12/10/25				Curb and Gutter Install 12/15									
184			Sidewalk/Brick Paver install	10 days	Mon 12/15/25				Sidewalk/Brick Paver install 12/26									
185			Fine Grading	3 days	Fri 12/26/25				Fine Grading 12/30									
186			Landscaping	4 days	Wed 12/31/25				Landscaping 1/5									
187			Phase #3- C1.04															
188			Install BMP,s	1 day	Mon 12/29/25				Install BMP,s 12/29									
189			Demo/Tree Removal	3 days	Fri 1/2/26				Demo/Tree Removal 1/6									
190			Light Grading	2 days	Wed 1/7/26				Light Grading 1/8									
191			Sidewalk/Brick Paver install	10 days	Fri 1/9/26				Sidewalk/Brick Paver install 1/22									
192			Fine Grading	3 days	Fri 1/23/26				Fine Grading 1/27									
193			Landscaping	4 days	Wed 1/28/26				Landscaping 2/2									
194			Phase #4- C1.03 A&B															
195			Install BMP,s	1 day	Fri 1/9/26				Install BMP,s 1/9									
196			Demo/Tree Removal	3 days	Wed 1/28/26				Demo/Tree Removal 1/30									
197			Light Grading	2 days	Fri 1/30/26				Light Grading 2/2									
198			Sidewalk/Brick Paver install	10 days	Tue 2/3/26				Sidewalk/Brick Paver install 2/16									
199			Fine Grading	3 days	Tue 2/17/26				Fine Grading 2/19									
200			Landscaping	4 days	Fri 2/20/26				Landscaping 2/25									
201			Phase #5 - C1.02 A&B															
202			Install BMP,s	1 day	Mon 2/16/26				Install BMP,s 2/16									
203			Demo/Tree Removal	3 days	Fri 2/20/26				Demo/Tree Removal 2/24									
Project: Alpharetta Park Improvement Date: Thu 5/22/25			Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline							
			Split		External Tasks		Inactive Summary		Manual Summary		Progress							
			Milestone		External Milestone		Manual Task		Start-only									
			Summary		Inactive Task		Duration-only		Finish-only									
Page 5																		

ID		Task Mode	Task Name	Duration	Start	2025				2026				2027			
						Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3
204			Light Grading	2 days	Wed 2/25/26		Light Grading 2/26										
205			Sidewalk/Brick Paver install	10 days	Fri 2/27/26		Sidewalk/Brick Paver install 3/12										
206			Fine Grading	3 days	Fri 3/13/26		Fine Grading 3/17										
207			Landscaping	4 days	Wed 3/18/26		Landscaping 3/23										
208			Phase #6- C1.01														
209			Install BMP's	1 day	Tue 3/10/26		Install BMP's3/10										
210			Demo/Tree Removal	4 days	Wed 3/18/26		Demo/Tree Removal 3/23										
211			Light Grading	2 days	Tue 3/24/26		Light Grading3/25										
212			West Gate Signage and Electrical	15 days	Tue 3/24/26		West Gate Signage and Electrical 4/13										
213			Sidewalk/Paver Install	8 days	Fri 4/10/26		Sidewalk/Paver Install 4/21										
214			Fine Grading	2 days	Wed 4/22/26		Fine Grading4/23										
215			Landscaping	4 days	Fri 4/24/26		Landscaping 4/29										
216			Waggy World - C1.04														
217			Install BMP's	1 day	Thu 10/16/25		Install BMP's10/16										
218			Light Grading	2 days	Fri 11/7/25		Light Grading 11/10										
219			Demo fencing/Trees/Concrete pads	4 days	Tue 11/11/25		Demo fencing/Trees/Concrete pads 11/14										
220			Domestic Water Line install	2 days	Fri 11/14/25		Domestic Water Line install 11/17										
221			Install Concrete Pads	4 days	Tue 11/18/25		Install Concrete Pads 11/21										
222			Install Pet Drinking Fountains	1 day	Mon 11/24/25		Install Pet Drinking Fountains11/24										
223			Light Grading	2 days	Mon 11/24/25		Light Grading11/25										
224			Install Fencing and Gates	3 days	Tue 11/25/25		Install Fencing and Gates 11/27										
225			Landscaping	2 days	Mon 12/1/25		Landscaping 12/2										

Project: Alpharetta Park Improvement
Date: Thu 5/22/25

Task

Split

Milestone

Summary

Project Summary

External Tasks

External Milestone

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

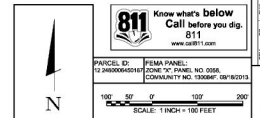
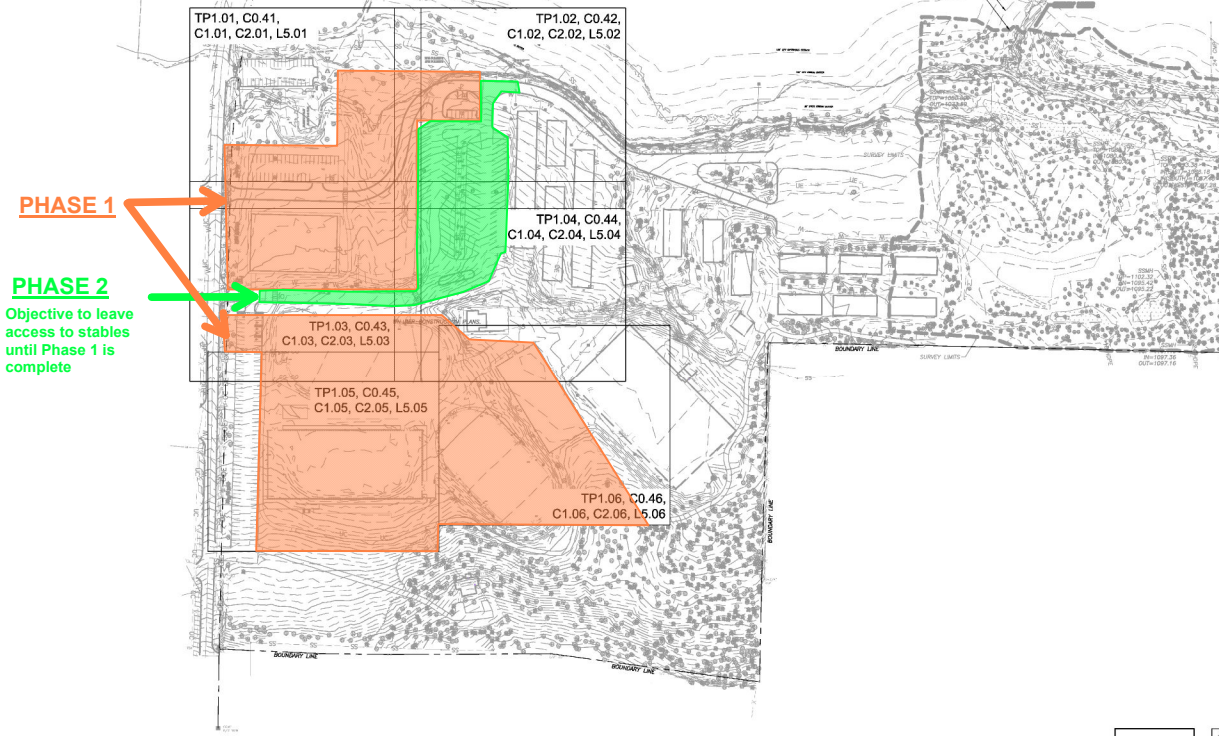
Manual Summary

Start-only

Finish-only

Deadline

Progress





304 north geneva street
ithaca, ny 14850

5/19/2025

Wacky World 2.0 Playground Rebuild
1815 Old Milton Pkwy
Alpharetta, GA 30009

Custom Designed PBD Structure :

- Includes Structural Plastic Lumber, Custom Manufactured Playground Components, Concrete, Hardware, Manufactured Playground Components, and Freight

*Full Community Build Option: 9 Days

- Includes Construction Consultation and Supervision by PBD CPSI Certified Staff, Oversight of 85 volunteers plus 10-12 volunteer crew leaders per shift, and Final Inspection of the structure
- Does not include Travel and Lodging

*Hybrid Community Build Option:

- Includes Custom shop-built PBD components, and freight
 - Includes Construction Consultation and Supervision by PBD CPSI Certified Staff, Oversight of 45 volunteers plus 8 crew leaders per shift, and Final Inspection of the structure
- Does not include Travel and Lodging

*Contractor Build Option:

- Includes Turn-Key installation
- Includes Mobilization, Heavy Machinery Rental, Travel, and Lodging

Custom Playground Shades:

- Includes freight and turnkey installation for 6 Triangle Shades

Poured In Place Rubber Surfacing:

- Includes supply and installation of 50/50 EDPM PIP
- Includes 4"-6" stone sub-base to accommodate multiple fall heights
- Includes Freight

* Refer to page 16 in the RFP for in-depth descriptions of the varied build options*



304 north geneva street
ithaca, ny 14850

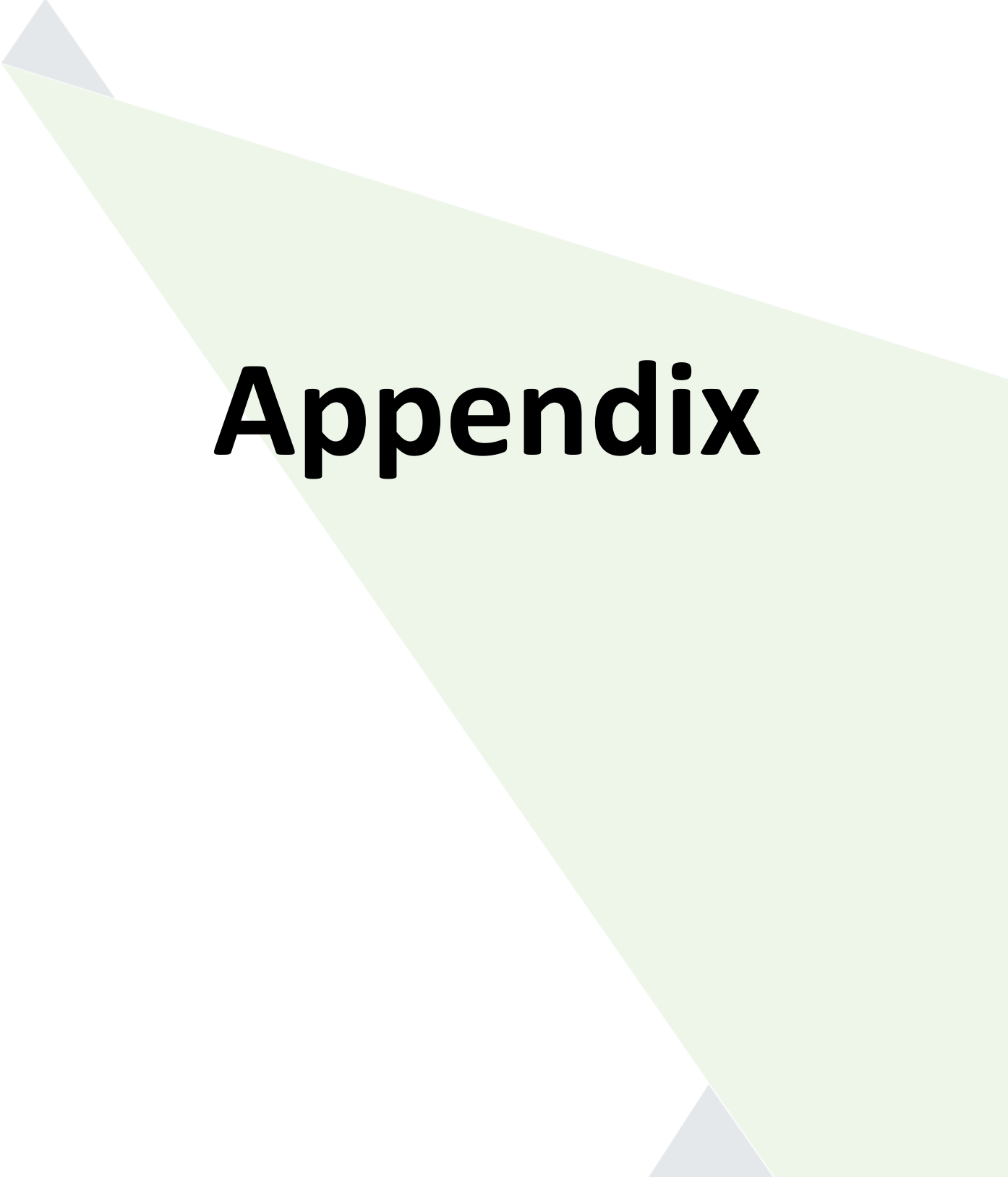
***Please Note:** PBD is not responsible for any site preparation prior to the construction, including (but not exclusive to) demo of old playground, grading, drainage, footings for equipment, stakeout survey, and digging postholes for play structure (PBD will provide stakeout drawings). Installation of walkways, new vegetation, and/or curbing, if applicable. The Contractor will be responsible for unloading equipment from the truck and disposal of debris. Direct access is required for large construction vehicles. If using rubber or turf surfacing, prep work must be done to the specifications of the supplier. The Contractor is responsible for Surveying, Permits/Licensing. State or Federal (Davis Bacon) Wages, Demolition, disposal of spoils, utility locate, Builders Risk Insurance, Union Fees (PLA/PSA Contracts), Drainage, Additionally Insured, Engineering, Waste/Dumpsters, OCIP, Fall Height/Attenuation Testing, Rooftop Installations, Waiver of, Subrogation, Fencing/Security, Extended Warranty, Bonding, Excavation and Site Work/Preparation, Dumpster, Acceptance of equipment and off-loading; storage of goods prior to installation. The following is a non-inclusive list of items that may result in additional charges (Change Order). Work cannot commence until the Change Order(s) are fully executed. Poor Site Access is not identified in the Proposal or Project Scope. Contractor requirement/request for work on weekends, holidays, or overtime. Any and all scope variations not agreed upon in writing. Security that was not included in the base quote. A 3% fee will be added to late payments (net 30 days).

Schedule

- Week 1: Mobilization, material delivery, demo, and safety controls
- Week 2: Fine grading/shaping
- Weeks 3 - 4: Reinforcement, form, and steel work
- Weeks 5 - 7: Pouring and sealing
- Week 8: Prelim walkthrough, punch-out work, paint, caulk, sealing, and final walk/closeout



PLATFORM GROUP



Appendix



PLATFORM GROUP

Request for Proposal RFP# 25-1005

Build Services for Union Hill Park Skatepark

Alpharetta, GA

Platform Group, LLC
4611 North Hale Avenue, Tampa, Florida 33614

Hello Friends,

Thank you for the opportunity to present our Skatepark Construction Services for the build at Union Hill Park. I am one of the founders of Platform Group, and I am also the lead designer that worked alongside the Landscape Architects Dix.Hite + Partners to bring all aspects of the current skatepark development to life. Platform Group, established in 2021, is a full-service consulting, design, and build company that is made up of veterans in our Action Sports industry. Our group seeks to create amazing, one-of-a-kind custom skateparks.

Platform Group is composed of myself, Ryan Clements, and Rob Meronek. Ryan and Rob are globally-recognized, seasoned industry leaders. As a team, we cover any and all of your skatepark needs, and are able to guide you from development to programming the entire life of your future park.

Being the lead designer of the world famous Lot 11 Skatepark in Miami, Florida, I have witnessed that facility cater to the community, as well as being a draw for action sports tours and events that travel the nation. Our sister agency, The Boardr, has run events there that have drawn participants from all around the world.

As build partners, we will concentrate on the identity of the regional area, address specific problems, and create solutions specifically tailored to the community with a special focus from our experience in skateboarding. Our approach emphasizes working with our clients and partners to customize each and every park, skatepark, or outdoor space we develop. The vision, passion, and diversity of our team will bring different perspectives and experiences to the table ensuring a timeless, low-maintenance space seamlessly blending functionality and artistic beauty.

When awarded the project, we will work to deliver superior quality custom work within the finalized budget. By hiring Platform to control the build, we can deliver the highest quality product at the best value.

The concept of value engineering and our experience building under-funded skateparks has taught us to get the most out of what we have. These skills allow us to provide the best ROI to our customers, while adhering to the city-specific requirements of this project.

As designers and builders, Platform finalizes decisions and makes improvements without expensive and wasteful change orders. From the beginning, we establish the process to be thorough, but also fast and efficient in an effort to prevent delays to the project.

It is our intention to involve the local business community. Through non-specialty vendors such as equipment rental, concrete pump services, and raw materials procured locally and regionally, we will utilize local resources for material purchases as much as possible to help stimulate the City of Alpharetta economy.

With full transparency, you will see where our costs are at every step of the way. Our crew is experienced, small, and professional.

We look forward to working closely with you to create a park that will enhance the quality of life for Alpharetta citizens and visitors alike. We appreciate the opportunity to provide our scope and services for this job.

Tito Porrata
Platform Group
4611 North Hale Avenue
Tampa, Florida 33614
407-529-9174



Our Core Team



Tito: Lead Designer

Tito discovered skateboarding in 1985 and has worked in the skateboarding industry for the majority of his professional life. He has experience in both retail and events, and is an expert in skateboarding culture. In 2001 Tito aligned his career to focus on skatepark design and construction. His expertise lies in municipal, private, and specialty structures and has been a part of building hundreds of skateparks. After two decades working for various companies, Tito founded Platform Group with Ryan Clements and Rob Meronek. His goal: create skatepark environments that not only function well, but also honor art and aesthetics, providing an inclusive and positive experience for the skateboarding community and beyond. Aside from skateboarding, Tito is passionate about his family, art, and food.

Notable project experience:

- Berthoud, CO - 2022 - 11,000sf
- Pensacola, FL - 2021 - 26,000sf
- Andong, South Korea - 2021 - 7,000sf
- Norman, OK - 2020 - 23,000sf
- Avondale, AZ - 2019 - 15,000sf
- Superior, CO - 2018 - 6,000sf
- Golden, CO - 2018 - 21,000sf
- Al Reem, Abu Dhabi, UAE - 2018 - 25,000sf
- Camp Woodward, PA - 2017 - 14,000sf
- Charleston, SC - 2017 - 32,000sf
- Jacksonville Beach, FL - 2017 - 24,000sf
- Pueblo, CO - 2016 - 23,000sf
- Breckenridge, CO - 2014 - 16,000sf
- Lakeland, FL - 2013 - 24,000sf
- Virginia Beach, VA - 2012 - 20,000sf
- Arvada, CO - 2011 - 42,000sf
- Northglenn, CO - 2011 - 16,000sf
- Roxborough Park, CO - 2011 - 15,000sf
- Lafayette, CO - 2010 - 19,000sf
- Colorado Springs, CO - 2008 - 40,000sf
- Antwerp, Belgium - 2006 - 9,300sf



Byron: Project Lead & Landscape Architect

Byron Hubbard is an experienced and versatile professional. He is a Landscape Architect, licensed in both Florida / South Carolina and skateboarder from St. Augustine, Florida. For the last 15 years he has had extensive experience managing multiple project types, designing for different programs and needs, and working with different team colleagues, clients, and city staff members. Those projects include city and small-scale community park spaces, mid-high rise podium level amenity, resort amenity, assisted living and memory care community, and multi-family development design. Byron started skateboarding in 1994, following in his older brother's footsteps, and fell in love with the sport, passion, and culture it embodies. When he's not searching for the best solution to your design challenges, Byron greatly appreciates a well-balanced life of health, traveling, and family.

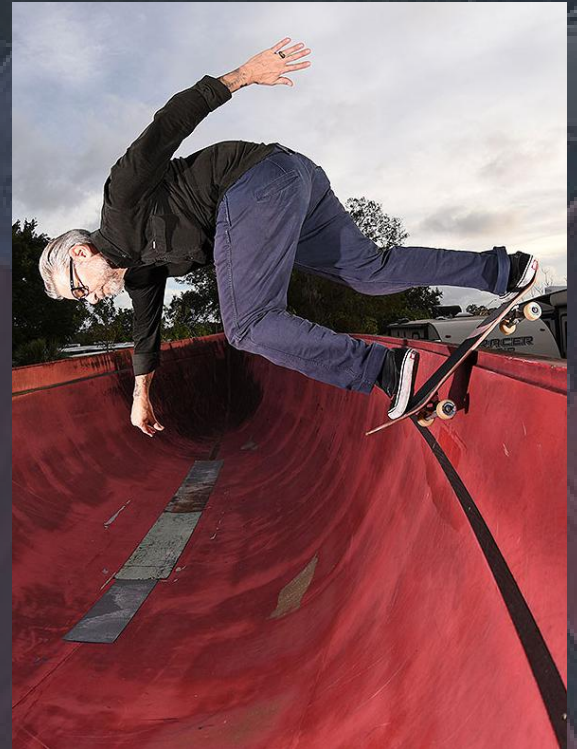
Notable project experience:

- Skateshop Skatepark, Charlotte, NC
- Woodward Progression Centre East, Woodward, PA
- Woodward Progression Centre West, Tehachapi, CA
- Aurora Skatepark, Aurora, IL
- Marathon Wheelspark, Marathon, FL
- Orangeburg Skatepark, Orangeburg, SC
- Hayden Skatepark, Hayden, CO
- Reiter Park, Longwood, FL
- Vida Winter Garden Park, Winter Garden, FL
- Vida Winter Garden Mixed Use Development, Winter Garden, FL



Ryan: Administration

Ryan Clements was put on this earth to ride skateboards and own businesses. His first entrepreneurial taste came in the form of a lawn service he started shortly after graduating high school. In 1998, after figuring out he wasn't a lifer in the blue-collar world, Ryan sold that entity and got a job that would cater to his one true passion of skateboarding. As GM at Skatepark of Tampa, he helped grow SPoT to a world-renowned facility that runs the best amateur and professional contests in the industry. This led to him co-founding SPoT Productions in 2006, a company whose sole focus was producing skateboarding events on a global scale. It was also around this time that Ryan started investing in real estate and building an impressive portfolio of rental properties. Upon his departure from the SPoT businesses in 2013, Ryan's complete focus turned to Excel Management, a company he co-founded in 2010 to provide financial services to some of the biggest names in skateboarding. With a client list that contains names like Mark Gonzales, Ishod Wair, and Nora Vasconcellos, it's no surprise that Excel has become the go-to agency for contract negotiations and the cultivation of credible skateboarding careers. Although Excel was flourishing, Ryan still had the itch to run events, so after a reunion with former SPoT colleagues Rob Meronek and Jorge Angel, The Boardr was founded. Since its inception in 2013, The Boardr has become pinnacle in the skateboard event/contest realm. The crazy thing is, he wasn't done. In 2021, along with Tito Porrata, The Platform Group was created to offer cities and municipalities a more modern approach to skatepark design and construction. In 2023, Ryan's dedication and contributions to skateboarding earned him an induction into the Florida Skateboard Hall of Fame. When he's not traveling the world on his beloved Delta Airlines, Ryan likes to spend time at home with his wife and two daughters, while skating his "Dream Driveway" and constructing insane ice cream sundaes.



Chris: Project Manager

Chris Miller is a photographer, graphic designer, and project manager. A New York native, his family moved to South Florida in 1989. After a brief stint with a Toys”R”Us board in 1992, a friend would later give Chris a hand-me-down Creature board in 1998, and he hasn’t stopped skating since. Instead of continuing to pursue the dream of a professional skateboard career, Chris joined the Air force in 2009. He deployed overseas where he earned the Air Force Achievement medal, among others, during Operation Enduring Freedom. After his military service, Chris moved back to New York City where he worked at KCDC skateshop, while pursuing a BFA in Design. After college, he landed a role as the editor-in-chief of NYskateboarding.com and began teaching skate lessons, spending a summer working at Skatepark of Tampa with their summer camp. After earning his Master’s degree in teaching, Chris moved to Tampa, where he now lives with his wife. He taught art for six years before joining The Boardr, bringing his diverse skills and experience to the team. When Chris isn’t skateboarding, he enjoys making art, hosting monthly skate trivia, and exploring the outdoors with his dog.



Our Work



Relevant projects by Tito, our lead designer



- Project Name: **Lot 11 Skatepark, Miami, FL**
- Award Amount: \$1,800,000
- Project Year: 2018-2019
- Project Reference: Nick Katz, 305-205-9962
- Construction Duration: 8 months

Synopsis:

- Lot 11 is being referred to as one of the best skateparks in the world! Designed and Project Managed by Tito Porrata, he worked to design the 43,000sf skatepark under Interstate 95 to transform an underutilized parking lot operated by the Miami Parking Authority. The project was funded by the MPA and donations gathered by SkateFree.org. The design included using basalt reinforcement (non-steel sustainable product) in 95% of the park. Additional unique materials used included Geofoam, recycled concrete, and recycled asphalt as sub-base to minimize material export and import during construction.



Relevant projects by Tito, our lead designer



- Project Name: **The Cage 2.0, Woodward, PA**
- Award Amount: \$350,000
- Project Year: 2017-2018
- Project Reference: Steve Swope, 310-913-4130, sswope@worldofwoodward.com
- Construction Duration: 4 months

Synopsis:

- Cage 2.0 is a Olympic quality facility that our lead designer provided for Woodward Camp in 2017. The services included specialty construction and management. It involved a design for a park series style bowl that catered to all action sports disciplines. In present time, Platform has become the lead global designer for all of Woodward Camps locations. The project has a pre planned future phase that can be activated at any time.



Our Work: Charlotte, North Carolina



- Project Name: APB Charlotte, a public-private partnership
- Award Amount: \$300,000
- Project Year: 2023
- Project Reference: Kevin Chao, 980-242-6784
- Construction Duration: 2 months

Synopsis:

- In 2023, APB reached out to Platform Group for a unique project, bringing together the public and private space. Our challenge was to maximize on a small footprint and create an engaging and safe space for the local youth and skateboarding community. Charlotte needed a space where they could express themselves, and also discover the virtues of the sport and its amazing culture. Since there are only a handful of places to skateboard in the area, this project directly draws a huge undeserved section of the local youth. In the design, we worked closely with the project architects to create an area that will meet the outreach goals of the partnership. One of the main features, dubbed the “TIE fighter” (from Star Wars), brings together a different mix of materials, providing many multiple options to skate, and offers a unique perspective for the onlooker.



Our Work: Hayden, Colorado



- Project Name: Hayden Skatepark
- Award Amount: \$931,000
- Project Year: 2023 - 2024
- Project Reference: Mathew Mendisco 970-276-3544
- Construction Duration: 18 weeks

Synopsis:

- Hayden is part of the Yampa Valley in Colorado and sits at 7,000 ft elevation. The nearest town, Steamboat Springs, is an Olympic training mecca. Hayden is known for housing staff and family for the area. They offer affordable living and are investing in their future growth. Platform is excited to be part of Hayden's progress by developing their custom skatepark. We are placing an emphasis on neurodivergent and adaptive aspects within the design. This will set the skatepark apart from the rest in its inclusiveness to all stakeholders. Platform also proposed additional conceptual elements to masterplan the entire facility. Construction just finished and the park will be ready to ride in the spring of 2025.



Our Work: Woodward, Pennsylvania



- Project Name: Sandlot East
- Construction Firm: BLDRS
- Award Amount: \$600,000
- Project Year: 2023
- Project Reference: Steve Swope, 310-913-4130, sswope@worldofwoodward.com
- Construction Duration: 3 months

Synopsis:

- Sandlot East is a 8,800 sf indoor concrete street course that functions as a professional training facility at action sports camp, Woodward, located in Woodward, Pennsylvania. After decades of working with our team members in different capacities, Platform is now Woodward's lead design firm for all of their national and global projects. Sandlot East was our most recent design/build for Woodward in partnership with Mike Roebke of BLDRS and X Games Gold Medalist, Ryan Sheckler.



Play By Design

Company Profile



304 N Geneva St.

Ithaca, NY 14850

(607) 339-0245

www.PBDplaygrounds.com



Cover Letter

Every unforgettable playground begins with a spark — a vision so imaginative, so full of heart, that it brings an entire community to action. Wacky World was just that: a bold idea that became a beloved landmark, etched into the memories of those who grew up beneath its towers and tunnels. It stands today not only as a playground, but as a symbol of what Alpharetta can achieve together.

At Play By Design, we've dedicated our lives to this kind of magic. Our team — with over 180 collective years of experience — is rooted in the community-build tradition pioneered by Bob Leathers in the 1980s. Many of us were part of his original senior staff, and today, we carry that legacy forward, combining time-honored craftsmanship with modern innovation to create spaces that are safe, inclusive, and unforgettable. As playgrounds like Wacky World reach the natural end of their lifespan, we're often called back, sometimes to places we helped build decades ago — to reimagine what they can become for the next generation. It's a rare and humbling full-circle moment, and we approach it with both deep respect for the past and bold enthusiasm for the future.

If chosen, we'll bring Alpharetta a process that is as meaningful as the final product. Through collaborative design meetings and two public visioning sessions, we'll gather stories, hopes, and ideas from your residents — weaving them into every post, platform, and path. Together, we'll create a playground that's not only structurally sound and visually stunning, but emotionally resonant.

We believe in more than just building playgrounds — we believe in building pride, connection, and joy. A space like Wacky World isn't just an amenity; it's a testament to Alpharetta's spirit, creativity, and care for its children.

It would be an honor to help write Wacky World's next chapter — and to do so with the same energy, wonder, and sense of purpose that brought it to life in the first place.

Our full proposal follows.

Yours sincerely,

Lee Archin, Co-Owner
Play By Design
304 N Geneva St., Ithaca, NY 14850
(607) 351-5160, Lee @ PBDplaygrounds.com



Qualifications and Experience

Company Overview

Play By Design is a fully insured, Limited Liability Company (LLC) and with nationally recognized Certified Playground Safety Inspectors (CPSI). We are knowledgeable of ASTM, ADA and CPSI guidelines and laws as they apply to playgrounds. In addition to making the safety of our structures a priority, our professional team offers significant expertise in all-abilities design, community build, hybrid community build, and overall project management.

- **Project Management:** You will be assigned and Project Manager with considerable design experience that best suits your community.
- **Design Expertise:** Our designers have 180 years of combined experience bringing a community's vision to life. with expertise in gathering community feedback, we ensure that a playground is truly an inclusive plat environment.
- **Organization:** We will provide your team with a handbook that outlines each step, goal and milestone. Your project manager will help you meet each outlined goal and milestones.
- **Communication:** Our team is available after hours, on weekends and even in person if that's what the collective team needs.
- **Build expertise:** Our senior construction consultants are talented experts in mobilizing both a volunteer community build as well as contractor build.
- **Flexibility:** In three decades, we have experienced many changes and we will continue to upgrade as our world does.
- **A Record of Accomplishment:** We are dedicated to providing excellent service, innovative design and safety for all. You can expect our team to help you with anything that should arise!



Project Communication

Our experience-based expertise in planning all aspects of the playground design/build process has taught us that communication is paramount when it comes to a project's outcome. It is therefore a high priority for us and we like seeing that this is a separate point unto itself on your RFP – it shows that your team places the same importance here. We understand that the steering committee is comprised of volunteers and most, if not all, will have jobs and families outside of their dedication to the new playground. Because of this, our Play By Design team makes sure we are available when you are including on evenings and weekends. It is in everyone's best interest to be on the same page. As explained earlier, one of the ways that we can keep miscommunication to a minimum is by having the same key personnel from design through construction. Our project manager and company co-founder Lee Archin, will be available to counsel with the committee throughout the project, using support documents, renderings and timelines. Together we are a team, and will work to tirelessly to ensure that your playground is a success.

Listed below are some of the most common ways that we communicate with our clients, but we are open to hear your suggestions as well.

Cell phones – Time zones are not a factor here. If you have a question, we want to hear from you. If it's late, or we are not available, leave us a message or send us a text. We carry cell phones so that we can be available.

E-mail – the main form of communication is via e-mail. We can cc several people and those on the receiving can read it when they are ready. It also leaves a "paper trail" to refer back to.

Dropbox – renderings are very large files. We would have a dropbox folder assigned to your project where all of your drawings, materials lists, contracts, purchase orders and reference materials will be located.

Send files to local printer – On occasion we have sent CAD files directly to the printer in your home city for you to pick up.

In person meetings – We will fly to you in order to host a pre-construction meeting 10 weeks prior to the build. If additional in-person meetings are required that can be arranged.

Video Conference – We have used video conferencing if requested by the client.

Conference call line – Play By Design has a conference call line available to our clients for meetings.



The experienced co-founders of Play By Design, Lee and Dave, have been working together since the early 90's, opening PBD together in 2010. They have personally designed, project-managed, and supervised construction by volunteers of over 800 unique and wonderful play structures at schools and parks across the USA and Overseas. Since opening PBD has had the honor of rebuilding between 8 and 12 old wooden playgrounds each year, many of which they had a hand in building the original. Dedicated to the "magic" of the original iconic community-built playgrounds, Lee and Dave introduce the innovation and efficiency of today's world seamlessly into the designs and organizational efforts of each community they work with.

Co-Founders



Lee Archin, Senior Designer
29 Years Experience
(18 at Leathers & Associates)

Lee was a senior construction consultant and project manager at Leathers at his time of departure and has continued in those roles at PBD, overseeing the in-house design development process as well as the build event. Lee possesses an eagle's eye for details, ensuring that nothing gets overlooked before the build event, during build week, and for the post-build inspection. Besides the many playgrounds he has designed and built in the USA, Lee is directly responsible for the successful completion of 2 post-tsunami projects in India and 12 projects in war-torn Afghanistan.



Dave Ianello, Senior Designer
37 Years Experience
(26 at Leathers & Associates)

Dave was the company vice president and senior designer/head of design at Leathers at the time of his departure and has over 35 years of experience in community-built playgrounds. Dave oversees the design process at PBD and takes great pride in passing his knowledge on to others. He is particularly mindful of the overall flow and feel of a playground design and can be available to help a community with details such as color choices and the design of imaginative elements.

All of our Senior Designers and Project Managers are CPSI certified with 10+ years of experience in their craft and are knowledgeable of the ASTM and ADA laws as they apply to playgrounds. Outlined in this RFP are the key personnel who will be working on the Kids Play Park Playground rebuild. Not included: Our dedicated contract labor team.



Lisa DeShano - Senior Designer / Project Manager

17 years of experience, 60+ Design Days (5 years at Leathers)

Starting her career in corporate architecture, Lisa's creative spirit led her to work with children and community build, and custom design. With the design of over 300 playgrounds, Lisa has the experience and talent to assimilate Community feedback into an initial hand-drawn sketch while introducing our company build options. **Project Role:** *Lisa will generate the construction drawings.*



Mary Archin - Marketing & Development / Project Manager

Mary has been with Play By Design since 2011 and has played a role in developing the company. Her 27-year career in Marketing and development ranges in experience from high-profile events, to national grassroots marketing campaigns to web and print design. **Project Role:** *Mary will be your assigned Project Management.*



Kristi Franklin - Operations Manager

Kristi has 15 years of experience working in operations. She also has a keen eye for design and is finishing a program in architecture and interior design. **Project Role:** *Kristi will be responsible for ordering and delivering all materials needed for the Playground rebuild, as well as any future maintenance needs.*

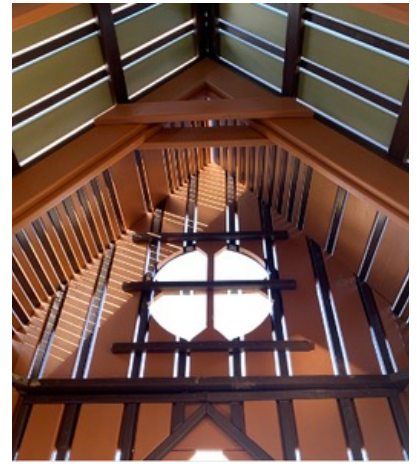


Laura Dolch - Accounting

Laura has been working in accounting for 14 years for small businesses, and municipalities. **Project Role:** *Laura will be responsible for all of the invoicing, as well as payroll for our construction crews and staff.*

Skills & Capabilities: *Architecture By Design*

The entire design team puts in the effort to design playground components that will not only stand the test of time, but will also be an architectural showpiece that your community can be proud of. Quite often this piece will be directly from a child's imagination such as a giant robot playhouse or an elephant slide, but it can also be a historical element too.



Skills & Capabilities: History By Design

We look forward to honoring your community's history. Sometimes that means speaking with a local historian in order to get accurate details. Below are a few examples. The top row showcases the old water tower in Anna, TX. For this project we were awarded "Best Playground Under 2 Million" in Texas for 2019.

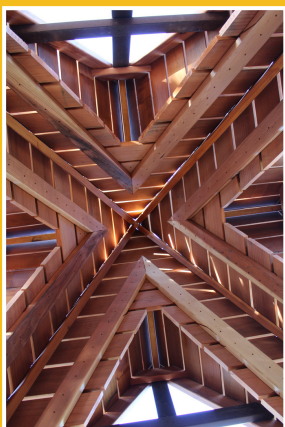
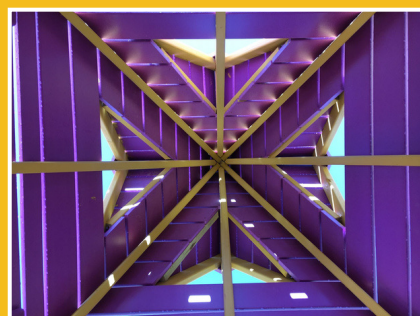
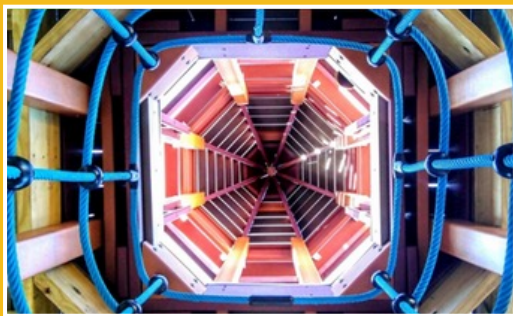


Skills & Capabilities: *Beyond ADA Accessibility*

“The term 'community build' means far more than playground design. We view it as an **opportunity to include the entire community in a process that unites, educates, and empowers** its members from start to finished product. Our designers are dedicated to all abilities play. We work with therapists, parents and teachers during design development to ensure that the needs of all children are met and that often brings us to far exceed current ADA guidelines. We believe that inclusivity is not limited to the children that play on the playground, but also includes the adult caregivers that are with them.

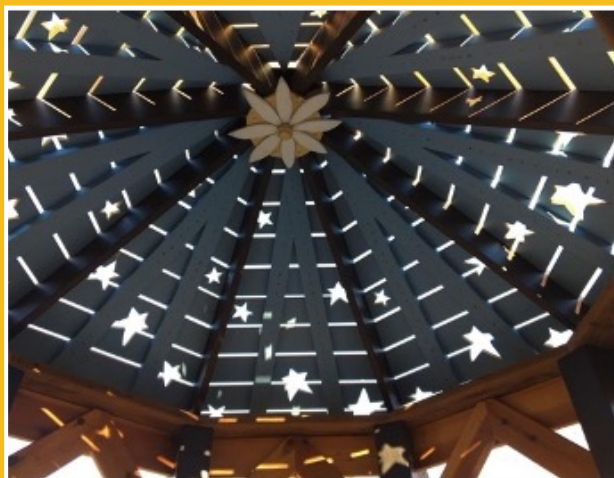
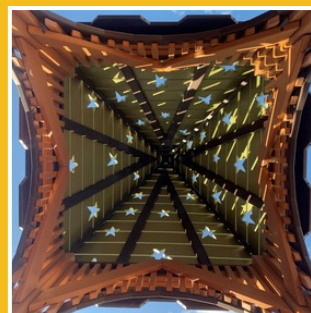
In the past 20 years, we have seen **considerable upgrades the quality and innovation of playground components** especially in the area of ADA equipment. We can now offer our communities affordable equipment that is made in the USA as well as imports. Since opening, Play By Design has been **dedicated to exceeding the accessibility guidelines in our designs while remaining within budget.**





The Magic Within__

We are mindful of the flow of play within the playground structure and intentionally place "Easter Eggs" to facilitate exploration. This can include play panels, internal nets, bridges, ladders, multi-colored pathways, and even shadows from a starry roof cut-out. With attention to architecture and alignment, we can also create a geometric kaleidoscope visible to a child moving through tunnels and up ladders allowing for a multi-dimensional, and multi-sensory experience.

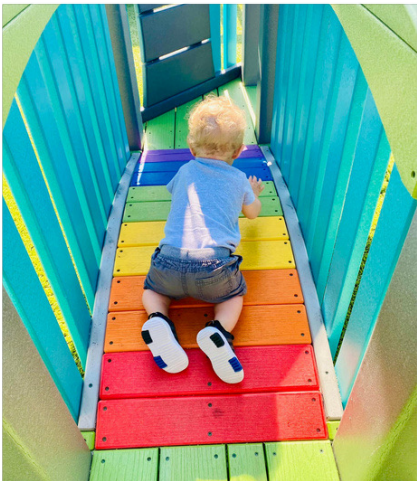


Skills & Capabilities: *Innovation* → *Building Materials*

Building materials and playground components have gone through a series of major advances since the original community playgrounds were built. We take our position of creative leadership and quality control seriously and align with vendors that reflect our values for innovation, quality, reliability, affordability and longevity.

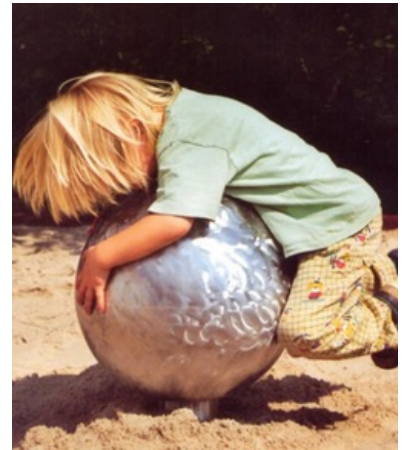
Most of our playgrounds today are built with recycled plastic timber that is rated for sea water and extreme weather. From Hawaii to Alaska, we have had continuous success utilizing this product in our playgrounds. On occasion, we are asked to rebuild a playground with wood and it's a real joy.

Recycled Plastic Timber color chart



Skills & Capabilities: *Innovation* → *Components*

We have spent many years cultivating relationships with our playground component vendors based on quality, affordability, innovation and warranty's. Our team actively seeks out the latest in innovation and accessibility and that can bring us overseas as well. Below are visual highlights of some of the newer and more popular components that we incorporate into our designs.





COMMUNITY-BUILT PLAYGROUND STEP-BY-STEP GUIDE

Play by Design
304 North Geneva Street
Ithaca, NY 14850

Phone: (607) 351-5160
www.pbdplaygrounds.com
[@playbydesignllc](https://twitter.com/playbydesignllc) [#playbydesign](https://facebook.com/playbydesign)

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INTRODUCTION

Working together to design and construct your own volunteer-built playground will be a project that changes your community forever. Everyone has a chance to get involved either by volunteering or donating—or both! We won't lie, there is a good deal of work ahead of you; but the rewards remain for many years to come.

This guide is designed to help lead you through the process. Follow our advice and proceed through each phase and timeline. Committee coordinators divide the tasks so that no one is overwhelmed. We are available to answer any questions that come up, so don't hesitate to call or email.

The guide shows you how to get started: who to recruit for your committee and then how to proceed from there outlining the responsibilities and tasks of each committee. The guide will progress as does your project through the different phases. Each committee member lists of tasks will evolve during each phase.

We will also be there to help after your project is complete. We inspect the playground before we leave and give you a maintenance manual to use for inspections and safety training. We will assist you for the lifetime of your playground with advice, maintenance, general upkeep, and equipment replacement. Our maintenance department is available at any time to discuss your playgrounds needs.



OVERVIEW OF THE PROCESS

The community-built process begins with the recruitment of a committee of volunteers. The process works best when individuals come from a variety of professions, age ranges, genders, and races to fully reflect your community. Reach out to, and involve, local service groups when recruiting for committees and volunteers. Responsibilities include volunteer recruitment, fundraising, public relations, tools, materials, food, childcare, special needs, art, and site coordination during construction. You can begin the process without all of these, just having a core group with fundraising, volunteers, public relations, materials, and possibly special needs is a great place to start. Play by Design schedules a day to come to your town to interview children and adults in order to develop your design. In the evening, we help you “kick off” the project with a celebration that serves as a rallying point for the volunteer effort, galvanizing the community with the vision of their children’s dreams. You will have spoken with us many times before this visit, and we will give you a suggested schedule and ideas for activities.

After your Design Day, the project is organized into three phases: Design Day to pre-construction visit, pre-construction visit to construction, and construction. During this time, we work closely with you to prepare for the build. We help you organize several important committees, show you ways to stay organized, raise funds, get the word out, and continue to recruit as many volunteers as possible. We also give you suggested timelines of responsibilities, by phase, for each Coordinator and committee.

Ten weeks prior to your build we will return to your community to review your preparations to date and strategize the final weeks before construction. We meet with each Committee Coordinator and then with the entire committee at the end of the day. The General Coordinator attends all meetings. We will lay out a site plan and review schedules, volunteer numbers, and the progress of all committees. We also talk about the tasks that remain in the weeks ahead.

During build week, two or three Play by Design consultants return to lead and supervise the volunteers who will build your playground. We have many years of experience in organizing hundreds of volunteers who are separated into small groups to work on individual components of the project based on their skill levels. At the end of the final day of construction, the children run out to play on the new playground during an opening celebration.

Projects take somewhere between 4 to 12 months from Design Day to the finished product. This varies greatly depending on the scale of the project as well as its complexity, but our timelines roughly follow this time period.



PROFESSIONAL FEES

The following is a general outline of our fees and payment schedule. The fees for design, project management and construction supervision are based on the size and complexity of the project designed during Design Day. We can give you a rough estimate before Design Day, and then give you the final number immediately after Design Day.

Payment schedule

Retainer
Design Day
Design Phase / Project Management

Pre-construction
Construction Consultation
Travel expense reimbursement

Due date

To schedule Design Day
Two weeks after design day
65% upon receipt of plans
35% 10 wks. before build
Two weeks after visit
Final day of construction
Upon receipt of invoice

Reimbursement of all travel time/expenses: round trip flights and/or mileage, hotel accommodations, rental car and including \$150 fee per consultant each day of travel, this fee covers time traveling and any travel expenses that occur during time traveled.



PHASE 1: DESIGN DAY TO PRE-CONSTRUCTION VISIT

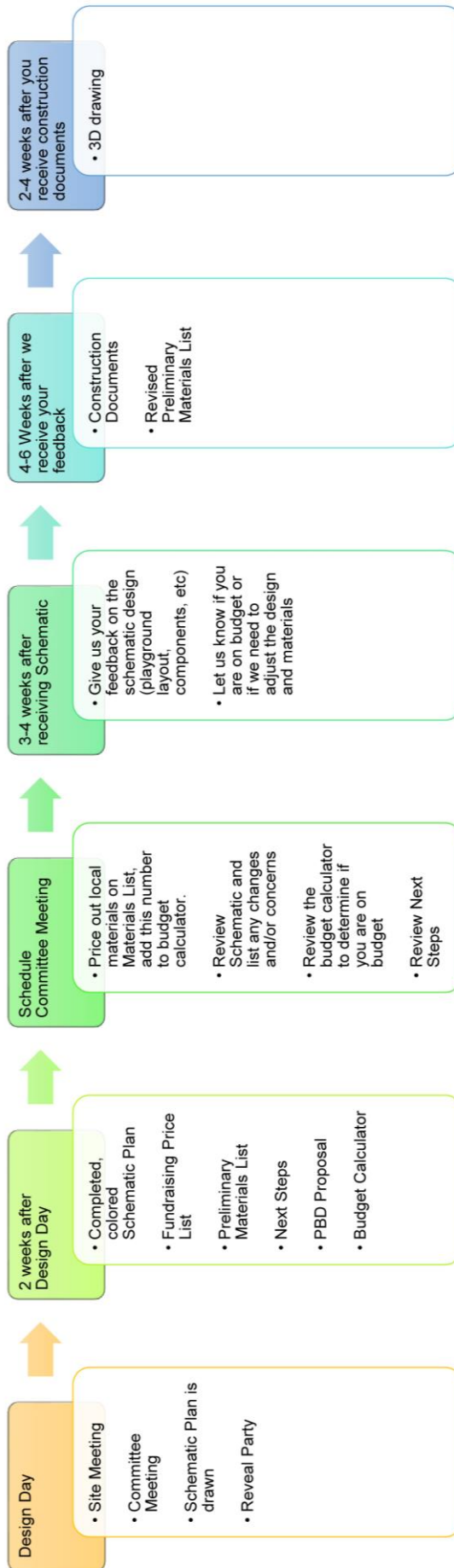
Phase 1 is the time period from Design Day to PBD's pre-construction visit. Initially, the most important thing you can do is strengthen your playground committee. Take advantage of the excitement and enthusiasm of Design Day and get the remainder of your coordinators in place as soon as possible.

All coordinators should start contacting people who signed up on Design Day, see if you can recruit them for other jobs in addition to construction. While fundraising is very important, you can't neglect other aspects of the project, especially public relations, volunteers, and donated materials. We have outlined timelines for each coordinator (**you will find these beginning on page 18**) based on the three phases of the project.

TWO WEEKS AFTER DESIGN DAY YOU WILL RECEIVE:

- 1. Schematic Drawing:** This is the design created on Design Day using the ideas from the children.
- 2. Fundraising Price List:** Each component is listed with a sponsorship value. The fundraising committee should take this list and identify sponsors to potentially purchase each component. This is used for fundraising purposes only; it is not how much your playground will cost or how much is it worth.
- 3. PML- Preliminary Materials List:** This is a spread sheet with the materials you will need to build your playground. We will include pricing for most of your equipment, your safety surfacing, and your structural plastic (if applicable). Local items will need to be priced out locally.
- 4. Next Steps:** This is a list of your committee members and short-term goals to get them going.
- 5. Proposal:** The proposal lists our professional fees and what is required of both PBD and your committee.
- 6. Budget Calculator:** An Excel spread sheet you can use to help determine the total cost of building your designed playground.

You will schedule a committee meeting 2-3 weeks after Design Day and go over all this information with your committee. You will assign tasks listed in the "Next Steps" document. You will also review the schematic design and list any changes or concerns. **3 to 4 weeks after receiving your schematic you will give us your feedback** and let us know if the design is on budget. If needed, we will adjust the design and materials. 4-6 weeks after we receive your feedback, we will send you **construction documents and a revised PML**. 2-4 weeks after you receive construction documents, we will send you the **3D rendering** of your playground.



PHASE 2: PRE-CONSTRUCTION VISIT TO CONSTRUCTION

A representative from Play by Design, who will be one of the consultants at your playground build, will visit your community **10 to 12 weeks before construction**. We will meet with all individual coordinators during that day, reviewing progress and mapping out a strategy for the weeks leading up to construction. All Playground Committee Members and Crew Leaders should plan to attend the final general meeting.

The General Coordinator should plan to be at all meetings, and other coordinators will come in for specific time periods during the day to clarify schedules, responsibilities, and work to be done during the remaining weeks. We will review the site in the morning and then move off site to discuss the project task with the specific sub committees. A week after our visit, you will receive a site map, detailed tools list specific to your project, build schedule, volunteer shift schedule, food schedule, pre-construction tasks list, informational electrical hook up document, and volunteer waiver and sign-in sheets. Stake-out drawings and footing details will also be determined post pre-construction meeting.

At the end of the day, we meet with the entire group and give everyone an opportunity to ask questions and discuss any areas of concern.

After your pre-construction visit, we will update your construction drawings with any final changes. Your Materials List (FML) will also be reviewed and adjusted accordingly so your committee can start making purchases.

You will place orders for your Darquest play equipment, your plastic and/or PT lumber, and you will purchase your local items. All “By Other” purchases must be arranged as well.

All equipment and material must be delivered approximately 2 weeks before the build so you will want to have a place ready to securely store your goods.

You will finish getting volunteers signed up for shifts and make sure you have all your Crew Leaders.

You will complete the pre-build check list (**on page 11**) to make sure everything is all set for the build.

This Phase will get you ready for a successful build week!

SAMPLE Pre-Construction Visit Outline:

Pre-Construction Visit: *8:30am – 4:00pm*

SITE REVIEW 8:30-9:30 (General Coordinator, site captain – this is the individual who will be responsible for the setup, staging and preparation of the site prior to construction).

- Locate and discuss power source (it would be nice to have an electrician stop by for 10 minutes to discuss details)
- Decide where to store building materials
- Determine where and how to store the tools (trailer, portable shed, container, pod, etc.)
- Decide where to set up volunteer sign in and food service / tents if necessary
- Address all other site logistics, including prefab tent, art tent, parking, first aid, etc.
- Review stake-out process (your surveyor should stop by to discuss stake-out details)
- *We will prepare a layout diagram that illustrates all the above

TOOLS MEETING 9:30-10:10 (General Coordinators, Tools Coordinator)

- Review tools list in general terms and discuss strategies to get tools. Also review tool identification systems, check – in and out, tool safety, etc.

MATERIALS MEETING 10:10-10:50 (General Coordinators and Materials Coordinator)

- Review materials list and specifications.
- Discuss sources, lead times and deliveries.
- Discuss organization of materials trailer.

FOOD MEETING 10:50-11:20 (General Coordinator and Food Coordinator)

- Review quantities, serving times, and staging / set up of food area

VOLUNTEERS MEETING 11:20-12:00 (General Coordinators and Volunteers Coordinator)

- Discuss recruitment strategies
- Review shifts and requirement by shift / day
- Discuss construction captains and criteria

LUNCH 12:00-12:30

PUBLIC RELATIONS/FUNDRAISING 12:30 – 1:00 (General Coordinators, Public Relations Chair)

- Exchange ideas and strategies for project promotion to ultimately bolster volunteer recruitment effort.

CHILDCARE 1:00 – 1:20 (General Coordinators, Childcare Coordinator) – Typically childcare is provided on site for parents who require supervision for their children under the age of 14 while they work on the playground.

- Discuss facility, activities, and hours of operation and program in general. Also include how children may be involved in construction, off site of course, soaping screws, sanding material, small art projects, etc.

DESIGN REVIEW 1:20 – 2:30 (General Coordinators and any relevant staff/ individuals, including an “art and special features” coordinator. This person will help with the art and embellishment of the playground, for example working on the colors of the stains we will use, possible ideas with some of the detailing.)

- Review of the existing schematic design
- Discuss art and special features strategy

GENERAL MEETING 2:30 – 4:00 (All committee members and prospective Crew Leaders)

- Q and A
- Discuss Crew Leaders roles and requirements
- PowerPoint presentation and Q and A
(Will need projector with cables to attach to laptop and screen)

SAMPLE Pre-Build Checklist

Project Name

Safety/ Procedural Meeting:

- *Date and Time* at playground site
- Core group and committee members are required to attend

Build Dates and Times:

*Core group and committee members are required to be on site at 7:30 am for safety/ task assignment meeting and site setup. General workers start at 8. Please refer to your Build Shift Schedule for more details.

Build Dates:

- *Dates*
- Please refer to your Build Shift Schedule for more details.

Here is a checklist of tasks to be completed the week before the build:
(All items on list must be completed and in place during the week prior to construction)

Site:

- ☐ Electrical service in place and turned on (follow PBD specs).
- ☐ Tools/materials trailer organized (with labels and shelves) and stocked.
- ☐ Bulk materials (lumber, wood fiber, drainage stone, manufactured equipment) staged per construction site map provided by PBD.
- ☐ Pre-fab tent set up (saw tables, saw horses, work tables).
- ☐ All tents in place.
- ☐ Volunteer sign-in table set up.
- ☐ Security arranged for site once tools and materials are delivered.
- ☐ Food tent set up (tables, chairs, snack table).
- ☐ Construction fence around site.
- ☐ Necessary signage in place (tools, volunteer sign-in, parking, first aid, food).
- ☐ Drill all post holes prior to construction. The stake labeling the hole remains adjacent to the hole.
- ☐ Place 4-5 piles of dirt in proximity, not in framing area.
- ☐ Tamp bottom of holes to proper depth.
- ☐ Call Lee directly for any concerns or questions: (607) 351 - 5160

Tools and Materials:

- ☐ Tool check-in and on site.
- ☐ Tables and pop-up tent setup in front of tools and materials trailer.
- ☐ Steps and railing installed to access trailer if necessary.
- ☐ Charging station setup for battery operated tools
- ☐ All untreated wood in the materials list provided by PBD on site and adjacent to prefab tent.
- ☐ Sawhorses built and on site
 - please note: Sawhorse materials are not included in the materials list provided by PBD
- ☐ Heavy equipment scheduled.
- ☐ Staffing for tool shed set.
- ☐ All items on shelves and labeled.
- ☐ Manufactured Equipment (slides, swings, etc.) on site.
- ☐ Install 3/8 round over bits on all routers and new blades in all saws.

Food:

- ☐ Menu complete and delivery dates verified.
- ☐ Staff set for construction week.
- ☐ Snack table set up with plenty of water
- ☐ Please refer to your Food Shift Schedule for more details.

Volunteer Sign-In:

- ☐ Staff for sign-in table.
- ☐ Proper sign-in forms and name tags, etc.
- ☐ Contact all volunteers to confirm commitments.
- ☐ First aid and personnel for construction week.

Public Relations:

- ☐ PR/media arranged for kick-off/ first day of build.
- ☐ Signage throughout town with build dates (yard signs, etc.).
- ☐ PR scheduled for daily updates through construction week and including opening.
- ☐ Utilize Social Media for kick-off/first day of build, throughout the duration of the build, and completion of build.

Childcare (if applicable):

- ☐ Staff set and confirmed for construction week.
- ☐ Sign-in table set up with proper forms.

General Coordinators:

- ☐ Confirming attendance to safety committee meeting, as noted above.
- ☐ Arrange hotel accommodations for consultants.
- ☐ Arrange final payment for last day of build.
- ☐ Special shirts for all crew leaders.

PHASE 3 – THE PLAYGROUND BUILD

Depending on your design, playground construction typically runs 6 full days as well as a few hours the day before and the day after—most often Tuesday through Sunday. There are 3 shifts per day except for Sunday which has 2 shifts and a playground dedication/opening at 5:30pm on Sunday. Your Play by Design consultant will discuss the details of your schedule during the pre-construction visit, but your six days could look something similar to the sample below.

Plan to keep the community updated with build progress via social media, news stories, and Facebook live videos.

The final day of the build, you will have a playground dedication/opening.

- Introduce committee
- Thank donors/sponsors
- Thank volunteers
- Have mayor and other important people attend

SAMPLE BUILD SHIFT SCHEDULE

DAY	SHIFT DETAILS
MONDAY	5:30pm: Safety Meeting – core group, including crew leaders only (not a public meeting)
TUESDAY	1 st Shift 8:00am-12:00pm: # Volunteers Lunch 12:00pm-12:30pm 2 nd Shift 12:30pm-4:30pm: # Volunteers Dinner 4:30pm-5:00pm 3 rd Shift: 5:00pm-8:30pm # Volunteers
WEDNESDAY	1 st Shift 8:00am-12:00pm: # Volunteers Lunch 12:00pm-12:30pm 2 nd Shift 12:30pm-4:30pm: # Volunteers Dinner 4:30pm-5:00pm 3 rd Shift: 5:00pm-8:30pm # Volunteers
THURSDAY	1 st Shift 8:00am-12:00pm: # Volunteers Lunch 12:00pm-12:30pm 2 nd Shift 12:30pm-4:30pm: # Volunteers Dinner 4:30pm-5:00pm 3 rd Shift: 5:00pm-8:30pm # Volunteers
FRIDAY	1 st Shift 8:00am-12:00pm: # Volunteers Lunch 12:00pm-12:30pm 2 nd Shift 12:30pm-4:30pm: # Volunteers Dinner 4:30pm-5:00pm 3 rd Shift: 5:00pm-8:30pm # Volunteers
SATURDAY	1 st Shift 8:00am-12:00pm: # Volunteers Lunch 12:00pm-12:30pm 2 nd Shift 12:30pm-4:30pm: # Volunteers Dinner 4:30pm-5:00pm 3 rd Shift: 5:00pm-8:30pm # Volunteers
SUNDAY	1 st Shift 8:00am-12:00pm: # Volunteers Lunch 12:00pm-12:30pm 2 nd Shift 12:30pm-5:00pm: # Volunteers Volunteer Soft Opening Celebration 5:00pm Dinner/Desserts After Soft Opening Celebration (optional, after 5:00pm)

AFTER THE BUILD

The day after the scheduled build is usually a Monday. Play by Design construction consultants (who are Certified Playground Safety Inspectors) inspect the site and create a punch list of the tasks remaining. They will then review it with the general coordinator, site coordinator, and any other responsible parties who would like to hear instructions on how to complete the work described. It is also a good idea to have someone attend who will be maintaining the playground. The playground should not be opened until the punch list is completed.

Later in the day, begin removing any excess materials from the site. People who loaned their tools can pick them up at a designated time in the evening.

Once the punch list is complete, the General Coordinator will send it back to PBD so we can confirm that your playground is ready for use and Play by Design will then issue you a Certificate of Substantial Completion.

Create a long-term care plan that includes maintaining your structure and safety surface. Play by Design will provide you with a Long-Term Care Guide that will note scheduled times to maintain specific aspects of the playground.

SAMPLE PUNCH LIST:



Community _____
Date _____
of Pages 3

PUNCH LIST

ALL ITEMS ON THE PUNCH LIST MUST BE COMPLETED BEFORE THE PLAYGROUND IS OPENED TO THE PUBLIC. THE PUNCH LIST MUST BE COMPLETED BY THE COMMUNITY NO LATER THAN 1 WEEK AFTER CONSTRUCTION.

Reviewed with: _____

Names of Individuals completing the Punch list: _____

Date Punch List Completed: _____

Description of what needs to be done	Description of what was done	Date Completed
1. Check that nails and screws are not protruding and are flush or countersunk		
2. Check that all surfaces are sanded smooth and all edges are routed with a minimum of a 1/4 radius		
3. Check that all decking has been screwed down with 2 1/2" screws		
4		
5		
6		
7		

COORDINATOR TASKS AND TIMELINES



GENERAL COORDINATOR (GC)

The General Coordinator(s) supervises and coordinates all aspects of the project. He/she is responsible for overseeing all other coordinators and staying up to date on their progress. The GC is also the liaison with Play by Design, the point person for many other contacts within the community and provides guidance as needed.

GENERAL RESPONSIBILITIES

- Coordinate and supervise all aspects of the project, working with all other coordinators.
- Attend all meetings with Play by Design representatives.
- Schedule regular meetings of your playground committee (at least monthly, more frequently as construction nears). An email network can be very helpful for keeping each other informed.
- If possible, find a volunteer who can set up a playground website. You can list fundraisers, update donations, acknowledge volunteers, and provide forms for signing up to volunteer and to donate tools.

PHASE 1

- Choose construction date if not already set.
- Set up an email network to share progress, needs and concerns among committee members.
- Schedule regular meetings of the steering committee. Make agenda, take minutes, create to-do lists, hold people accountable.
- Make sure all Coordinators have copies of their individual tasks and timelines.
- Obtain project approvals, permits, insurance, etc. Have the site checked for underground utilities. Provide your project manager with a copy of the site's survey (should be completed prior to Design Day).
- Continue adding members to your Playground Committee, possibly including a treasurer.
- Help each Coordinator recruit and organize productive sub-committees.
- Gather design feedback and discuss with Play by Design.
- Stay up to date on the progress of all coordinators.
- Discuss best date for pre-construction visit with other coordinators and schedule with Play by Design. It should occur 10 to 12 weeks before construction.
- Have all Coordinators prepare reports for the pre-construction meetings with the PBD consultant.

PHASE 2

- Most Phase 1 responsibilities continue during Phase 2.
- Keep abreast of all coordinators' progress.
- Increase the frequency of committee meetings.
- Work with the Tools Coordinator to make sure you have enough tents, portable toilets, construction lights, and electric service.
- Arrange for security as soon as materials, equipment, and tools are on site.
- Make sure there is a first-aid kit available and someone who knows basic first aid and CPR. If possible, have a rescue unit, fire department, or ambulance standing by on site.
- Set up a contingency fund to cover unforeseen costs.

PHASE 3

- You will be taking care of anything that pops up during the build.

VOLUNTEERS COORDINATOR

The Volunteers Coordinator **solicits community members to participate in the playground build.** Ideally, two people share the responsibilities. You will collect and organize potential volunteers beginning even before Design Day. You will also ask these people for tools, food and childcare.

BEFORE DESIGN DAY

Start with a good tracking system for names and contact information. Continually update your information. Post a sign-up sheet on the playground's website.

PHASE 1

- Get the word out! Work with the PR coordinator to make sure everyone knows that you are not just buying a playground—you are building it together!
- Research group sources (school sports teams, the military, Rotary, Kiwanis, church groups, large employers, etc.)
- Collaborate with the PR Committee and make presentations to local organizations. Try to sign up as many members as possible after the presentation.
- Sign up volunteers at all grassroots fundraisers and community events.
- Look for possible Crew Leaders among all volunteers who sign up.
- Schedule a contractor day during the build (perhaps Thursday) and begin securing commitments from builders and construction firms.
- Play by Design will give you the ideal number of volunteers to have for each shift based on the size and scope of the playground project.
- Look for artistic people to help with the embellishment of the playground features.

PHASE 2

- Follow up on contacts and names gathered in Phase 1.
- Secure actual shift commitments. A call-a-thon works well where several people gather in a room for a couple of evenings and just start calling. Ask if they can bring tools while you have them on the phone! Work shifts are 8-12, 12:30-4:30 and 5:00 until quitting time. They can volunteer for as little or as much time as they are able. Often, people commit to one shift and keep returning for the whole build.
- If people are unable to work on site, ask them if they can volunteer for childcare or food preparation and service. You can pass on the information to the appropriate coordinator.
- Arrange to have a volunteer sign-in tent as people come on site to volunteer.

PHASE 3

- Man the sign-in tent. At least two people should always be at the table, in addition to 2-3 Crew Escorts. Crew Escorts bring crews of people out to the PBD construction consultant.
- Ask volunteers to classify themselves as “skilled” or “unskilled.” Skilled workers are not necessarily carpenters but should be comfortable using a circular saw.
- Make sure all volunteers read the “Must Read Volunteer Precaution” sheet and sign in.
- Work with the GC to make sure first-aid supplies and someone with first-aid or CPR skills is always available.

SAMPLE VOLUNTEER SIGN-UP SHEET:

Playground

[illegible]

Please ask volunteers who are interested in helping to leave name, phone number, and email and to state which area they would like to help with: building the playground, meals and snacks, or childcare for volunteers who are volunteering. Thank You!

Let's Do It For The Kids!

Emmaus Community Built Playground Project:
October 19th-23rd

Volunteers to help build are greatly needed!

*email: playground@emmauslakeway.com
if you can help!*

Let's Do It For The Kids!

Emmaus Community Built Playground Project:
October 19th-23rd

Volunteers are greatly needed!

*email: playground@emmauslakeway.com
if you can help!*

PBD Volunteer Precautions



IMPORTANT SAFETY INFORMATION - ALL VOLUNTEERS MUST READ BEFORE ENTERING CONSTRUCTION SITE

Thank you for volunteering! Please read the following information, and have a safe and enjoyable experience.

- Are you skilled (you're comfortable with power saws and have used them frequently before) or unskilled? If you are unskilled, do not use power saws.
- Work with others! Don't go out on the site if you aren't properly signed in and placed on a work crew
- Children:
 - Ages 13 and under MAY NOT be on the construction site.
 - Ages: 14-17 may work independently on a crew, but MAY NOT use power tools.

You'll find these people on the site to assist you:

- **Construction Consultants**
Play by Design consultants are here to answer questions & provide direction regarding what is being built.
- **Construction Crew Leaders**
Captains are local volunteers who work directly with individual work crews and help lead the on-site construction safety. Do not engage in any task without first being assigned by a captain. If you have any questions about a task ask the construction captain you are working with, and never perform a task you are not completely comfortable with.
- **Committee Members**
There are volunteers from your community who have headed up various areas of responsibility (tools, materials, volunteers and food) for your project. They are there to answer questions you have regarding each of these areas.

This is a construction site and therefore a potentially dangerous place.

- You are responsible for your own safety.
- Do not use any tool or do any task that you are not completely comfortable with.
- Be careful not to create an unsafe situation for yourself or others.
- If you see any situation that you feel is unsafe, immediately call it to the attention of a captain or consultant.
- Personal Safety Equipment (gloves, ear plugs, dust masks, eye protection and hard hats) is available.
- Use eye protection when power sawing or machining.
- When using solvents & glues, use in well-ventilated areas. Dispose of applicators, sponges, and rags in proper containers.

PBD Volunteer Sign-In



ALL VOLUNTEERS MUST READ BEFORE SIGNING IN

Thank you for volunteering! Please read the following information and have a safe and enjoyable experience.

This is a construction site and is a potentially dangerous place. Do not use any tool that you are not completely comfortable with. Please help keep the construction site safe and use extra caution to avoid creating unsafe situations for yourself or other volunteers. If you see a situation that you feel may be unsafe, please call it to the attention of a Construction Consultant or Construction Crew Leader immediately. Children 13 and under may not be on the construction site, and individuals under the age of 18 cannot use power tools. A "skilled worker" by definition is one who is comfortable and able to cut a straight line with a circular saw.

Red-Tag Volunteers: You are a red-tag volunteer if you are comfortable and able to cut a straight line with a power saw (i.e. circular saws, miter saws, and table saws).

Blue-Tag Volunteers: You are a blue-tag volunteer if you are not comfortable or skilled in using power saws.

Name/Address	Phone/Email	Age	RED	BLUE

EXAMPLES:



FUNDRAISING COORDINATOR

Fundraising for any worthwhile goal can be both challenging and rewarding, requiring a dedicated team approach and a sensible action plan. The key to this fundraising effort is developing community “buy in” early on. It starts before Design Day and continues right through construction.

PHASE 1

- Work with the materials coordinator to **set up a preliminary budget** utilizing the PML (preliminary materials list). Continually update as donations come in. The budget includes cost of materials, professional fees, a long-term-care fund, and miscellaneous expenses.
- A playground website can be extremely helpful. You can update dollars raised and acknowledge donors.

Once you have a number in mind, **create a fundraising plan**. *Keep in mind that your fundraisers should align with invoice and purchasing dates.* Include:

- Grassroots fundraising events
- Individual, group, business, and corporate donations
- Grants
- Funds that may be available from the school or town
- **Research grants.** If possible, enlist someone who has experience writing them.
 - The Community Development Block Grant program, through the U.S. Dept. of Housing & Urban Development, awards grants for a wide range of community improvements, including playgrounds.
 - Many large corporations, such as Lowe’s, Home Depot, Pepsi, Clorox, Kmart, Kohl’s, Target, Starbucks, etc. have community funding available. Look for a tab on the company’s website titled community giving, community affairs, community relations, foundation, etc.
- Plan for **4 or 5 fundraising events**, varied in size and the audience you want to attract. Some of the fundraisers should be directly related to the playground, such as **“Buy a Board”** where people contribute \$5 per board.
- Sell **component sponsorships** based on the Fundraising Price List provided by PBD.
- The following ideas for **grassroots fundraisers** have been successful in the past:
 - Sell routed pickets to build a fence around the playground.
 - Put together a cookbook of the best recipes in town and sell them at fundraising events.
 - Hold a silent auction, soliciting items from local restaurants and businesses. Ask local celebrities to donate items.
 - Playhouse raffle
 - Benefit concert, cocktail party or dinner dance
 - Can and bottle drive
 - Children’s coin drive
 - Engraved paving stones
 - Rummage sale

- Walk-a-thon, bike-a-thon, jump-a-thon, swing-a-thon—you get the idea!
- Sell playground t-shirts and caps
- It is important to recognize donors, so make sure you have a plan and let potential donors know what it is. Possibilities include a donor wall, sponsorship recognition on the donor “thermometer,” and plaques on individual components.
- As a goal, aim to have two-thirds of funds raised before Play by Design’s pre-construction visit (10 weeks prior to construction).

PHASE 2

- Same duties as in Phase 1.
- Continue holding regular grassroots fundraising events.
- Send letters to businesses.
- Continue selling components.

PHASE 3

- Your goal is to have all funds raised by construction. However, if you haven’t, remember that many projects raise up to 25% of their funds during the playground build.
- Set up a contingency fund for items that need to be purchased during construction.
- Raise funds for maintenance, the bulk of which will be used to upkeep the groundcover.

Here is a list of successful fundraisers:

1. **Component Sponsorship**
 - a. Many groups will raise about 65-75% of their budget
 - b. You can have this sheet out at your Family Fun Fest Sign-In Table, Your Golf Outing Sign-In Table, etc. If you have it everywhere people will see it and may want to sponsor something. Ask local businesses; example: the owner of the Dairy Queen can sponsor the DQ truck.
 - c. If you look at this list and think the prices are high, you can have a couple of people sponsor them or you can lower the prices (but keep them proportional).
 - d. Another option is to “Buy a Board.” People pay \$5 per board. Committees have made around \$2500 via “Buy a Board.”
2. iPad drawing
3. 5 on 5 Basketball Tournament
4. Playground T-shirt sale
5. Engraved paving stones
6. Routed pickets
7. Grants

Optional Sub-Committees:

GRANTS

Grants can be a great addition to your fundraising efforts, but they can also be a source of great disappointment. Many grant sources, especially government grants, take a long time to reach a decision and even longer to hand over the funds. Sometimes grants require matching funds, which can also cause delays if you are required to have the matching funds in hand before you receive the grant money.

In almost all cases, you must be a nonprofit to obtain a grant. There are two ways to do this: your committee can obtain its own 501(c)3, or you can umbrella under an existing nonprofit (such as your local Kiwanis Club).

SOME THINGS THAT MAKE A GRANT SUCCESSFUL:

- *Follow the directions!* This cannot be overemphasized. Meet the funder's priorities. Do not try to make their program fit what you want to do—your program must be in line with the funding agency's priorities.
- Always read your RFP (Request for Proposal) 3 times:
 - Read it start to finish without making any notes
 - Read it again, highlighting important passages
 - Read it again *after* you've written your grant proposal to ensure you haven't left anything out.
- Build a relationship with the funder: Don't be afraid to call and ask questions. You may develop a connection that helps you obtain the grant.
- Show a real need for the money.
- Show that you have the ability to execute the plan.
- Provide relevant data and statistics. Use quantifiable data that is relevant to your project: cost estimated renderings, etc.
- Demonstrate your credibility and ability to get the job done.
- Develop measurable outcomes. Your outcome-based objective should answer:
 - Who?
 - Will do what?
 - When?
 - How much?
 - As measured by?

- Include a timeline, even if you weren't asked.
- Have a reasonable, detailed budget. Do your homework on costs before submitting your application.
- Provide evidence that the proposal will become self-sufficient after the grant is awarded (i.e., how will you handle maintenance of the completed playground).
- Assume the grant reader/evaluator knows nothing about your organization or idea.
- Make sure you have lots of local support. Name your supporters: businesses, congressional representatives, local agencies, and organizations, and include letters of endorsement or partnership (if allowed in the RFP).
- Say "we will" instead of "we hope to."
- When you think you are finished, ask someone who is unfamiliar with the grant to read it for anything that is unclear.

BLOOPERS THAT LEAD TO GRANT REJECTION:

Some of these may seem obvious, but here they are anyway:

- Submit the proposal on time. (If it is due on May 1, know whether that means in their hands or the postmark date.)
- Make sure you actually qualify for the grant. (One group submitted an extensive proposal only to find out they were not in the geographic area of funding.)
- Apply as early in the funding cycle as possible—before a foundation has allocated all its funds.
- Follow the reporting requirements after the grant is awarded. Funding can be taken back of you do not follow the rules.
- Use current rather than out-of-date data, and make sure you're using the best sources.
- Don't ask for too much or too little money.
- Grammar, punctuation, and spelling errors technically don't count, but if an evaluator sees lots of mistakes, you can bet it's going to make a difference.
- Double check your numbers. (One proposal was rejected because population and square miles were transposed, showing that a fire district needed a new truck to cover 5 people over 10,000 square miles.)
- Not asking for feedback on the reason a grant wasn't funded. Even if you don't get that particular grant, it can help with others.

Grant Websites

Any search engine will come up with hundreds of sites that offer information about foundation, government, and education grants, so we won't give you an exhaustive list. Here are some sites that we've found to be especially helpful.

General

www.candid.org This site is subscription-based and costs from \$32-\$200/month. The important exception is that you can do a simple search under "FDO Quick Start." Enter a corporation name and it will take you to a list of foundations. From there, you can link directly to the site. You can also view a foundation's Tax Form 990, which shows who they funded and how much was donated. And speaking of tax return Form 990s, you can also go to guidestar.org to download copies of any non-profit company's forms.

www.grantgopher.com This site lists thousands of grant opportunities for non-profits and also posts grant awards. You can sign up for a free weekly bulletin. The site can also help you write a letter of inquiry that "funders will love."

www.fundsnetservices.com Grant sources, grant-writing resources, fundraising ideas and books, government grants.... You name it and this site has it!

Government

www.grants.gov You can find government grant opportunities and submit applications on this site. The process is time-consuming but can result in significant grant dollars.

www.hud.gov The U.S. Department of Housing & Urban Development lists many sources of grants, including its Community Development Block Grant (CDBG) program. This program has awarded many grants to community-built playground projects.

Schools

www.schoolfundingcenter.com You can search for and submit grants on these sites for public and private K-12 schools. There is a fee for the schoolgrants.org site, but your school may already subscribe to the service.

CORPORATIONS

Many corporate foundations have helped community-built playground projects in the past, including Ronald McDonald Children's Charities, Clorox, Hasbro, Kmart, Home Depot, Lowe's, Coca-Cola and Pepsi. Go to the corporate website and look for community, mission, foundation, giving, etc. Play by Design will also let you know when we hear of corporations that are currently giving to playground projects.

Community Organizations and Foundations

Many organizations (Kiwanis, Rotary, Lions Club, and Junior League) that promote volunteerism also award grants to volunteer projects.



SPONSORSHIPS

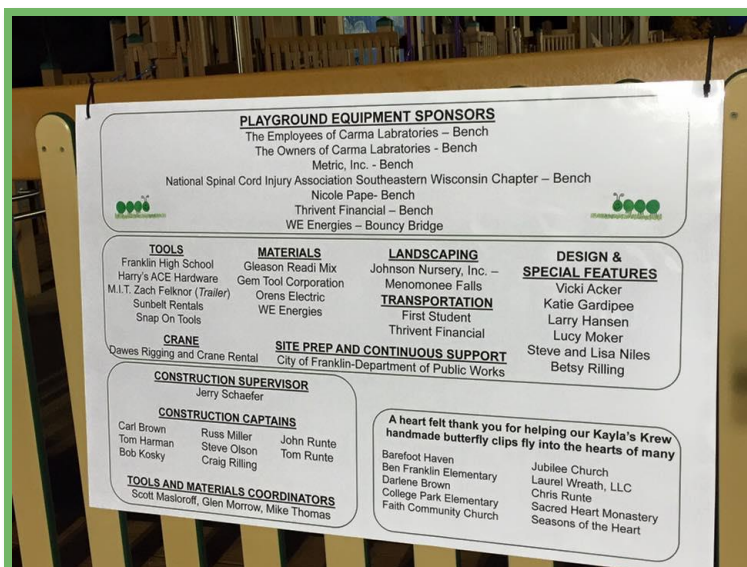
Use the Fundraising Price List

Plan how you will thank your sponsors

- Donor/sponsor board
- Plaques on the equipment
- Thank you in the newspaper, on social media, etc.

Make a list of companies and individuals you'd like to approach as sponsors.

- Draft a letter to send to this list
- Follow up with a phone call or visit



SAMPLE PLAYGROUND FUNDRAISING OUTLINE:

Estimated Budget: \$150,000

Money Raised to Date: _____

Build Date: _____

Short Term Goal: Money raised by Pre-Construction Meeting: \$120,000

June 2019 County Market Cookout:

- Goal: \$1,000-5,000

July 2019 July 4th activities:

- Goal: \$1,000-5,000

August 2019 Family Fun Festival:

- Goal: \$2,000-5,000

October 2019 Golf Outing:

- Goal: \$5000-8,000

November 2019 Sleepover/Babysitting for Black Friday:

- Goal: \$1,000

Holiday 2019 Cookbooks:

- Goal: \$3,000-5,000

This one is great because you can sell it at all your events, it is constantly running, and once designed, isn't much work. You can also find people to help with the food committee.

January 2020 Penny Drive/Change Drive:

- Goal: \$4,000-8,000

April 2020 5K/10K Fun Run/Walk:

- Goal: \$10,000-20,000

You will also get potential volunteers because you will have everyone's names and phone numbers who register for the race. Call people and ask them to help.

SAMPLE:



Playground Features "Price List"

HoPP aboard! Become a permanent part of Homer's new playground by sponsoring an individual piece of equipment. A "play" sponsor will receive recognition on an attractive plaque affixed to the component itself, as well as being thanked in media releases and printed materials distributed before and during the Grand Opening.

Prices reflect the estimated value of the components as well as their size and prominence. As a whole, the playground equipment will provide a fun, healthy, diverse, creative play environment for kids ages 2 to 12 – and will definitely reflect Homer's unique character. For more information, contact Miranda Weiss at (907) 299-5550 or MirandaWeiss@gmail.com.

5-12 Year-Old Area:

Net Climber	\$3,750	Tire Swing	\$3,500	
Pirate Ship	\$6,250	Swing Set	SOLD	\$1,500 Miranda Weiss & Bob Shavelson
Wiggle Bridge	\$3,500	Water Feature	\$10,000	
Straight Slide	\$3,000	Crab Pot Climber	\$6,250	
Float Plane	\$4,375	Tree Fort	\$10,000	
Maze Fort	\$3,750	Accessible Ramp to Tree Fort	\$10,000	
Fire Pole	\$1,375	Climbing Rock	SOLD	\$2,500 Angie Newby & Homer Real
Net	\$3,000	Twisty Slide	\$7,500	
Monkey Bars	\$2,500	Forest	\$3,750	
Hanging Pods	\$3,000	Hill Slide	\$3,200	
Low Rings	SOLD			
	\$1,875	K-Bay Marine Corps League Detachment 838	Lower Mound with Slide	\$3,750
Low Ladder	\$1,250		Natural Play Sand Area	\$4,000
Merry-Go-Round	\$10,000		Mosaic Wall	\$5,000

Tot Lot:

Little Village	\$3,125	Turn Slide and Mound	\$3,750
Fort	\$5,000	Fish	\$2,250
Swings Sets (2)	SOLD	Sandbox with Skiff	\$5,000
	\$1,500 ea.		
Teeter Totter	\$5,000		

Other:

Welcome Arch	\$20,000	Picnic Pavilion	\$20,000
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It takes a community to build a great playground!

SAMPLE:

KIDS DAY!

Saturday 6/19 11am-2pm
Bloomsburg Town Park

Rain Location: Moose Exchange, 203 West Main St.

FOOD from Steph's Subs, Brennan's & Prana Juice Bar

Bounce House thanks to Walmart

Balloon Animals by Donald Newman

Pony Rides by Dream Katchr

Real Olympic Medals from Int'l Swimmers Hall of Fame

Martial Arts Demo by Crosswinds Martial Arts

Live Animals from The Children's Museum

10 Min. Massages by McCann School

Kids Yoga from Prana Juice Bar

Dancing by Enterline Dance Studios

Firetruck from Greenwood Friends

Storytelling by Hal Pratt

Magician Fred Iobst

Facepainting Bubbles* Games*

...and MUCH MORE!



Proceeds Help Build the Toddler Playground

PUBLIC RELATIONS COORDINATOR

An exciting and visual public relations campaign is essential for the success of your community-built project. The PR committee is charged with educating the public about the barn-raising aspect of volunteers building a playground together. Your goal is to reach and educate as many people as possible.

BEFORE DESIGN DAY

- Publicize the unique nature of the project.
- Get the word out about the Design Day date and its agenda. Contact TV and radio stations and newspapers to attend the kids' interviews and the evening unveiling party.
- Get a website and social media pages up and running as soon as possible. Throughout the project, you can post updates of fundraisers, volunteer signups, donations, etc.

PHASE 1

- It is important to contact local print, radio and TV media and try to get as much coverage as possible for Design Day. After Design Day, use those same contacts to generate more coverage.
- Post on social media often: post updates, thank sponsors, highlight a committee member, etc. Facebook Live fundraisers and events.
- Create a brochure/flyer to solicit donations and sign up volunteers.
- Working with the fundraising coordinator, advertise all fundraisers.
- Have a large sign made, such as a thermometer, that shows fundraising progress. Put up the sign in a visible location in town or in front of the school or park.
- Working with children's representatives, if you have them, have a "name the playground" contest.

PHASE 2

- Continue to publicize the playground build as above, using the media and all community events, such as football games, local fairs, etc.
- Have kids make and post banners and signs around town.
- Remind people that you need them to volunteer, but you also need tools, food, and childcare.

PHASE 3

- Broadcast live from the site (radio, TV, Facebook Live). Make a plea for more volunteers—or anything else you still need.
- Prepare for the opening celebration on Sunday evening and invite the media. Publicly thank the volunteers and donors.

SAMPLE:

BE A PART OF SOMETHING BIG!

BLOOMSBURG TODDLER PLAYGROUND



Volunteers needed!

Spring might seem months away, but it's right around the corner! We are looking for commitment from our community to plan ahead! Please call now!

Join us on Facebook! Search Bloomsburg Toddler Playground

CHOOSE A DATE & TIME!

LUNCH PROVIDED!

LEAVE A MESSAGE

570.594.1765

LEAVE A MESSAGE

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MATERIALS COORDINATOR

This position may be split into “Donated Materials Coordinator” and “Purchased Materials Coordinator.” The Purchased Materials Coordinator should be ready to start pricing materials 2 weeks after Design Day, when you receive the Preliminary Materials List (PML). The Donated Materials Coordinator should be identified as soon as possible after Design Day and start identifying potential donors.

PURCHASED MATERIALS

PHASE 1

- Cost out materials for project, using PBD’s Preliminary Materials List (you will get this 2 weeks after Design Day). Give this number to the Fundraising Coordinator to add to their Budget Calculator.
- Search for best prices and get written quotes, but don’t purchase until after pre-construction visit.
- Finalize the budget with the fundraising and general coordinators.
- Work closely with the Donated Materials Coordinator so that you know which items will be donated.

PHASE 2

- If the Donated Materials Coordinator has been unable to convince suppliers to donate the entire item, ask for their best prices. They may at least offer a contractor or wholesale price.
- Work with the Tools Coordinator to make sure that the saw blades, sandpaper belts, etc. you purchase will fit the tools they will have for construction.
- A site layout will be provided by Play by Design after the pre-construction visit. All materials must be on site by the afternoon before the start of construction.

PHASE 3

- Distribute materials during construction.

DONATED MATERIALS

PHASE 1

- Play by Design will provide you with a Preliminary Materials List after Design Day that you will review for potential donations.
- Begin search for donated materials using this list.
- Get written commitments for donations.
 - Good local sources include Lowes, Home Depot, Agway, Caterpillar, etc.

PHASE 2

- After your pre-construction meeting you should begin collecting materials.
- Make sure the purchased materials coordinator knows which items will be donated and which must be purchased.

PHASE 3

- Work with the purchased materials coordinator to distribute and maintain materials during construction.

TOOLS COORDINATOR

This coordinator gathers the necessary tools, typically loaned by individuals, rental shops, and occasionally tool manufacturers. All tools are borrowed for the duration of the project or as long as needed, usually 6 to 10 days. Tool owners are guaranteed that all tools will be returned in check-in condition, or they will be replaced. Funds are set aside to repair or replace any damaged equipment.

PHASE 1

- Determine sources to approach to loan tools
- Source large equipment (Bobcat, Crane, etc.) and make sure you have someone who can operate them if they are rented

PHASE 2

- Work with Site Coordinator to set up storage containers, tents, port-o-johns etc.
- Set up storage container to store and organize tools
- Determine tool drop-off days and location
- Have someone who can inspect tools as they are dropped off
- Have a check-in system in place

PHASE 3

- Have someone to man the tool trailer (this person should know about tools)

Sources: Homeowners are the best sources of tools. The tools coordinator works with the Volunteers Coordinator to contact people who may be willing to loan their tools. Tools manufacturers often donate, or loan reconditioned, or sometimes new, equipment. It is great exposure and a good opportunity to hang a banner on site. Check with vendors and distributors (Home Depot, Lowe's, and especially local hardware stores). Additional sources include rental companies, parks and rec departments, local builders, educational training facilities, and agencies such as Habitat for Humanity.

Procedure: Tools should be dropped off and checked in beginning the weekend before construction and should all be on site by the evening before construction begins. Many people may want to bring tools with them during the build. Urge them to check in their tools using the system to ensure against damage or loss. This also provides a safety inspection at check-in and creates availability for other volunteers.

All tools are stored in a locked trailer on site. The same trailer will also house some material items. On-site security should begin as soon as tools arrive. The best storage system is a typical semi-trailer (approximately 10 x 30 feet) with temporary shelving and lighting inside. Large storage containers are sometimes adequate. Options may be reviewed during PBD's pre-construction visit.

During construction: Create a simple and effective method of signing tools out for use during the build. Volunteers can log their name, tool, and tool number on a list, and then log it back in when they are finished using it. This creates a sense of responsibility so that tools are not inadvertently left somewhere at the end of a shift.

The tools and materials trailer must always be staffed, minimally with two individuals. People in the trailer should have experience and familiarity with tools and be able to replace blades and bits and possibly make minor repairs. An ideal scenario is a retired person with some experience in the trades.

Tools trailer personnel also distribute safety equipment (eye and hearing protection, dust masks, gloves, and occasionally hard hats) to maintain a safe work environment. These items can also be on a table outside of the tools trailer so people can take them as needed.



SAMPLE Detailed Tools List:

The quantities listed may vary somewhat for your project, but we will let you know early in the process if you will need more or fewer of an item. The list is in alphabetical order, rather than order of importance, to make it easier to track.

Quantity	Item
1	Air compressor
TBD	Backhoe or loader with front bucket. For moving groundcover.
4	Bars, steel digging. 6 feet or longer
1	Bobcat with 16-18" bit (with additional 12" bit for fence posts), forks and a bucket. All post holes should be drilled prior to PBD construction consultants' arrival. Boom auger trucks are also acceptable. Will need a bobcat on site for construction week.
1	Bolt cutters. Heavy duty for cutting chain.
2	Brooms. 1 push, 1 standard.
15	Buckets, 5-gallon. Recycled spackle buckets are great. Used for storage, holding materials, etc.
15	Quick Clamps, large. With openings larger than 4 inches.
200	Cans or Big Plastic Cups, Empty coffee cans or 24-ounce plastic cups. Used to hold nails and screws.
1	Caulk gun.
1	Chainsaws. Heavy-duty, high-quality, with proper fuel. Used on site all days of construction.
3	Chalk lines, with chalk.
2	Chisels. 1"
5	Clamps, pipe. 4 to 8 feet long.
1	Crane. To set prefabricated roofs into place (roofs weigh approximately 3,000 lbs.), need an 80 to 100-foot reach. Needed for 3 hours on final day of build.

- 2 **Crowbars**, large steel.

- 35 **Drills, 3/8"**. Variable speed and reversible. Tape chuck keys to cords on all drills. Have extra chuck keys on hand. Cordless drills are also very useful. Have 2 batteries and a charger for each one. At least 12 heavy-duty cordless impact drivers are best option.

- 30 **Impact Drills, 3/8"** Variable speed and reversible

- 2 **Drills, 1/2"**. Extra heavy duty and reversible.

- 1 **Dumpster or dump truck**. Preferably 30 to 40 cubic yards. Must be on site all week for construction debris. May need separate smaller unit for food waste if it cannot be mixed.

- 100 **Earplugs**, disposable.

- 20 **Electric extension cords, 25'-50'**. #12 or #14 wire. All cords must have a ground wire with the ground prong properly connected.

- 3 **Electric gang boxes**. Must be #10 or #12 wire with ground and with 4 plug-ins on the end.

- 3 **Electric lead cords, 100'**. Each must be #10 or #12 wire with ground and with 4 to 6 plug-ins on the end. See illustration for main distribution from panel to site.

- 3 **Electric lead cords, 50'**. Each must be #10 or #12 wire with ground and with 4 to 6 plug-ins on the end. For main distribution from panel to site.

- 12 **Electric splitters**. Two-way and three-way.

- 1 **Electrical panel**. See description and attached drawing.

- 2 **Extension ladder**. 24' minimum.

- 2 **Fire extinguishers**. Rated for electrical fires (ABC).

- 80 **Gloves**. Pairs of heavy cotton work gloves, both large and small.

- 2 **Grinders, side**. 4-1/2 and 5". For cutting hardware and sanding with flap discs.

- 10 **Hammers**. 16- or 22-ounce carpentry.

- 15 **Hardhats**.

15	Levels. 48" or longer. A few 24" are acceptable.
1	Level, contractors' laser, and tripod. Needed first 3 days of construction.
4	Lights. 4 or more high-wattage emergency lights, portable/generator type.
10	Light strings. Typical construction site light strings in good condition with safety baskets.
20	Markers, fine point. Sharpies work best.
6	10" Miter Saws
80	Nail aprons. Donated cloth aprons.
5	Orbital jigsaws. Must be heavy duty with orbital action—not a scroll saw.
TBD	Paint brushes. ¼" to 3", for standard water-based paints and stains.
200	Pencils. #2 or carpenter. Also need a sharpener.
2	Pickaxes. Or grub hoes.
4-6	Port-a-johns. Discuss quantity at pre-construction meetings or with project manager. 1 wheelchair-accessible restroom. 1 or 2 cleanings required.
2	Portable table saw. 10-12" blade. Must have all safety guards; please verify as these are commonly removed.
9	Post-hole diggers. Used to hand dig and clean out holes.
15	Rags. Several utility.
15	Rakes. Metal garden.
500 ft.	Rope. 3/8" is acceptable. Utility use/securing tarps.
4	Routers. Be sure 3/8" corner-round bits fit routers (typically ¼" shank).
6	Laminate Routers. Be sure 3/8" corner-round bits fit routers (typically ¼" shank).
1	Router table.

80	Safety glasses.
6	Sanders, orbital. Inform materials coordinator of sizes so that correct size pad can be obtained.
1	16-5/16" Beam Saw
10	Saws, circular. 7 to 7-1/4" hand-held, heavy-duty.
2	Saws, hand. Sharp for woodcutting.
25 pairs	Sawhorses. Build prior to construction if necessary.
2	Sawzalls. Heavy-duty (metal and wood blades are on materials list).
6	Scissors. For cutting filter fabric.
3	Screwdrivers. Various sizes, Phillips and regular heads.
20	Shovels. Long-handled spades preferred.
1	Sledgehammer. 3 to 5 lb.
1	Sledgehammer. 8 to 12 lb.
4	Slide compound miter saws. This is a very specific type of saw—no substitutions. Discuss with project manager if you have questions.
2	Squares, framing.
25	Squares, speed. 6" used to mark boards.
2	Stepladders, 6 to 8'. OSHA rated, heavy-duty only.
4	Stepladders, 10 to 12'. OSHA rated, heavy-duty only.
2	Storage containers with shelves. At least 8' wide x 20' long x 8' high, with lighting. Trailers can also work. Also need stairs and lighting. To house tools and materials.
8+/-	Tables. Folding cafeteria style. For sign-in area, tools trailer, etc. Does not include food-service tables.
2	Tape measure. 100-foot length.

- 35** **Tape measures.** 25-foot plus
- 5** **Tarps.** 20x30' or larger, for emergency rain cover.
- TBD** **Tents.** At least 20x30', for pre-fab area and food service. Exact number will be determined at pre-construction meetings.
- 10** **Pop-up Tents** At least one should be 15x15' for volunteer sign-in table
- 10** **Trash cans,** 30-gallon. For construction and food waste.
- 6** **Utility knives** Blades are on materials list.
- 2** **Vise grips.**
- 20** **Wheelbarrows.**
- 2** **Wrenches, adjustable crescent.**
- 1 set** **Wrenches, allen** (also called hex keys). Various sizes.
- 3** **Wrenches, open-end.** 3 at 9/16" and 3 at 1/2".
- 1 set** **Wrenches, ratchet.** With complete sets of deep-well sockets, especially 9/16" and 1/2".
- 1** **Portable Bandsaw**



Organized Screws



Work benches



Miter Saw



Slide Compound Miter
Saw



Portable Table



Router Table



Router w/ 1/4" Shank



Circular Saw



Orbital Jigsaw



3/8" Variable Speed
Impact Drill



3/8" Variable
Speed Drill



Chainsaw



Portable Bandsaw



Drill Press



Electrical
Lead/Extension

FOOD COORDINATOR

Your goal is to make the meal breaks a time for relaxing with fellow volunteers who are quickly becoming friends. It's never too early to start planning! The food coordinator does not make the food; other people do.

PHASE 1

- Research and contact possible commercial sources (restaurants, supermarkets).
- Begin to plan menus. Think variety—not just pizza and sandwiches.
- Begin to contact parents, churches, and organizations.
- Research and secure facility commitments, such as tents, tables, seating.

PHASE 2

- Working with Play by Design and other committee members, decide on the location of food service.
- Confirm all food donations.
- Make sure all donors know food delivery times.
 - Utilize the Food Schedule that is provided by Play By Design to coordinate timing.

PHASE 3

- Access to a kitchen near the building site is ideal. Having ovens and refrigerators makes it much easier to keep foods hot or cold.
- Serve meals in tents, a school cafeteria, or other location within easy walking distance of the site (one or two blocks).
- Have coffee, water, fruit, and other snacks available all day close to the site.
- Working with the childcare coordinator, plan to have enough food for children in childcare.

SAMPLE FOOD SIGN-UP SHEET:

Emmaus Community-Built Playground Food Donations

Wednesday, October 19th

Lunch Sponsor

(Provide food for or donations to cover costs to feed 120 people)

Lunch Volunteers (11:00-1:00)

Name	phone	email
-------------	--------------	--------------

1.

2.

3.

Dinner Sponsor

(Provide food for or donation to cover costs to feed 120 people)

Dinner Volunteers (3:30-5:30)

Name	phone	email
-------------	--------------	--------------

1.

2.

3.

...You get the idea... continue for the rest of the build week...

SAMPLE:

BUILD FOOD SCHEDULE

DAY	FOOD DETAILS
MONDAY	N/A
TUESDAY	7:00am: Coffee and Light breakfast, i.e. granola bars, donuts, fruit etc. 12:00pm-12:30pm: Lunch 4:30-5:00pm: Dinner
WEDNESDAY	7:00am: Coffee and Light breakfast, i.e. granola bars, donuts, fruit etc. 12:00pm-12:30pm: Lunch 4:30-5:00pm: Dinner
THURSDAY	7:00am: Coffee and Light breakfast, i.e. granola bars, donuts, fruit etc. 12:00pm-12:30pm: Lunch 4:30-5:00pm: Dinner
FRIDAY	7:00am: Coffee and Light breakfast, i.e. granola bars, donuts, fruit etc. 12:00pm-12:30pm: Lunch 4:30-5:00pm: Dinner
SATURDAY	7:00am: Coffee and Light breakfast, i.e. granola bars, donuts, fruit etc. 12:00pm-12:30pm: Lunch 4:30-5:00pm: Dinner
SUNDAY	7:00am: Coffee and Light breakfast, i.e. granola bars, donuts, fruit etc. 12:00pm-12:30pm: Lunch After Soft Opening Celebration, Dinner/Desserts optional
EVERYDAY	Snacks and Hydration Tent(s) should be stocked and available all day/every day of build

EXAMPLES:



CHILDCARE COORDINATOR (Optional Committee)

If childcare is well organized and fun, everyone will have a great time. Plan the kind of childcare that will make volunteers want to work longer because their children are having so much fun.

PHASE 1

- **Find a place for childcare.** It must be very near the construction site. We discourage the use of tents for childcare.
- Research and begin to get commitments for **entertainment**.
- Begin **recruiting helpers** for supervision. Ask high school or college students, active grandparents/retirees, and anyone who really likes kids! One helper for every five children is a good goal number.

PHASE 2

- Make up a **schedule of activities**. This schedule can be publicly displayed to get the kids interested. Some ideas include:
 - Firefighters or police officers demonstrating their vehicles
 - Magicians, jugglers, clowns, or other performers
 - Organized indoor and outdoor games
 - Make puppets, then put on a puppet show
 - Sports teams holding a clinic
 - Dance groups teaching kids to dance
 - Various craft projects
 - Build-related activities such as soaping screws, art projects, etc.

PHASE 3

- Provide childcare from 7 a.m. until 8 p.m. every day.
- For safety reasons, a parent must be working on the construction site while his or her child is in childcare.
- Be diligent about check-in and check-out. The same person must check a child in and out. Kids can wear bracelets with the parent's name and cell number on it.



Sample Volunteer Sign-up Sheet

Emmaus Community-Built Playground

Childcare Volunteers

Wednesday, October 19th

Morning Childcare

Name	phone	email
1.		
2.		
3.		

Afternoon Childcare

Name	phone	email
1.		
2.		
3.		

Evening Childcare

Name	phone	email
1.		
2.		
3.		

You get the idea... continue for the rest of the build week...

SPECIAL-NEEDS COORDINATOR

Often, this coordinator is a professional who works with special-needs children. Professionals who work with the special-needs community and parents of children with special needs should be encouraged to participate.

When a community makes a point of intentionally thinking about the inclusivity and accessibility of their playground, they are making a fundamental statement about their social values and belief in every child's right to active, independent play! A design should support child development, health, and emotional well-being. It should recognize the strengths, individuality, dignity, and abilities of people of all ages and abilities. And it should promote social equity and a positive community culture.



BEFORE DESIGN DAY

- Gather input about special needs and accessibility issues in your community. Find out the types of disabilities that may affect those who will be using the playground.
 - Define your accessibility goals: Who will benefit and what are their needs?
 - Think about physical, sensory, cognitive, communication, social-emotional, and chronic health conditions.
- Evaluate the site:
 - Is there space for ramping?
 - Is there an accessible path to get to the playground?
 - Are there handicap parking spaces?
- Assess the budget:
 - Is there funding for PIP rubber surfacing?
 - Are there grants which will fund accessible equipment?
 - Is there a business who will sponsor accessible features?
- Discuss your community's needs with your project manager prior to Design Day.
- Don't just think about the children...think about the needs of caregivers as well.

PHASE 1

Play by Design will incorporate specific accessible features and equipment (i.e., ground-level and elevated components, ramps, transfer points, and multi-sensory play opportunities) into your playground design. Because we work with a variety of manufacturers, we can customize your playground to meet the needs of your specific community.

- Review schematic and final drawings with the general coordinator and other committee members to make sure needs are met.
- Provide feedback to project manager. We can make changes as needed.



Accessible Design: The needs of individuals with disabilities have specifically been considered in the design process and everyone can get to the play equipment safely and easily.

**Americans with Disabilities Act (ADA) passed in 1990, this guaranteed all individuals equal access to public spaces. The ADA Accessibility Guidelines (ADAAG) were made law in 2010.*

Inclusive Design: Inclusive playground design recognizes everyone's right to fully participate and contribute to meaningful play, reaping the lifelong developmental, physical, and social benefits of inclusion. Children of varying abilities can play together, and everyone feels that they belong.

PHASE 2

- Work with the fundraising coordinator to help identify donors for accessible components.

PHASE 3

- Additional work may be needed during or after construction to make the playground fully accessible, such as handicap parking spaces or an accessible walkway from the parking area.

When you are visualizing your dream playground, here are some design elements to think about:

Is your playground developmentally appropriate? It should include a variety of play equipment that addresses standard ages groups, as well as the developmental needs and levels of all children.

Is there a wide variety of sensory experiences? Manipulative, visual, auditory, olfactory.

Is there a wide variety of motion activities? Spinning, swinging, climbing, balance, sliding.

Are there opportunities for dramatic play? Dramatic play encourages imagination, creativity, symbolic thinking, and social dialogue through pretend play.

Are there quiet spaces? Cozy, quiet, or semi-enclosed places allow children to seek sensory relief or retreat until they are ready to play.

Are there elements that foster social interaction and communication? You should include pieces that encourage the use by 2 or more people: see-saw, talk-tubes, double slide, racing ropes, a game table, etc.

Are there musical components? Musical equipment encourages collaboration and creativity. Music is an age appropriate activity for multigenerational users at any developmental stage.

Does it include ramps? Ramps allow diverse users, adaptive equipment, and caregivers access to social and physical play on the structure.

What type of surfacing will your playground have? Are you prepared to maintain it? Does the cost to install and maintain it fit the budget?

Does your climate require shade? If you live in a very sunny or hot area, you may want to add shaded seating, swings with shade, or a large sail shade.

Is there an accessible path leading to the playground? This will be completed either prior to or after the playground is built.

Are there trees or gardens? This is a great way to add another sensory element to your space with scented flowers, crinkly leaves, and chirping birds. Reach out to your local garden club or Scouting organization to help plan and implement this.

ART AND DESIGN COORDINATOR (optional committee)

One of the best ways to “make your playground your own” is to incorporate local art. Invite local artists and children (under the supervision of adults) to participate in the creation of beautiful artwork that will enhance the design, add play-value, and make your playground one of a kind. Discussing these ideas prior to Design Day will give you a head start. Continue reviewing ideas with your project manager to help keep your project on track.

The Art and Design Coordinator can:

- Discuss ideas on where to incorporate art
- Identify and locate artists who can help
- Participate in the Design Review
- Give insight to special features that will be unique to your community
- Help choose colors (for equipment, structural plastic lumber, etc)
- Make sure any artwork that falls within the footprint of the playground will be safe, discuss this with your project manager

There are lots of opportunities to add local art to your playground: a rock wall mural, mosaic sitting wall, entryway, facades, scavenger hunt, landscaping, hand tiles...the possibilities are endless.



PHASE 1:

Review the initial schematic design, determine if there are any special features that should be added or changed. Be sure to review the budget when adding any features.

- Ex: Railroads are an important part of your town's history, add a train to the tot lot
- Are there any local cultures that you want to represent?

Think about the artists in your community, what are their skills and strengths? Make a list of artists who would like to participate.

- Arts society or arts council
- High school art teacher
- Public art group
- Landscaper

Look at the design and discuss ideas on where art features can be incorporated.

- Mural on the rock wall
- A sculpture at the entrance
- Scavenger hunt

Discuss ideas for the overall color scheme.

- Natural look vs colorful
- Blend in with surroundings or stand out
- Are there any local ordinances that restrict the colors that can be used?

PHASE 2:

- Confirm artist participation during the build, create a schedule with your project manager
- Discuss which artists will work during the build and who will work afterwards (if needed)
- Source any supplies the artists will need, discuss these materials with your project manager



SITE COORDINATOR

The site coordinator's job begins around the time of the pre-construction visit. If your playground is at a community park, someone from the Parks & Rec Department or who is in charge of the facilities may take on this job. This person is responsible for preparing and staging the site for construction. The site coordinator is also responsible for making sure the construction electrical service is up and running before the build begins. (See description and photo/drawing.) The site coordinator must be on site for the entire build. It helps if he or she is a good delegator.

PHASE 1

- No duties during this phase. If identified, it is good to be available the morning of Design Day for the site visit.

PHASE 2

- During the pre-construction visit, the Play by Design rep will draw a map that shows where to put the tools trailer, store materials, pitch tents, and put the power supply.

PHASE 3

- Work with a surveyor to stake out the playground.
- Set up Electrical Service and hookup.
- Supervise drilling.
- Make sure that everything is in its proper place. (See Pre-Build Checklist)
- Monitor the site and keep things organized.



Site Coordinator Pre-Build Checklist

For a typical playground build schedule, PBD will arrive on Monday afternoon. **You will have staked out and drilled all post holes and footers before we arrive.** Here is a checklist of things to have completed by the time PBD arrives on the site Monday afternoon. This set-up will help your project start off organized and hit the ground running!

REQUIRED:

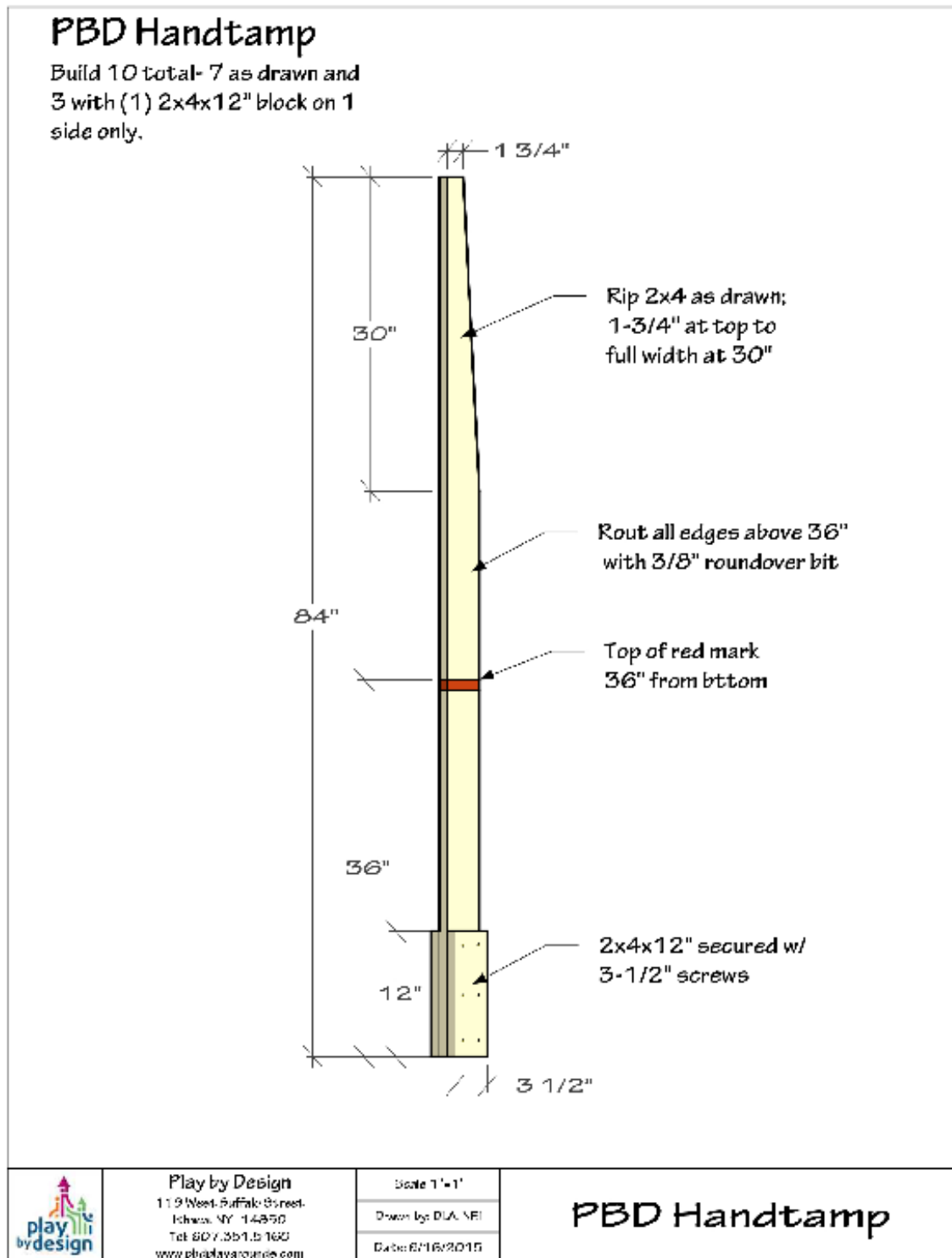
- Make sure each miter saw has a table built for it (See detail). Set up each table with its saw on horses in the prefab area. Use the non-treated lumber in your FML for these tables.
- Build at least 25 pairs of sawhorses (see detail).
- Make all the rip list cuts (obtain from General Coordinator).
- Separate and label the stacks of lumber and plastic composite.
- Have all tools and materials on site.
- Have your tools and materials trailer set up and organized. Unpack, sort, and label all the tools and materials. Build stairs if necessary (see photo).
- Save packing slips from manufactured equipment.
- Have Tools and Materials Coordinators at the site, with their lists, to meet PBD and review the set-up the evening before the build.
- Have Crew Leaders at the site to meet PBD the evening before the build.

OPTIONAL:

- Put 3/8" round over bits in routers.
- Put Phillips bits in 50% of the 3/8" drills and put short 1/8" bits in the other 50%.
- Rout the edges of all 4x4s, 6x6s and 8x8s.
- Spray paint the ends of all 16' lumber red.

SAMPLE DETAILS:

The quantities listed may vary, you will receive an updated copy tailored specific to your project.



PBD Sawtable Instructions

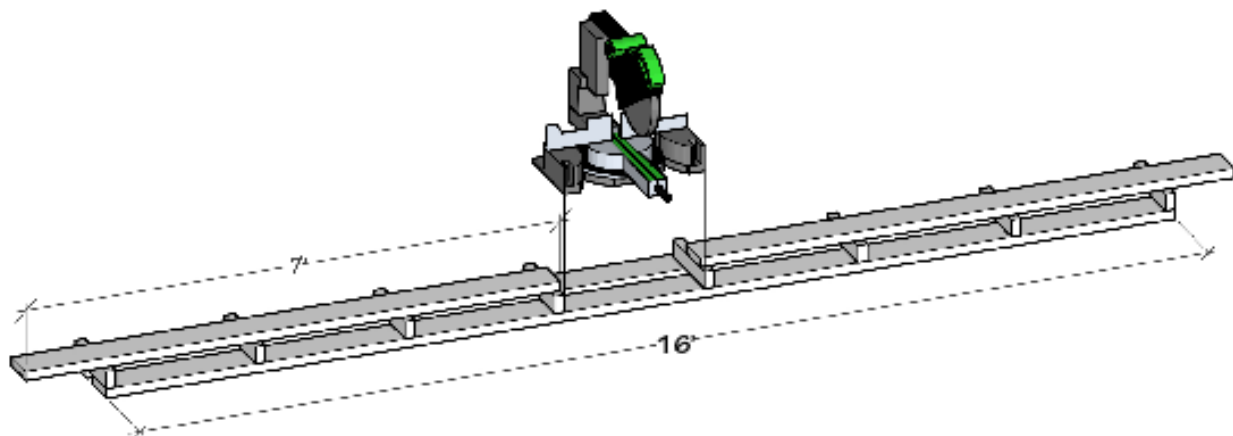
Different makes & models of saw have different heights and widths. Each saw table should be fitted to a saw.

Base: 2x6x16' KD Lumber

Wings: 2x6x 8'KD Lumber (14' cut in half)

Shims: Height of saw minus 1 1/2"; length sufficient to span both base boards.

- * Wings should align with saw fence.
- * Do not put fences/back on wings! (saws frequently shift & fences no longer align).
- * Secure with appropriate screws.
- * Fasten to sawhorses or stand AFTER construction.
- * Refer to Tools List - Every Miter Saw (including slide) needs a saw table



	Play by Design 119 West Buffalo Street Ithaca, NY 14850 Tel: 607.351.5160 www.playbydesign.com	Scale 1"=1'	PBD Sawtable
		Drawn by: DLA, NEI	
		Date: 6/16/2015	

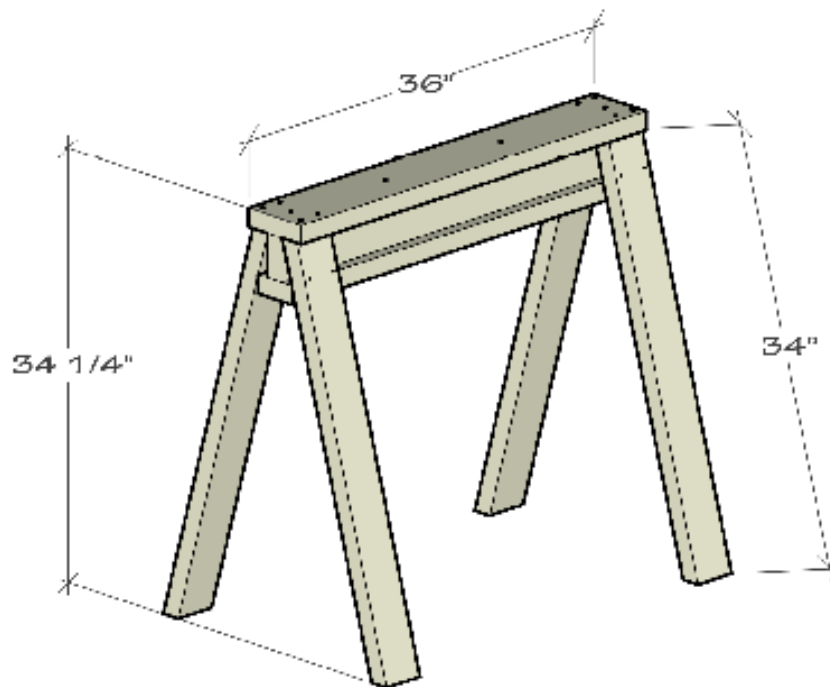
PBD Sawhorse Cut List (per horse)

Build 25 horses unless otherwise specified

1 @ 2x6x36" top [30 total]

2 @ 2x4x36" center & bottom [60 total]

4 @ 2x4x34" with 15° parallel bevel top & bottom [120 total]



Play by Design
119 West Buffalo Street
Troy, NY 12180
Tel: 807.351.5160
www.pbplaygrounds.com

Scale 1"=1'

Drawn by: DLA, NEI

Date: 6/16/2015

PBD Sawhorse

PBD Worktable Cut List (per table)

Build 8 tables unless otherwise specified

(refer to plywood quantity listed on FML)

2 @ 2x6x96" (long sides)

2 @ 2x6x45" (short sides)

3 @ 2x4x45" (inside joists)

4 @ 2x4x32" (legs)

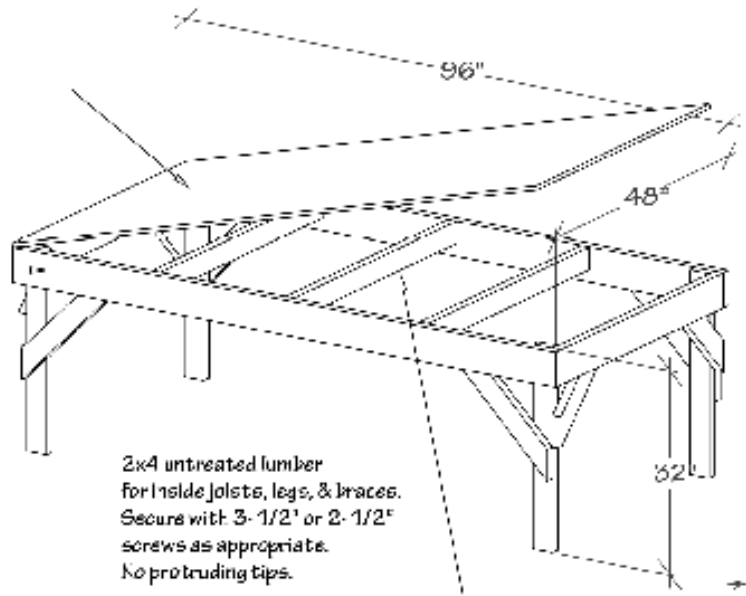
8 @ 2x4x 16"-24" w/ 45° both ends (braces)

1 @ 4'x8' sheet 1/2" or 5/8" Plywood (CDX typical)

1 sheet 4'x8'x1/2" or 5/8" plywood;
fasten with 2-1/2" screws

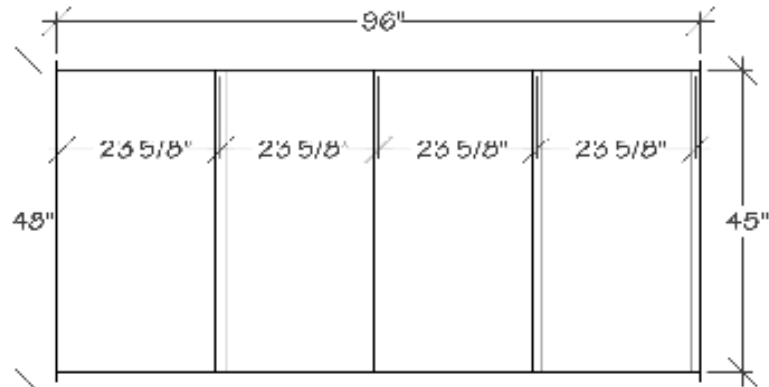
2x6 untreated lumber
for outside frame.
Secure with 3-1/2"
screws

1 Work Table
Scale: 1/2" = 1'



2x4 untreated lumber
for inside joists, legs, & braces.
Secure with 3-1/2" or 2-1/2"
screws as appropriate.
No protruding tips.

2 Work Table Frame Detail
Scale: 1/2" = 1'



Play by Design
119 West Buffalo Street
Ithaca, NY 14850
Tel: 607.351.5160
www.pbdplayground.com

Scale 1/2" = 1'

Drawn by DLA NEI

Date: 8/16/2015

PBD Work Table

Construction Electrical Service

A safe, reliable, and uninterrupted power source is critical to completing a successful project. Frequently, a local contractor or electrician will donate the time to fabricate the electric panel or loan a spare panel. The location of the temporary construction electrical panel will be determined during PBD's pre-construction visit and shown on the site layout drawing. It will be on or near the site, incoming from the nearest transformer on a building or utility pole. It should be operational the weekend prior to the start of construction.

**** Generators are not an acceptable source of power. Reliability and safe, consistent GFCI protection cannot be guaranteed. ****



THE DETAILS:

- 200-amp 100v service
- Weather-proof panel with enclosure to protect breakers
- 16 single-pole 20-amp Ground Fault Circuit Interrupter (GFCI) breakers or duplex GFCI receptacles (breakers will feed duplex receptacles)
- For larger projects, a portable panel is invaluable and will be discussed as needed
- "Spider boxes," sometimes referred to as "turtles," are an excellent method of distribution in addition to the heavy-gauge lead cords require

CREW LEADERS

Crew Leaders are volunteers who work alongside Play by Design's Construction Consultants during the build. They oversee and instruct crews and help to maintain the quality of the project, it helps if they are good delegators. They make it possible to keep hundreds of volunteers working efficiently.

Crew Leaders must be present for all days of construction, the job is a big commitment, but an indispensable part of a community-built playground project. Play by Design will let you know how many you will need to recruit for your project—anywhere from 6 to 15 will be needed.

PHASE 1

- No duties during this phase

PHASE 2

- Attend applicable portions of the pre-construction meeting (10-12 weeks prior to build week)
- Basic carpentry skills are necessary for the Crew Leaders

PHASE 3

- Assignments include: safety, electrical, carpentry, sorting, routing, prefab, pole setting, groundcover, framing and decking, fasteners and lag screws, cleanup



CHILDREN’S REPRESENTATIVES (optional committee)

PHASE 1

- Children can draw pictures of their dream playgrounds prior to Design Day and sing songs during Design Day.

PHASE 2

- They can decorate grocery bags, asking people to “Help Us Build Our Playground.”
- Children can accompany fundraising and PR coordinators and make presentations to raise funds.
- They can write thank you notes.
- Children can have a food collection at school in the days prior to construction. For instance, ask everyone to bring oranges to school one day and apples another.
- Schools can incorporate the playground into their curriculum.



SAFETY

All our structures are built in compliance with current ASTM International standards, Consumer Product Safety Commission (CPSC) guidelines, and the Americans with Disabilities Act Accessibility Guidelines. Our designers and builders are National Recreation and Parks Association (NRPA) Certified Playground Safety Inspectors (see nrpa.org). Safety surfacing meets ASTM guidelines for impact attenuation and accessibility.

OUR GUARANTEE

Play by Design is fully insured. We guarantee the craftsmanship and quality of our playgrounds. Specified materials (such as structural plastic lumber, other building materials, and manufactured play components and equipment) carry the manufacturer's warranty. We comply with all ASTM, CPSC and ADA standards and guidelines. We stand behind our product. For the life of the playground, our maintenance department is available to address concerns, answer questions, and provide replacement parts for overall maintenance and upkeep.

MAINTENANCE

At the conclusion of your playground construction, we leave you with our booklet called "Long-Term Care Guide." It contains detailed information on Play by Design standards, maintenance and routine inspections of your playground, and educational information.

Our maintenance department can also assist you with any questions. Feel free to call or email at any time for the life of your playground.

**CITY OF ALPHARETTA
CONTRACTOR AGREEMENT
ALPHARETTA PARK IMPROVEMENTS
(REQUEST FOR PROPOSAL NO. 25-1005)**

THIS CONTRACTOR AGREEMENT made by, and between, **CITY OF ALPHARETTA, GEORGIA**, a municipal corporation of the State of Georgia (hereinafter, the "CITY"), and **INTEGRATED CONSTRUCTION AND NOBILITY, INC.** a domestic profit corporation with its principal office located at 3335 Carrollton-Villa Rica Hwy., Carrollton, GA 30116 (hereinafter, "CONTRACTOR").

1. Contract Documents. The Contract Documents consist of this Contract, the City's Request for Qualifications dated February 6, 2025 ("RFQ No. 25-1005"), including any addenda thereto, Request for Proposals dated April 3, 2025 ("RFP No. 25-1005"), including and addenda thereto, the Contractor's Statement of Qualifications Response to RFQ dated March 6, 2025 (the "SOQ"), and Contractor's Response to RFP dated May 22, 2025 (the "PROPOSAL"), all of which collectively are incorporated herein by reference (collectively, the "Contract Documents"). In the event of any conflict in the Contract Documents, the provisions and requirements set forth in this Contract shall govern; provided however, to the extent any of CONTRACTOR's obligations or duties set forth in the RFP exceed the requirements provided within RFP No. 25-1005 or this Contract, or the City finds any of the terms set forth in RFP No. 25-1005 more desirable, the terms set forth in the Bid shall control. Subject to the foregoing, in the event of a conflict between the language in RFP No. 25-1005 and the Bid, the language in the former shall govern.
2. Scope of Services. The CONTRACTOR's duties and scope of services are specifically set forth in the RFP No. 25-1005 Specifications (the "Project") and, in general, include but are not limited to, various improvements at four existing Alpharetta parks:
 - Old Rucker Park located at 900 Rucker Road, Alpharetta, GA 30009
 - Union Hill Park located at 1590 Little Pine Trail, Alpharetta GA 30005
 - Wills Park located at 1815 Old Milton Parkway, Alpharetta GA 30009
 - Wills Park Equestrian Center located at 11915 Wills Road, Alpharetta, GA 30009,All work located within the City of Alpharetta.
3. Contract Price. For CONTRACTOR'S performance and completion of the Project (as defined in RFP No. 25-1005 and subject to the "General Conditions" as set forth on Appendix A), CITY shall pay CONTRACTOR a fee in accordance with the unit costs on Exhibit A attached hereto for a total sum not to exceed SEVENTEEN MILLION, TWENTY THOUSAND, EIGHT HUNDRED NINETY-FIVE and 58/100 DOLLARS (\$17,020,895.58). At CONTRACTOR's own cost and expense, CONTRACTOR shall furnish all materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary or convenient to the successful completion of the Project and the carrying out of all duties and obligations in accordance with the terms and conditions set forth in the Contract Documents.

The CITY agrees to pay CONTRACTOR in current funds for the performance of the Work subject to additions and deductions as provided in the General Conditions and to make

payments on account thereof as provided in RFP No. 25-1005 and in the General Conditions.

4. Commencement of Work; Time for Performance.

- a. Commencement of Work. The CONTRACTOR shall promptly commence the Work with adequate force and equipment **within ten (10) calendar days** from receipt of the Notice to Proceed and continuously pursue the Work without interruption to achieve final completion of the Work **SIX HUNDRED NINETY-FOUR (694) calendar days from the Notice to Proceed.**

In the event that the CONTRACTOR encounters delays that are beyond their control, the CONTRACTOR shall be entitled to an extension of time for the completion of the Work. The CONTRACTOR must provide written notice of such delays to the OWNER within a reasonable timeframe, detailing the nature of the delay and its impact on the project schedule. The CONTRACTOR may grant an extension of time that is deemed appropriate and will ensure that the CONTRACTOR is not penalized due to delays that are not attributable to their actions or negligence. Notwithstanding, time is an essential element of this Contract. In the event of a delay directly attributable to CONTRACTOR's actions, decisions, or lack of management, the Contract Price will be deducted from any money due to the CONTRACTOR, not as a penalty, but as liquidated damages in accordance with Section 108.08 of the Georgia Department of Transportation Standard Specifications for Construction of Transportation Systems, 2021.

- b. Time is of the Essence. All limitations of time set forth in this Contract are of the essence.

5. Default; Termination. Upon CONTRACTOR's breach of any material provision of this Contract, which breach remains uncured after fifteen (15) days written notice of default, the CITY may terminate this Contract without liability for further payment of amounts due or to become due under this Contract for incomplete work. Termination shall be in addition to, and not in lieu of, any other remedies available to the CITY under this Contract or applicable law, including making of claims under CONTRACTOR's bonds. Upon the CITY's breach of any material provision of this Contract, which breach remains uncured after fifteen (15) days written notice of default, CONTRACTOR shall be entitled to terminate this Contract or pursue such other remedies not inconsistent with this Contract, as it may have in law or equity. This Contract may also be terminated or suspended by the CITY for CITY's convenience upon not less than seven (7) days written notice to CONTRACTOR. In the event of such termination, CONTRACTOR shall be compensated for services performed through the date of termination, together with any reimbursable expenses then due.

Notwithstanding any other provision or provisions of this Contract, pursuant to O.C.G.A. § 36-60-13, this Contract will terminate immediately and absolutely if the City determines that adequate funds are not appropriated or granted or funds are de-appropriated such that the City cannot fulfill its obligations under the Contract, which determination is at the City's sole discretion and shall be conclusive.

6. Compliance with Illegal Immigration Reform and Enforcement Act. This Contract was awarded and is contingent upon CONTRACTOR's compliance with O.C.G.A. § 13-10-91,

Chapter 300-10-1 of the Rules of the Georgia Department of Labor, and CONTRACTOR's certification to the CITY that it has registered and currently participates in the federal work authorization program to verify employment eligibility of all newly hired employees. Further, as part of any approved subcontracting agreement, CONTRACTOR has certified that any subcontractor entering into this Contract for the physical performance of services within this State is in compliance with O.C.G.A. § 13-10-91 and Chapter 300-10-1 of the Rules of the Georgia Department of Labor and has registered and currently participates in the federal work authorization program to verify employment eligibility of all newly hired employees. This Contract may be suspended or terminated if it is determined that CONTRACTOR has made a false certification or has violated such certification by failure to carry out this requirement.

7. Insurance. CONTRACTOR shall maintain the types and amounts of insurance set forth in RFP No. 25-1005 and the General Conditions, and as otherwise reasonably required by the CITY from time to time. CONTRACTOR shall provide proof of such insurance to the CITY contemporaneously with the execution of this Contract, and as and when requested by the CITY during the term hereof. Acceptance of a certificate or proof of insurance does not constitute approval or agreement by the CITY that the insurance requirements have been satisfied. The CITY must provide written notice of any changes to the insurance requirements at least thirty (3) days in advance.
8. Indemnification. CONTRACTOR shall indemnify and hold the CITY, ENGINEER, ENGINEER's Consultants, and the officers, directors, partners, employees, agents, and other consultants and subcontractors of each and any of them harmless from all claims, costs, demands, losses, attorneys' fees, damages, and liabilities of any type or nature arising out of or related to CONTRACTOR's, or CONTRACTOR's agents', employees' or subcontractors', performance or non-performance of this Contract, including, but not limited to, claims for injury to person or property; provided, however, that this indemnification obligation shall not apply to claims arising from the sole negligence of the CITY or its employees. Nothing in this paragraph or this Contract shall be deemed to constitute a waiver of the CITY's sovereign immunity, create rights in any third party, or create any third-party beneficiaries. The Contractor's indemnification obligations do not apply to claims arising from the joint negligence of the CITY and the CONTRACTOR.
9. Entire Agreement. The provisions of this Contract and the Contract Documents constitute the entire Contract between the parties, and all prior discussions and agreements are merged herein. This Contract is expressly intended to supersede all provisions of the Georgia Prompt Pay Act. Amendments to this Contract must be in writing and signed by both parties.
10. Arbitration. Any dispute arising in connection with the interpretation of this Contract, the performance of any party under this Contract or any claim or dispute under this Contract or otherwise related to this Contract shall, at the sole option of the CITY, be referred to binding arbitration in Atlanta, Georgia in accordance with the Construction Arbitration Rules of the American Arbitration Association. CONTRACTOR'S surety shall be obligated to be a party to any such arbitration and be conclusively bound by the decision of the arbitrator. The cost of arbitration will be shared equally between the CITY and the CONTRACTOR.

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

IN WITNESS WHEREOF, the Parties hereto have each caused this Contract to be executed and delivered by a duly authorized officer, agent, or official as of the date set forth below.

Executed _____

CITY OF ALPHARETTA, GEORGIA

By: _____
Jim Gilvin, Mayor

Approved as to Content:

Chris Lagerbloom, City Administrator

Approved as to form:
JARRARD & DAVIS, LLP

Jeff Strickland, City Attorney

**INTEGRATED CONSTRUCTION AND
NOBILITY, INC.**

By: _____
Dwayne S. Singleton, President

ATTEST:

By: _____
Patricia Lambert, Controller

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

EXHIBIT "A"

CITY OF ALPHARETTA - SCHEDULE OF ITEMS		
RFP 25-1005, Alpharetta Park Improvements		
Integrated Construction and Nobility, Inc.		
<i>Instructions for Cost Proposal Schedule of Items Form Completion:</i>		
1. This form MUST be used to submit cost proposal		
2. Do not include a copy of this Cost Proposal Form in your technical Proposal information.		
3. Complete all the fields. Enter Contractor's Name at top of form. Complete bottom of form for Proposal authorization & contact info.		
4. Verify all amounts entered. This form will be used for Proposal /Contract award.		
5. Enter Unit Price. Form will calculate the Proposal Price by multiplying Estimated Quantity by Unit Price entered. This Summary page will autopopulate with totals from all worksheet tabs.		
TAB	TASK	TOTAL COST
A	OLD RUCKER PARK IMPROVEMENTS	\$ 2,988,477.72
B	UNION HILL PARK IMPROVEMENTS	\$ 2,517,374.06
C	WILLS PARK IMPROVEMENTS: WACKY WORLD PLAYGROUND RENOVATION & STORM WATER IMPROVEMENTS	\$ 3,201,031.12
D	WILLS PARK IMPROVEMENTS: RESTROOM REPLACEMENT	\$ 1,261,850.57
E	WILLS PARK IMPROVEMENTS: PARKING LOT EXPANSION	\$ 662,137.16
F	WILLS PARK IMPROVEMENTS: EAST GATEWAY	\$ 212,940.68
G	WILLS PARK IMPROVEMENTS: WEST GATEWAY	\$ 260,433.02
H	WILLS PARK IMPROVEMENTS: SPINE TRAIL	\$ 1,601,609.73
I	WILLS PARK IMPROVEMENTS: WAGGY WORLD RENOVATION	\$ 408,486.42
J	WILLS PARK IMPROVEMENTS: CROSS-TIE FLUME REPLACEMENT	\$ 98,896.77
K	WILLS PARK EQUESTRIAN CENTER IMPROVEMENTS	\$ 4,154,560.89
L	OWNER'S CONTINGENCY (3%)	\$ 584,097.50
	TOTAL:	\$ 17,951,895.64
ALTERNATES		
	ADD ALTERNATE #1: UNION HILL PARK SKATEPARK INTEGRAL CONCRETE COLOR	\$ 6,900.00
VALUE ENGINEERING (REFER TO SPREADSHEET FOR SPECIFICS)		
	VE SAVINGS ACCEPTED	\$ (937,900.06)
GRAND TOTAL: \$		17,020,895.58
By completing and submitting this Cost Proposal Form in response to the City of Alpharetta's RFP 25-1005, Alpharetta Park Improvements, Contractor certifies that:		
A. Contractor has carefully read and understands Proposal Documents;		
B. Contractor has visited sites and/or has become familiar with local conditions under which Work is to be performed, including verifying visible conditions, such as dimensions, materials, and attachments to remain, on existing facilities;		
C. Contractor has correlated Contractor's personal observations with requirements of Proposal Documents;		
D. Contractor has reviewed RFP 25-1005 Plans, Project Manual, and Specifications; and		
E. Contractor understands that this Proposal may not be withdrawn within Sixty (60) days after Proposal due date, and Contractor guarantees that the City has the right to waive informalities and irregularities in Proposal received and to accept Proposal which, in City's judgment, is in City's own best interests.		
INTEGRATED CONSTRUCTION AND NOBILITY INC.		Contractor / Company Name
3335 CARROLLTON VILLA RICCA HWY, CARROLLTON GA 30116		Address
SCOTT SINGLETON - CEO		Name(s) and Title(s) Authorized Signer(s)
(O) 770-883-4871 (M) 678-618-2945		Contact Info - Phone Number
SSINGLETON@ICAN1.COM		Contact Info - Email Address

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS					
RFP 25-1005, Alpharetta Park Improvements					
Integrated Construction and Nobility, Inc.					
OLD RUCKER PARK IMPROVEMENTS					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
GENERAL CONDITIONS					
100	General Conditions	\$ 374,000.00	LS	1	\$ 374,000.00
SITE DEVELOPMENT					
200	Asphalt Pavement including Graded Aggregate Base and Tack	\$ 204,019.95	LS	1	\$ 204,019.95
201	Concrete Header Curb and Inlay	\$ 71,992.50	LS	1	\$ 71,992.50
202	Concrete Sidewalk per Detail on C-07.5	\$ 65,740.00	LS	1	\$ 65,740.00
203	Concrete Stairway including Handrails	\$ 7,637.50	LS	1	\$ 7,637.50
204	Concrete Multiuse Path per Detail on C-07.1	\$ 3,016.80	LS	1	\$ 3,016.80
205	Concrete ADA Ramp Trail including Level Landings and Handrails (Sta. 18+96.13 to Sta. 19+71.37)	\$ 10,968.75	LS	1	\$ 10,968.75
206	Concrete Driveway Apron	\$ 2,031.07	LS	1	\$ 2,031.07
207	Concrete Drive per Detail on C-07.5	\$ 19,207.53	LS	1	\$ 19,207.53
208	Pavement Markings	\$ 7,875.00	LS	1	\$ 7,875.00
209	Wheelstops	\$ 693.75	LS	1	\$ 693.75
210	Signage including Posts	\$ 1,375.00	LS	1	\$ 1,375.00
211	Slate Chip Pathway with Steel Edging, per Detail on C-07.4	\$ 66,237.80	LS	1	\$ 66,237.80
212	Log Ladder Staircase and Timber Edged Trail (Sta. 8+32 to 9+38) including Slate Chip Material, per Detail on C-07.4	\$ 17,925.00	LS	1	\$ 17,925.00
213	Lexan Call Box	\$ 7,500.00	LS	1	\$ 7,500.00
214	Reconstruct Existing Wooden Fence	\$ 8,719.10	LS	1	\$ 8,719.10
215	Stacked Snake Rail Farm Fence	\$ 12,118.75	LS	1	\$ 12,118.75
216	Timber Ring Structure per Detail on LA-3.3	\$ 15,300.00	LS	1	\$ 15,300.00
217	Rounded Timber Steps per Detail on LA-3.2	\$ 9,437.50	LS	1	\$ 9,437.50
218	Log Embankment Steps including Crushed Slate Chips per Detail on LA-3.2	\$ 17,925.00	LS	1	\$ 17,925.00
219	Raised Pad and Embankment Slide per Detail on LA-3.2	\$ 13,125.00	LS	1	\$ 13,125.00
220	Engineered Wood Fiber Mulch	\$ 7,953.05	LS	1	\$ 7,953.05
221	Pole Barn including Structure, Concrete Pad and Footings.	\$ 24,982.50	LS	1	\$ 24,982.50
222	Chain Link Fence and Gate	\$ 8,992.08	LS	1	\$ 8,992.08
223	Picnic Shelters including Structures, Concrete Pads and Footings.	\$ 46,687.50	LS	1	\$ 46,687.50
224	Prefabricated Restroom Building, Complete	\$ 468,857.50	LS	1	\$ 468,857.50
GRADING & DRAINAGE					
300	Clearing, Grubbing, Demolition, and Removal of Existing Items	\$ 86,627.16	LS	1	\$ 86,627.16
301	Grading Complete	\$ 269,344.54	LS	1	\$ 269,344.54
302	Retaining Wall A including Railing	\$ 61,143.60	LS	1	\$ 61,143.60
303	Retaining Wall B	\$ 29,423.65	LS	1	\$ 29,423.65
304	Retaining Wall C including Railing	\$ 33,590.00	LS	1	\$ 33,590.00
305	Retaining Wall D including Railing	\$ 55,190.10	LS	1	\$ 55,190.10
306	Retaining Wall E	\$ 28,406.85	LS	1	\$ 28,406.85
307	Retaining Wall F including Railing	\$ 90,713.05	LS	1	\$ 90,713.05
308	Retaining Wall G including Railing	\$ 127,735.50	LS	1	\$ 127,735.50
309	Stormwater System including Pipes and Structures	\$ 107,500.00	LS	1	\$ 107,500.00
310	Bioretention Basin A including Outlet Control Structure, Underdrain, Engineered Soil Mix, and Mulch	\$ 23,125.00	LS	1	\$ 23,125.00
311	Bioretention Basin B1 including Outlet Control Structure, Underdrain, Engineered Soil Mix, and Mulch	\$ 36,945.00	LS	1	\$ 36,945.00
312	Bioretention Basin B2 including Outlet Control Structure, Underdrain, Engineered Soil Mix, and Mulch	\$ 21,212.50	LS	1	\$ 21,212.50
313	Bioretention Basin C including Outlet Control Structure, Underdrain, Engineered Soil Mix, and Mulch	\$ 32,942.50	LS	1	\$ 32,942.50
314	Stormwater Pond A including Outlet Control Structure and Level Spreader	\$ 17,500.00	LS	1	\$ 17,500.00
UTILITIES					
400	Fire Hydrant Installation including Wet Tap and Hydrant Assembly	\$ 15,937.50	LS	1	\$ 15,937.50
401	2" Electrical Type 3 Conduits & Type 3 Pull Boxes	\$ 17,500.00	LS	1	\$ 17,500.00
402	Utility Relocation Coordination	\$ 500.00	LS	1	\$ 500.00
403	Restroom Water Service including RPZ Back Flow Preventor, 3/4" PVC Line, and Thrust Blocking	\$ 10,937.50	LS	1	\$ 10,937.50
404	Onsite Wastewater System, Complete	\$ 10,000.00	LS	1	\$ 10,000.00
405	Irrigation Line and Yard Hydrant (Nature Discovery Area)	\$ 3,750.00	LS	1	\$ 3,750.00
406	Irrigation Line and Yard Hydrant (Pole Barn Maintenance Area)	\$ 6,687.50	LS	1	\$ 6,687.50
LANDSCAPING					
500	Trees	\$ 61,145.00	LS	1	\$ 61,145.00
501	Shrubs	\$ 19,808.75	LS	1	\$ 19,808.75
502	Ground Covers	\$ 50,175.80	LS	1	\$ 50,175.80
503	Sod	\$ 55,500.00	LS	1	\$ 55,500.00
504	Nature Discovery Area Mulch	\$ 22,717.50	LS	1	\$ 22,717.50
505	Pole Barn Maintenance Area Mulch	\$ 2,216.25	LS	1	\$ 2,216.25

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS						
RFP 25-1005, Alpharetta Park Improvements						
Integrated Construction and Nobility, Inc.						
OLD RUCKER PARK IMPROVEMENTS						
506	Root Barrier	\$ 8,321.84	LS	1	\$	8,321.84
EROSION CONTROL						
600	Tree Protection Fencing	\$ 29,917.50	LS	1	\$	29,917.50
601	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 28,344.82	LS	1	\$	28,344.82
602	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 9,737.18	LS	1	\$	9,737.18
603	Final Phase Erosion Control Measures	\$ 3,125.00	LS	1	\$	3,125.00
604	NPDES Compliance	\$ 3,937.50	LS	1	\$	3,937.50
MISCELLANEOUS ITEMS						
700	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 106,250.00	LS	1	\$	106,250.00
701	As-built Surveys for Detention Pond and Bioretention Basins Certification	\$ 6,250.00	LS	1	\$	6,250.00
GRAND TOTAL					\$	2,988,477.72

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS					
RFP 25-1005, Alpharetta Park Improvements					
Integrated Construction and Nobility, Inc.					
UNION HILL PARK IMPROVEMENTS					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
GENERAL CONDITIONS					
100	General Conditions	\$ 216,955.00	LS	1	\$ 216,955.00
SITE DEVELOPMENT					
200	Asphalt Pavement including Graded Aggregate Base and Tack	\$ 103,960.00	LS	1	\$ 103,960.00
201	Heavy Duty Asphalt Pavement including Graded Aggregate Base and Tack	\$ 198,450.00	LS	1	\$ 198,450.00
202	Heavy Duty Concrete Paving	\$ 25,293.06	LS	1	\$ 25,293.06
203	Concrete Curb & Gutter	\$ 61,825.00	LS	1	\$ 61,825.00
204	Concrete Sidewalk, 4" Thick, including Handicap Ramps and Header Curb	\$ 68,271.06	LS	1	\$ 68,271.06
205	Concrete Sidewalk, 8" Thick	\$ 7,400.82	LS	1	\$ 7,400.82
206	Concrete Multi-use Trail, per Detail C1 on CS502, including Handicap Ramp	\$ 3,574.50	LS	1	\$ 3,574.50
207	Concrete Sidewalk per Detail on C-07.5	\$ 2,887.50	LS	1	\$ 2,887.50
208	Relocate Material Storage Structure	\$ 12,500.00	LS	1	\$ 12,500.00
209	Pavement Markings	\$ 5,218.75	LS	1	\$ 5,218.75
210	Wheelstops	\$ 650.00	LS	1	\$ 650.00
211	Signage including Posts	\$ 2,562.50	LS	1	\$ 2,562.50
212	Removeable Bollards	\$ 9,375.00	LS	1	\$ 9,375.00
213	Skatepark, Complete, No Integral Concrete Color	\$ 550,000.00	LS	1	\$ 550,000.00
214	Playground, including Play Equipment, Play Mulch, and Filter Fabric	\$ 315,739.31	LS	1	\$ 315,739.31
215	Stream Bed Aggregate	\$ 1,077.48	LS	1	\$ 1,077.48
216	Basin Aggregate	\$ 3,179.88	LS	1	\$ 3,179.88
GRADING & DRAINAGE					
300	Clearing, grubbing, demolition, and removal of existing items	\$ 211,474.56	LS	1	\$ 211,474.56
301	Grading complete	\$ 72,317.81	LS	1	\$ 72,317.81
302	Boulder Walls at Skatepark	\$ 7,312.50	LS	1	\$ 7,312.50
303	Playground Area Storm Line, including Pipes, Structures, and Playground Underdrain	\$ 25,312.50	LS	1	\$ 25,312.50
304	Storm Line B (Skatepark Drainage), including Pipes, Structures, and Infiltration Pit	\$ 62,995.68	LS	1	\$ 62,995.68
305	Storm Line C (Pavilion Underdrain to Outlet), including Pipes, Structures, and Modified French Drain	\$ 102,500.00	LS	1	\$ 102,500.00
306	Stone Level Spreader	\$ 13,820.00	LS	1	\$ 13,820.00
UTILITIES					
400	Parking Lot Lighting, including Luminaire, Pole, Base, Conduit, Wiring, and Electrical Panel Connection	\$ 47,500.00	LS	1	\$ 47,500.00
401	Trail Pedestrian Lighting, including Luminaire, Pole, Base, Conduit, Wiring, and Electrical Panel Connection	\$ 34,000.00	LS	1	\$ 34,000.00
LANDSCAPING					
500	Trees (Canopy, Deciduous, Evergreen, & Understory)	\$ 18,916.56	LS	1	\$ 18,916.56
501	Shrubs & Deciduous Shrubs	\$ 9,504.19	LS	1	\$ 9,504.19
502	Ground Covers	\$ 87,427.50	LS	1	\$ 87,427.50
503	Sod	\$ 32,812.50	LS	1	\$ 32,812.50
504	Landscape Mulch	\$ 42,562.50	LS	1	\$ 42,562.50
505	Root Barrier	\$ 32,916.00	LS	1	\$ 32,916.00
EROSION CONTROL					
600	Tree Protection Fencing	\$ 7,550.00	LS	1	\$ 7,550.00
601	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 13,938.15	LS	1	\$ 13,938.15
602	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 2,000.00	LS	1	\$ 2,000.00
603	Final Phase Erosion Control Measures	\$ -	LS	1	\$ -
604	NPDES Compliance	\$ 5,750.00	LS	1	\$ 5,750.00
MISCELLANEOUS ITEMS					
700	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 97,843.75	LS	1	\$ 97,843.75
GRAND TOTAL					\$ 2,517,374.06
ADD ALTERNATE #1: UNION HILL PARK SKATEPARK INTEGRAL CONCRETE COLOR					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
SITE DEVELOPMENT					
AA.100	Incorporate Integral Concrete Color in Skatepark Construction	\$ 6,900.00	LS	1	\$ 6,900.00
ADD ALTERNATE #1 TOTAL					\$ 6,900.00

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS						
RFP 25-1005, Alpharetta Park Improvements						
Integrated Construction and Nobility, Inc.						
WILLS PARK IMPROVEMENTS: WACKY WORLD PLAYGROUND RENOVATION & STORM WATER IMPROVEMENTS						
Line Item #	Item Description	Unit Price	Unit	QTY	Total	
GENERAL CONDITIONS						
100	General Conditions	\$ 220,383.75	LS	1	\$ 220,383.75	
SITE DEVELOPMENT						
200	Heavy duty concrete pavement (1/L4.01)	\$ 25,012.39	LS	1	\$ 25,012.39	
201	Heavy duty sidewalk (2/L4.01)	\$ -	LS	1	\$ -	
202	Standard sidewalk (3/L4.01)	\$ 29,826.14	LS	1	\$ 29,826.14	
203	Standard duty concrete pavement (6/L4.01)	\$ -	LS	1	\$ -	
204	Heavy duty brick paving (2/L4.02)	\$ 52,277.50	LS	1	\$ 52,277.50	
205	Handicap Ramp including handrail	\$ 3,562.50	LS	1	\$ 3,562.50	
206	Wooden Bridge/Boardwalk at Restroom Area	\$ 17,579.73	LS	1	\$ 17,579.73	
207	Wooden Bridge/Boardwalk at Playground Entrance	\$ 31,696.30	LS	1	\$ 31,696.30	
208	Playground including Perimeter Curb, Geotextile Fabric, Gravel Base, Poured Rubber Surface, Footings, Benches, Shade Structures, Play Equipment and Community Build Component.	\$ 1,969,002.38	LS	1	\$ 1,969,002.38	
GRADING & DRAINAGE						
300	Clearing, Grubbing, Demolition, and Removal of Existing Items	\$ 91,889.67	LS	1	\$ 91,889.67	
301	Grading Complete	\$ 165,268.75	LS	1	\$ 165,268.75	
302	Stormwater Pond Seatwall	\$ 23,625.00	LS	1	\$ 23,625.00	
303	Playground Seatwall	\$ 18,006.25	LS	1	\$ 18,006.25	
304	Playground Retaining Wall	\$ 60,450.00	LS	1	\$ 60,450.00	
305	Stormwater System including Pipes and Structures	\$ 69,687.50	LS	1	\$ 69,687.50	
306	Bioretention Basin including Outlet Control Structure, Underdrain, #57 Stone, Bio-Retention Soil Mix, and Geotextile Fabric	\$ 59,096.10	LS	1	\$ 59,096.10	
307	River Rock	\$ 6,859.27	LS	1	\$ 6,859.27	
UTILITIES						
401	Water Line Relocation	\$ 28,125.00	LS	1	\$ 28,125.00	
LANDSCAPING						
500	Trees (Canopy & Understory)	\$ 47,743.13	LS	1	\$ 47,743.13	
501	Shrubs	\$ 47,006.38	LS	1	\$ 47,006.38	
502	Ground Covers	\$ 58,019.38	LS	1	\$ 58,019.38	
503	Grasses	\$ 20,944.06	LS	1	\$ 20,944.06	
504	Sod	\$ 18,750.00	LS	1	\$ 18,750.00	
505	Root Barrier	\$ 11,647.20	LS	1	\$ 11,647.20	
EROSION CONTROL						
600	Tree Protection Fencing	\$ -	LS	1	\$ -	
601	Temporary Chain Link Perimeter Fence	\$ 10,608.96	LS	1	\$ 10,608.96	
602	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 5,277.53	LS	1	\$ 5,277.53	
603	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 6,186.25	LS	1	\$ 6,186.25	
604	Final Phase Erosion Control Measures	\$ 2,500.00	LS	1	\$ 2,500.00	
605	NPDES Compliance	\$ 2,500.00	LS	1	\$ 2,500.00	
MISCELLANEOUS ITEMS						
700	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 93,750.00	LS	1	\$ 93,750.00	
701	As-built Survey for Bioretention Basin Certification	\$ 3,750.00	LS	1	\$ 3,750.00	
GRAND TOTAL					\$ 3,201,031.12	

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS					
RFP 25-1005, Alpharetta Park Improvements					
Integrated Construction and Nobility, Inc.					
WILLS PARK IMPROVEMENTS- RESTROOM REPLACEMENT					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
GENERAL CONDITIONS					
100	General Conditions	\$ 132,722.50	LS	1	\$ 132,722.50
BUILDING					
200	Restroom Building per Plans by TSW including Air Conditioning System Alternate,	\$ 1,029,843.63	LS	1	\$ 1,029,843.63
201	Design and Installation of a 13R or 13R Modified Fire Sprinkler System	\$ 16,222.50	LS	1	\$ 16,222.50
GRADING & DRAINAGE					
300	Demolition of Existing Restroom	\$ 20,755.00	LS	1	\$ 20,755.00
301	Grading Complete	\$ 3,796.25	LS	1	\$ 3,796.25
UTILITIES					
400	Sanitary Sewer Connection	\$ 10,000.00	LS	1	\$ 10,000.00
LANDSCAPING					
500	Canopy Trees	\$ -	LS	1	\$ -
501	Shrubs	\$ -	LS	1	\$ -
502	Grasses	\$ -	LS	1	\$ -
503	Root Barrier	\$ -	LS	1	\$ -
MISCELLANEOUS ITEMS					
600	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 48,510.69	LS	1	\$ 48,510.69
GRAND TOTAL					\$ 1,261,850.57

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS					
RFP 25-1005, Alpharetta Park Improvements					
INTEGRATED CONSTRUCTION AND NOBILITY INC.					
WILLS PARK IMPROVEMENTS: PARKING EXPANSION					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
GENERAL CONDITIONS					
100	General Conditions	\$ 85,281.25	LS	1	\$ 85,281.25
SITE DEVELOPMENT					
200	Asphalt Pavement including Graded Aggregate Base and Tack	\$ 147,108.30	LS	1	\$ 147,108.30
201	Concrete Curb and Gutter, including Concrete Flumes	\$ 35,200.00	LS	1	\$ 35,200.00
202	Concrete Sidewalk (3/07.03)	\$ 762.50	LS	1	\$ 762.50
203	Pavement Markings	\$ 1,375.00	LS	1	\$ 1,375.00
204	Signage including Posts	\$ 1,800.00	LS	1	\$ 1,800.00
GRADING & DRAINAGE					
300	Clearing, Grubbing, Demolition, and Removal of Existing Items	\$ 26,917.80	LS	1	\$ 26,917.80
301	Grading Complete	\$ 77,534.49	LS	1	\$ 77,534.49
302	Stormwater System including Pipes and Structures	\$ 64,375.00	LS	1	\$ 64,375.00
303	Underground Detention System, Complete	\$ 116,250.00	LS	1	\$ 116,250.00
UTILITIES					
400	Utility Relocation Coordination	\$ 625.00	LS	1	\$ 625.00
401	2" Electrical Type 3 Conduits & Type 3 Pull Boxes	\$ 10,000.00	LS	1	\$ 10,000.00
LANDSCAPING					
500	Canopy Trees	\$ 19,525.00	LS	1	\$ 19,525.00
501	Shrubs	\$ 19,556.25	LS	1	\$ 19,556.25
503	Grasses	\$ 2,996.75	LS	1	\$ 2,996.75
504	Sod	\$ 750.00	LS	1	\$ 750.00
505	Root Barrier	\$ 3,376.00	LS	1	\$ 3,376.00
EROSION CONTROL					
600	Tree Protection Fencing	\$ 6,081.92	LS	1	\$ 6,081.92
601	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 5,996.90	LS	1	\$ 5,996.90
602	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 625.00	LS	1	\$ 625.00
603	Final Phase Erosion Control Measures	\$ 625.00	LS	1	\$ 625.00
604	NPDES Compliance	\$ 1,000.00	LS	1	\$ 1,000.00
MISCELLANEOUS ITEMS					
700	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 31,250.00	LS	1	\$ 31,250.00
701	As-built Survey for Detention Pond Certification	\$ 3,125.00	LS	1	\$ 3,125.00
GRAND TOTAL					\$ 662,137.16

CITY OF ALPHARETTA - SCHEDULE OF ITEMS					
RFP 25-1005, Alpharetta Park Improvements					
Integrated Construction and Nobility, Inc.					
WILLS PARK IMPROVEMENTS: EAST GATEWAY					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
GENERAL CONDITIONS					
100	General Conditions	\$ 26,312.50	LS	1	\$ 26,312.50
TRAFFIC CONTROL					
200	Traffic Control	\$ 10,000.00	LS	1	\$ 10,000.00
SITE DEVELOPMENT					
300	East Gateway Plaza including Concrete Sidewalk, Pavers, and Handicap Ramp	\$ 24,482.50	LS	1	\$ 24,482.50
301	East Gateway Entrance Monument (1&2/L5.02) including Seatwall, Columns, Sign, and Lighting	\$ 125,746.30	LS	1	\$ 125,746.30
GRADING & DRAINAGE					
400	Clearing, Grubbing, Demolition, and Removal of Existing Items	\$ 5,220.00	LS	1	\$ 5,220.00
401	Grading Complete	\$ 6,630.00	LS	1	\$ 6,630.00
UTILITIES					
500	Adjust Utilities to Finished Grade	\$ 1,250.00	LS	1	\$ 1,250.00
LANDSCAPING					
600	Shrubs	\$ 397.50	LS	1	\$ 397.50
601	Perennials/Flowers	\$ 734.69	LS	1	\$ 734.69
602	Sod	\$ 179.69	LS	1	\$ 179.69
603	Mulch	\$ 343.75	LS	1	\$ 343.75
EROSION CONTROL					
700	Tree Protection Fencing	\$ 652.50	LS	1	\$ 652.50
701	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 1,303.75	LS	1	\$ 1,303.75
702	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 312.50	LS	1	\$ 312.50
703	Final Phase Erosion Control Measures	\$ -	LS	1	\$ -
MISCELLANEOUS ITEMS					
800	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 9,375.00	LS	1	\$ 9,375.00
GRAND TOTAL					\$ 212,940.68

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS					
RFP 25-1005, Alpharetta Park Improvements					
Integrated Construction and Nobility, Inc.					
WILLS PARK IMPROVEMENTS, WEST GATEWAY					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
GENERAL CONDITIONS					
100	General Conditions	\$ 23,812.50	LS	1	\$ 23,812.50
TRAFFIC CONTROL					
200	Traffic Control	\$ 7,500.00	LS	1	\$ 7,500.00
SITE DEVELOPMENT					
300	West Gateway Plaza including Concrete Sidewalk, Pavers, Handicap Ramps, and Concrete Curb & Gutter.	\$ 23,407.93	LS	1	\$ 23,407.93
301	West Gateway Entrance Monument (1&2/L5.07) including Seatwall, Columns, Sign, and Lighting.	\$ 130,881.30	LS	1	\$ 130,881.30
GRADING & DRAINAGE					
400	Clearing, Grubbing, Demolition, and Removal of Existing Items	\$ 11,468.88	LS	1	\$ 11,468.88
401	Grading Complete	\$ 26,209.46	LS	1	\$ 26,209.46
UTILITIES					
500	Adjust Utilities to Finished Grade	\$ 625.00	LS	1	\$ 625.00
LANDSCAPING					
600	Understory Trees	\$ -	LS	1	\$ -
601	Shrubs	\$ 1,530.31	LS	1	\$ 1,530.31
602	Grasses	\$ -	LS	1	\$ -
603	Perennials/Flowers	\$ 19,949.38	LS	1	\$ 19,949.38
604	Sod	\$ 500.00	LS	1	\$ 500.00
605	Root Barrier	\$ 1,350.40	LS	1	\$ 1,350.40
EROSION CONTROL					
700	Tree Protection Fencing	\$ 1,000.00	LS	1	\$ 1,000.00
701	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 2,072.86	LS	1	\$ 2,072.86
702	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 750.00	LS	1	\$ 750.00
703	Final Phase Erosion Control Measures	\$ -	LS	1	\$ -
MISCELLANEOUS ITEMS					
800	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 9,375.00	LS	1	\$ 9,375.00
GRAND TOTAL					\$ 260,433.02

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS					
RFP 25-1005, Alpharetta Park Improvements					
Integrated Construction and Nobility, Inc.					
WILLS PARK IMPROVEMENTS: SPINE TRAIL					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
GENERAL CONDITIONS					
100	General Conditions	\$ 331,265.00	LS	1	\$ 331,265.00
TRAFFIC CONTROL					
200	Traffic Control	\$ 3,125.00	LS	1	\$ 3,125.00
SITE DEVELOPMENT					
300	Heavy Duty Concrete Sidewalk (1/L4.01) including Brick Banding and Metal Edging	\$ 222,910.00	LS	1	\$ 222,910.00
301	Standard Duty Concrete Sidewalk (7/L4.01) including Brick Banding, Metal Edging, and Handicap Ramps	\$ 360,127.54	LS	1	\$ 360,127.54
302	Pervious Standard Duty Concrete Sidewalk including #57 Stone (2/L4.02)	\$ 14,430.00	LS	1	\$ 14,430.00
303	Pervious Heavy Duty Concrete Sidewalk including #57 Stone (2B/L4.02)	\$ 72,078.75	LS	1	\$ 72,078.75
304	Brick Banding in Existing Concrete	\$ 1,987.50	LS	1	\$ 1,987.50
305	Concrete Driveway Apron	\$ 2,500.00	LS	1	\$ 2,500.00
306	Concrete Curb & Gutter including Red Paint Where Indicated	\$ 8,312.50	LS	1	\$ 8,312.50
307	Handicap Parking Spaces north of Sta. 18+40 including Heavy Duty Concrete Pavement, Curb & Gutter, Pavement Markings, and New Handicap Parking Sign with Post	\$ 4,375.00	LS	1	\$ 4,375.00
308	Handicap Parking Spaces at Community Center including Heavy Duty Concrete Pavement, Curb & Gutter, Pavement Markings, Wheelstops, and New Handicap Parking Signs with Posts	\$ 4,375.00	LS	1	\$ 4,375.00
309	Columns at Sta. 1+57 (West End of Park) per 1/L5.12	\$ 14,040.00	LS	1	\$ 14,040.00
310	Columns at Sta. 3+97 (East End of Park) per 2/L5.12	\$ 14,040.00	LS	1	\$ 14,040.00
311	Slatescape Area including Geotextile Fabric (4/L4.02)	\$ 2,410.00	LS	1	\$ 2,410.00
312	Reset Handicap Parking Signs	\$ 1,500.00	LS	1	\$ 1,500.00
313	Retractable Bollard	\$ 4,625.00	LS	1	\$ 4,625.00
314	Relocate Flag Pole	\$ 625.00	LS	1	\$ 625.00
GRADING & DRAINAGE					
400	Clearing, Grubbing, Demolition, and Removal of Existing Items	\$ 188,305.40	LS	1	\$ 188,305.40
401	Grading Complete	\$ 55,882.18	LS	1	\$ 55,882.18
402	Stormwater System including Pipes, New Structures, and Modifying Existing Structures	\$ 8,125.00	LS	1	\$ 8,125.00
UTILITIES					
500	Adjust Utilities to Finished Grade	\$ 3,125.00	LS	1	\$ 3,125.00
501	2" Electrical Type 3 Conduits & Type 3 Pull Boxes	\$ 11,625.00	LS	1	\$ 11,625.00
LANDSCAPING					
600	Trees (Canopy & Understory)	\$ 37,703.13	LS	1	\$ 37,703.13
601	Shrubs	\$ 27,398.50	LS	1	\$ 27,398.50
602	Grasses	\$ 10,063.50	LS	1	\$ 10,063.50
603	Ground Covers	\$ 7,831.69	LS	1	\$ 7,831.69
604	Perennials/Flowers	\$ 1,814.85	LS	1	\$ 1,814.85
605	Sod	\$ 41,906.25	LS	1	\$ 41,906.25
606	Root Barrier	\$ 18,365.44	LS	1	\$ 18,365.44
EROSION CONTROL					
700	Tree Protection Fencing	\$ 17,250.00	LS	1	\$ 17,250.00
701	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 15,300.00	LS	1	\$ 15,300.00
702	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 3,687.50	LS	1	\$ 3,687.50
703	Final Phase Erosion Control Measures	\$ 6,250.00	LS	1	\$ 6,250.00
704	NPDES Compliance	\$ 3,000.00	LS	1	\$ 3,000.00
MISCELLANEOUS ITEMS					
800	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 81,250.00	LS	1	\$ 81,250.00
GRAND TOTAL					\$ 1,601,609.73

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS					
RFP 25-1005, Alpharetta Park Improvements					
Integrated Construction and Nobility, Inc.					
WILLS PARK IMPROVEMENTS: WAGGY WORLD RENOVATION					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
GENERAL CONDITIONS					
100	General Conditions	\$ 58,843.75	LS	1	\$ 58,843.75
SITE DEVELOPMENT					
200	Concrete Dog Park Entry Areas	\$ 8,308.32	LS	1	\$ 8,308.32
	Heavy Duty Concrete Sidewalk	\$ -	LS	1	\$ -
201	Pervious Standard Duty Concrete Sidewalk including #57 Stone (2/L4.02)	\$ 2,006.25	LS	1	\$ 2,006.25
202	Chain Link Fencing including Gates	\$ 11,956.25	LS	1	\$ 11,956.25
203	4 Board Wood Fence including Gates	\$ 43,750.00	LS	1	\$ 43,750.00
GRADING & DRAINAGE					
300	Clearing, Grubbing, Demolition, and Removal of Existing Items	\$ 38,827.59	LS	1	\$ 38,827.59
301	Grading Complete	\$ 6,250.00	LS	1	\$ 6,250.00
309	Stormwater System including Pipes, Underdrains, and Structures	\$ 119,375.00	LS	1	\$ 119,375.00
UTILITIES					
400	Dog Park Spigots including Pet Fountain, Standard Duty Concrete Pad, and Drain Field	\$ 19,795.63	LS	1	\$ 19,795.63
LANDSCAPING					
500	Understory Trees	\$ 5,887.50	LS	1	\$ 5,887.50
505	Sod	\$ 33,300.00	LS	1	\$ 33,300.00
506	Root Barrier	\$ 1,704.88	LS	1	\$ 1,704.88
EROSION CONTROL					
600	Tree Protection Fencing	\$ 18,127.50	LS	1	\$ 18,127.50
601	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 13,357.50	LS	1	\$ 13,357.50
602	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 1,093.75	LS	1	\$ 1,093.75
603	Final Phase Erosion Control Measures	\$ 625.00	LS	1	\$ 625.00
MISCELLANEOUS ITEMS					
700	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 25,277.50	LS	1	\$ 25,277.50
GRAND TOTAL					\$ 408,486.42

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS					
RFP 25-1005, Alpharetta Park Improvements					
Integrated Construction and Nobility, Inc.					
WILLS PARK IMPROVEMENTS: CROSS-TIE FLUME REPLACEMENT					
Line Item #	Item Description	Unit Price	Unit	QTY	Total
GENERAL CONDITIONS					
100	General Conditions	\$ 21,691.25	LS	1	\$ 21,691.25
GRADING & DRAINAGE					
200	Clearing, Grubbing, Demolition, and Removal of Existing Items	\$ 21,250.00	LS	1	\$ 21,250.00
201	Grading Complete	\$ 5,625.00	LS	1	\$ 5,625.00
202	Boulders and River Rock Stream Bed including Geotextile Fabric and Stone Infill	\$ 17,306.25	LS	1	\$ 17,306.25
LANDSCAPING					
300	Ground Covers	\$ 20,455.00	LS	1	\$ 20,455.00
EROSION CONTROL					
400	Tree Protection Fencing	\$ 2,570.87	LS	1	\$ 2,570.87
401	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 1,373.40	LS	1	\$ 1,373.40
402	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 312.50	LS	1	\$ 312.50
403	Final Phase Erosion Control Measures	\$ 312.50	LS	1	\$ 312.50
404	NPDES Compliance	\$ 500.00	LS	1	\$ 500.00
MISCELLANEOUS ITEMS					
500	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 7,500.00	LS	1	\$ 7,500.00
GRAND TOTAL					\$ 98,896.77

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

CITY OF ALPHARETTA - SCHEDULE OF ITEMS						
RFP 25-1005, Alpharetta Park Improvements						
Integrated Construction and Nobility, Inc.						
WILLS PARK EQUESTRIAN CENTER IMPROVEMENTS						
Line Item #	Item Description	Unit Price	Unit	QTY	Total	
GENERAL CONDITIONS						
100	General Conditions	\$ 505,355.56	LS	1	\$ 505,355.56	
SITE DEVELOPMENT						
200	Asphalt Pavement (Full Depth) including Graded Aggregate Base and Tack	\$ 198,687.50	LS	1	\$ 198,687.50	
201	Asphalt Parking Pavement including Graded Aggregate Base and Tack	\$ 36,818.60	LS	1	\$ 36,818.60	
202	Asphalt Sidewalks including Graded Aggregate Base and Tack	\$ 58,971.64	LS	1	\$ 58,971.64	
203	Mill and Resurface Existing Pavement	\$ 208,750.00	LS	1	\$ 208,750.00	
204	Concrete Curb & Gutter and Flush Curb	\$ 103,406.00	LS	1	\$ 103,406.00	
205	Concrete Sidewalks and Handicap Ramps	\$ 76,137.46	LS	1	\$ 76,137.46	
206	Aggregate Base Paths and Walking Surfaces including #89 Stone and Graded Aggregate Base	\$ 93,418.05	LS	1	\$ 93,418.05	
207	Concrete Steps with Railing	\$ 8,693.75	LS	1	\$ 8,693.75	
208	Slatescape Section including #57 Stone Base, Geotextile Fabric, and Steel Edging	\$ 11,296.96	LS	1	\$ 11,296.96	
209	Concrete Driveway Apron	\$ 10,530.00	LS	1	\$ 10,530.00	
210	Pavement Markings	\$ 1,312.50	LS	1	\$ 1,312.50	
211	Wheelstops	\$ 625.00	LS	1	\$ 625.00	
212	Signage including Posts	\$ 2,087.50	LS	1	\$ 2,087.50	
213	Pervious Parking	\$ 163,391.25	LS	1	\$ 163,391.25	
GRADING & DRAINAGE						
300	Asbestos Abatement of Existing Show Office	\$ 6,250.00	LS	1	\$ 6,250.00	
301	Clearing, Grubbing, Demolition, and Removal of Existing Items	\$ 238,316.34	LS	1	\$ 238,316.34	
302	Grading Complete	\$ 385,776.15	LS	1	\$ 385,776.15	
303	Concession Building Retaining Wall including Veneer and Metal Strand Railing	\$ 95,780.00	LS	1	\$ 95,780.00	
304	Ring 2 Retaining Wall including Veneer, Metal Strand Railing, and Panel Railing	\$ 111,270.00	LS	1	\$ 111,270.00	
305	Stone Seatwalls between Rings 3 & 4	\$ 101,156.60	LS	1	\$ 101,156.60	
306	Stone Seatwalls at Ring 2	\$ 210,941.25	LS	1	\$ 210,941.25	
307	Stormwater System including Pipes, Structures, and Replacement of Existing Storm Structure Grates	\$ 466,250.00	LS	1	\$ 466,250.00	
308	Retention Ponds 1 & 2 including Outlet Control Structures, Forebay, Forebay Armoring, Forebay Weir Wall, Engineered Soil Media, and Underdrain	\$ 185,935.00	LS	1	\$ 185,935.00	
UTILITIES						
400	RV Hook Ups including Electrical Pedestal, Bollard, Yard Hydrant, Water Line, Valves, Power Line, Service Panel, and Transformer	\$ 242,812.50	LS	1	\$ 242,812.50	
401	Yard Hydrant	\$ 3,000.00	LS	1	\$ 3,000.00	
402	Utility Relocation Coordination	\$ 3,125.00	LS	1	\$ 3,125.00	
403	Adjust Existing Utilities to Finished Grade	\$ 3,000.00	LS	1	\$ 3,000.00	
404	Remove and Replace High Mast Light between Rings 2 and 3	\$ 6,250.00	LS	1	\$ 6,250.00	
405	Electrical Outlet Pedestal Posts at Ring 2	\$ 625.00	LS	1	\$ 625.00	
406	Relocate Existing Fiber Line	\$ 6,250.00	LS	1	\$ 6,250.00	
LANDSCAPING						
500	Trees	\$ 8,125.00	LS	1	\$ 8,125.00	
501	Shrubs	\$ 64,858.79	LS	1	\$ 64,858.79	
502	Grasses & Sedges	\$ 63,150.00	LS	1	\$ 63,150.00	
503	Perennials	\$ 4,486.56	LS	1	\$ 4,486.56	
504	Sod & Seed	\$ 94,500.00	LS	1	\$ 94,500.00	
505	Root Barrier	\$ 8,524.40	LS	1	\$ 8,524.40	
EROSION CONTROL						
600	Tree Protection Fencing	\$ 5,565.00	LS	1	\$ 5,565.00	
601	Initial Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 94,733.05	LS	1	\$ 94,733.05	
602	Intermediate Phase Erosion Control Measures, including Installation, Maintenance, and Removal	\$ 24,273.48	LS	1	\$ 24,273.48	
603	Final Phase Erosion Control Measures including River Rock Channel Lining	\$ 2,500.00	LS	1	\$ 2,500.00	
604	NPDES Compliance	\$ 4,500.00	LS	1	\$ 4,500.00	
MISCELLANEOUS ITEMS						
700	Mobilization, Bonds, and Insurance (Not to exceed 10% of Base Grand Total)	\$ 218,750.00	LS	1	\$ 218,750.00	
701	As-built Surveys for Retention Pond and Bioretention Basin Certification	\$ 14,375.00	LS	1	\$ 14,375.00	
GRAND TOTAL					\$	4,154,560.89

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

Value Engineering

INTEGRATED CONSTRUCTION AND NOBILITY INC.

Wills Park Whacky World

Full Community Build Option	(317,800.00)	(317,800.00)	Accept
Hybrid Community Build Option	(132,500.00)	-	Decline
Change footbridge structural from steel to wood timbers(the remainder of the bridges is all wood)	(12,354.00)	(12,354.00)	Accept
Alternate playground surfacing contractor(Same product just straight to the vendor.	(12,500.00)	(12,500.00)	Accept
Alternate Shade Structures(Same configuration and material just direct to vendor)	(8,500.00)	(8,500.00)	Accept
		<u>(351,154.00)</u>	

Old Rucker Road Park

Utilize Alternate Prefabbed Restroom in Lieu of specified vendor. Same layout, same fixtures, used all over metro Atlanta.	(190,002.56)	<u>(190,002.56)</u>	Accepted CXT Ozarks(had to add sales tax,)
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Union Hill Park

Change three 48" Nyoplast Drains to pre-cast structures	(16,500.00)	(16,500.00)	Accept
Mill and soil cement existing base, top with 2" Topping	(14,000.00)	(14,000.00)	Accept, After taking shots, will have a modified curb along building
		<u>(30,500.00)</u>	

Equestrian

Open Cut roads instead of boring	(15,000.00)	(15,000.00)	Accept
Change Storm Structures 8.2, 8.3, 8.4, and 8.5 to Hooded Grate and Frames Versus Catch Basins	(6,000.00)	(6,000.00)	Accept
Wills Park Equestrian Pavement Spec Modifications	(36,937.00)	(36,937.00)	Accept
Change flagstone in bottom of pond from flagstone to CIP concrete	(18,420.00)	(18,420.00)	Accept
Change grass pavers to pervious concrete. 6" 57 stone, 6" pervious concrete	(5,941.50)	(5,941.50)	Accept
Change Walls to modular	(27,000.00)	-	Decline
		<u>(82,298.50)</u>	

Wills Parking Lot Expansion

Change from ADS SC-870 System(which is no longer made) to a storm keeper system by SEC	(7,100.00)	(7,100.00)	Accepted
Change PL-105 From a 30" Drain Basin To a precast junction box	(1,900.00)	(1,900.00)	Accepted
Backfill chamber system with dirt from top of stone to subgrade	(8,100.00)	(8,100.00)	Accepted
Change 2-30" Inlet dome grates to standard 4/0 precast with beehive grate used on 2.1, 2.2, and 2.4	(1,300.00)	(1,300.00)	Accepted
		<u>(18,400.00)</u>	

Contract: Alpharetta Park Improvements
Contract No.: 25-1005

All Parks			
Utilize some of base and aggregates on-site for base under trails	(50,000.00)	(50,000.00)	Accept
Export is over 300K, if the City has a site, or can be stored on-site	(250,000.00)	-	Decline
Deduct if all parks are accepted	(110,000.00)	(110,000.00)	Accept
		<u>(160,000.00)</u>	
Wills Park Spine Trail			
Delete all Decorative Pavers	(105,545.00)	<u>(105,545.00)</u>	
		<u>(937,900.08)</u>	

STATE	PROJECT NUMBER	SHEET NO.	TOTAL SHEETS
GA	22-121	10	70

SITE LEGEND

PROPOSED HEADER CURB

PROPERTY LINE

ADJOINING LOT LINE

WALL

FENCING

TRAFFIC FLOW

STRIPING

PARKING BAY COUNT

TYPE I PAVEMENT

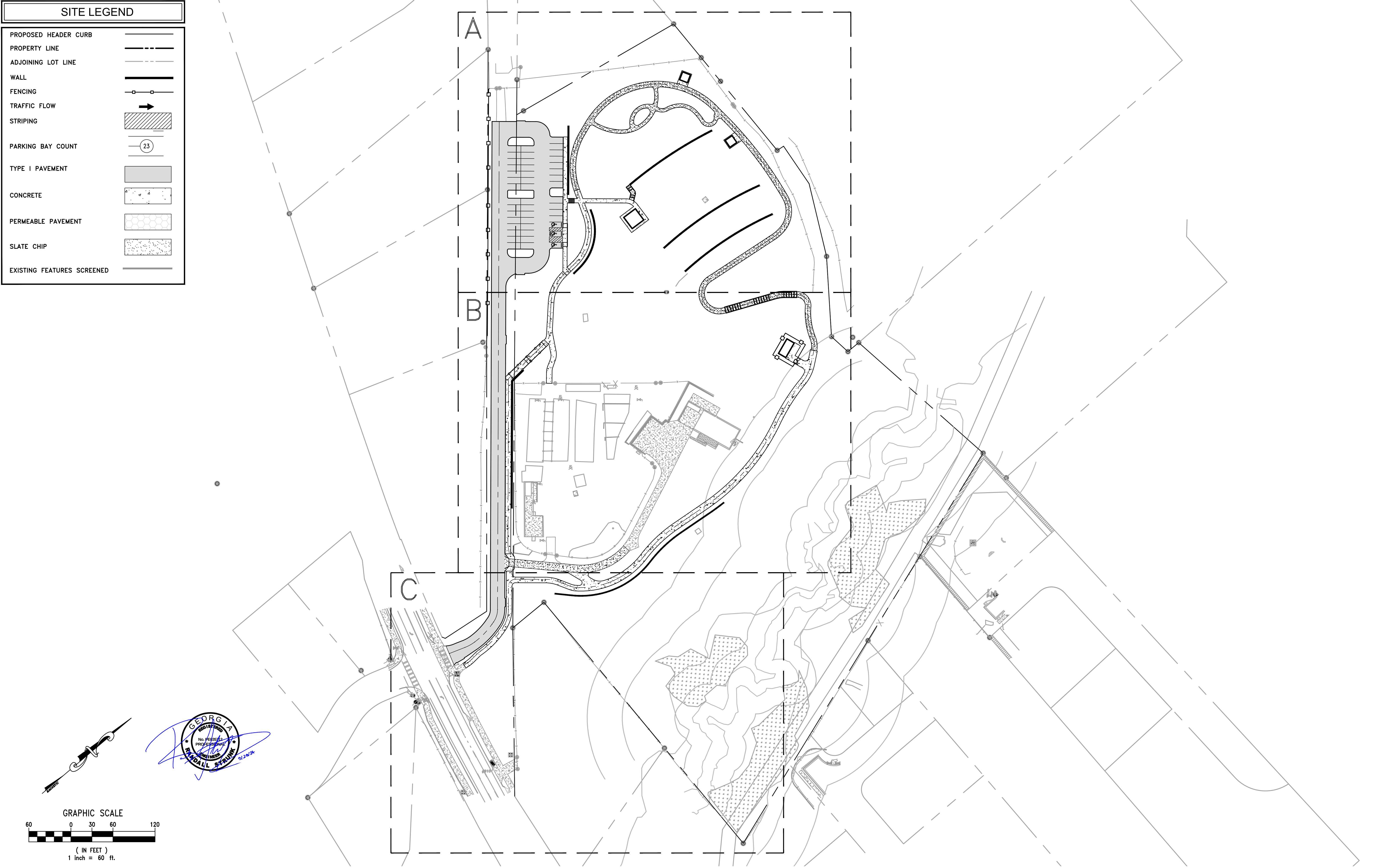
CONCRETE

PERMEABLE PAVEMENT

SLATE CHIP

EXISTING FEATURES SCREENED

23



DATE	REVISIONS	DATE	REVISIONS

COLUMBIA ENGINEERING

2862 BUFORD HIGHWAY

SUITE 200

DULUTH, GA 30096

(770) 925-0357

CITY OF ALPHARETTA

2 PARK PLAZA

ALPHARETTA, GA 30009

OLD RUCKER PARK
IMPROVEMENT PROJECT
OVERALL LAYOUT & DIMENSIONING PLAN

DESIGNED BY GAF	CES JOB NO. 5758.00	DRAWING NUMBER
DRAWN BY SG	DATE 06/28/2024	C-02
CHECKED BY JAS	SCALE AS NOTED	



SMALL PAVILION TO BE POLIGON BUILDING TYPE SQR-12 WITH STANDING SEAM OR APPROVED EQUAL. CONTRACTOR TO PROVIDE OWNER WITH COLOR OPTIONS FOR ROOF. OWNER TO SELECT ROOF COLOR PRIOR TO INSTALLATION. PAVILION SHALL BE ADA-ACCESSIBLE. CONTRACTOR SHALL PROVIDE CONCRETE SLAB PER MANUFACTURERS SPECIFICATIONS

4' SPLIT RAIL W/ CHICKEN WIRE

GRAVEL ROAD

GATE

GATE

CONCRETE PAD

N:1483923.21
E:2245266.93

SMALL PAVILION
E:1108.55

END WALL B
N:1483907.32
E:2245230.83

N:1483912.47
E:2245253.79

WALL B. FREESTANDING REDIROCK WALL WITH CAP. SEE DETAIL ON C-07.7

SMALL PAVILION TO BE POLIGON BUILDING TYPE SQR-12 WITH STANDING SEAM OR APPROVED EQUAL. CONTRACTOR TO PROVIDE OWNER WITH COLOR OPTIONS FOR ROOF. OWNER TO SELECT ROOF COLOR PRIOR TO INSTALLATION. PAVILION SHALL BE ADA-ACCESSIBLE. CONTRACTOR SHALL PROVIDE CONCRETE SLAB PER MANUFACTURERS SPECIFICATIONS

EXISTING WATER WELL TO REMAIN

OLD WELLHOUSE

WELL

IRRIGATION CONTROL

WALL D. GRAVITY REDIROCK WALL W/ RAILING OR APPROVED EQUAL. SEE DETAIL ON C-07.7

WALL E. FREESTANDING REDIROCK WALL WITH CAP. SEE DETAIL ON C-07.7

RESTROOM TO BE PUBLIC RESTROOM COMPANY BUILDING TYPE PS-022-CE-ST-2M-PLAYGROUND SERIES OR APPROVED EQUAL. CONTRACTOR TO PROVIDE OWNER WITH COLOR OPTIONS FOR ROOF. OWNER TO SELECT ROOF COLOR PRIOR TO INSTALLATION. RESTROOM SHALL BE ADA-ACCESSIBLE. CONTRACTOR SHALL PROVIDE CONCRETE SLAB PER MANUFACTURERS SPECIFICATIONS

RESTROOM
FFE:1105.00

BEGIN WALL D
N:1483746.29
E:2245314.57

BEGIN WALL E
N:1483747.86
E:2245359.54

BEGIN WALL C
N:1483702.15
E:2245204.98

CONCRETE WHEEL STOP (TYP). SEE DETAIL ON C-07.5

8' WIDE CONCRETE SIDEWALK (TYP). SEE DETAIL ON C-07.5

WALL C. GRAVITY REDIROCK WALL W/ RAILING OR APPROVED EQUAL. SEE DETAIL ON C-07.7

HC SIGN WITH APPLICABLE VAN PLACARD (TYP). SEE DETAIL ON C-07.5

SEPTIC AREA. DO NOT TRAVERSE

END WALL C
N:1483624.41
E:2245259.26

END WALL B
N:1483768.31
E:2245214.26

BEGIN WALL B
N:1483768.31
E:2245214.26

WALL A. GRAVITY REDIROCK WALL W/ RAILING OR APPROVED EQUAL. SEE DETAIL ON C-07.7

6' WIDE CONCRETE STAIRS W/ HANDRAILS AND CHEEK WALL. SEE DETAIL ON C-07.5

LEXAN CALL BOX. 6000-0100-AT&T BY CASE EMERGENCY SYSTEMS. CALL BOX SHALL BE YELLOW AND SOLAR-POWERED

6' WIDE CONCRETE SIDEWALK

8' WIDE SLATE CHIP TRAIL (TYP). SEE DETAIL ON SHEET C-07.4

8' WIDE SLATE CHIP TRAIL (TYP). SEE DETAIL ON SHEET C-07.4

BEGIN WALL A
N:1483755.42
E:2245093.43

6' WIDE CONCRETE SIDEWALK. SEE DETAIL ON C-07.5

PT: 15+59.34

PC: 15+75.78

PT: 16+58.69

PT: 16+97.16

PT: 17+94.42

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

PT: 17+70.90

EP: 7+94.66
N:1483684.29
E:2245024.76

EXISTING GRAVEL TO REMAIN

±25 LF OF TYPE 1 4" HEADER CURB. SEE DETAIL ON C-07.1

PAVEMENT EDGE (TYP)

RECONSTRUCT EXISTING WOODEN FENCE AND SET 1' OFF RIGHT OF WAY. MATCH EXISTING MATERIALS AND STYLE

ISLAND AREA=400 SF VOLUME=1,200 CF

6" WIDE CONCRETE INLAY. SEE DETAIL ON SHEET C-07.1

ISLAND AREA=224 SF VOLUME=672 CF

ISLAND AREA=405 SF VOLUME=1,215 CF

TYPE 1 PAVEMENT (TYP). SEE DETAIL ON SHEET C-07.1

RED PAINTED CONCRETE INLAY. 50' ON EITHER SIDE OF PROPOSED FIRE HYDRANT

ISLAND AREA=400 SF VOLUME=1,200 CF

TYPE 2 CONCRETE HEADER CURB (TYP). SEE DETAIL ON C-07.1

TYPE 1 PAVEMENT (TYP). SEE DETAIL ON SHEET C-07.1

TYPE 1 PAVEMENT (TYP). SEE DETAIL ON SHEET C-07.1

TYPE 1 PAVEMENT (TYP). SEE DETAIL ON SHEET C-07.1

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TYPE 1 PAVEMENT (TYP). SEE DETAIL ON SHEET C-07.1

TYPE 1 PAVEMENT (TYP). SEE DETAIL ON SHEET C-07.1

SITE LEGEND

- PROPOSED HEADER CURB
- PROPERTY LINE
- ADJOINING LOT LINE
- FENCING
- TRAFFIC FLOW
- STRIPING
- PARKING BAY COUNT
- TYPE 1 PAVEMENT
- CONCRETE
- PERMEABLE PAVEMENT
- SLATE CHIP
- EXISTING FEATURES SCREENED

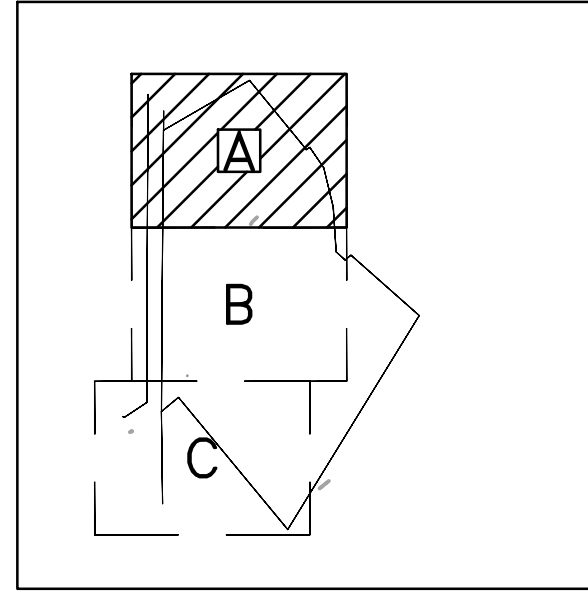
OLD RUCKER ROAD

Number	Radius	Length	Line/Chord Direction	A Value
L1		23.92	N18° 54' 32.52"E	
C1	60.00	15.95	N11° 17' 40.17"E	
C2	111.00	35.47	N5° 28' 26.70"W	
L2		4.13	N14° 37' 41.23"W	
C3	31.00	18.89	N32° 04' 56.97"W	
L3		696.80	N49° 32' 12.70"W	

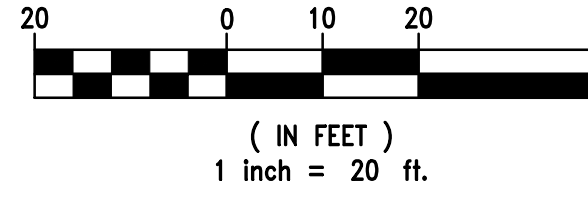
WALL TABLE

Wall	Wall Type
A	Gravity RediRock Wall with a Ledgestone Texture and Tennessee Fieldstone Coloration
B	Freestanding RediRock Wall with a Ledgestone Texture and Tennessee Fieldstone Coloration
C	Gravity RediRock Wall with a Ledgestone Texture and Tennessee Fieldstone Coloration
D	Gravity RediRock Wall with a Ledgestone Texture and Tennessee Fieldstone Coloration
E	Freestanding RediRock Wall with a Ledgestone Texture and Tennessee Fieldstone Coloration
F	Gravity RediRock Wall with a Ledgestone Texture and Tennessee Fieldstone Coloration
G	Gravity RediRock Wall with a Ledgestone Texture and Tennessee Fieldstone Coloration

KEY MAP



GRAPHIC SCALE



DATE	REVISIONS	DATE	REVISIONS

COLUMBIA ENGINEERING
2862 BUFORD HIGHWAY
SUITE 200
DULUTH, GA 30096
(770) 925-0357

CITY OF ALPHARETTA
2 PARK PLAZA
ALPHARETTA, GA 30009

OLD RUCKER PARK IMPROVEMENT PROJECT
LAYOUT & DIMENSIONING ENLARGEMENT PLAN

DESIGNED BY GAF	CES JOB NO. 5758.00	DRAWING NUMBER
DRAWN BY SG	DATE 06/28/2024	
CHECKED BY JAS	SCALE AS NOTED	

C-02.1

STATE	PROJECT NUMBER	SHEET NO.	TOTAL SHEETS
GA	22-121	12	70

SITE LEGEND

PROPOSED HEADER CURB

PROPERTY LINE

ADJOINING LOT LINE

WALL

FENCING

TRAFFIC FLOW

STRIPING

PARKING BAY COUNT

TYPE I PAVEMENT

CONCRETE

PERMEABLE PAVEMENT

SLATE CHIP

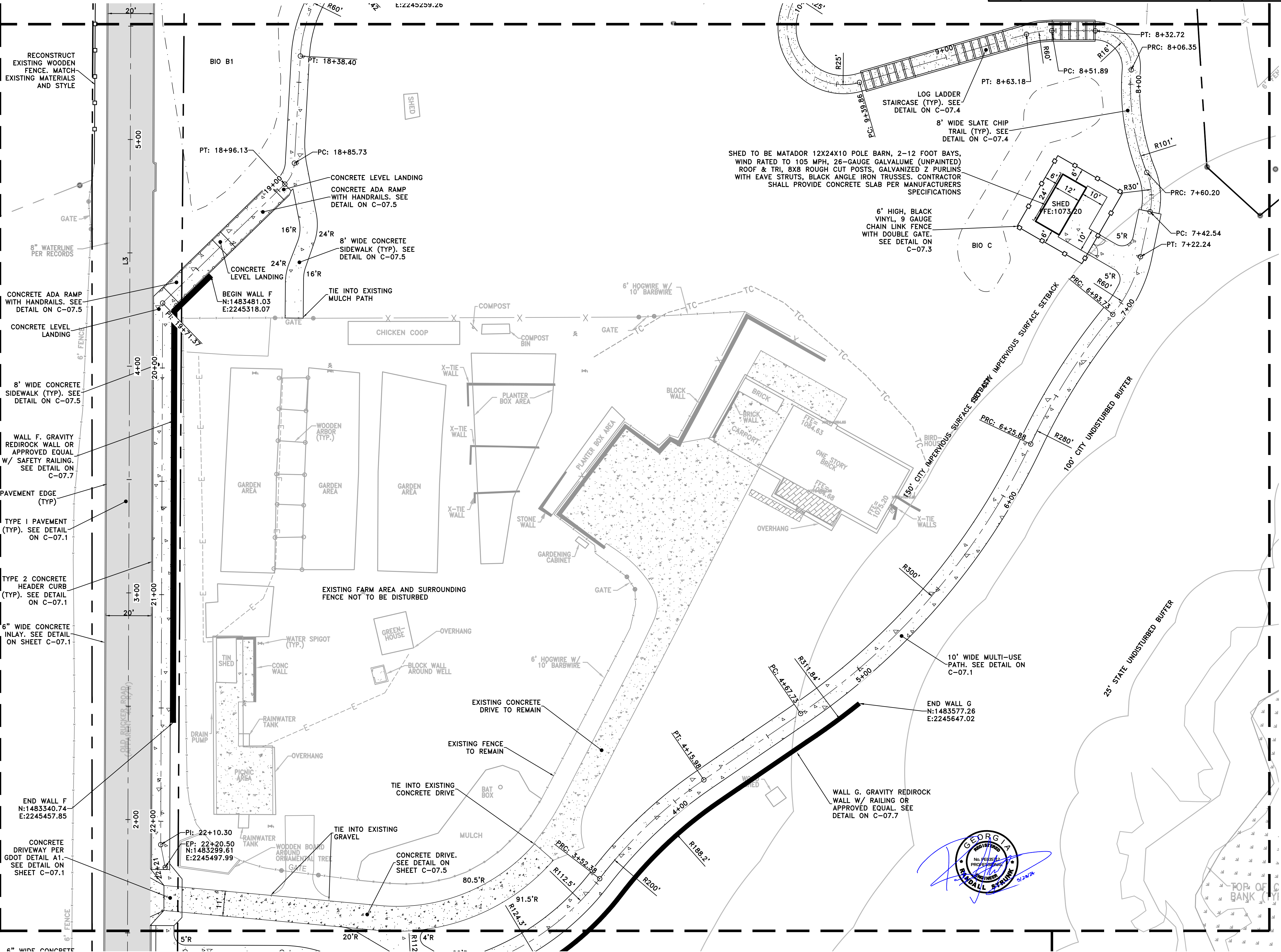
EXISTING FEATURES SCREENED

OLD RUCKER ROAD				
Number	Radius	Length	Line/Chord Direction	A Value
L1		23.92	N18° 54' 32.52"E	
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G	Gravity RediRock Wall with a Ledgestone Texture and Tennessee Fieldstone Coloration

KEY MAP

GRAPHIC SCALE
(IN FEET)
1 inch = 20 ft.



DATE	REVISIONS	DATE	REVISIONS	COLUMBIA ENGINEERING	CITY OF ALPHARETTA	OLD RUCKER PARK IMPROVEMENT PROJECT LAYOUT & DIMENSIONING ENLARGEMENT PLAN	DESIGNED BY GAF	CES JOB NO. 5758.00	DRAWING NUMBER
				2862 BUFORD HIGHWAY SUITE 200 DULUTH, GA 30096 (770) 925-0357	2 PARK PLAZA ALPHARETTA, GA 30009		DRAWN BY SG	DATE 06/28/2024	C-02.2
							CHECKED BY JAS	SCALE AS NOTED	

SITE LEGEND

PROPOSED HEADER CURB

PROPERTY LINE

ADJOINING LOT LINE

WALL

FENCING

TRAFFIC FLOW

STRIPING

PARKING BAY COUNT

TYPE 1 PAVEMENT

CONCRETE

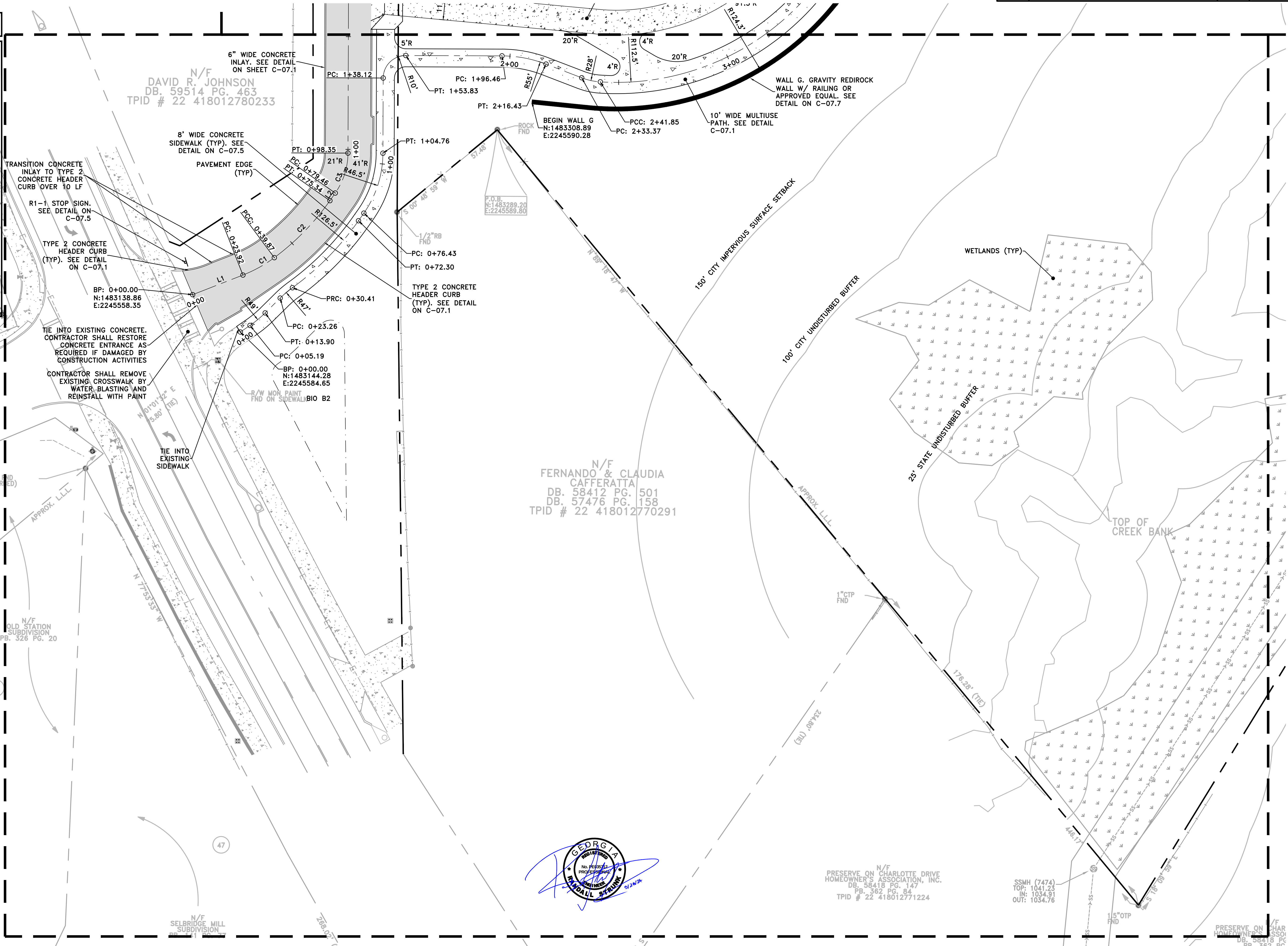
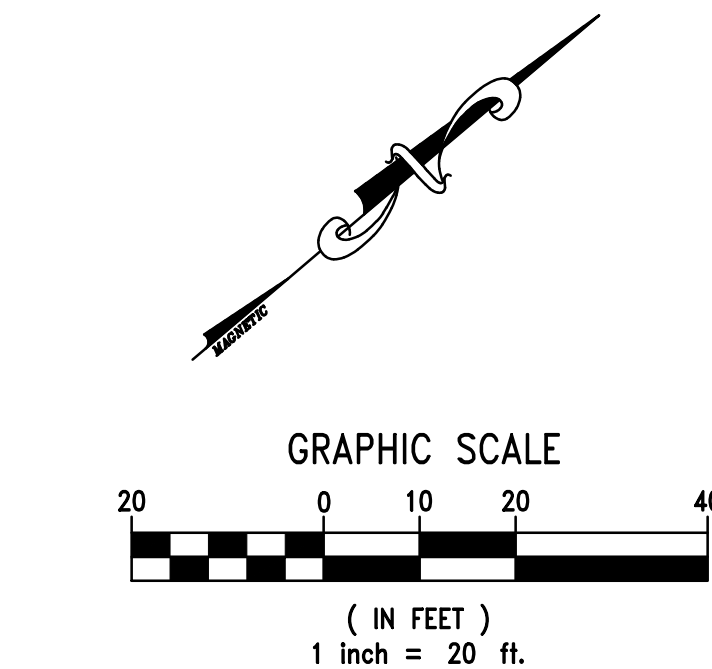
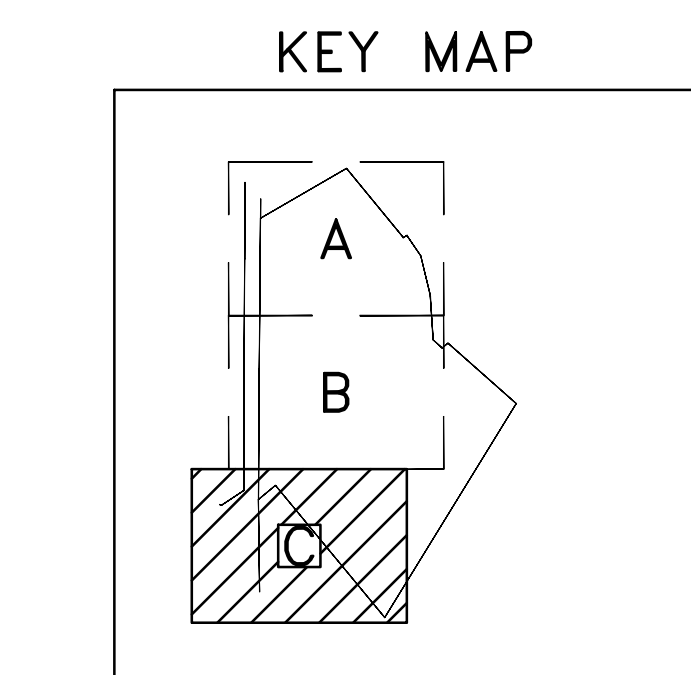
PERMEABLE PAVEMENT

SLATE CHIP

EXISTING FEATURES SCREENED

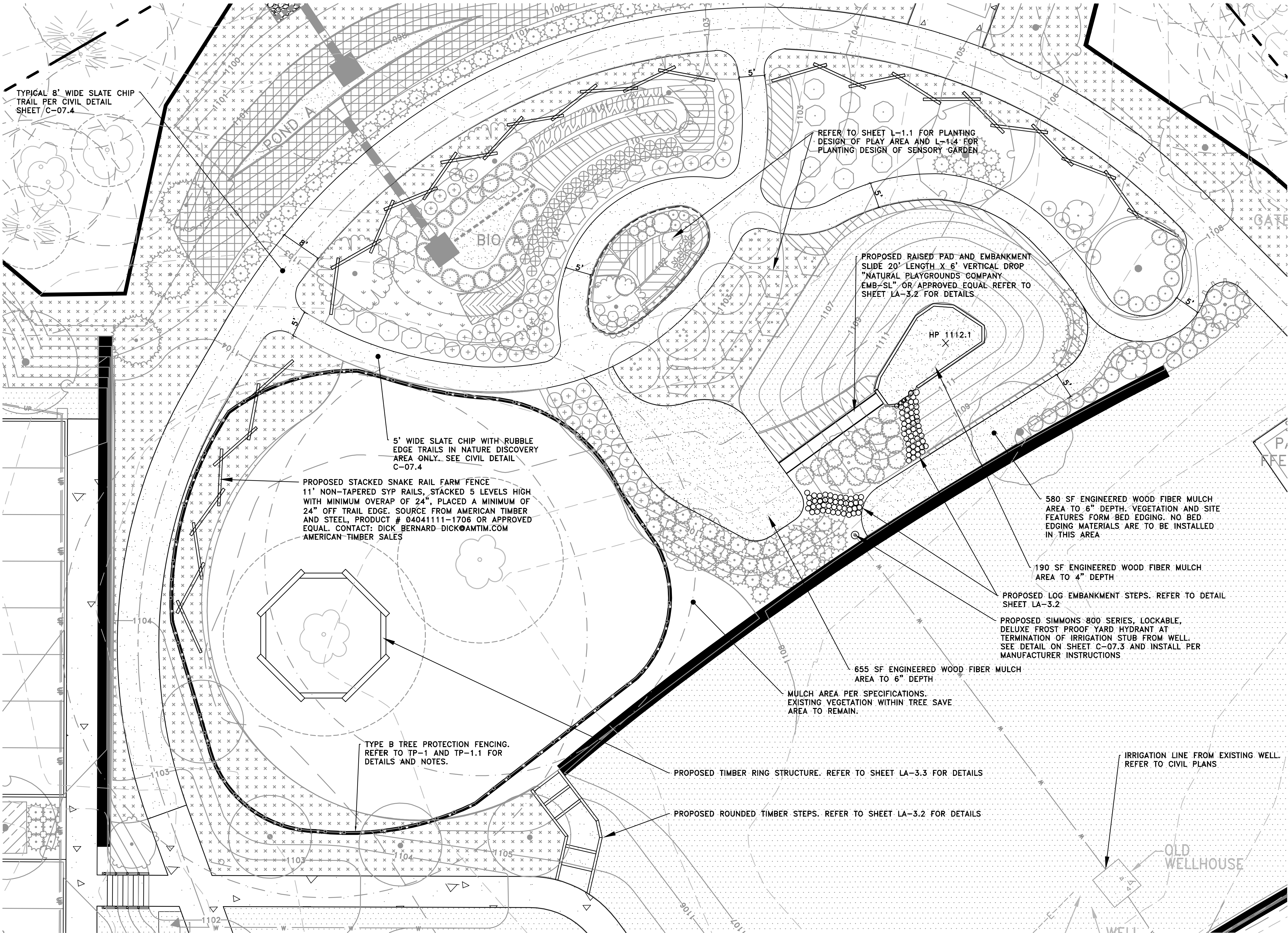
OLD RUCKER ROAD				
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G	Gravity RediRock Wall with a Ledgestone Texture and Tennessee Fieldstone Coloration

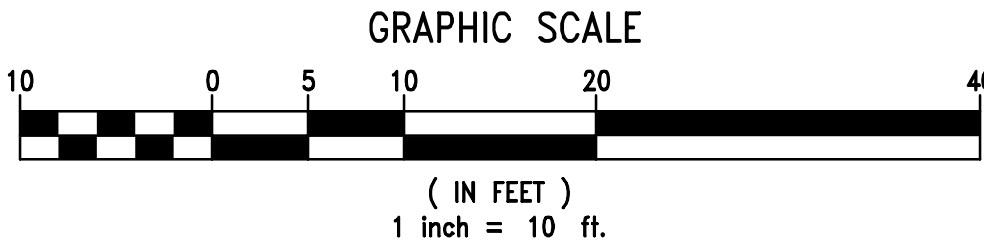
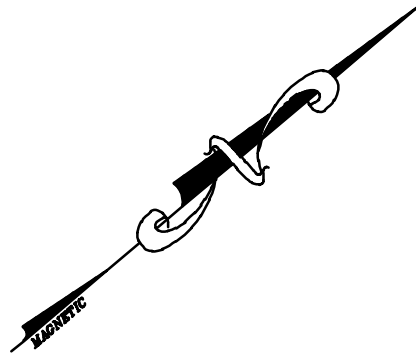


STATE	PROJECT NUMBER	SHEET NO.	TOTAL SHEETS
GA	22-121	60	70

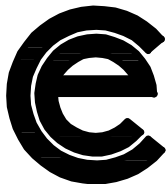
REFER TO LANDSCAPE AND TREE PROTECTION PLANS FOR TREE PROTECTION AND PLANTING IN THIS AREA



10/06/23



DATE	REVISIONS	DATE	REVISIONS



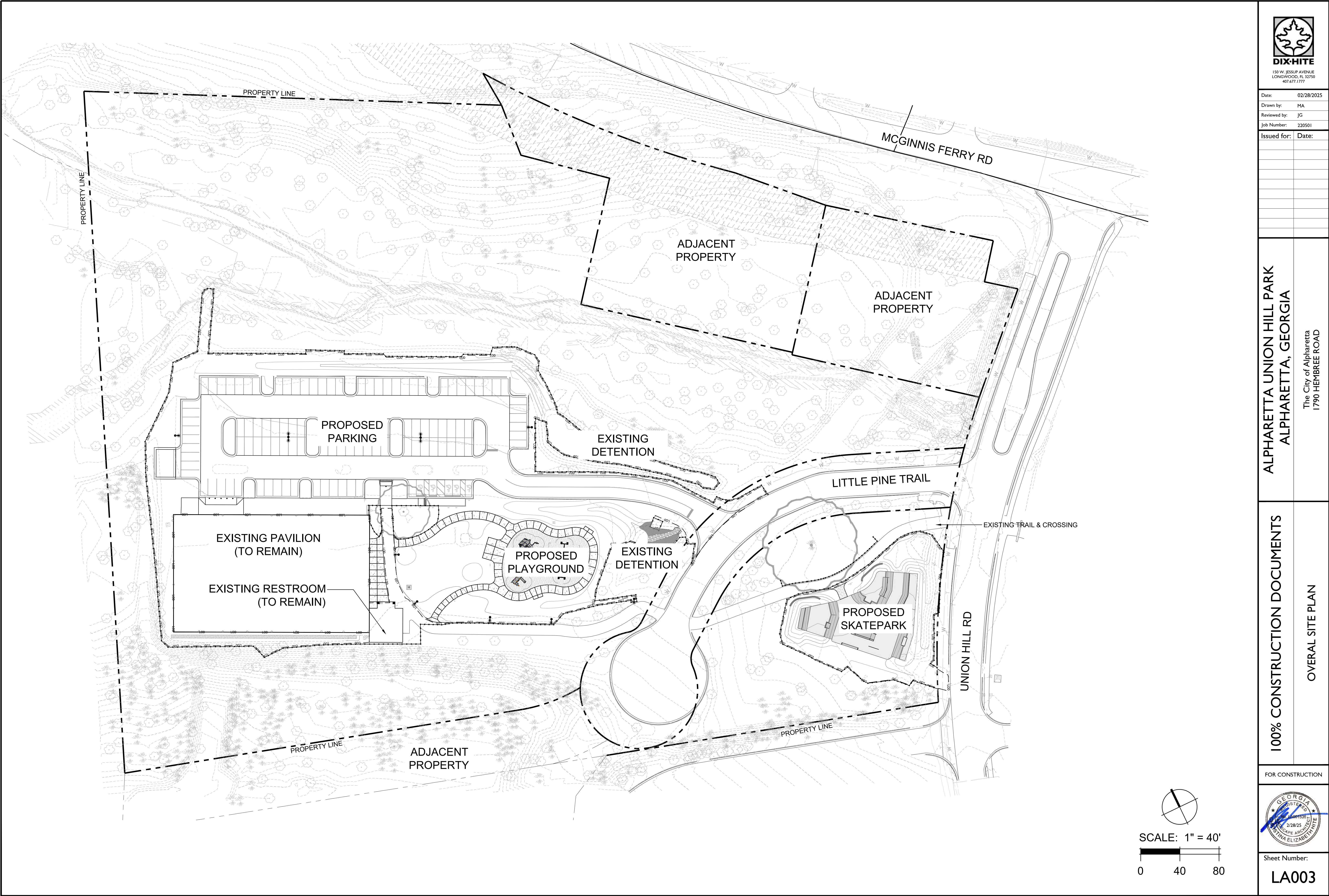
COLUMBIA ENGINEERING
2862 BUFORD HIGHWAY
SUITE 200
DULUTH, GA 30096
(770) 925-0357



CITY OF ALPHARETTA
2 PARK PLAZA
ALPHARETTA, GA 30009

OLD RUCKER PARK
NATURE DISCOVERY AREA PLAN

DESIGNED BY RG	CES JOB NO. 5758.00	DRAWING NUMBER
DRAWN BY RG	DATE 10/06/2023	LA-1.5
CHECKED BY RG	SCALE AS NOTED	



Date: 02/28/2025
Drawn by: MA
Reviewed by: JG
Job Number: 220501
Issued for: Date:

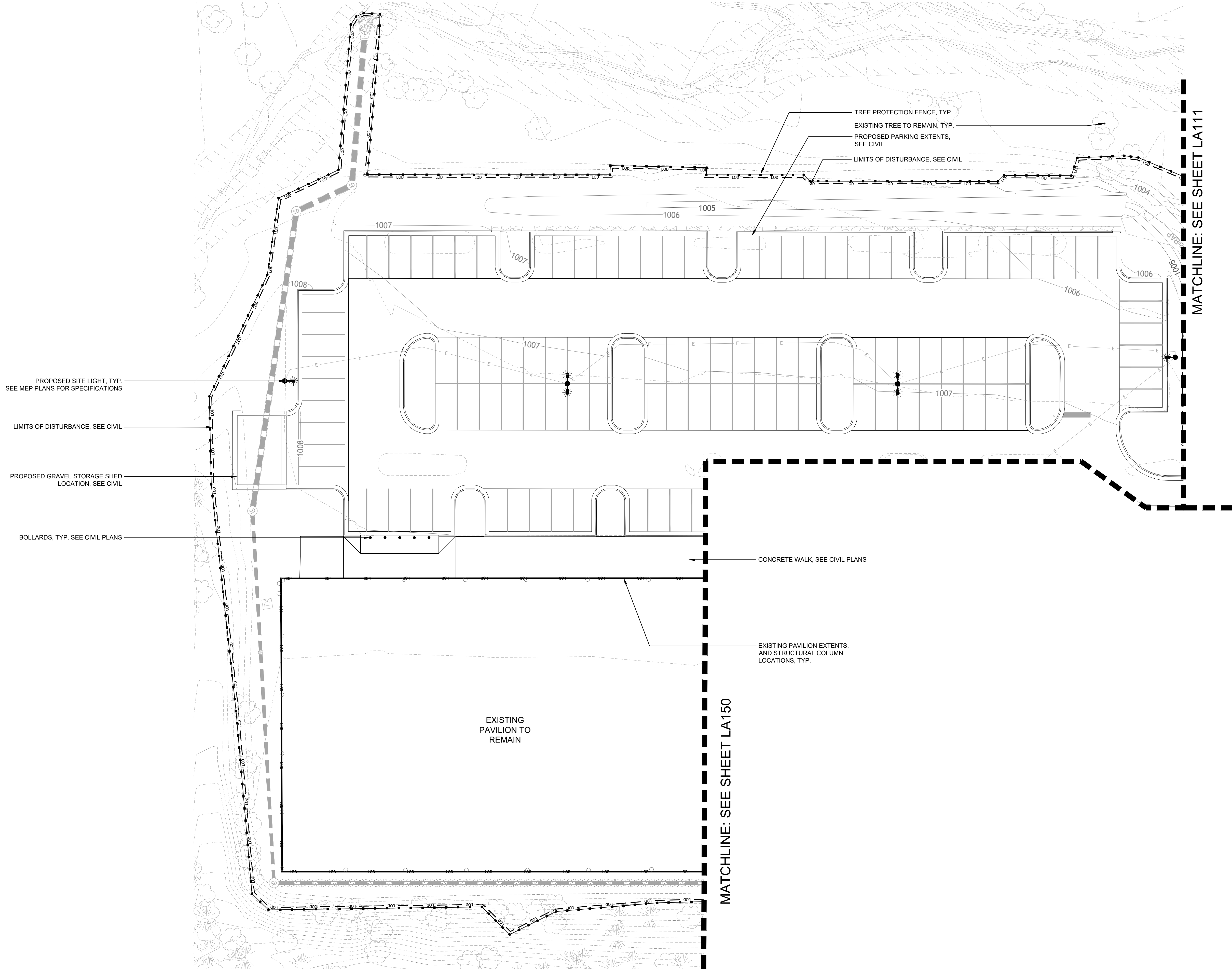
ALPHARETTA UNION HILL PARK
ALPHARETTA, GEORGIA
The City of Alpharetta
1790 HEMBREE ROAD

100% CONSTRUCTION DOCUMENTS
OVERALL SITE PLAN

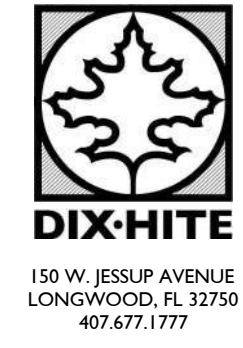
FOR CONSTRUCTION



Sheet Number:
LA003



NOTE:
• REFER TO ELECTRICAL DRAWINGS FOR PROPOSED LIGHTING LOCATIONS. CONTRACTOR TO PROVIDE ELECTRICAL CONDUIT FOR ALL PROPOSED LIGHTING
• REFER TO CIVIL DRAWINGS FOR PROPOSED PARKING LOT PAVING AND DETAILS



Date: 02/28/2025
Drawn by: MA
Reviewed by: JG
Job Number: 220501
Issued for: Date:

ALPHARETTA UNION HILL PARK
ALPHARETTA, GEORGIA
The City of Alpharetta
1790 HEMBREE ROAD

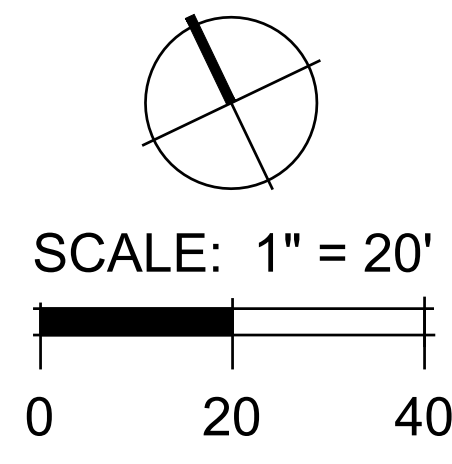
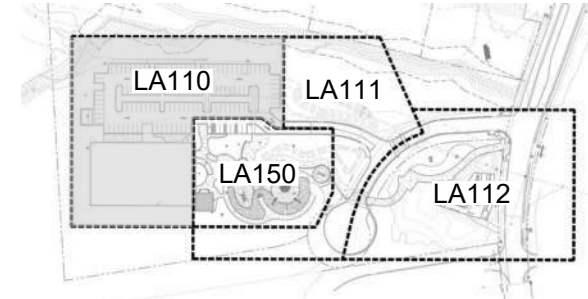
100% CONSTRUCTION DOCUMENTS
HARDSCAPE PLAN

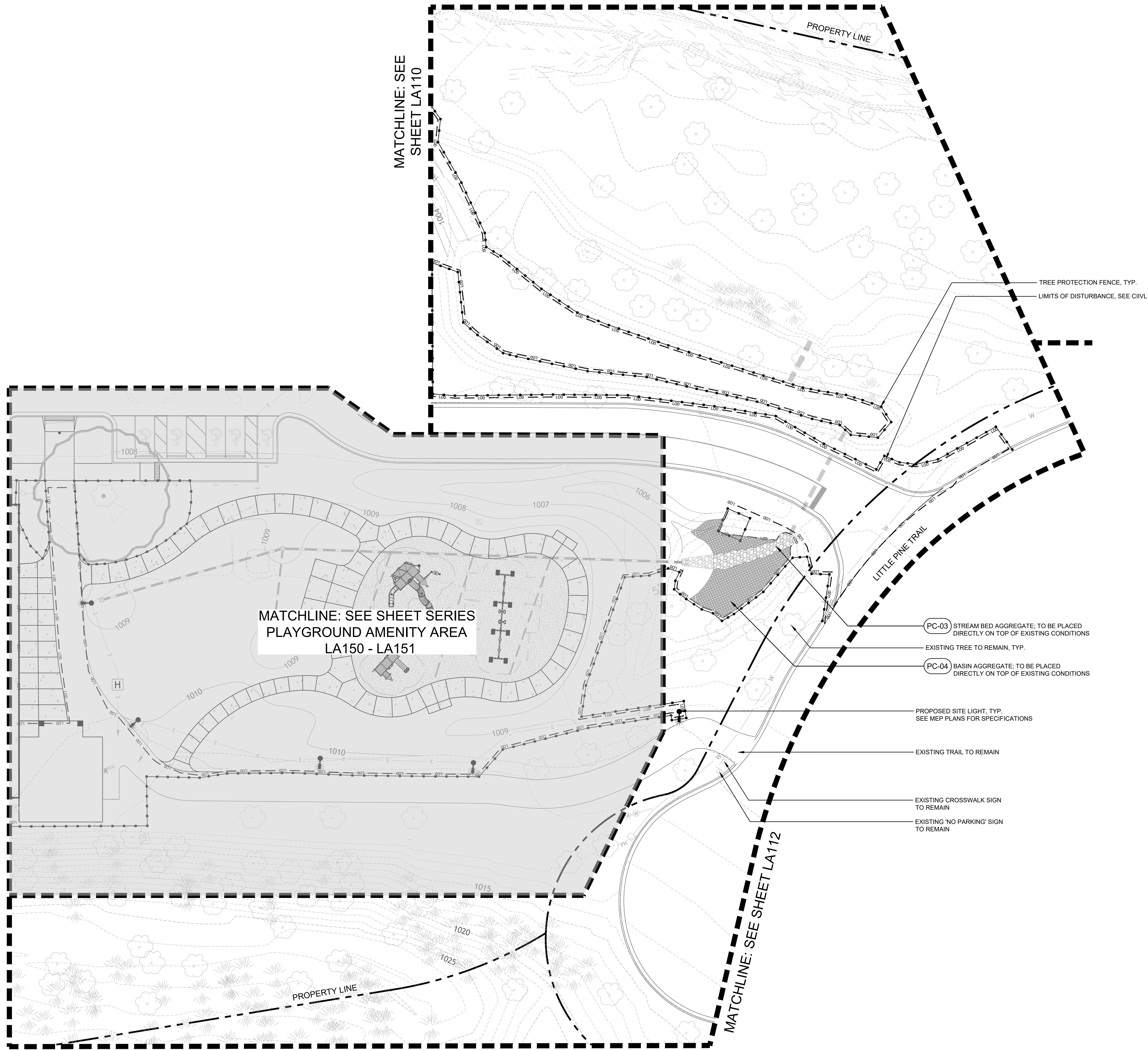
FOR CONSTRUCTION



Sheet Number:
LA110

KEY PLAN





NOTE:
• REFER TO ELECTRICAL DRAWINGS FOR PROPOSED LIGHTING LOCATIONS. CONTRACTOR TO PROVIDE ELECTRICAL CONDUIT FOR ALL PROPOSED LIGHTING
• REFER TO CIVIL DRAWINGS FOR PROPOSED PARKING LOT PAVING AND DETAILS



Date: 02/28/2025
Drawn by: MA
Reviewed by: JG
Job Number: 220501
Issued for: Date:

ALPHARETTA UNION HILL PARK
ALPHARETTA, GEORGIA

The City of Alpharetta
1790 HEMBREE ROAD

100% CONSTRUCTION DOCUMENTS

HARDSCAPE PLAN

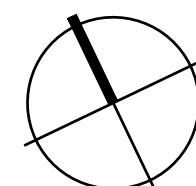
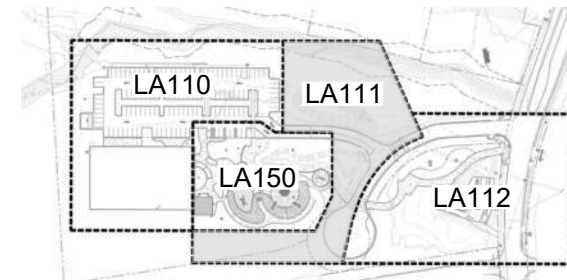
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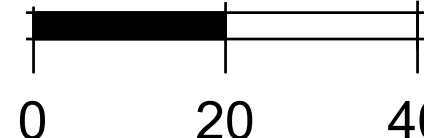
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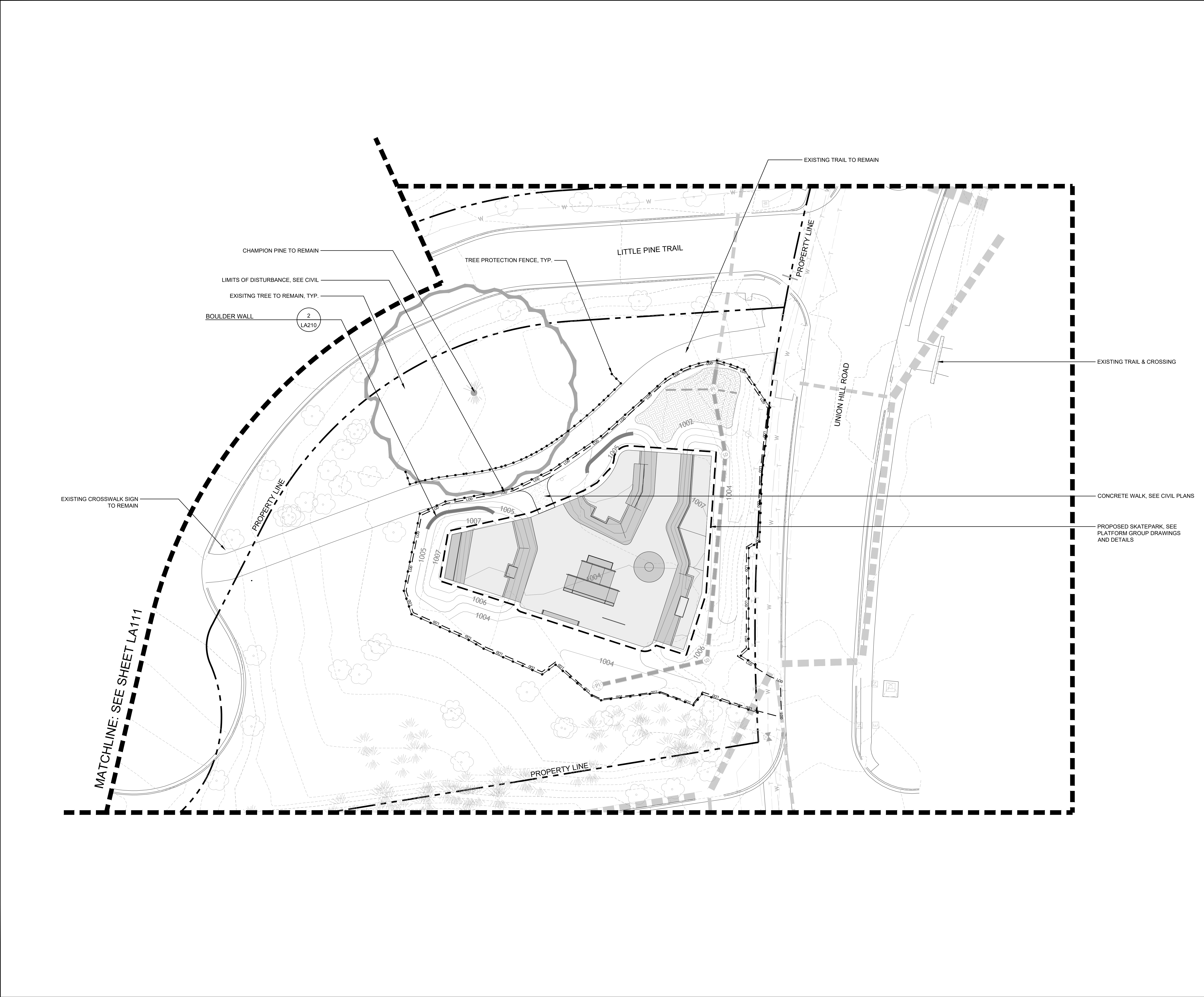
LA111

KEY PLAN



SCALE: 1" = 20'





- NOTE:**
- REFER TO ELECTRICAL DRAWINGS FOR PROPOSED LIGHTING LOCATIONS. CONTRACTOR TO PROVIDE ELECTRICAL CONDUIT FOR ALL PROPOSED LIGHTING
 - REFER TO CIVIL DRAWINGS FOR PROPOSED PARKING LOT PAVING AND DETAILS



Date:	02/28/2025
Drawn by:	MA
Reviewed by:	JG
Job Number:	220501
Issued for:	Date:

ALPHARETTA UNION HILL PARK
ALPHARETTA, GEORGIA

The City of Alpharetta
1790 HEMBREE ROAD

100% CONSTRUCTION DOCUMENTS

HARDSCAPE PLAN

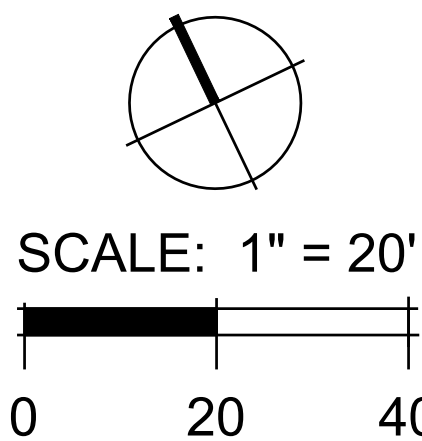
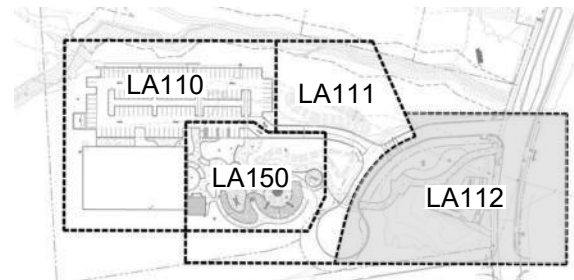
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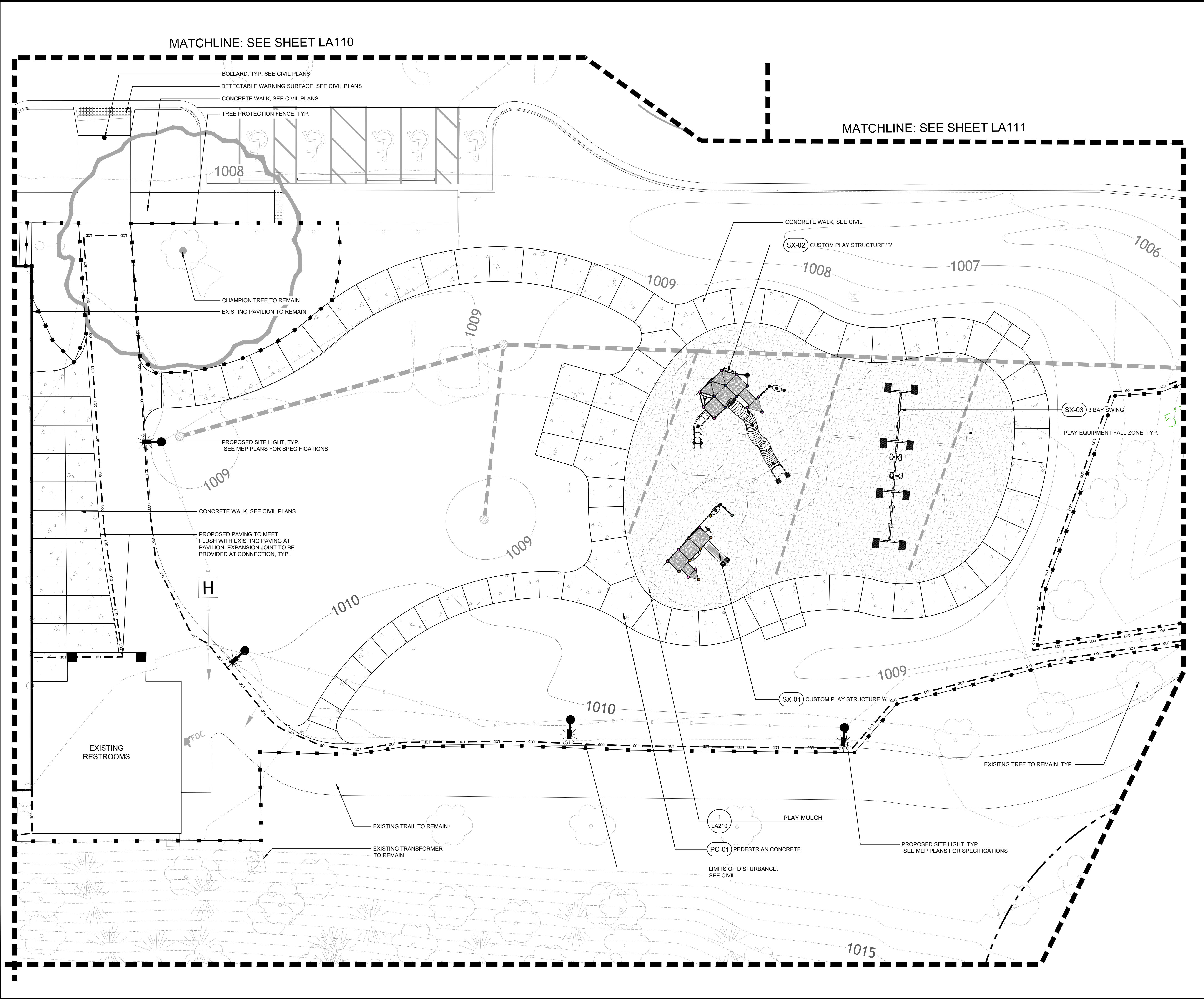


Sheet Number:

LA112

KEY PLAN





- NOTE:**
- REFER TO ELECTRICAL DRAWINGS FOR PROPOSED LIGHTING LOCATIONS. CONTRACTOR TO PROVIDE ELECTRICAL CONDUIT FOR ALL PROPOSED LIGHTING
 - REFER TO CIVIL DRAWINGS FOR PROPOSED PARKING LOT PAVING AND DETAILS
 - CONTRACTOR TO INSTALL PLAYGROUND DRAINAGE PRIOR TO PLAY EQUIPMENT INSTALL.



Date: 02/28/2025
Drawn by: MA
Reviewed by: JG
Job Number: 220501
Issued for: Date:

ALPHARETTA UNION HILL PARK
ALPHARETTA, GEORGIA

The City of Alpharetta
1790 HEMBREE ROAD

100% CONSTRUCTION DOCUMENTS

PLAYGROUND AMENITY AREA HARDSCAPE PLAN

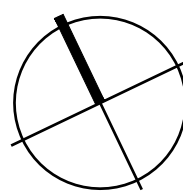
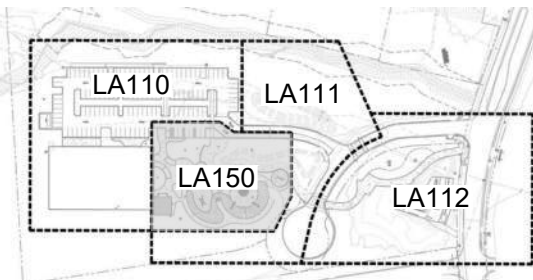
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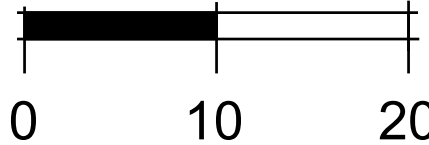
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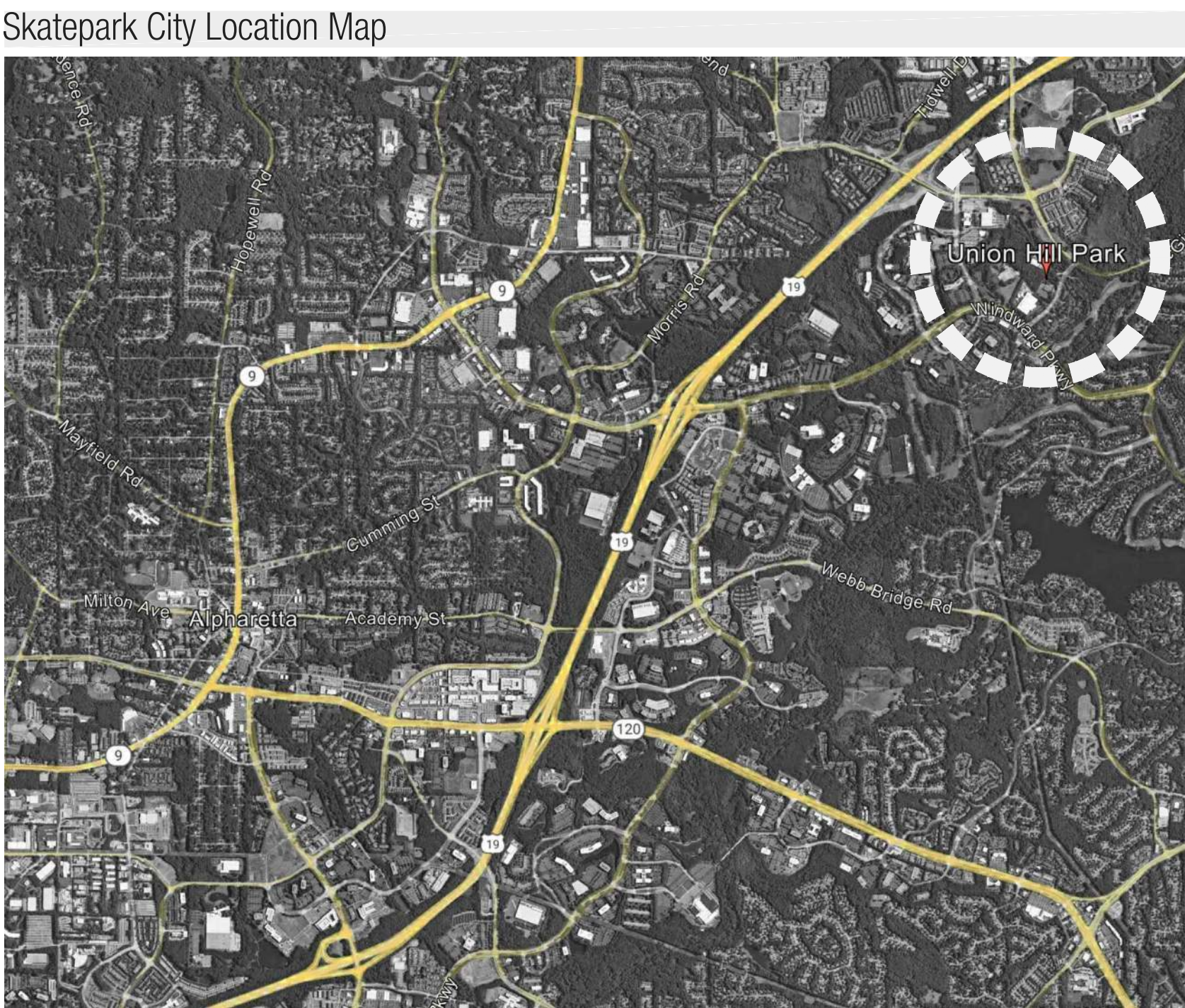
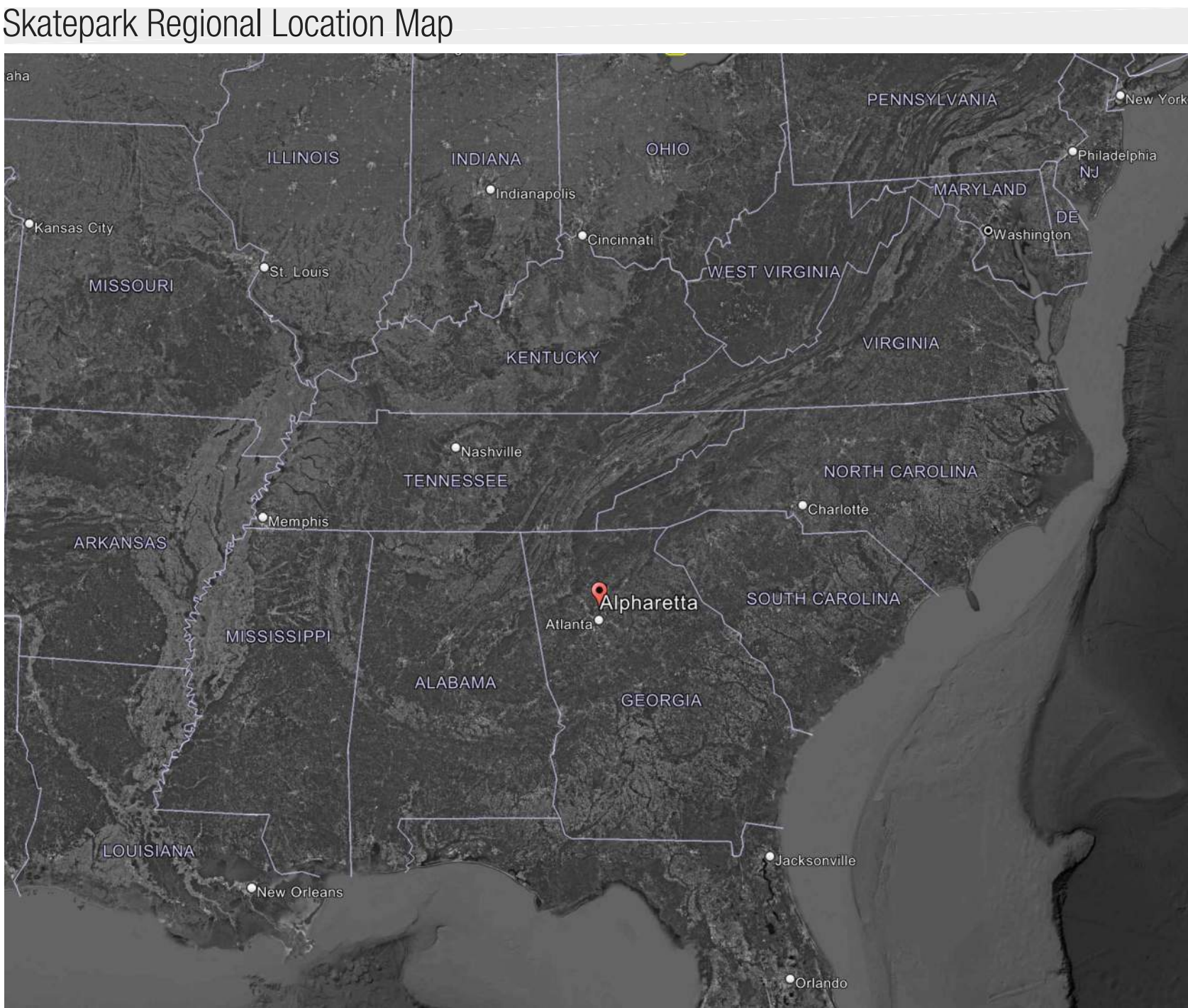
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KEY PLAN



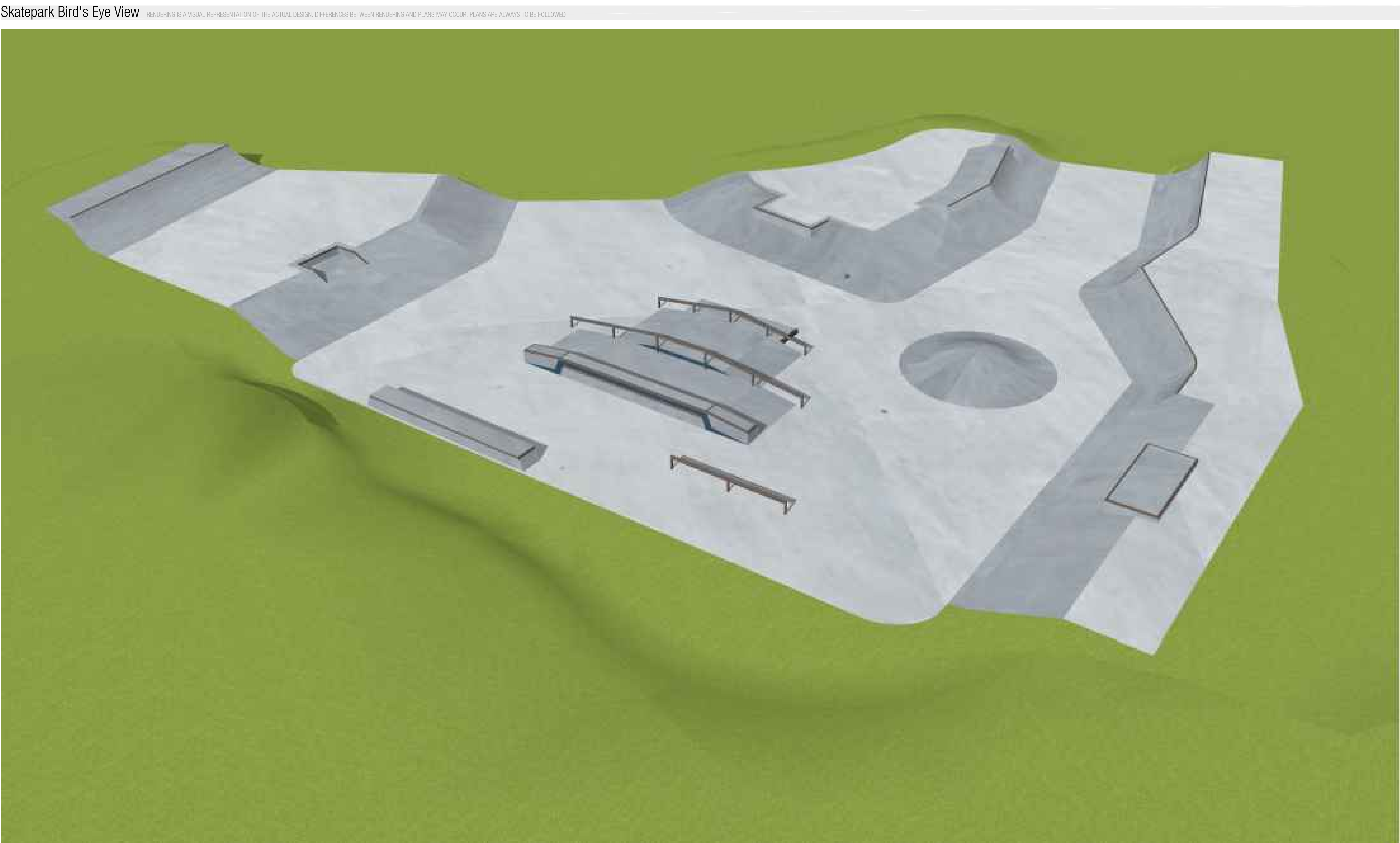
SCALE: 1" = 10'





the project:

ALPHARETTA Skatepark

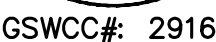


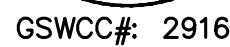


REVISION INFORMATION				
REV.	DR.	CHK.	DATE	DESCRIPTION

LE NO. 3817700

175 ROSWELL ST., 1815 OLD MILTON PARKWAY, & 11925 WILLS ROAD, ALPHARETTA, GA 30009



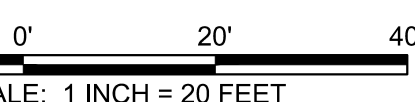


CITY OF ALPHARETTA

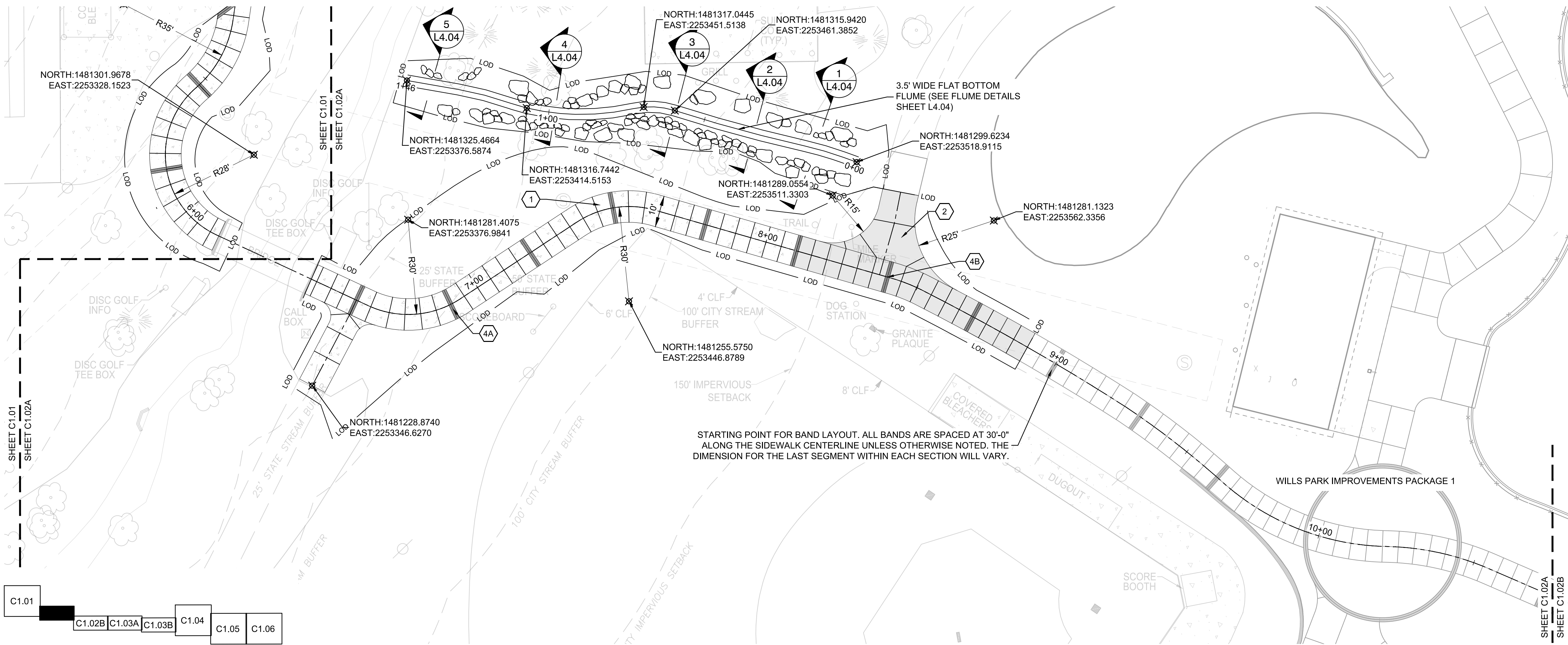
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C1.01

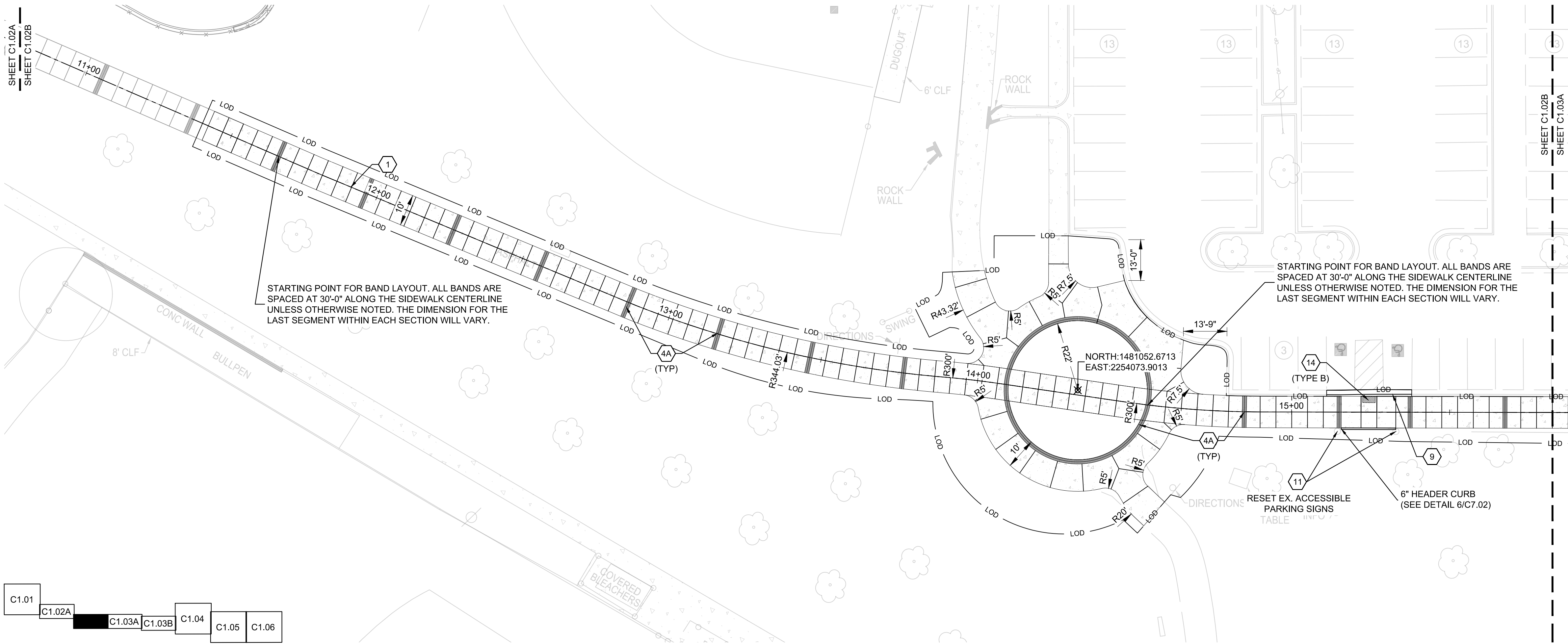
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SAVED:2/27/2025
PLOTTED:2/27/2025



A SEAM PATH - TOP
C1.02 1" = 20'



B SEAM PATH - BOTTOM
C1.02 1" = 20'

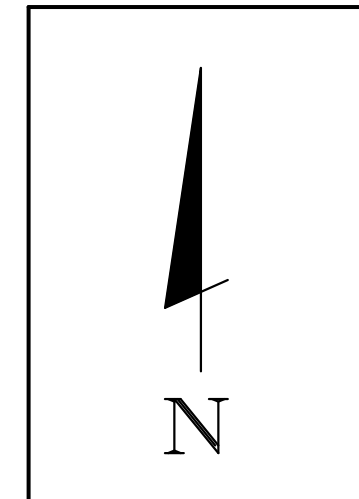
- GENERAL NOTES**
- CONTRACTOR TO REPLACE ANY SIDEWALK AND PAVEMENT, INCLUDING MARKINGS, REMOVED DURING CONSTRUCTION TO MATCH EXISTING CONDITIONS.
 - RADIUS MEASUREMENTS SHOWN TO INTERIOR CURB FACE WHERE APPLICABLE

LEGEND

- STANDARD CONCRETE SIDEWALK
- HEAVY DUTY CONCRETE PAVEMENT
- GRAVEL (RIVER ROCK)
- BRICK BANDING
- SLATESCAPE
- PERVIOUS STANDARD DUTY CONCRETE
- PERVIOUS HEAVY DUTY CONCRETE

SITE KEYNOTES

1	STANDARD DUTY CONCRETE SIDEWALK (SEE DETAIL 7/L4.01)
2	HEAVY DUTY CONCRETE PAVEMENT (SEE DETAIL 1/L4.01)
3	BRICK BANDING IN EXISTING CONCRETE (SEE DETAIL 1/L4.02)
4A	BRICK BANDING IN STANDARD DUTY CONCRETE (SEE DETAIL 3/L4.01)
4B	BRICK BANDING IN HEAVY DUTY CONCRETE (SEE DETAIL 2/L4.01)
5	EAST ENTRANCE GATEWAY
6	WEST ENTRANCE GATEWAY (SEE DETAILS 1 & 2/L5.07)
7	PERVIOUS STANDARD DUTY CONC. PVMT. (SEE DETAIL 2A/L4.02)
8	PERVIOUS HEAVY DUTY CONCRETE (SEE DETAIL 2B/L4.02)
9	REPLACE EXISTING CURB AND GUTTER (SEE DETAIL 901/C7.01)
10	ACCESSIBLE PARKING SPACE (SEE DETAIL 3/C7.02)
11	ACCESSIBLE PARKING SIGN (SEE DETAIL 1/C7.03)
12	CONCRETE WHEELSTOP (SEE DETAIL 5/C7.02)
13	DETECTABLE WARNING SURFACE (SEE DETAIL 2/C7.02)
14	ACCESSIBLE CURB RAMP WITH DETECTIBLE WARNINGS (STD. 902/C7.01)
15	DOG PARK MAINTENANCE GATE - FENCE A (SEE DETAIL 1/L2.04)
16	DOG PARK MAINTENANCE GATE - FENCE B (SEE DETAIL 3/L4.03)
17	FENCE A - PERIMETER FOUR BOARD W/VINYL COATED CHICKEN WIRE FENCE (SEE DETAIL 1/L4.03)
18	FENCE B - CHAIN LINK BLACK VINYL COATED FENCE (SEE DETAIL 2/L4.03)
19	DOG PARK SPIGOT (SEE DETAIL 5/L4.02)
20	DOG PARK ENTRANCE GATE (SEE DETAIL 2/L2.04)
21	DOG PARK ENTRANCE ENLARGEMENT (SEE DETAIL 7/L4.02)
22	FLUSH CURB (SEE DETAIL 3/C7.03)



DATUM: GSPW NAD83	FEMA PANEL: ZONE "X", PANEL NO. 13121C0058F, 9/18/2013.
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20'	10'	0'	20'	40'
				
SCALE: 1 INCH = 20 FEET				

BARGE
DESIGN SOLUTIONS



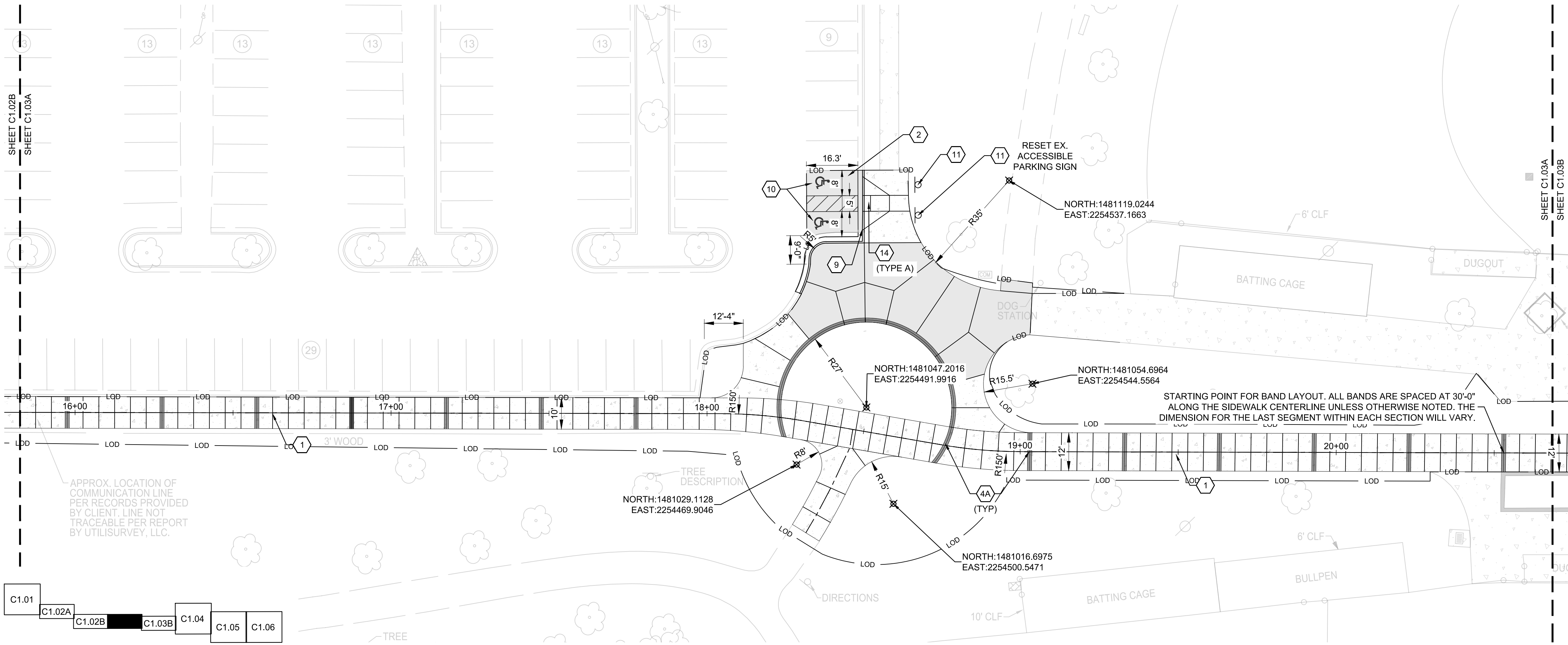
SITE LAYOUT PLAN

CITY OF ALPHARETTA
WILLS PARK IMPROVEMENTS - PACKAGE THREE
175 ROSWELL ST., 1815 OLD MILTON PARKWAY, & 11925 WILLS ROAD, ALPHARETTA, GA 30009

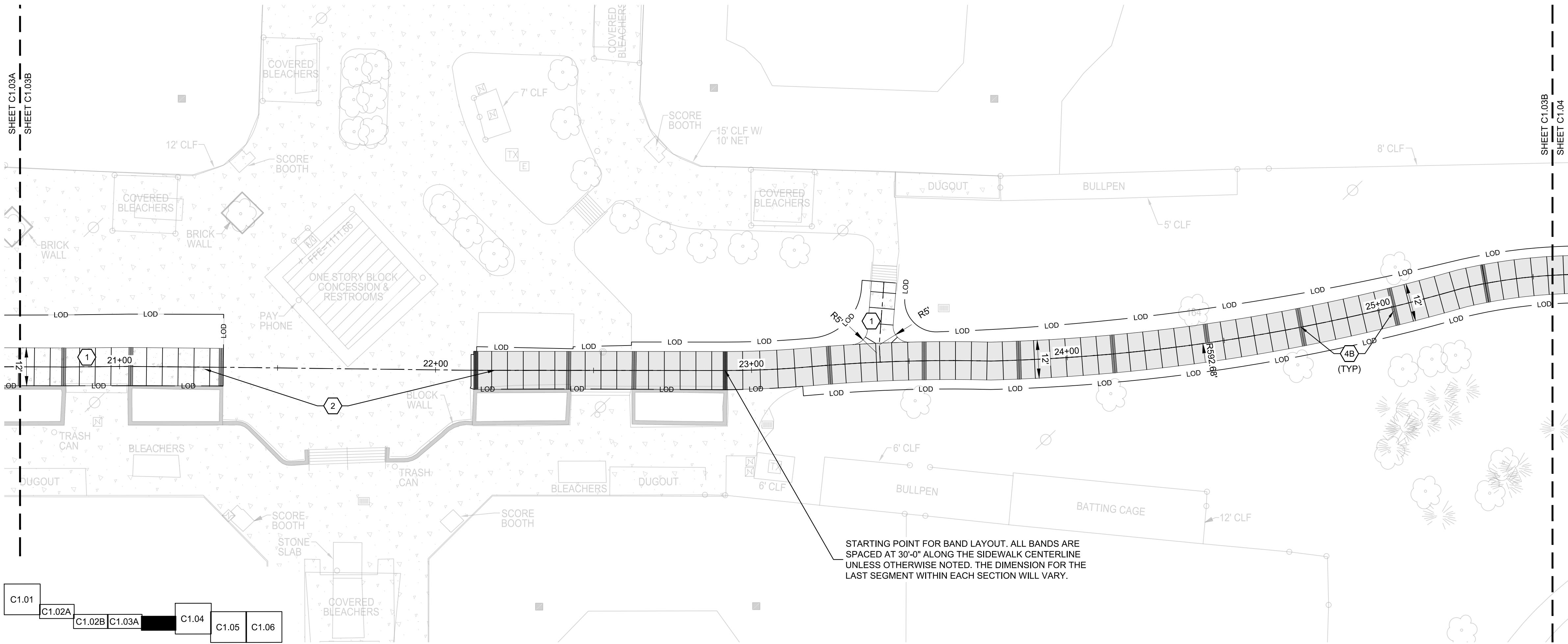
REV.	OR.	CHK.	DATE	DESCRIPTION
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C1.02
FILE NO. 3817700_1

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SAVED:2/27/2025
PLOTTED:2/27/2025



A SEAM PATH - TOP
C1.03 1" = 20'



B SEAM PATH - BOTTOM
C1.03 1" = 20'

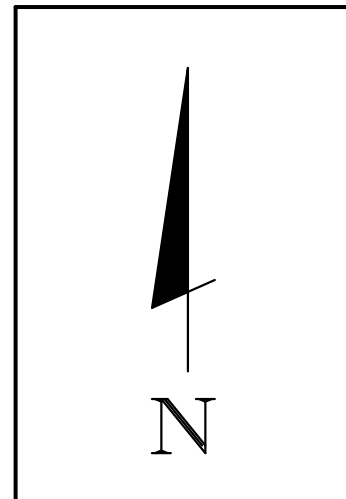
- GENERAL NOTES**
- CONTRACTOR TO REPLACE ANY SIDEWALK AND PAVEMENT, INCLUDING MARKINGS, REMOVED DURING CONSTRUCTION TO MATCH EXISTING CONDITIONS.
 - RADIUS MEASUREMENTS SHOWN TO INTERIOR CURB FACE WHERE APPLICABLE

LEGEND

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- HEAVY DUTY CONCRETE PAVEMENT
- GRAVEL (RIVER ROCK)
- BRICK BANDING
- SLATESCAPE
- PERVIOUS STANDARD DUTY CONCRETE
- PERVIOUS HEAVY DUTY CONCRETE

SITE KEYNOTES

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5	EAST ENTRANCE GATEWAY
6	WEST ENTRANCE GATEWAY (SEE DETAILS 1 & 2/L5.07)
7	PERVIOUS STANDARD DUTY CONC. P/MT. (SEE DETAIL 2A/L4.02)
8	PERVIOUS HEAVY DUTY CONCRETE (SEE DETAIL 2B/L4.02)
9	REPLACE EXISTING CURB AND GUTTER (SEE DETAIL 901/C7.01)
10	ACCESSIBLE PARKING SPACE (SEE DETAIL 3/C7.02)
11	ACCESSIBLE PARKING SIGN (SEE DETAIL 1/C7.03)
12	CONCRETE WHEELSTOP (SEE DETAIL 5/C7.02)
13	DETECTABLE WARNING SURFACE (SEE DETAIL 2/C7.02)
14	ACCESSIBLE CURB RAMP WITH DETECTIBLE WARNINGS (STD. 902/C7.01)
15	DOG PARK MAINTENANCE GATE - FENCE A (SEE DETAIL 1/L2.04)
16	DOG PARK MAINTENANCE GATE - FENCE B (SEE DETAIL 3/L4.03)
17	FENCE A - PERIMETER FOUR BOARD W/VINYL COATED CHICKEN WIRE FENCE (SEE DETAIL 1/L4.03)
18	FENCE B - CHAIN LINK BLACK VINYL COATED FENCE (SEE DETAIL 2/L4.03)
19	DOG PARK SPIGOT (SEE DETAIL 5/L4.02)
20	DOG PARK ENTRANCE GATE (SEE DETAIL 2/L2.04)
21	DOG PARK ENTRANCE ENLARGEMENT (SEE DETAIL 7/L4.02)
22	FLUSH CURB (SEE DETAIL 3/C7.03)



DATUM: GSPW NAD83
FEMA PANEL: ZONE "X", PANEL NO. 13121C0058F, 9/18/2013.

20' 10' 0' 20' 40'
SCALE: 1 INCH = 20 FEET

BARGE
DESIGN SOLUTIONS



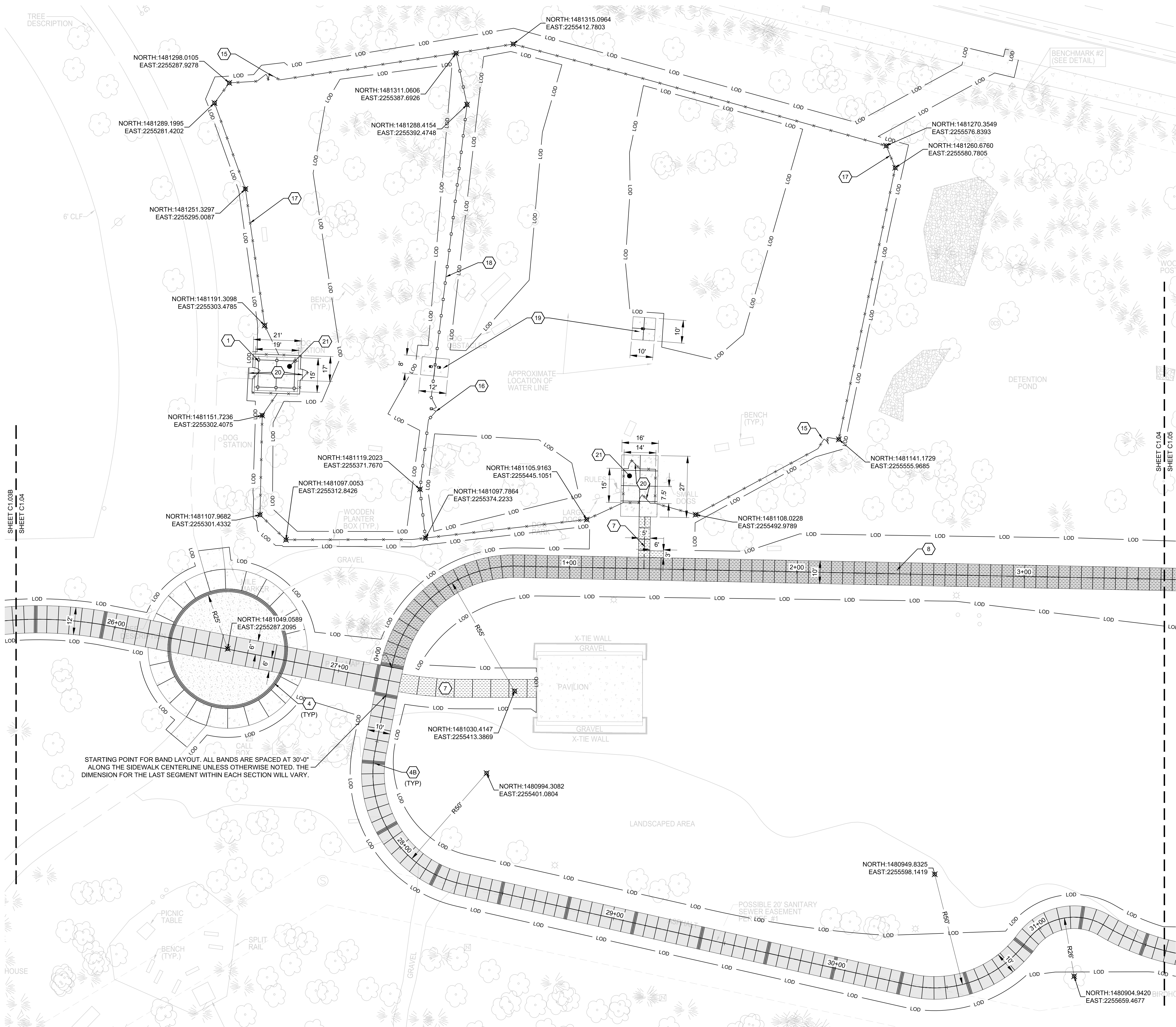
SITE LAYOUT PLAN
CITY OF ALPHARETTA
WILLS PARK IMPROVEMENTS - PACKAGE THREE
175 ROSWELL ST., 1815 OLD MILTON PARKWAY, & 11925 WILLS ROAD, ALPHARETTA, GA 30009

REV.	OR.	CHK.	DATE	DESCRIPTION
0	GH		02/26/2025	100% IFC SET

C1.03

FILE NO. 3817700_1

USER:CMARTE
FILE:3817700_1_C1.01 Site Layout.dwg
SAVED:2/27/2025
PLOTTED:2/27/2025



STARTING POINT FOR BAND LAYOUT. ALL BANDS ARE SPACED AT 30'-0" ALONG THE SIDEWALK CENTERLINE UNLESS OTHERWISE NOTED. THE DIMENSION FOR THE LAST SEGMENT WITHIN EACH SECTION WILL VARY.

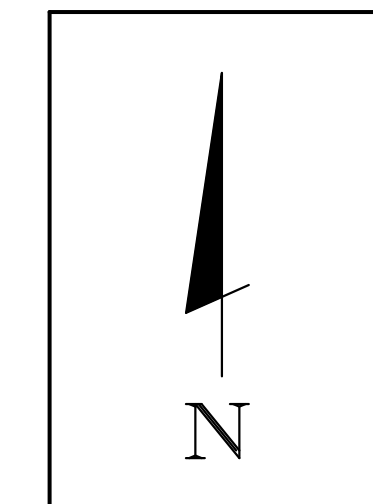
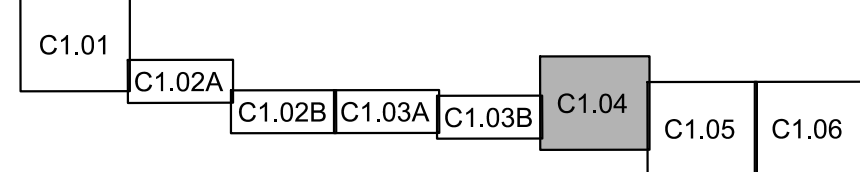
- GENERAL NOTES**
- CONTRACTOR TO REPLACE ANY SIDEWALK AND PAVEMENT, INCLUDING MARKINGS, REMOVED DURING CONSTRUCTION TO MATCH EXISTING CONDITIONS.
 - RADIUS MEASUREMENTS SHOWN TO INTERIOR CURB FACE WHERE APPLICABLE

LEGEND

- STANDARD CONCRETE SIDEWALK
- HEAVY DUTY CONCRETE PAVEMENT
- GRAVEL (RIVER ROCK)
- BRICK BANDING
- SLATESCAPE
- PERVIOUS STANDARD DUTY CONCRETE
- PERVIOUS HEAVY DUTY CONCRETE

SITE KEYNOTES

1	STANDARD DUTY CONCRETE SIDEWALK (SEE DETAIL 7/L4.01)
2	HEAVY DUTY CONCRETE PAVEMENT (SEE DETAIL 1/L4.01)
3	BRICK BANDING IN EXISTING CONCRETE (SEE DETAIL 1/L4.02)
4A	BRICK BANDING IN STANDARD DUTY CONCRETE (SEE DETAIL 3/L4.01)
4B	BRICK BANDING IN HEAVY DUTY CONCRETE (SEE DETAIL 2/L4.01)
5	EAST ENTRANCE GATEWAY
6	WEST ENTRANCE GATEWAY (SEE DETAILS 1 & 2/L5.07)
7	PERVIOUS STANDARD DUTY CONC. P.V.M.T. (SEE DETAIL 2A/L4.02)
8	PERVIOUS HEAVY DUTY CONCRETE (SEE DETAIL 2B/L4.02)
9	REPLACE EXISTING CURB AND GUTTER (SEE DETAIL 901/C7.01)
10	ACCESSIBLE PARKING SPACE (SEE DETAIL 3/C7.02)
11	ACCESSIBLE PARKING SIGN (SEE DETAIL 1/C7.03)
12	CONCRETE WHEELSTOP (SEE DETAIL 5/C7.02)
13	DETECTABLE WARNING SURFACE (SEE DETAIL 2/C7.02)
14	ACCESSIBLE CURB RAMP WITH DETECTIBLE WARNINGS (STD. 902/C7.01)
15	DOG PARK MAINTENANCE GATE - FENCE A (SEE DETAIL 1/L2.04)
16	DOG PARK MAINTENANCE GATE - FENCE B (SEE DETAIL 3/L4.03)
17	FENCE A - PERIMETER FOUR BOARD W/VINYL COATED CHICKEN WIRE FENCE (SEE DETAIL 1/L4.03)
18	FENCE B - CHAIN LINK BLACK VINYL COATED FENCE (SEE DETAIL 2/L4.03)
19	DOG PARK SPIGOT (SEE DETAIL 5/L4.02)
20	DOG PARK ENTRANCE GATE (SEE DETAIL 2/L2.04)
21	DOG PARK ENTRANCE ENLARGEMENT (SEE DETAIL 7/L4.02)
22	FLUSH CURB (SEE DETAIL 3/C7.03)



DATUM: GSPW NAD83	FEMA PANEL: ZONE "X", PANEL NO. 13121C0058F, 9/18/2013.
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BARGE
DESIGN SOLUTIONS

2389 Paces Ferry Road / Suite 650 / Atlanta, GA 30339
PHONE (770) 626-7631 / FAX (770) 864-5903



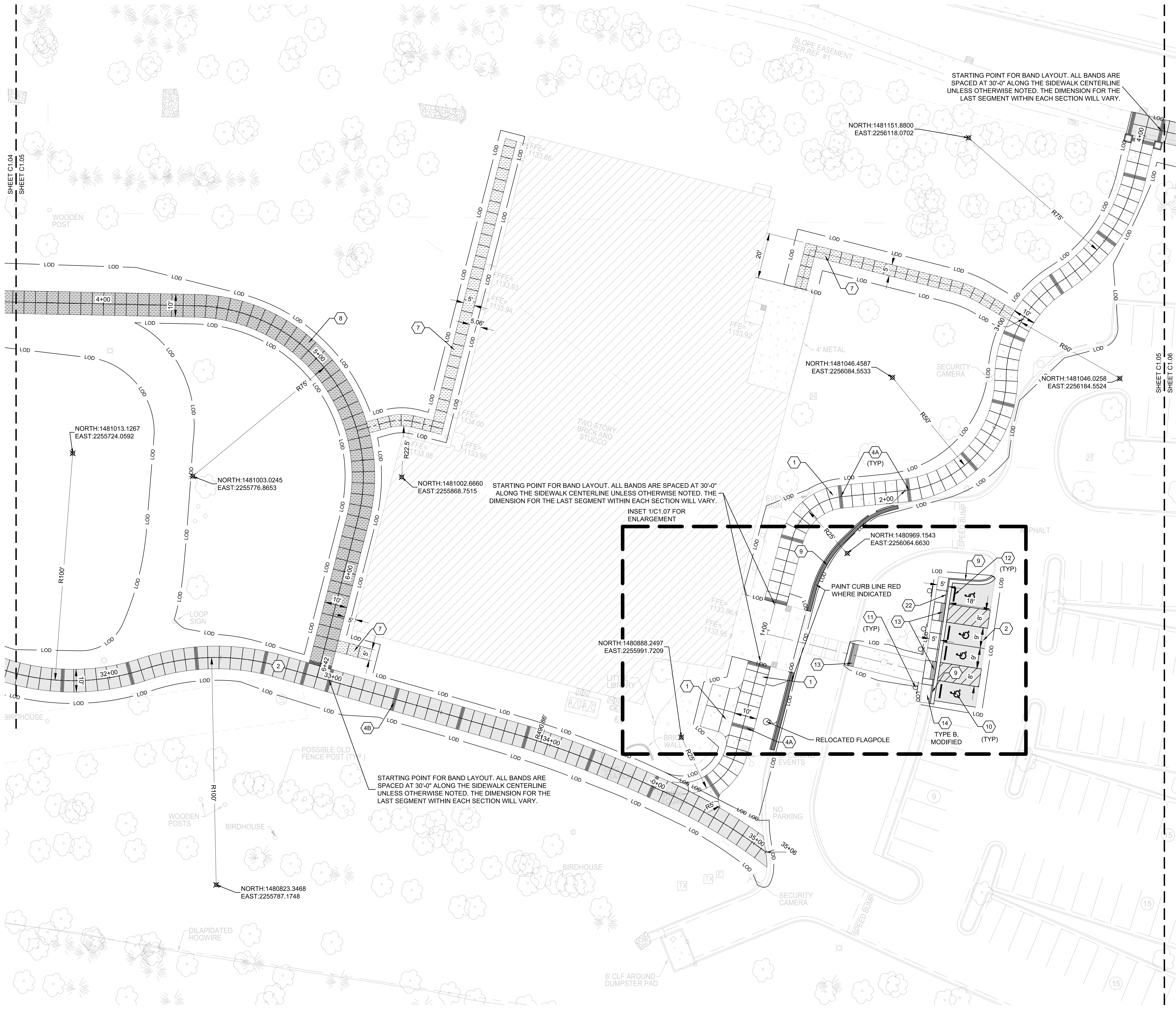
SITE LAYOUT PLAN

WILLS PARK IMPROVEMENTS - PACKAGE THREE
CITY OF ALPHARETTA
175 ROSWELL ST., 1815 OLD MILTON PARKWAY, & 11925 WILLS ROAD, ALPHARETTA, GA 30009

REV.	BY	CHK.	DATE	DESCRIPTION
0		JF	02/26/2025	100% IFC SET

C1.04
FILE NO. 3817700_1

USER:CMARTE
FILE:38177004_CADD\CV\PL\PACKAGE THREE\SPINE PATH\3817700_1-C1.01 Site Layout.dwg
SAVED:3/19/2025
PLOTTED:3/19/2025



GENERAL NOTES

- CONTRACTOR TO REPLACE ANY SIDEWALK AND PAVEMENT, INCLUDING MARKINGS, REMOVED DURING CONSTRUCTION TO MATCH EXISTING CONDITIONS.
- RADIUS MEASUREMENTS SHOWN TO INTERIOR CURB FACE WHERE APPLICABLE.

LEGEND

	STANDARD CONCRETE SIDEWALK
	HEAVY DUTY CONCRETE PAVEMENT
	GRAVEL (RIVER ROCK)
	BRICK BANDING
	SLATESCAPE
	PERVIOUS STANDARD DUTY CONCRETE
	PERVIOUS HEAVY DUTY CONCRETE

SITE KEYNOTES

1	STANDARD DUTY CONCRETE SIDEWALK (SEE DETAIL 7/L4.01)
2	HEAVY DUTY CONCRETE PAVEMENT (SEE DETAIL 1/L4.01)
3	BRICK BANDING IN EXISTING CONCRETE (SEE DETAIL 1/L4.02)
4A	BRICK BANDING IN STANDARD DUTY CONCRETE (SEE DETAIL 3/L4.01)
4B	BRICK BANDING IN HEAVY DUTY CONCRETE (SEE DETAIL 2/L4.01)
5	EAST ENTRANCE GATEWAY
6	WEST ENTRANCE GATEWAY (SEE DETAILS 1 & 2/L5.07)
7	PERVIOUS STANDARD DUTY CONC. PVMT. (SEE DETAIL 2A/L4.02)
8	PERVIOUS HEAVY DUTY CONCRETE (SEE DETAIL 2B/L4.02)
9	REPLACE EXISTING CURB AND GUTTER (SEE DETAIL 901/C7.01)
10	ACCESSIBLE PARKING SPACE (SEE DETAIL 3/C7.02)
11	ACCESSIBLE PARKING SIGN (SEE DETAIL 1/C7.03)
12	CONCRETE WHEELSTOP (SEE DETAIL 5/C7.02)
13	DETECTABLE WARNING SURFACE (SEE DETAIL 2/C7.02)
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15	DOG PARK MAINTENANCE GATE - FENCE A (SEE DETAIL 1/L2.04)
16	DOG PARK MAINTENANCE GATE - FENCE B (SEE DETAIL 3/L4.03)
17	FENCE A - PERIMETER FOUR BOARD W/VINYL COATED CHICKEN WIRE FENCE (SEE DETAIL 1/L4.03)
18	FENCE B - CHAIN LINK BLACK VINYL COATED FENCE (SEE DETAIL 2/L4.03)
19	DOG PARK SPIGOT (SEE DETAIL 5/L4.02)
20	DOG PARK ENTRANCE GATE (SEE DETAIL 2/L2.04)
21	DOG PARK ENTRANCE ENLARGEMENT (SEE DETAIL 7/L4.02)
22	FLUSH CURB (SEE DETAIL 3/C7.03)

REVISION INFORMATION

REV.	OR.	CHK.	DATE	DESCRIPTION
0		GH	02/26/2025	100% IFC SET

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DATUM:
GSPW NAD83

FEMA PANEL:
ZONE "X", PANEL NO.
13121C0058F, 9/18/2013.

20' 10' 0' 20' 40'
SCALE: 1 INCH = 20 FEET

BARGE
DESIGN SOLUTIONS

2839 Paces Ferry Road / Suite 650 / Atlanta, GA 30339
PHONE (770) 626-7631 / FAX (770) 865-5903

GEORGIA
REGISTERED PROFESSIONAL ENGINEER
00261025
CHRISTOPHER L. BAUM

GSWCC#: 2916

SITE LAYOUT PLAN

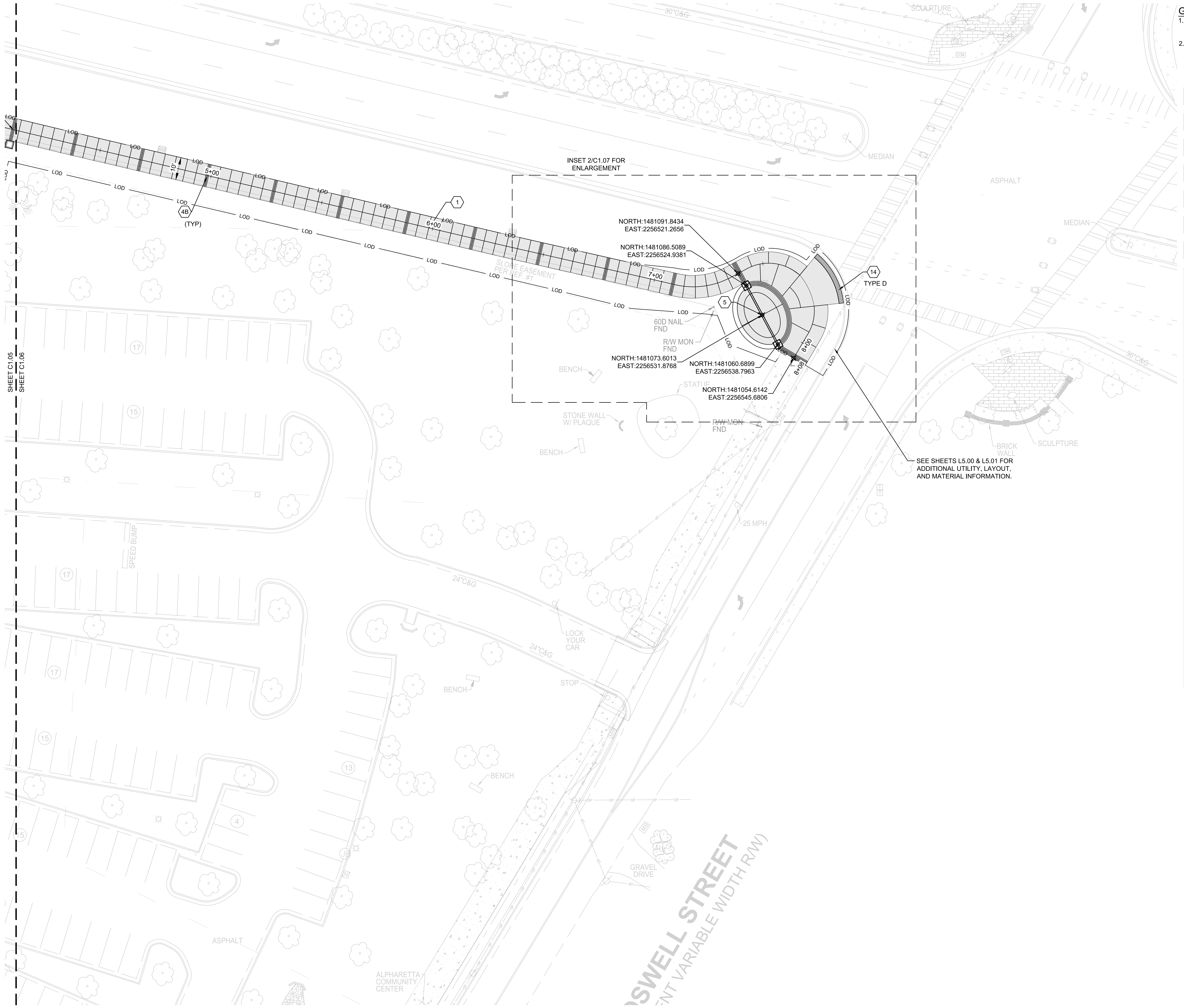
CITY OF ALPHARETTA

WILLS PARK IMPROVEMENTS - PACKAGE THREE

175 ROSWELL ST., 1815 OLD MILTON PARKWAY, & 11925 WILLS ROAD, ALPHARETTA, GA 30009

C1.05

FILE NO. 3817700_1



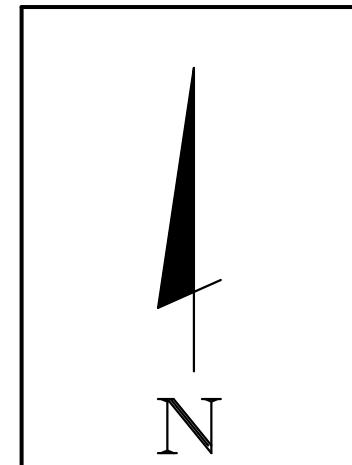
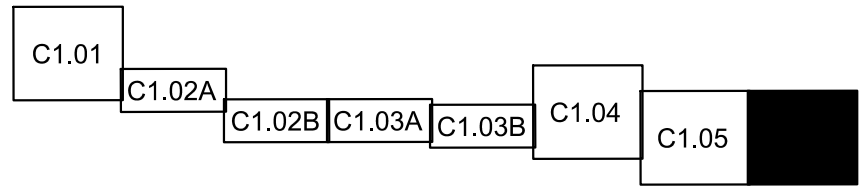
- GENERAL NOTES**
- CONTRACTOR TO REPLACE ANY SIDEWALK AND PAVEMENT, INCLUDING MARKINGS, REMOVED DURING CONSTRUCTION TO MATCH EXISTING CONDITIONS.
 - RADIUS MEASUREMENTS SHOWN TO INTERIOR CURB FACE WHERE APPLICABLE

LEGEND

- STANDARD CONCRETE SIDEWALK
- HEAVY DUTY CONCRETE PAVEMENT
- GRAVEL (RIVER ROCK)
- BRICK BANDING
- SLATESCAPE
- PERVIOUS STANDARD DUTY CONCRETE
- PERVIOUS HEAVY DUTY CONCRETE

SITE KEYNOTES

1	STANDARD DUTY CONCRETE SIDEWALK (SEE DETAIL 7/L4.01)
2	HEAVY DUTY CONCRETE PAVEMENT (SEE DETAIL 1/L4.01)
3	BRICK BANDING IN EXISTING CONCRETE (SEE DETAIL 1/L4.02)
4A	BRICK BANDING IN STANDARD DUTY CONCRETE (SEE DETAIL 3/L4.01)
4B	BRICK BANDING IN HEAVY DUTY CONCRETE (SEE DETAIL 2/L4.01)
5	EAST ENTRANCE GATEWAY
6	WEST ENTRANCE GATEWAY (SEE DETAILS 1 & 2/L5.07)
7	PERVIOUS STANDARD DUTY CONC. PVMT. (SEE DETAIL 2A/L4.02)
8	PERVIOUS HEAVY DUTY CONCRETE (SEE DETAIL 2B/L4.02)
9	REPLACE EXISTING CURB AND GUTTER (SEE DETAIL 901/C7.01)
10	ACCESSIBLE PARKING SPACE (SEE DETAIL 3/C7.02)
11	ACCESSIBLE PARKING SIGN (SEE DETAIL 1/C7.03)
12	CONCRETE WHEELSTOP (SEE DETAIL 5/C7.02)
13	DETECTABLE WARNING SURFACE (SEE DETAIL 2/C7.02)
14	ACCESSIBLE CURB RAMP WITH DETECTIBLE WARNINGS (STD. 902/C7.01)
15	DOG PARK MAINTENANCE GATE - FENCE A (SEE DETAIL 1/L2.04)
16	DOG PARK MAINTENANCE GATE - FENCE B (SEE DETAIL 3/L4.03)
17	FENCE A - PERIMETER FOUR BOARD W/VINYL COATED CHICKEN WIRE FENCE (SEE DETAIL 1/L4.03)
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19	DOG PARK SPIGOT (SEE DETAIL 5/L4.02)
20	DOG PARK ENTRANCE GATE (SEE DETAIL 2/L2.04)
21	DOG PARK ENTRANCE ENLARGEMENT (SEE DETAIL 7/L4.02)
22	FLUSH CURB (SEE DETAIL 3/C7.03)



DATUM: GSPW NAD83	FEMA PANEL: ZONE "X", PANEL NO. 13121C0058F, 9/18/2013.
20' 10' 0' 20' 40' SCALE: 1 INCH = 20 FEET	



SITE LAYOUT PLAN

WILLS PARK IMPROVEMENTS - PACKAGE THREE

175 ROSWELL ST., 1815 OLD MILTON PARKWAY, & 11925 WILLS ROAD, ALPHARETTA, GA 30009

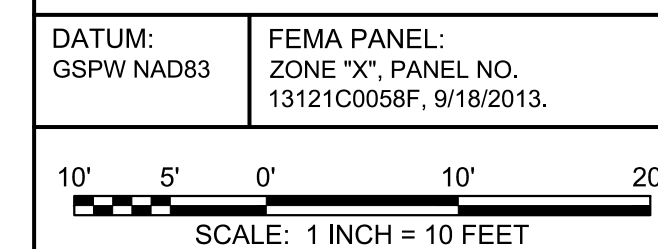
REV.	BY	CHK.	DATE	DESCRIPTION
0	JF	GH	02/26/2025	100% IFC SET

C1.06

FILE NO. 3817700_1



- | | |
|----|---|
| 1 | STANDARD DUTY CONCRETE SIDEWALK (SEE DETAIL 7/L4.01) |
| 2 | HEAVY DUTY CONCRETE PAVEMENT (SEE DETAIL 1/L4.01) |
| 3 | BRICK BANDING IN EXISTING CONCRETE (SEE DETAIL 1/L4.02) |
| 4A | BRICK BANDING IN STANDARD DUTY CONCRETE (SEE DETAIL 3/L4.01) |
| 4B | BRICK BANDING IN HEAVY DUTY CONCRETE (SEE DETAIL 2/L4.01) |
| 5 | EAST ENTRANCE GATEWAY |
| 6 | WEST ENTRANCE GATEWAY (SEE DETAILS 1 & 2/L5.07) |
| 7 | PERVIOUS STANDARD DUTY CONC. PVMT. (SEE DETAIL 2A/L4.02) |
| 8 | PERVIOUS HEAVY DUTY CONCRETE (SEE DETAIL 2B/L4.02) |
| 9 | REPLACE EXISTING CURB AND GUTTER (SEE DETAIL 901/C7.01) |
| 10 | ACCESSIBLE PARKING SPACE (SEE DETAIL 3/C7.02) |
| 11 | ACCESSIBLE PARKING SIGN (SEE DETAIL 1/C7.03) |
| 12 | CONCRETE WHEELSTOP (SEE DETAIL 5/C7.02) |
| 13 | DETECTABLE WARNING SURFACE (SEE DETAIL 2/C7.02) |
| 14 | ACCESSIBLE CURB RAMP WITH DETECTIBLE WARNINGS (STD. 902/C7.01) |
| 15 | DOG PARK MAINTENANCE GATE - FENCE A (SEE DETAIL 1/L2.04) |
| 16 | DOG PARK MAINTENANCE GATE - FENCE B (SEE DETAIL 3/L4.03) |
| 17 | FENCE A - PERIMETER FOUR BOARD W/VINYL COATED CHICKEN WIRE FENCE (SEE DETAIL 1/L4.03) |
| 18 | FENCE B - CHAIN LINK BLACK VINYL COATED FENCE (SEE DETAIL 2/L4.03) |
| 19 | DOG PARK SPIGOT (SEE DETAIL 5/L4.02) |
| 20 | DOG PARK ENTRANCE GATE (SEE DETAIL 2/L2.04) |
| 21 | DOG PARK ENTRANCE ENLARGEMENT (SEE DETAIL 7/L4.02) |
| 22 | FLUSH CURB (SEE DETAIL 3/C7.03) |



USER:NGRISH
FILE:38177004_CADD\CVL\LOT\PACKAGE ONE - PLAYGROUND AND PARKING\3817700-C1.01 Site Layout.dwg
SAVED:12/15/2023
PLOTTED:12/15/2023



GENERAL NOTES

- CONTRACTOR TO REPLACE ANY SIDEWALK AND PAVEMENT, INCLUDING MARKINGS, REMOVED DURING CONSTRUCTION TO MATCH EXISTING CONDITIONS.
- RADIUS MEASUREMENTS SHOWN TO INTERIOR CURB FACE WHERE APPLICABLE.
- WATER SERVICE MUST BE MAINTAINED. WATER SERVICE TO CONCESSION BUILDING MUST BE RESTORED BY 4:00 PM EACH DAY.
- PERMIT IS REQUIRED FROM FULTON COUNTY FOR WATER AND SEWER RENOVATIONS.
- WITHIN THE PROJECT LIMITS, A TOTAL OF 27,878 SF OF IMPERVIOUS SURFACES WILL BE CONSTRUCTED. THIS REPRESENTS A NET INCREASE OF 7,124 SF OF IMPERVIOUS SURFACES FROM EXISTING CONDITIONS.

FIRE MARSHAL'S OFFICE REQUIREMENTS

- ROADWAYS TO BE CONSTRUCTED OF AN ALL-WEATHER SURFACE CAPABLE OF SUPPORTING 75,000 POUNDS OF GROSS WEIGHT PER INTERNATIONAL FIRE CODE, CHAPTER 5, SECTION 503.2.3, 2018.

LEGEND

- STANDARD CONCRETE SIDEWALK
- WOODEN BOARDWALK
- HEAVY DUTY CONCRETE PAVEMENT
- GRAVEL (RIVER ROCK)
- HEAVY DUTY BRICK PAVERS (PLAYGROUND PLAZA AS SPECIFIED BY THE CITY OF ALPHARETTA)
- HEAVY DUTY BRICK PAVERS (DONATION PLAZA AS SPECIFIED BY THE CITY OF ALPHARETTA)

SITE KEYNOTES

1	PLAYGROUND AREA (17,268 SQ.FT) (PLAYGROUND EQUIPMENT AND SURFACE TO BE INSTALLED UNDER SEPARATE CONTRACT)
2	RESTROOM BUILDING (SEE TSW ARCHITECTURAL PROJECT)
3	STANDARD DUTY CONCRETE SIDEWALK (SEE DETAIL 6/L4.01)
4	WOODEN BOARDWALK (10' LONG) (SEE DETAIL SHEETS L4.04-4.05)
5	BIO-RETENTION SWALE (SEE DETAIL 4/C7.01)
6	6" EXTRUDED CURB (SEE DETAIL 1/L4.02)
7	6" FLUSH CURB (SEE DETAIL 1/L4.02)
8	CURB TRANSITION (SEE DETAIL 5/C7.01). TRANSITION FROM EXTRUDED CURB TO FLUSH CURB OVER 5'.
9	2.5" PVC WATER LATERAL TO BUILDING CONNECTION (SEE ARCH/MEP PLANS FOR CONTINUATION)
10	6" SDR 35 PVC SEWER LATERAL TO 4" SDR35 BUILDING CONNECTIONS (SEE ARCH/MEP PLANS FOR CONTINUATION)
11	FLAGSTONE VENEERED SEAT WALL, APPROX. 70 LF (SEE DETAIL 3/L4.02)
12	HEAVY DUTY CONCRETE PAVEMENT (SEE DETAIL 1/L4.01)
13	RIVER ROCK
14	FLAGSTONE VENEERED SEAT WALL, APPROX. 67 LF (SEE DETAIL 3/L4.02)
15	SANITARY SEWER CLEAN OUT (SSCO) (SEE DETAIL 8/C7.01)
16	CORE DRILL EX. SSMH AND CONNECT NEW SEWER LATERAL AT IE: 1085.00
17	RETAINING WALL, APPROX. 90 LF (SEE DETAIL 1/L4.03)
18	CONNECT NEW 2.5" PVC WATERLINE TO EX. WATERLINE OR VALVE
19	PLAYGROUND FENCE (TO BE INSTALLED UNDER SEPARATE CONTRACT)
20	DONATION BRICK PLAZA (SEE HEAVY DUTY BRICK PAVER DETAIL 2/L4.02)
21	PLAYGROUND PLAZA (SEE SHEET L2.00)
22	TOP OF POND BANK (ELEV. 1086.50)



DATUM: GSPW NAD83
FEMA PANEL: ZONE "X", PANEL NO. 13121C0058F, 9/18/2013.

20' 10' 0' 20' 40'
SCALE: 1 INCH = 20 FEET

BARGE
DESIGN SOLUTIONS



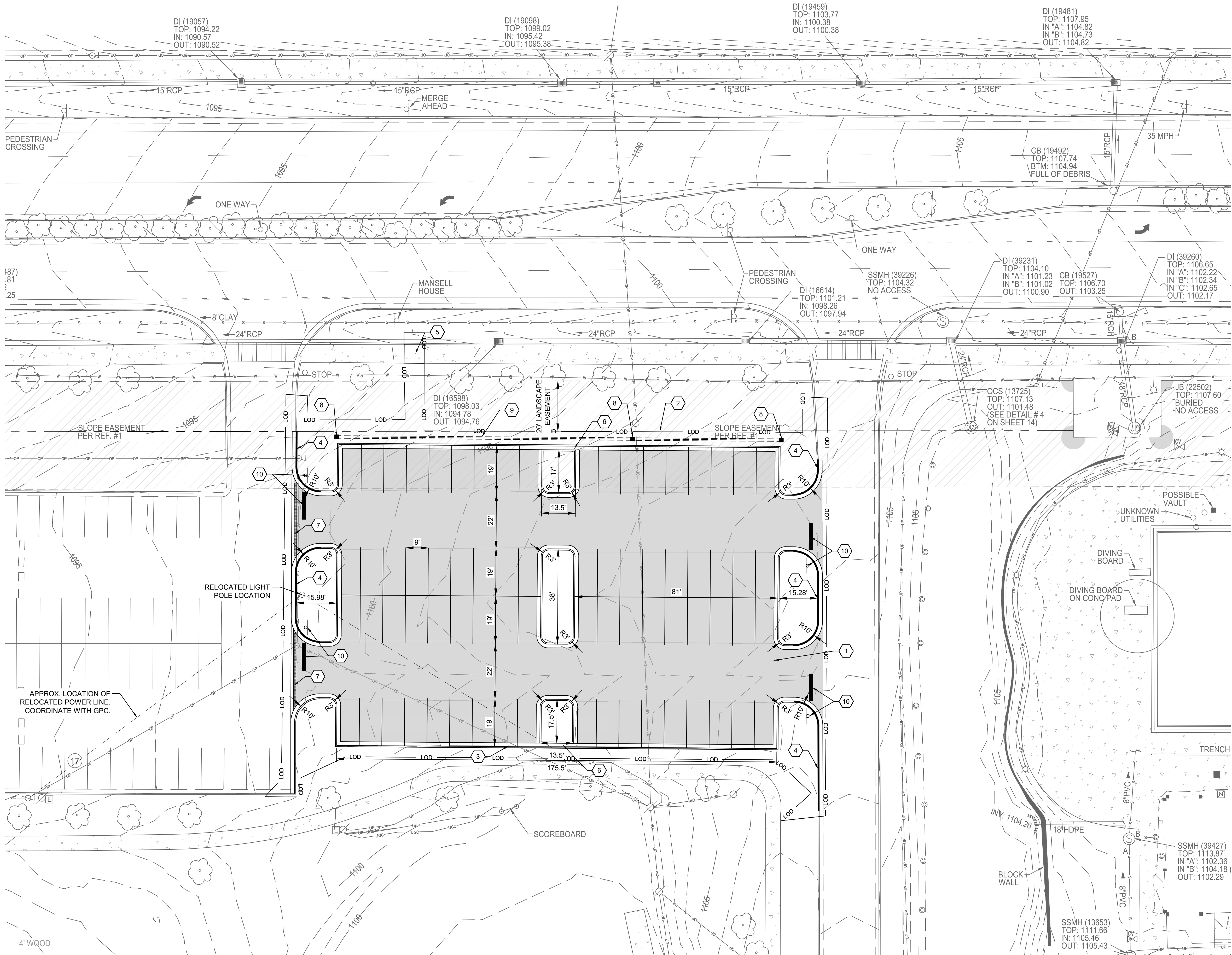
CIVIL SITE AND UTILITY PLAN

CITY OF ALPHARETTA
WILLS PARK IMPROVEMENTS-PACKAGE ONE
1815 OLD MILTON PARKWAY, ALPHARETTA, GA 30009

REVISION INFORMATION	
REV.	DESCRIPTION
0	100% CD PACKAGE
1	100% CD PACKAGE
2	ISSUED FOR CONSTRUCTION

C1.01
FILE NO. 3817700

OLD MILTON PARKWAY
(F.K.A. MADDOX STREET)
(F.K.A. MARIETTA STREET)
(APPARENT VARIABLE WIDTH R/W)



GENERAL NOTES

- CONTRACTOR TO REPLACE ANY SIDEWALK AND PAVEMENT, INCLUDING MARKINGS, REMOVED DURING CONSTRUCTION TO MATCH EXISTING CONDITIONS.
- WITHIN THE PROJECT LIMITS, A TOTAL OF 23,955 SF OF IMPERVIOUS SURFACES WILL BE CONSTRUCTED. THIS REPRESENTS A NET INCREASE OF 17,458 SF OF IMPERVIOUS SURFACES FROM EXISTING CONDITIONS.

FIRE MARSHAL'S OFFICE REQUIREMENTS

- ROADWAYS TO BE CONSTRUCTED OF AN ALL-WEATHER SURFACE CAPABLE OF SUPPORTING 75,000 POUNDS OF GROSS WEIGHT PER INTERNATIONAL FIRE CODE, CHAPTER 5, SECTION 503.2.3, 2018.

LEGEND

- ASPHALT PAVEMENT
- CONCRETE SIDEWALK
- RELOCATED POWER LINE

SITE KEYNOTES

1	ASPHALT PAVEMENT (SEE DETAIL STD.901/C7.02, TYPE I PAVEMENT)
2	LANDSCAPE EASEMENT
3	24" CURB AND GUTTER (SEE DETAIL STD.901/C7.02)
4	PAINT CURB LINE RED WHERE INDICATED
5	CONCRETE SIDEWALK (SEE DETAIL 3/C7.03)
6	CONCRETE FLUME AT PARKING ISLAND (SEE DETAIL 3/C7.01)
7	TRENCH DRAIN (SEE DETAIL 7/C7.01)
8	TYPE 3 PULL BOX (GDOT DETAIL 40-001, SHEET C7.05)
9	INSTALL THREE (3) 2" ELEC. TYPE 3 CONDUIT WITH PULL TAPE FOR FUTURE EV CHARGING STATIONS
10	STOP BAR AND STOP SIGN (SEE DETAIL 2/C7.01)



DATUM: GSPW NAD83
FEMA PANEL: ZONE "X", PANEL NO. 13121C0058F, 9/18/2013.

SCALE: 1 INCH = 20 FEET

BARGE
DESIGN SOLUTIONS



CIVIL SITE AND UTILITY PLAN - ADD ALTERNATE #1

CITY OF ALPHARETTA
WILLS PARK IMPROVEMENTS-PACKAGE ONE
1815 OLD MILTON PARKWAY, ALPHARETTA, GA 30009

REVISION INFORMATION			
REV.	DR.	CHK.	DATE
0	KB	CLR	08/22/2023
1	KB	CLR	09/12/2023
2	WR	CLR	12/12/2023

C1.02

FILE NO. 3817700

WILLS PARK RESTROOM BUILDING

100% CONSTRUCTION DOCUMENTS
JULY 12, 2022



OWNER

THE CITY OF ALPHARETTA
GEOFFREY SARRA
ALPHARETTA CITY HALL - 2 PARK PLACE
ALPHARETTA, GA 30009
678.297.6239
GSARRA@ALPHARETTA.GA.US

ARCHITECT

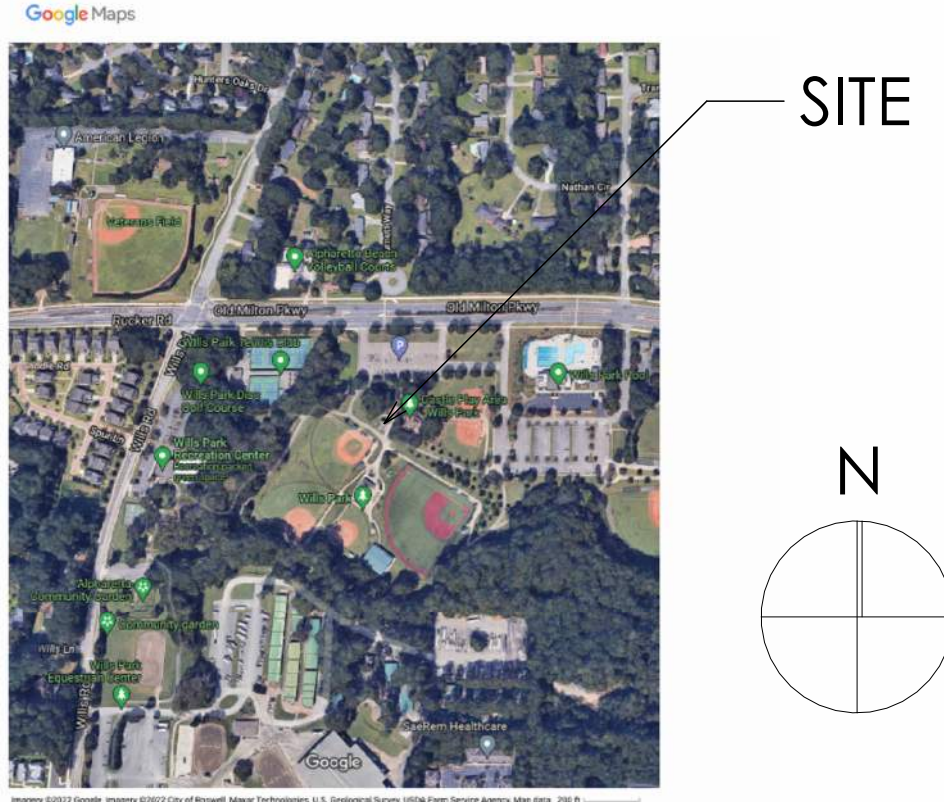
TSW
HEATHER HUBBLE
1447 PEACHTREE STREET, NE SUITE 850
ATLANTA, GA 30309
470.751.2366
HHUBBLE@TSW-DESIGN.COM

STRUCTURAL ENGINEER

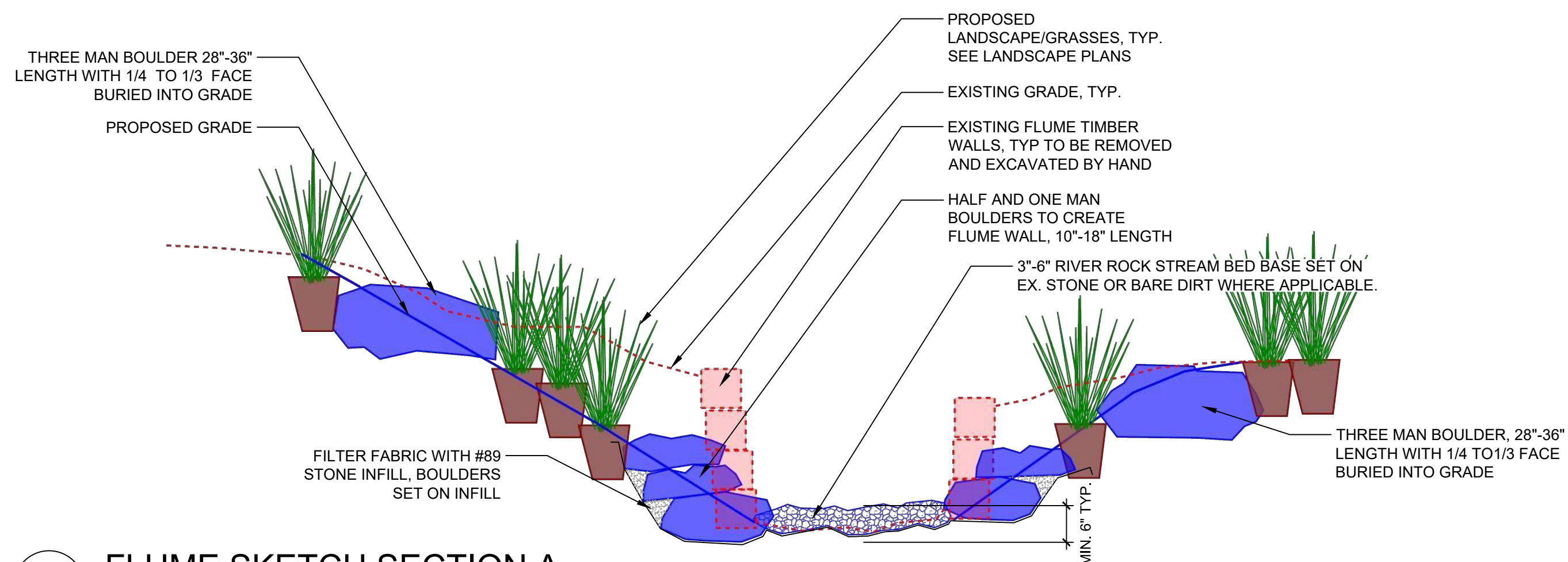
STABILITY ENGINEERING
ALLEN MORRIS
1376 CHURCH STREET, SUITE 200
DECATUR, GA 30030
404.377.9316
AMORRIS@STABILITYENGINEERING.COM

MEP ENGINEER

COVALENT CONSULTING LLC
PATRICK WILKES
5256 PEACHTREE RD, SUITE 160
ATLANTA, GA 30341
404.355.9334
PWILKES@COVALENTCONSULTING.COM

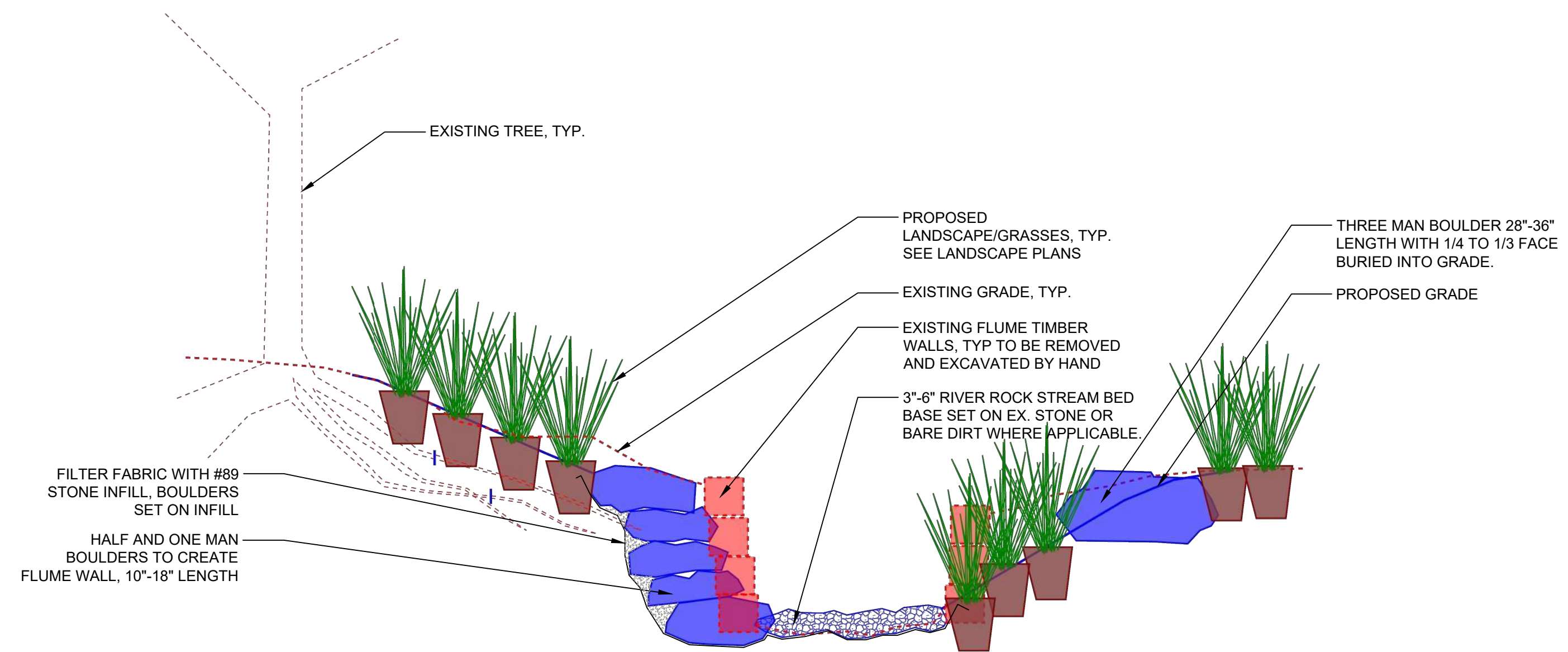
PROJECT INFORMATION		
PROJECT DESCRIPTION THIS PROJECT IS A RESTROOM BUILDING IN WILLS PARK LOCATED IN ALPHARETTA, GA. THE STRUCTURAL IS CMU WALLS WITH WOOD COLUMNS AND THE INTERIOR PARTITIONS ARE PAINTED CMU WALLS. ADD ALTERNATE CONTRACTOR/ ESTIMATOR TO PRICE OUT AIR-CONDITIONING AS AN ADD ALTERNATE. SEE MEP DRAWINGS FOR MORE INFORMATION OCCUPANCY CLASSIFICATION BUSINESS CONSTRUCTION TYPE VB ALLOWABLE HEIGHT 40'-0" AUTOMATIC SPRINKLERS: NO APPLICABLE BUILDING CODES: INTERNATIONAL BUILDING CODE 2018 NFPA 101 LIFE SAFETY CODE 2021	SITE LOCATION 11925 WILLS RD. ALPHARETTA, GA 30009 	DRAWING INDEX ARCHITECTURAL A0.0 - COVER SHEET A0.1 - SPECIFICATIONS A0.2 - SPECIFICATIONS A0.3 - ADA NOTES & SPECIFICATIONS A0.4 - ADA NOTES & SPECIFICATIONS A0.5 - LIFE SAFETY PLAN & CODE SUMMARY A1.1 - FLOOR PLAN & RCP A1.2 - ENLARGED PLAN AND ELEVATIONS A1.3 - ROOF PLAN A1.4 - ENLARGED PLAN A3.0 - BUILDING ELEVATIONS A4.0 - BUILDING SECTIONS A5.0 - WALL SECTIONS A6.0 - WALL DETAILS A7.0 - MISC. DETAILS A8.0 - DOOR, WINDOW & FINISH SCHEDULE A9.0 - WALL SCHEDULE & FINISH PLAN STRUCTURAL S-0.0 - GENERAL NOTES S-1.0 - FOUNDATION PLAN S-1.1 - ROOF FRAMING PLAN S-2.0 - SECTIONS AND DETAILS S-2.1 - SECTIONS AND DETAILS MECHANICAL M0.1 - MECHANICAL - LEGEND, NOTES, AND SCHEDULES M1.1 - MECHANICAL FLOOR PLAN ELECTRICAL E0.1 - ELECTRICAL - LEGEND, NOTES, AND SCHEDULES E1.1 - ELECTRICAL - FLOOR PLANS, SCHEDULES, NOTES, AND ONE-LINE E1.2 - ELECTRICAL - ALTERNATE PANEL SCHEDULE AND ONE-LINE PLUMBING P0.1 - PLUMBING - LEGEND, NOTES, AND SCHEDULES P1.1 - PLUMBING - FLOOR PLANS AND RISER DIAGRAM

NOTE:
CONTRACTOR TO COORDINATE AND FIELD VERIFY
SIZE AND LOCATION OF STONES AND BOULDERS WITH
CITY OF ALPHARETTA PROJECT MANAGER.



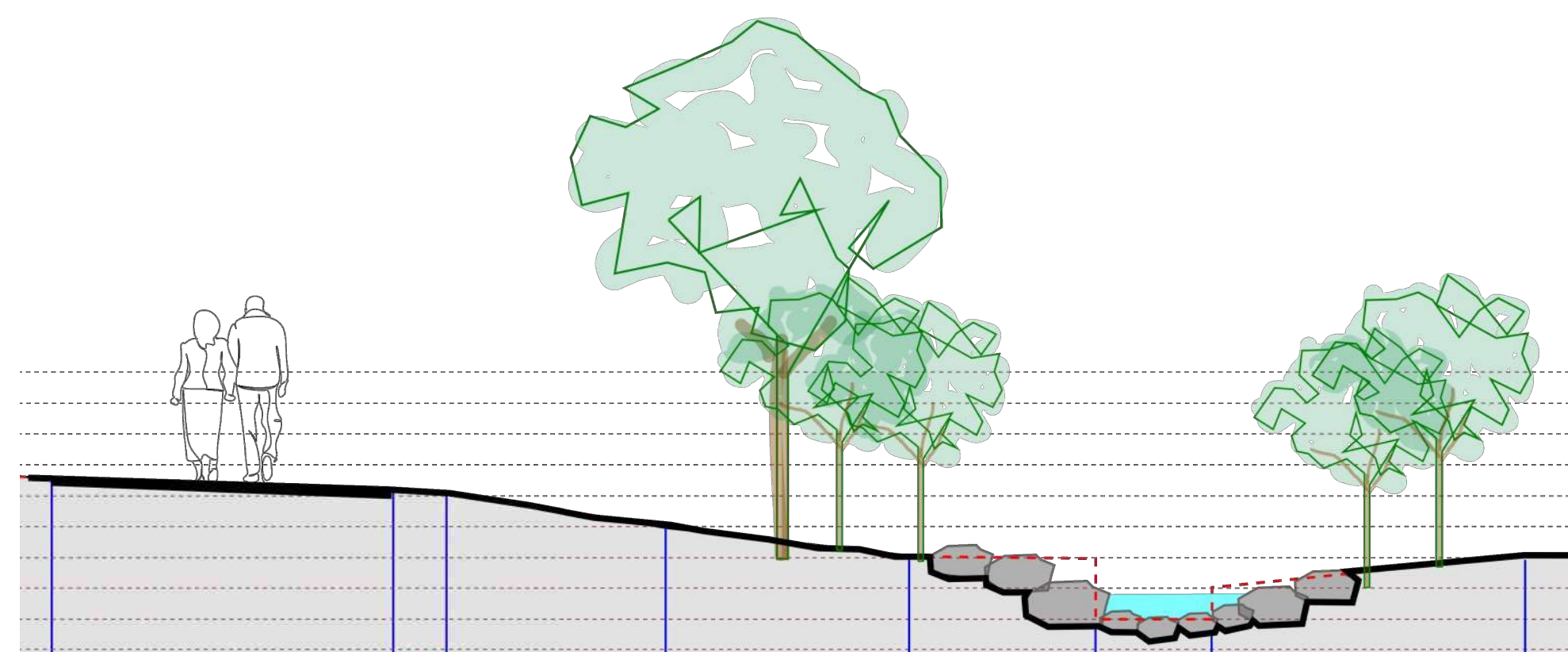
1 FLUME SKETCH SECTION A

SCALE - 3/4" = 1'-0"



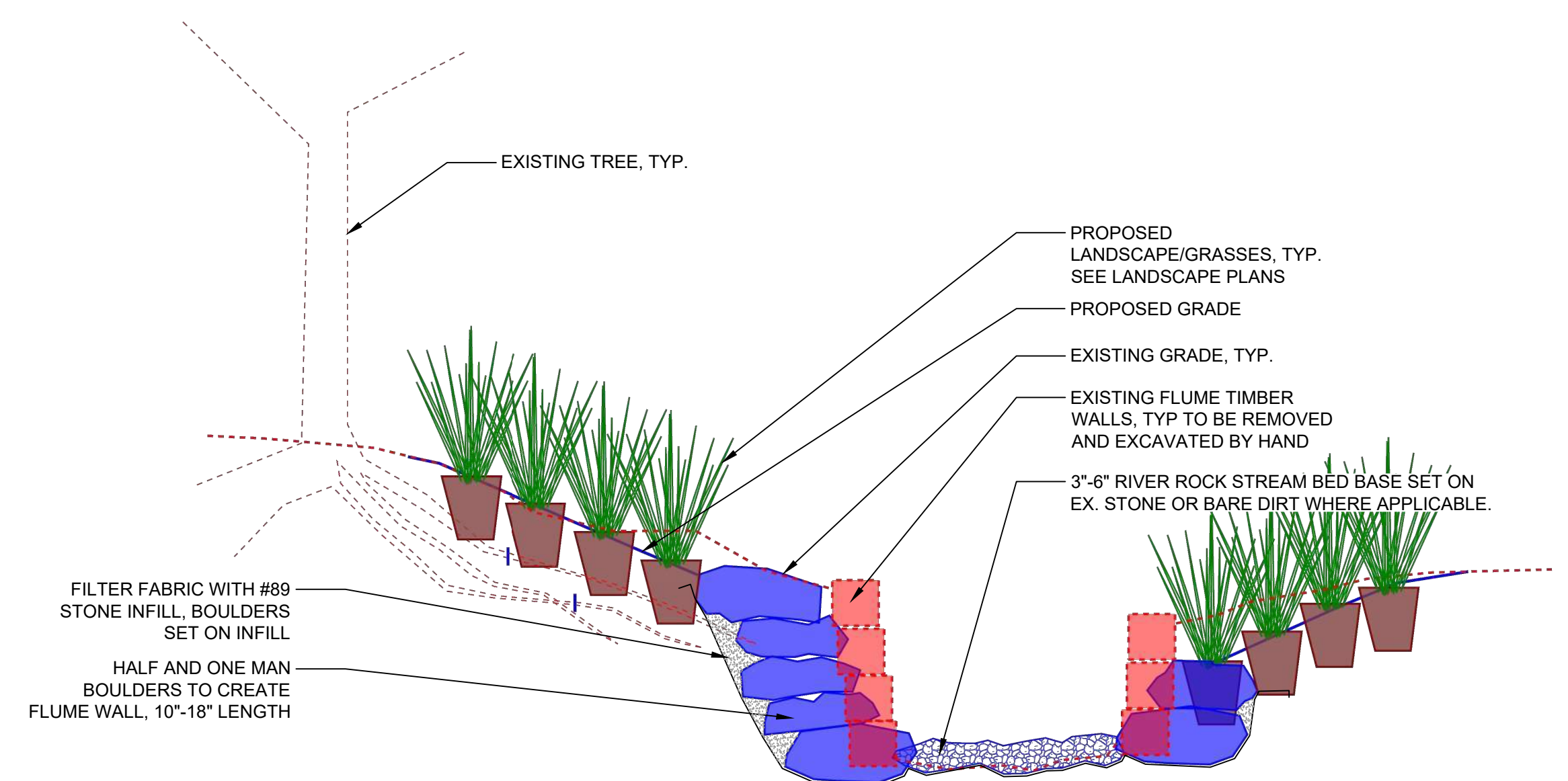
2 FLUME SKETCH SECTION B

SCALE - 3/4" = 1'-0"



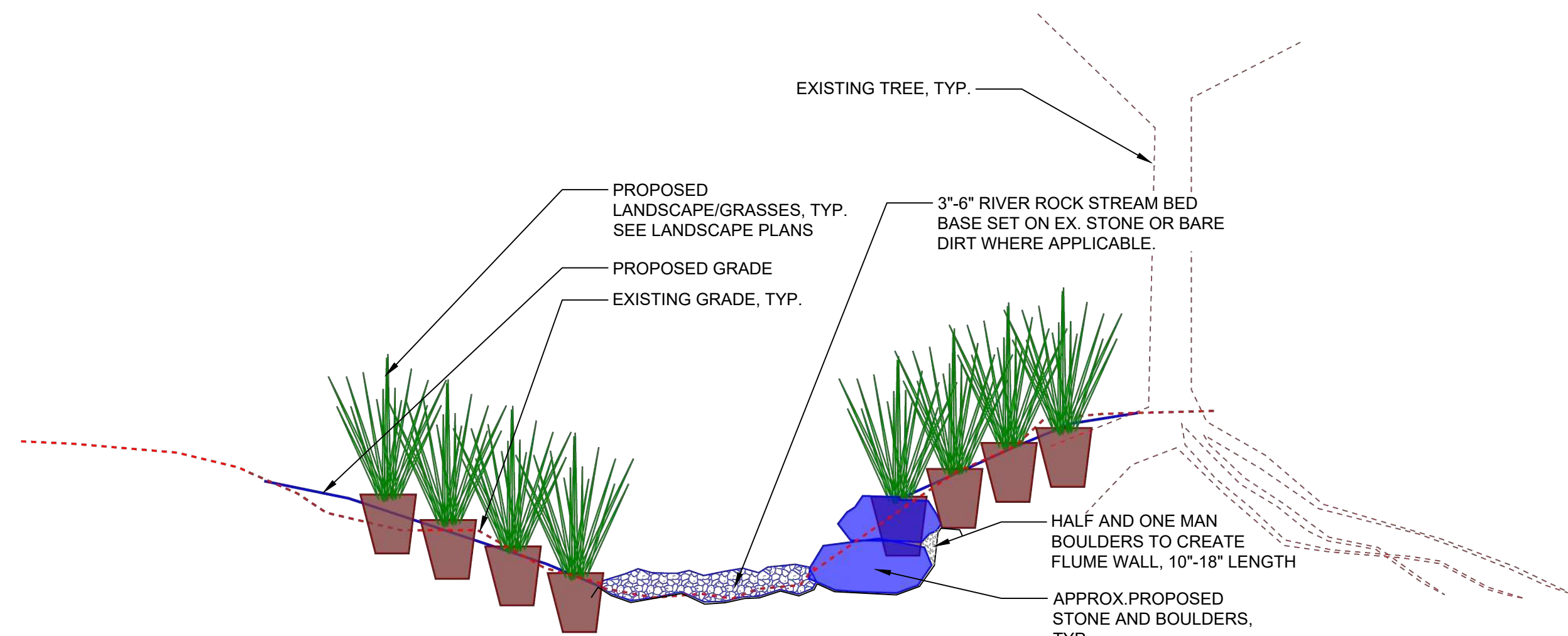
3 FLUME SKETCH SECTION C

SCALE - 1" = 5'



4 FLUME SKETCH SECTION D

SCALE - 3/4" = 1'-0"



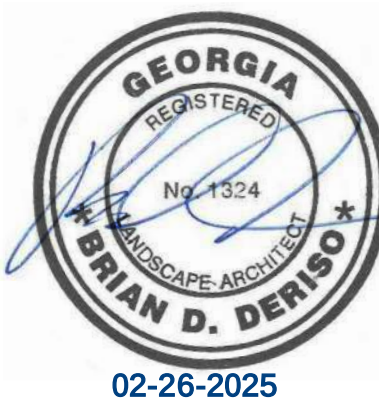
5 FLUME SKETCH SECTION E

SCALE - 3/4" = 1'-0"

- #### RIVER ROCK STREAM BED BASE NOTES:

- 1) CONTRACTOR TO HAND GRADE ALL EXCAVATION THROUGH THE RIVER ROCK STREAM BED CHANNEL, MAKING NOTE OF ANY TREE ROOTS ENCOUNTERED.
- 2) CONTRACTOR TO INSTALL RIVER ROCK STREAM BED STONES SO THAT THAT TOP OF STONE IS SET AT FINISHED GRADE ELEVATIONS SHOWN ON GRADING PLAN.
- 3) UTILIZE MIXED SIZE OF 3"-6" RIVER ROCKS TO FORM STREAM BED MINIMUM 6" DEEP.
- 4) WHERE TREES ROOTS ARE ENCOUNTERED DURING EXCAVATION THAT WILL IMPACT INSTALLATION OF RIVER ROCK BED, CONTRACTOR TO UTILIZE #57 STONE.

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FLUME DETAILS

CITY OF ALPHARETTA

WILLS PARK IMPROVEMENTS - PACKAGE THREE

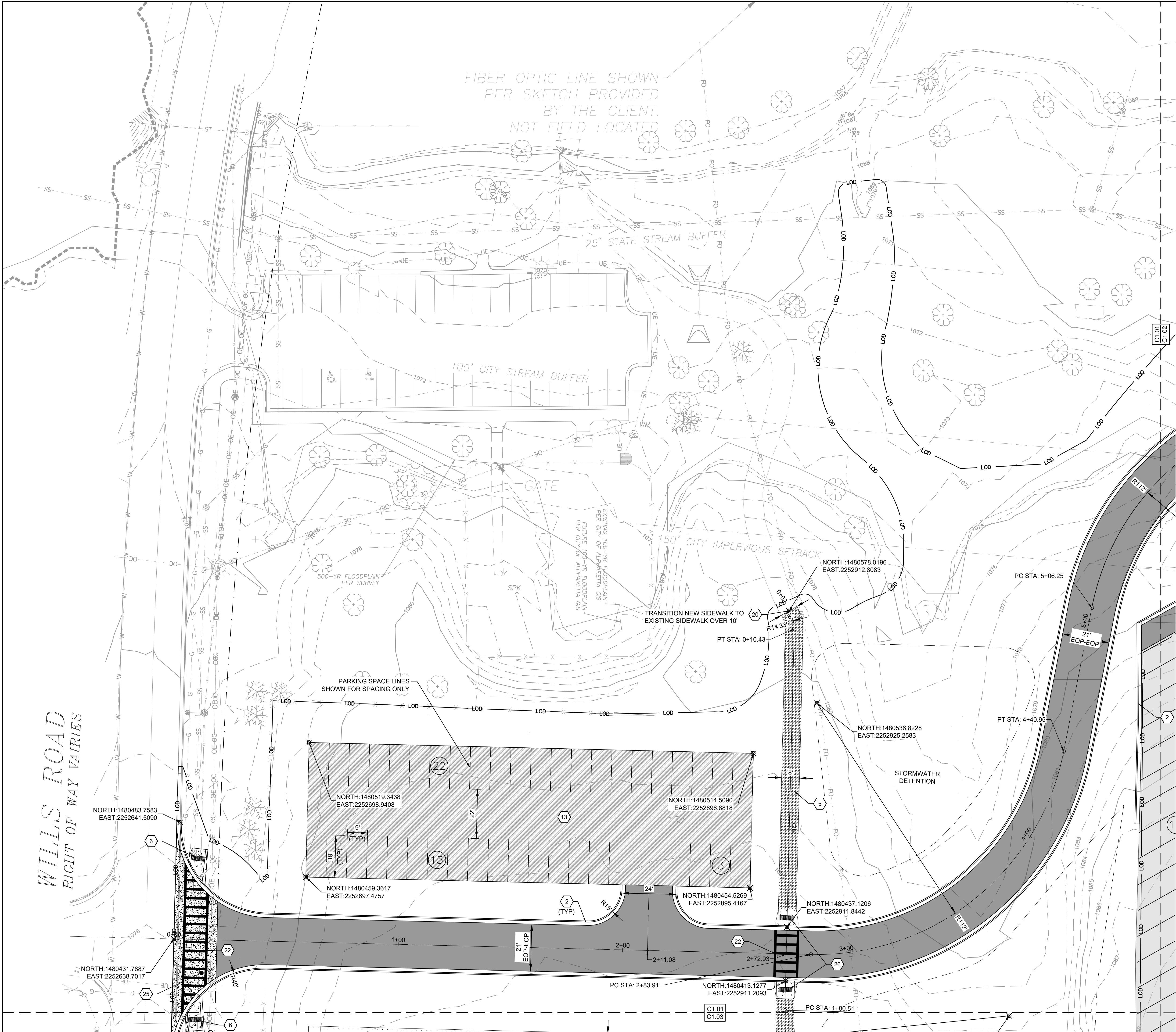
175 ROSWELL ST., 1815 OLD MILTON PARKWAY, & 11925 WILLS ROAD, ALPHARETTA, GA 30009

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SAVED:13/12/2025
PLOTTED:22/02/2025



GENERAL NOTES	
1.	CONTRACTOR TO REPLACE ANY SIDEWALK AND PAVEMENT, INCLUDING MARKINGS, REMOVED DURING CONSTRUCTION TO MATCH EXISTING CONDITIONS.
2.	SEE STD. 901/C7.02 AND ACCOMPANYING NOTE FOR ALL ASPHALT DETAIL SECTIONS.

SITE KEYNOTES	
1	ARENA FOOTING (SEE DETAIL 1/L7.01)
2	24" CURB AND GUTTER (SEE STD. 901/C7.02)
3	CONCRETE SIDEWALK (SEE STD. 902/C7.02)
4	AGGREGATE BASE (SEE DETAIL 7/C7.01)
5	ASPHALT SIDEWALK PAVEMENT (SEE DETAIL 3/C7.04)
6	ADA CURB RAMP W/ DETECTABLE WARNINGS; TYPE D SKEWED (SEE STD. 902/C7.02)
7	FENCE (SEE DETAIL 1/L7.02)
8	GATE (SEE DETAIL 2/L7.02)
9	ARENA IRRIGATION (BY OTHERS / NIC)
10	C.I.P CONC. WALL (ORCHARD STONE VENEER) (SEE DETAIL 3/L7.03)
11	STONE SEATWALL (SEE DETAIL 5/L7.01)
12	LOCATION OF RELOCATED POWER POLE TO BE COORDINATED BY THE CONTRACTOR WITH GA POWER
13	PERVIOUS PARKING (SEE DETAIL 3/C7.03)
14	2" PVC WATER LINE
15	YARD HYDRANT (SEE DETAIL 1/L7.03, YARD HYDRANT ONLY)
16	CONCRETE STEPS WITH RAILING (SEE DETAIL 4/L7.01)
17	SLATESCAPE (SEE DETAIL 3/L7.01)
18	NEW/REFRESHED THERMOPLASTIC STRIPING
19	CONCRETE WHEEL STOP (SEE DETAIL 3/C7.01)
20	TIE INTO EXISTING SIDEWALK - FLUSH CONDITION
21	FLUSH CURB (SEE DETAIL 1/C7.04)
22	CROSSWALK (SEE DETAIL T-11A/C7.04) THERMOPLASTIC ON ASPHALT, MMA PAINT ON CONCRETE
23	NEW ADA PARKING STALLS (SEE DETAIL 1/C7.03)
24	RV HOOK UP PEDESTAL WITH BOLLARD (SEE DETAIL 1/L7.03)
25	CONCRETE DRIVEWAY APRON (SEE DETAIL 951/C7.04)
26	ADA CURB RAMP W/ DETECTABLE WARNINGS; TYPE D (SEE DETAIL 902/C7.02)
27	3/4" WATER LINE AND GATE VALVE (SEE DETAIL 2/C7.04)
28	ACCESSIBLE PARKING SIGN (SEE DETAIL 2/C7.03)

LEGEND

	CONCRETE SIDEWALK
	AGGREGATE BASE
	ARENA FOOTING (FIBER AND SAND) SEE DETAIL 1/L7.01
	ASPHALT PAVEMENT (FULL DEPTH) SEE STD. 901/C7.02
	ASPHALT PARKING PAVEMENT SEE STD. 901/C7.02
	ASPHALT SIDEWALK PAVEMENT SEE DETAIL 3/C7.04
	ASPHALT PAVEMENT (2" MILL & RESURFACE WITH 12.5MM SUPERPAVE)
	SLATESCAPE
	PERVIOUS PARKING AREA

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GEORGIA
REGISTERED
ENGINEER
01267025
CHRISTOPHER L. RAUS

GSWCC#: 2916

SITE LAYOUT AND UTILITY PLAN

CITY OF ALPHARETTA

WILLS PARK IMPROVEMENTS - PACKAGE 2

11915 WILLS ROAD, ALPHARETTA, GA 30009

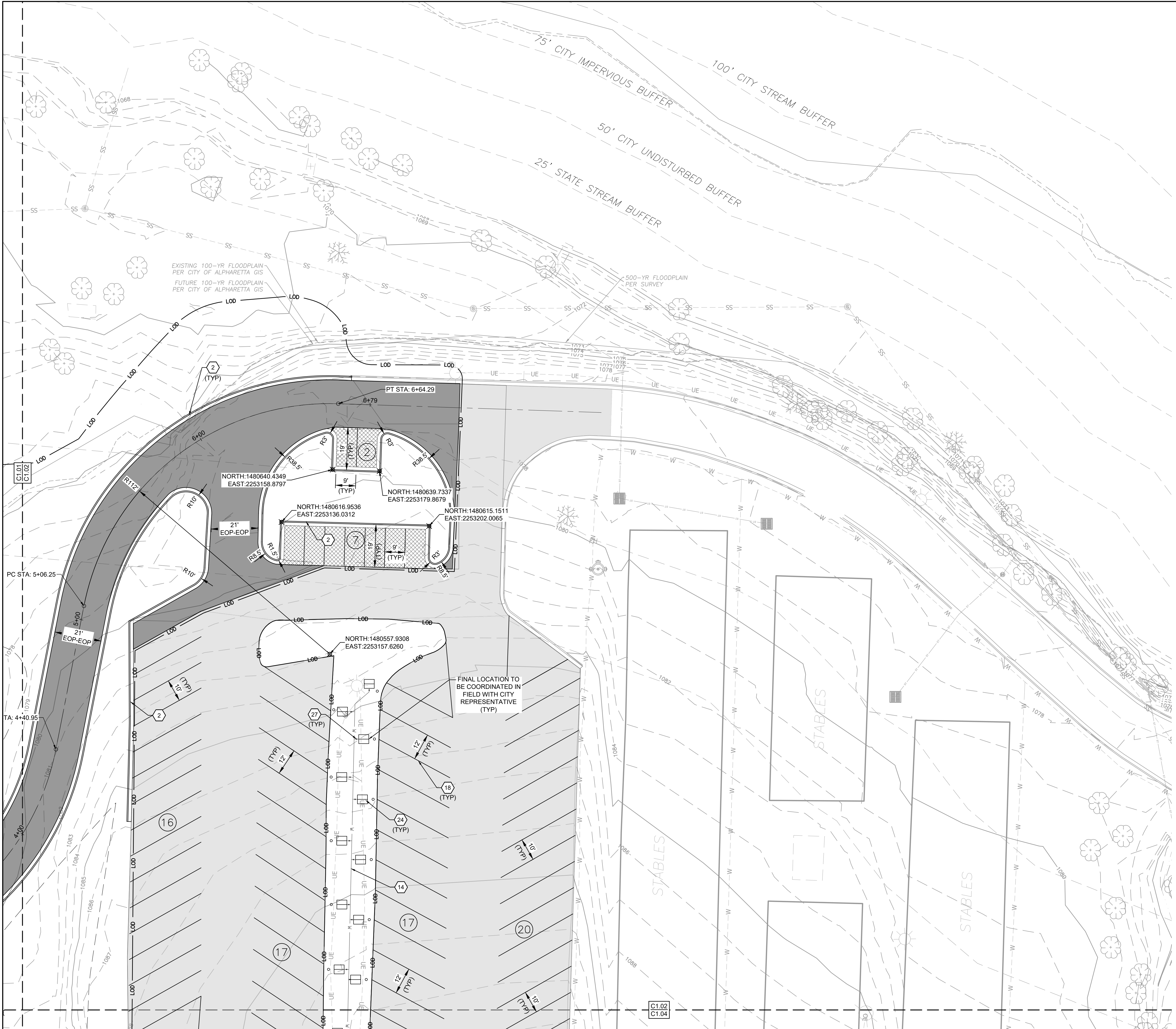
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Page 599 of 697

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FILE:38177101.dwg
SAVED:13/12/2025
PLOTTED:22/02/2025



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SITE KEYNOTES	
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4	AGGREGATE BASE (SEE DETAIL 7/C7.01)
5	ASPHALT SIDEWALK PAVEMENT (SEE DETAIL 3/C7.04)
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16	CONCRETE STEPS WITH RAILING (SEE DETAIL 4/L7.01)
17	SLATESCAPE (SEE DETAIL 3/L7.01)
18	NEW/REFRESHED THERMOPLASTIC STRIPING
19	CONCRETE WHEEL STOP (SEE DETAIL 3/C7.01)
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23	NEW ADA PARKING STALLS (SEE DETAIL 1/C7.03)
24	RV HOOK UP PEDESTAL WITH BOLLARD (SEE DETAIL 1/L7.03)
25	CONCRETE DRIVEWAY APRON (SEE DETAIL 951/C7.04)
26	ADA CURB RAMP W/ DETECTABLE WARNINGS; TYPE D (SEE DETAIL 902/C7.02)
27	3/4" WATER LINE AND GATE VALVE (SEE DETAIL 2/C7.04)
28	ACCESSIBLE PARKING SIGN (SEE DETAIL 2/C7.03)

LEGEND

	CONCRETE SIDEWALK
	AGGREGATE BASE
	ARENA FOOTING (FIBER AND SAND) SEE DETAIL 1/L7.01
	ASPHALT PAVEMENT (FULL DEPTH) SEE STD. 901/C7.02
	ASPHALT PARKING PAVEMENT SEE STD. 901/C7.02
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	ASPHALT PAVEMENT (2" MILL & RESURFACE WITH 12.5MM SUPERPAVE)
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20' 10' 0' 20' 40'
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GEORGIA
REGISTERED PROFESSIONAL ENGINEER
01267025
CHRISTOPHER L. RAINE, P.E.

GSWCC#: 2916

SITE LAYOUT AND UTILITY PLAN

CITY OF ALPHARETTA

WILLS PARK IMPROVEMENTS - PACKAGE 2

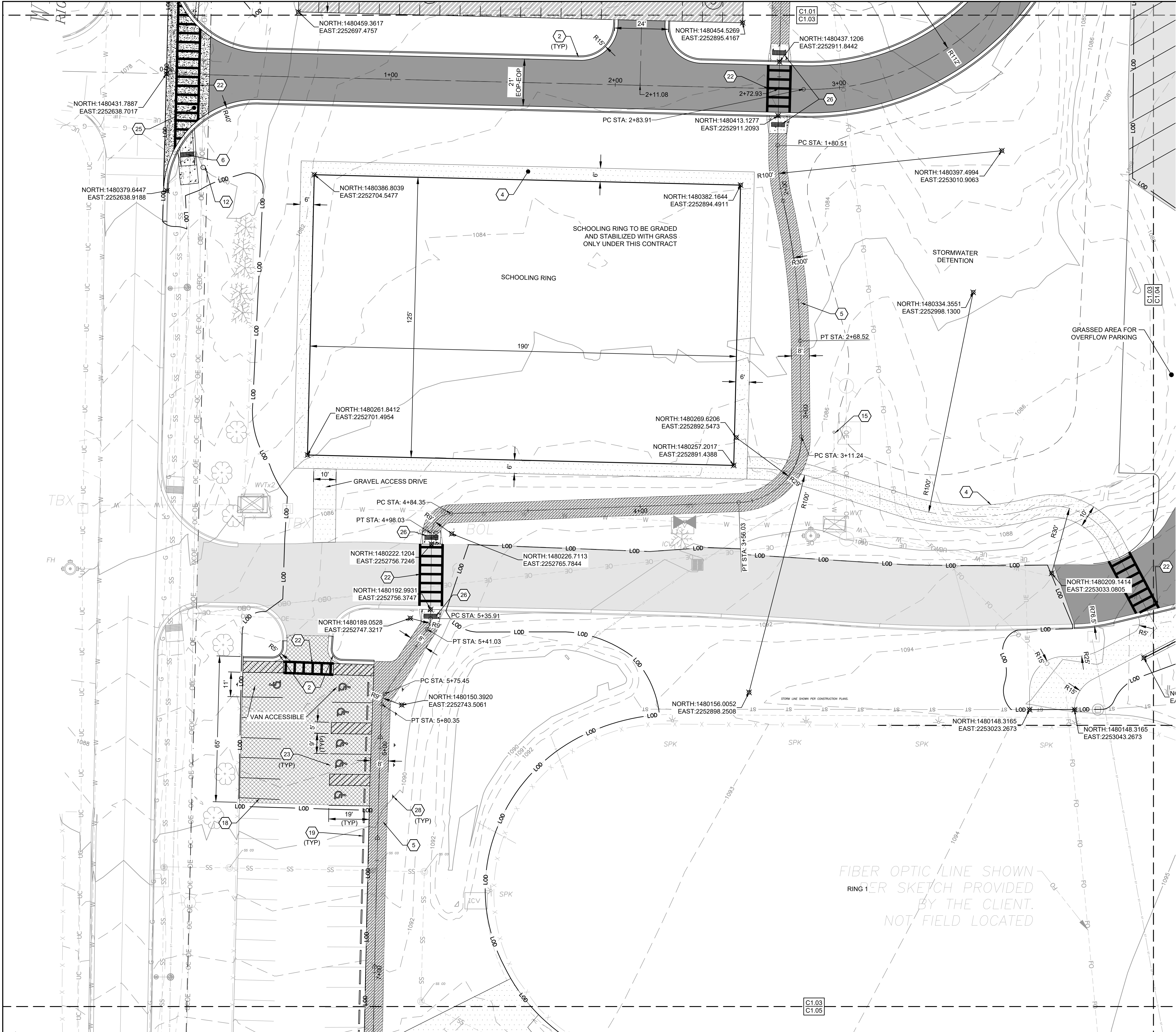
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SAVED:13/10/2025
PLOT:22/02/2025



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26	ADA CURB RAMP W/ DETECTABLE WARNINGS; TYPE D (SEE DETAIL 902/C7.02)
27	3/4" WATER LINE AND GATE VALVE (SEE DETAIL 2/C7.04)
28	ACCESSIBLE PARKING SIGN (SEE DETAIL 2/C7.03)

LEGEND

	CONCRETE SIDEWALK
	AGGREGATE BASE
	ARENA FOOTING (FIBER AND SAND) SEE DETAIL 1/L7.01
	ASPHALT PAVEMENT (FULL DEPTH) SEE STD. 901/C7.02
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GEORGIA
REGISTERED PROFESSIONAL ENGINEER
01267025
CHRISTOPHER L. RAUS

GSWCC#: 2916

SITE LAYOUT AND UTILITY PLAN

CITY OF ALPHARETTA

WILLS PARK IMPROVEMENTS - PACKAGE 2

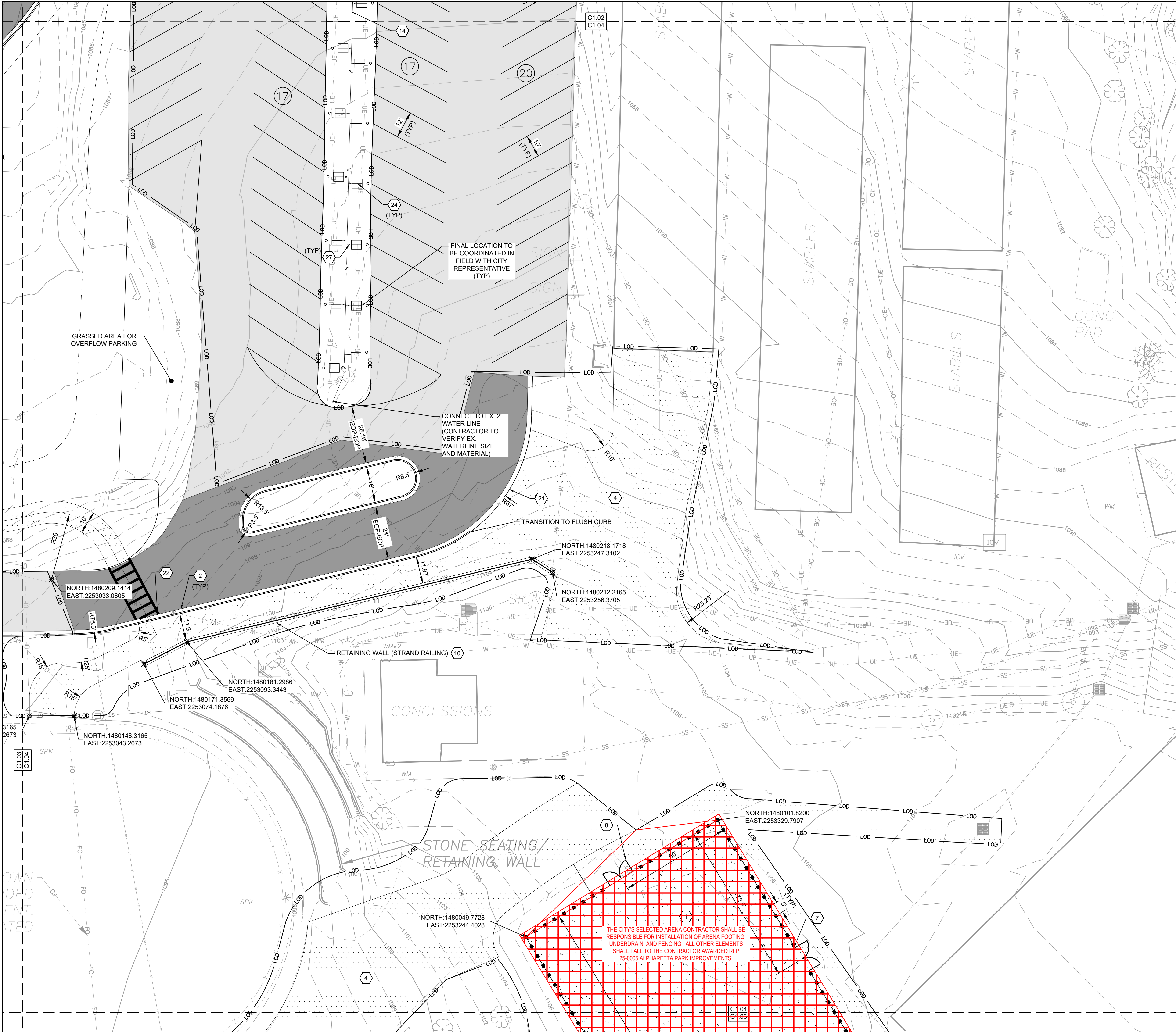
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SAVED:13/02/2025
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LEGEND

CONCRETE SIDEWALK

AGGREGATE BASE

ARENA FOOTING (FIBER AND SAND)
SEE DETAIL 1/L7.01

ASPHALT PAVEMENT (FULL DEPTH)
SEE STD. 901/C7.02

ASPHALT PARKING PAVEMENT
SEE STD. 901/C7.02

ASPHALT SIDEWALK PAVEMENT
SEE DETAIL 3/C7.04

ASPHALT PAVEMENT
(2" MILL & RESURFACE WITH 12.5MM SUPERPAVE)

SLATESCAPE

PERVIOUS PARKING AREA

C1.01

C1.02

C1.03

C1.06

C1.05

C1.04

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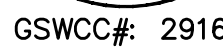
CITY OF ALPHARETTA
WILLS PARK IMPROVEMENTS - PACKAGE 2
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CITY OF ALPHARETTA
WILLS PARK IMPROVEMENTS - PACKAGE 2

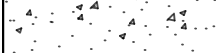
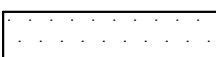
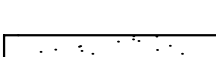
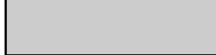
REVISION INFORMATION				
REV.	DR.	CHK.	DATE	DESCRIPTION
0	CM	CLD	00-00-0000	100% 150

FILE NO. 3817701

1. CONTRACTOR TO REPLACE ANY SIDEWALK AND PAVEMENT, INCLUDING MARKINGS, REMOVED DURING CONSTRUCTION TO MATCH EXISTING CONDITIONS.
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24	RV HOOK UP PEDESTAL WITH BOLLARD (SEE DETAIL 1/L7.03)
25	CONCRETE DRIVEWAY APRON (SEE DETAIL 951/C7.04)
26	ADA CURB RAMP W/ DETECTABLE WARNINGS: TYPE D (SEE DETAIL 902/C7.02)
27	3/4" WATER LINE AND GATE VALVE (SEE DETAIL 2/C7.04)
28	ACCESSIBLE PARKING SIGN (SEE DETAIL 2/C7.03)

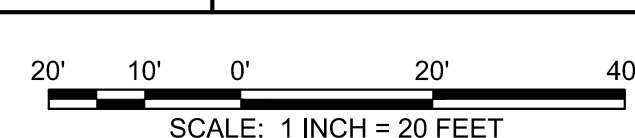
LEGEND

	CONCRETE SIDEWALK
	AGGREGATE BASE
	ARENA FOOTING (FIBER AND SAND) SEE DETAIL 1/L7.01
	ASPHALT PAVEMENT (FULL DEPTH) SEE STD. 901/C7.02
	ASPHALT PARKING PAVEMENT SEE STD. 901/C7.02
	ASPHALT SIDEWALK PAVEMENT SEE DETAIL 3/C7.04
	ASPHALT PAVEMENT (2" MILL & RESURFACE WITH 12.5MM SUPERPAVE)
	SLATESCAPE
	PERVIOUS PARKING AREA

C1.01	C1.02
C1.03	C1.04
	C1.05



PARCEL ID: 12 2460006450187	FEMA PANEL: ZONE "X", PANEL NO. 0058, COMMUNITY NO. 130084F. 09/18/2013
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Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

City of Alpharetta - Parks and Rec
11915 Wills Road
Alpharetta, GA 30009

Bartlett Tree Experts
Raul Mederos Jr. - Representative
3524-A Lawrenceville Hwy
Tucker, GA 30084
Business: 7704969848
E-Mail Address: rmederos@bartlett.com

NOTICE TO CLIENT:

Bartlett Tree Experts has entered this property for the specific purpose of writing this proposal, pursuant to the owner's request. Bartlett Tree Experts makes no warranties and accepts no responsibility regarding the potential risks involving any trees on this property. Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions related to your trees and shrubs. THIS IS NOT AN INVOICE.

OLD RUCKER FARM: Soil Care and Fertilization

Prescription Soil Treatment

Apply a prescription soil treatment to supply necessary nutrients according to soil analysis results and recommendations to the following plant and location.

- Trees as noted on plans located at the Old Rucker Farm

Prescription fertilization utilizes soil analysis to provide a custom treatment to meet the specific requirements of the plant species. The treatment can include macro and micronutrients, soil conditioners and beneficial soil microbes that promote health of both soils and landscape plants.

Treatment Area: 18300 square feet.

Provide 1 treatment at 7,260.00 per treatment.

Estimated Treatment Date: 7/1/2025.

Total for 'Soil Care and Fertilization'

Amount: \$7,260.00

OLD RUCKER FARM: Tree and Shrub Work

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

Natural Pruning

Species

Trees as noted on plans

Location

Old Rucker Farm

Goals:

- Reduce risk of branch failure
- Provide clearance over construction area

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

•

CONTRACTED RATE

Tree Climber: \$122 p/hour * 18 hrs = \$2196

Ground Person: \$115 p/hour * 2 person 18 hrs = \$4140

TOTAL: \$6336

Total for 'Tree and Shrub Work'

Amount: \$6,336.00

OLD RUCKER FARM: Root Invigoration

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of Trees as noted on plans located at the Old Rucker Farm using an Air-Spade to improve soil health and promote root development and function. A radius of approximately 4 feet from the trunk will be cultivated to a depth of 6-8 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Biochar will be added to the soil during cultivation.

Arborist Notes:

- Root Invigoration® is a unique treatment developed and patented by Bartlett Tree Experts that helps reduce soil compaction, increase soil organic matter levels and promote tree root health.

The process decompacts soil and encourages new fine root growth. These new roots improve water and nutrient uptake by the tree, which typically leads to a greening of the foliage and additional healthy foliar growth.

Compost, biochar and mycorrhizal will be added in the soil and blended together.

Total for 'Root Invigoration'

Amount: \$12,400.00

UNION HILL: Soil Care and Fertilization

Prescription Soil Treatment

Apply a prescription soil treatment to supply necessary nutrients according to soil analysis results and recommendations to the following plant and location.

- Trees as noted on plans located at the Union Hill

Prescription fertilization utilizes soil analysis to provide a custom treatment to meet the specific requirements of the plant species. The treatment can include macro and micronutrients, soil conditioners and beneficial soil microbes that promote health of both soils and landscape plants.

Treatment Area: 14000 square feet.
Provide 1 treatment at 5,610.00 per treatment.

Estimated Treatment Date: 7/1/2025.

Total for 'Soil Care and Fertilization'

Amount: \$5,610.00

UNION HILL: Tree and Shrub Work

Natural Pruning

Species	Location
Trees as noted on plans	Union Hill

Goals:

- Reduce risk of branch failure
- Provide clearance over construction area

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

•

CONTRACTED RATE

Tree Climber: \$122 p/hour * 11 hrs = \$1342

Ground Person: \$115 p/hour * 2 person 11 hrs = \$2530

TOTAL: \$3872

Total for 'Tree and Shrub Work'

Amount: \$3,872.00

UNION HILL: Root Invigoration

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of Trees as noted on plans located at the Union Hill using an Air-Spade to improve soil health and promote root development and function. A radius of approximately 4 feet from the trunk will be cultivated to a depth of 6-8 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Biochar will be added to the soil during cultivation.

Arborist Notes:

- Root Invigoration® is a unique treatment developed and patented by Bartlett Tree Experts that helps reduce soil compaction, increase soil organic matter levels and promote tree root health.

The process decompacts soil and encourages new fine root growth. These new roots improve water and nutrient uptake by the tree, which typically leads to a greening of the foliage and additional healthy foliar growth.

Compost, biochar and mycorrhizal will be added in the soil and blended together.

Total for 'Root Invigoration'

Amount: \$12,600.00

WILLS EQUESTRIAN: Soil Care and Fertilization

Prescription Soil Treatment

Apply a prescription soil treatment to supply necessary nutrients according to soil analysis results and recommendations to the following plant and location.

- Trees as noted on plans located at the Wills Equestrian

Prescription fertilization utilizes soil analysis to provide a custom treatment to meet the specific requirements of the plant species. The treatment can include macro and micronutrients, soil conditioners and beneficial soil microbes that promote health of both soils and landscape plants.

Treatment Area: 6500 square feet.
Provide 1 treatment at 2,640.00 per treatment.

Estimated Treatment Date: 7/1/2025.

Total for 'Soil Care and Fertilization' Amount: \$2,640.00

WILLS EQUESTRIAN: Tree and Shrub Work

Natural Pruning

Species	Location
Trees as noted on plans	Wills Equestrian

Goals:

- Reduce risk of branch failure
- Provide clearance over construction area

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

-

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

CONTRACTED RATE

Tree Climber: \$122 p/hour * 5 hrs = \$610

Ground Person: \$115 p/hour * 2 person * 5 hrs = \$1150

TOTAL: \$1760

Total for 'Tree and Shrub Work'

Amount: \$1,760.00

WILLS EQUESTRIAN: Root Invigoration

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of Trees as noted on plans located at the Wills Equestrian using an Air-Spade to improve soil health and promote root development and function. A radius of approximately 4 feet from the trunk will be cultivated to a depth of 6-8 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Biochar will be added to the soil during cultivation.

Arborist Notes:

- Root Invigoration® is a unique treatment developed and patented by Bartlett Tree Experts that helps reduce soil compaction, increase soil organic matter levels and promote tree root health.

The process decompacts soil and encourages new fine root growth. These new roots improve water and nutrient uptake by the tree, which typically leads to a greening of the foliage and additional healthy foliar growth.

Compost, biochar and mycorrhizal will be added in the soil and blended together.

Total for 'Root Invigoration'

Amount: \$6,200.00

WACKY WORLD: Soil Care and Fertilization

Prescription Soil Treatment

Apply a prescription soil treatment to supply necessary nutrients according to soil analysis results and recommendations to the following plant and location.

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

- Trees as noted on plans located at the Wacky World

Prescription fertilization utilizes soil analysis to provide a custom treatment to meet the specific requirements of the plant species. The treatment can include macro and micronutrients, soil conditioners and beneficial soil microbes that promote health of both soils and landscape plants.

Treatment Area: 6000 square feet.

Provide 1 treatment at 2,310.00 per treatment.

Estimated Treatment Date: 7/1/2025.

Total for 'Soil Care and Fertilization'

Amount: \$2,310.00

WACKY WORLD: Tree and Shrub Work

Natural Pruning

Species	Location
Trees as noted on plans	Wacky World

Goals:

- Reduce risk of branch failure
- Provide clearance over construction area

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

-

CONTRACTED RATE

Tree Climber: \$122 p/hour * 8 hrs = \$976

Ground Person: \$115 p/hour * 2 person 8 hrs = \$1840

TOTAL: \$2816

Total for 'Tree and Shrub Work'

Amount: \$2,816.00

WACKY WORLD: Root Invigoration

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of Trees as noted on plans located at the Wacky World using an Air-Spade to improve soil health and promote root development and function. A radius of approximately 4 feet from the trunk will be cultivated to a depth of 6-8 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Biochar will be added to the soil during cultivation.

Arborist Notes:

- Root Invigoration® is a unique treatment developed and patented by Bartlett Tree Experts that helps reduce soil compaction, increase soil organic matter levels and promote tree root health.

The process decompacts soil and encourages new fine root growth. These new roots improve water and nutrient uptake by the tree, which typically leads to a greening of the foliage and additional healthy foliar growth.

Compost, biochar and mycorrhizal will be added in the soil and blended together.

Total for 'Root Invigoration'

Amount: \$6,600.00

PARKING LOT: Tree and Shrub Work

Natural Pruning

Species	Location
Trees as noted on plans	Parking Lot Expns

Goals:

- Reduce risk of branch failure
- Provide clearance over construction area

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

•
CONTRACTED RATE
Tree Climber: \$122 p/hour * 6 hrs = \$732
Ground Person: \$115 p/hour * 2 person * 6 hrs = \$1380

TOTAL: \$2112

Total for 'Tree and Shrub Work' *Amount: \$2,112.00*

EAST GATEWAY: Soil Care and Fertilization

Prescription Soil Treatment

Apply a prescription soil treatment to supply necessary nutrients according to soil analysis results and recommendations to the following plant and location.

• Trees as noted on plans located at the East Gateway

Prescription fertilization utilizes soil analysis to provide a custom treatment to meet the specific requirements of the plant species. The treatment can include macro and micronutrients, soil conditioners and beneficial soil microbes that promote health of both soils and landscape plants.

Treatment Area: 5000 square feet.
Provide 1 treatment at 1,980.00 per treatment.

Estimated Treatment Date: 7/1/2025.

Total for 'Soil Care and Fertilization' *Amount: \$1,980.00*

EAST GATEWAY: Tree and Shrub Work

Natural Pruning

Species	Location
Trees as noted on plans	East Gateway

Goals:

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

- Reduce risk of branch failure
- Provide clearance over construction area

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

•

CONTRACTED RATE

Tree Climber: \$122 p/hour * 9 hrs = \$1098

Ground Person: \$115 p/hour * 2 person * 9 hrs = \$2070

TOTAL: \$3168

Total for 'Tree and Shrub Work'

Amount: \$3,168.00

EAST GATEWAY: Root Invigoration

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of Trees as noted on plans located at the East Gateway using an Air-Spade to improve soil health and promote root development and function. A radius of approximately 4 feet from the trunk will be cultivated to a depth of 6-8 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Biochar will be added to the soil during cultivation.

Arborist Notes:

- Root Invigoration® is a unique treatment developed and patented by Bartlett Tree Experts that helps reduce soil compaction, increase soil organic matter levels and promote tree root health.

The process decompacts soil and encourages new fine root growth. These new roots improve water and nutrient uptake by the tree, which typically leads to a greening of the foliage and additional healthy foliar growth.

Compost, biochar and mycorrhizal will be added in the soil and blended together.

Total for 'Root Invigoration'

Amount: \$3,800.00

WEST GATEWAY: Tree and Shrub Work

Natural Pruning

Species	Location
Trees as noted on plans	West Gateway

Goals:

- Provide clearance over construction area
- Reduce risk of branch failure

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

-

CONTRACTED RATE

Tree Climber: \$122 p/hour * 3 hrs = \$366

Ground Person: \$115 p/hour * 2 person * 3 hrs = \$690

TOTAL: \$1056

Total for 'Tree and Shrub Work'

Amount: \$1,056.00

WAGGY WORLD: Soil Care and Fertilization

Prescription Soil Treatment

Apply a prescription soil treatment to supply necessary nutrients according to soil analysis results and recommendations to the following plant and location.

- Trees as noted on plans located at the Waggy World

Prescription fertilization utilizes soil analysis to provide a custom treatment to meet the specific requirements of the plant species. The treatment can include macro and micronutrients, soil conditioners and beneficial soil microbes that promote health of both soils and landscape plants.

Client: 6251322

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Treatment Area: 3400 square feet.

Provide 1 treatment at 1,320.00 per treatment.

Estimated Treatment Date: 7/1/2025.

Total for 'Soil Care and Fertilization'

Amount: \$1,320.00

WAGGY WORLD: Tree and Shrub Work

Natural Pruning

Species

Trees as noted on plans

Location

Waggy World

Goals:

- Reduce risk of branch failure
- Provide clearance over construction area

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

•

CONTRACTED RATE

Tree Climber: \$122 p/hour * 34 hrs = \$4148

Ground Person: \$115 p/hour * 2 person * 34 hrs = \$7820

TOTAL: \$11968

Total for 'Tree and Shrub Work'

Amount: \$11,968.00

WAGGY WORLD: Root Invigoration

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of Trees as noted on plans located at the Waggy World using an Air-Spade

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

to improve soil health and promote root development and function. A radius of approximately 4 feet from the trunk will be cultivated to a depth of 6-8 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Biochar will be added to the soil during cultivation.

Arborist Notes:

- Root Invigoration® is a unique treatment developed and patented by Bartlett Tree Experts that helps reduce soil compaction, increase soil organic matter levels and promote tree root health.

The process decompacts soil and encourages new fine root growth. These new roots improve water and nutrient uptake by the tree, which typically leads to a greening of the foliage and additional healthy foliar growth.

Compost, biochar and mycorrhizal will be added in the soil and blended together.

.....
Total for 'Root Invigoration'

Amount: \$3,200.00
.....

CROSS-TIE FLUME: Soil Care and Fertilization

Prescription Soil Treatment

Apply a prescription soil treatment to supply necessary nutrients according to soil analysis results and recommendations to the following plant and location.

- Trees as noted on plans located at the Cross-tie Flume

Prescription fertilization utilizes soil analysis to provide a custom treatment to meet the specific requirements of the plant species. The treatment can include macro and micronutrients, soil conditioners and beneficial soil microbes that promote health of both soils and landscape plants.

Treatment Area: 15000 square feet.

Provide 1 treatment at 5,940.00 per treatment.

Estimated Treatment Date: 7/1/2025.

.....
Total for 'Soil Care and Fertilization'

Amount: \$5,940.00
.....

CROSS-TIE FLUME: Tree and Shrub Work

Natural Pruning

Species	Location
Trees as noted on plans	Cross-tie Flume

Goals:

- Reduce risk of branch failure
- Provide clearance over construction area

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

-

CONTRACTED RATE

Tree Climber: \$122 p/hour * 9 hrs = \$1098

Ground Person: \$115 p/hour * 2 person * 9 hrs = \$2070

TOTAL: \$3168

Total for 'Tree and Shrub Work'

Amount: \$3,168.00

CROSS-TIE FLUME: Root Invigoration

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of Trees as noted on plans located at the Cross-tie Flume using an Air-Spade to improve soil health and promote root development and function. A radius of approximately 4 feet from the trunk will be cultivated to a depth of 6-8 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Biochar will be added to the soil during cultivation.

Arborist Notes:

- Root Invigoration® is a unique treatment developed and patented by Bartlett Tree Experts that helps reduce soil compaction,

increase soil organic matter levels and promote tree root health.

The process decompacts soil and encourages new fine root growth. These new roots improve water and nutrient uptake by the tree, which typically leads to a greening of the foliage and additional healthy foliar growth.

Compost, biochar and mycorrhizal will be added in the soil and blended together.

Total for 'Root Invigoration' *Amount: \$10,000.00*

SPINE: Soil Care and Fertilization

Prescription Soil Treatment

Apply a prescription soil treatment to supply necessary nutrients according to soil analysis results and recommendations to the following plant and location.

- Trees as noted on plans located at the Spine Trail

Prescription fertilization utilizes soil analysis to provide a custom treatment to meet the specific requirements of the plant species. The treatment can include macro and micronutrients, soil conditioners and beneficial soil microbes that promote health of both soils and landscape plants.

Treatment Area: 60000 square feet.
Provide 1 treatment at 23,760.00 per treatment.

Estimated Treatment Date: 7/1/2025.

Total for 'Soil Care and Fertilization' *Amount: \$23,760.00*

SPINE: Tree and Shrub Work

Natural Pruning

Species	Location
Trees as noted on plans	Spine Trail

Goals:

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

- Reduce risk of branch failure
- Provide clearance over construction area

Specifications:

- Reduce and/or remove low branches as needed, to provide 15' - 16' of clearance.
- Remove all debris

Arborist Notes:

•

CONTRACTED RATE

Tree Climber: \$122 p/hour * 28 hrs = \$3416

Ground Person: \$115 p/hour * 2 person * 28 hrs = \$6440

TOTAL: \$9856

Total for 'Tree and Shrub Work'

Amount: \$9,856.00

SPINE: Root Invigoration

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of Trees as noted on plans located at the Spine Trail using an Air-Spade to improve soil health and promote root development and function. A radius of approximately 4 feet from the trunk will be cultivated to a depth of 6-8 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Biochar will be added to the soil during cultivation.

Arborist Notes:

- Root Invigoration® is a unique treatment developed and patented by Bartlett Tree Experts that helps reduce soil compaction, increase soil organic matter levels and promote tree root health.

The process decompacts soil and encourages new fine root growth. These new roots improve water and nutrient uptake by the tree, which typically leads to a greening of the foliage and additional healthy foliar growth.

Compost, biochar and mycorrhizal will be added in the soil and blended together.

Total for 'Root Invigoration'

Amount: \$35,200.00

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

MULCH IMPACTED CRZ: Tree and Shrub Work

Mulching

Supply and install approximately 2-4" layer of hardwood mulch. The area should extend 0 feet from the root collar of the various trees located at the locations noted on the plans. Mulch helps to improve soil moisture conditions, moisture retention and protects the plant from mechanical injury.

Arborist Notes:

- To be performed by others.

Total for 'Tree and Shrub Work'

Amount: \$120,000.00

Total Amount: \$306,932.00

SCHEDULE OF WORK PROPOSED:

Once accepted and scheduled, Bartlett Tree Experts will coordinate all job planning and scheduling; equipment requirements, and work crew staffing and direction pertaining to safe, professional execution of the service or services offered.

Upon acceptance of this proposal, this work can be scheduled to take place during the week/weeks of 7/1/2025 and should be completed by 6/30/2026.

SCHEDULE OF PAYMENT:

Bartlett Tree Experts offers to perform the work specifications at the work location listed above at the following rates:

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

Owner agrees to pay:

OLD RUCKER FARM:	\$25,996.00
UNION HILL:	\$22,082.00
WILLS EQUESTRIAN:	\$10,600.00
WACKY WORLD:	\$11,726.00
PARKING LOT:	\$2,112.00
EAST GATEWAY:	\$8,948.00
WEST GATEWAY:	\$1,056.00
WAGGY WORLD:	\$16,488.00
CROSS-TIE FLUME:	\$19,108.00
SPINE:	\$68,816.00
MULCH IMPACTED CRZ:	\$120,000.00

NOTICE OF RIGHT TO CANCEL:

You, the client, may cancel this transaction, without penalty or obligation, at any time prior to midnight of the third business day after the date of the acceptance of this proposal. To cancel your acceptance of this proposal within this time, you may notify Bartlett Tree Experts, in writing of your intent to do so, referencing the work location and project.

ADDITIONAL TERMS AND CONDITIONS:

After reviewing the terms and conditions attached, which become part of this agreement, please sign the enclosed copy and return in the enclosed envelope. In the event that the client should issue additional work authorization terms, if agreed upon, such terms will be incorporated into this agreement. In the event that such terms conflict with this agreement, then the terms of this agreement shall govern over any conflicting language. The original document should be retained for your reference. Should you have any questions or need further information, please contact me directly at <cell phone>.

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

OFFER:

Bartlett Tree Experts will perform the above referenced service in a safe, professional manner, in accordance with all laws, rules, regulations, and industry standards governing tree care.

Bartlett Representative Signature:



Date:

7/11/2025

Printed Name:

Raul Mederos Jr.

AUTHORIZATION TO PROCEED:

I hereby authorize Bartlett Tree Experts to perform the above services. Unless otherwise agreed upon in writing by Bartlett Tree Experts, I agree to make total payment of the estimated costs and all authorized additional costs upon completion of the work.

Client's Signature:

Date:

Printed Name:

Client: 6251322

Printed on: 7/11/2025

Created on: 6/13/2025

Prices are guaranteed if accepted within thirty days.
All accounts are net payable upon receipt of invoice.

Work is done in accordance with ANSI A300 Tree Care Standards.

To access a certificate of liability insurance for Bartlett Tree Experts, please navigate to <http://www.bartlett.com/BartlettCOL.pdf>

A Job Site Safety Analysis was completed for your property, please contact your arborist for further details.

Bartlett Tree Experts does not sell client information to third parties. However, Bartlett may need to retain client information for digital advertising purposes. For further information on the type of client information collected, the purpose for which information may be used, and any client's ability to access and/or opt out of such use, please visit Bartlett's privacy policy on our website: <https://www.bartlett.com/privacy-policy.cfm>

Budget Snapshot and Amendments

Bond Fund (Series 2022)

	Account	Name	Budget	Actual	Encumbrance	Current Avail. Budget	Budget Amendment	Revised Avail. Budget
Expense								
	31861150-541500-C2011	WILLS PARK MASTER PLAN IMP	\$ 4,912,202.00	\$ 14,250.00	\$ 18,250.00	\$ 4,879,702.00	\$ 1,954,092.00	\$ 6,833,794.00
	31861150-541500-C2218	OLD RUCKER PARK	2,604,530.00	15,060.00	3,925.00	2,585,545.00	360,000.00	2,945,545.00
	31861150-541500-C2216	UNION HILL PARK	2,668,233.00	116,637.50	-	2,551,595.50	30,000.00	2,581,595.50
	31861150-541500-C1911	EQUESTRIAN CENTER (CITY)	4,085,983.00	530,579.25	337,062.00	3,218,341.75	(504,092.00)	2,714,249.75
	31890200-579000	PARKS RESERVE	1,850,000.00	-	-	1,850,000.00	(1,840,000.00)	10,000.00
							<u>\$ -</u>	

Capital Project Fund

	Account	Name	Budget	Actual	Encumbrance	Current Avail. Budget	Budget Amendment	Revised Avail. Budget
Revenue								
	30161150-371000-C2309	WACKY WORLD 2.0 (DONATIONS)	\$ 19,461.00	\$ 19,460.11		\$ 0.89	\$ 289,961.00	\$ 289,961.89
	30161150-371000-C1911	EQUESTRIAN CTR (FOUNDATION)	-	-		-	1,662,132.00	1,662,132.00
							<u>\$ 1,952,093.00</u>	
Expense								
	30161150-541500-C2309	WACKY WORLD 2.0 (DONATION) IMP	\$ 217,743.00	\$ 737.73	\$ -	\$ 217,005.27	\$ 289,961.00	\$ 506,966.27
	30161150-541500-C1911	EQUESTRIAN CTR (FOUNDATION)	-	-	-	-	1,662,132.00	1,662,132.00
							<u>\$ 1,952,093.00</u>	

Hotel/Motel Fund

	Account	Name	Budget	Actual	Encumbrance	Current Avail. Budget	Budget Amendment	Revised Avail. Budget
Expense								
	27590450-541500-C2011	WILLS PARK MASTER PLAN IMP	\$ 15,070.00	\$ -	\$ -	\$ 15,070.00	\$ -	\$ 15,070.00
							<u>\$ -</u>	

Impact Fee Fund

	Account	Name	Budget	Actual	Encumbrance	Current Avail. Budget	Budget Amendment	Revised Avail. Budget
Expense								
	27061150-541500-C2011	WILLS PARK MASTER PLAN IMP	\$ 306,704.00	\$ -	\$ -	\$ 306,704.00	\$ -	\$ 306,704.00
							<u>\$ -</u>	



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Morgan Rodgers

Meeting Date: July 28, 2025

AGENDA ITEM:

Contract Approval: North Park Concession and Restroom Building Design/Build

Consideration of approval to award a contract to Prime Contractors, Inc. under the State of Georgia convenience contract (#99999-S20200901) for the complete development cycle including design and buildout of North Park Concession and Restroom Building, as well as, the demolition of the existing structure and related work, in an amount totaling \$794,916.68 and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the award of a contract to Prime Contractors, Inc. under the State of Georgia convenience contract (#99999-S20200901) for the complete development cycle including design and buildout of North Park Concession and Restroom Building, as well as, the demolition of the existing structure and related work, in an amount totaling \$794,916.68 and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$794,916.68. FUNDING IS PROVIDED THROUGH IMPACT FEES (ELIGIBLE USE) AND GENERAL CAPITAL PROJECT FUNDING.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
North Park Concession and Restroom Building Design/Build (Impact Fees; 27061150-541500-C2035)	\$528,820
North Park Concession and Restroom Building Design/Build (Capital Project Fund; 30161150-541500-C2035)	\$266,096.68

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-	\$0.00
-	\$0.00

ITEM DESCRIPTION:

BACKGROUND:

The restroom and concession stand at North Park softball fields 1-4 is well past its useful life, not structured to adequately serve the community (too few bathroom stalls), and is one of the city's lowest-rated facilities pursuant to the recently completed facility condition assessment.

Given the layout and structural components of the current facility, renovation is not a practical and financially feasible solution.

A new building will provide additional restroom stalls (current facility = 4 stalls; new facility = 10), a new concession area, and a covered seating area. Here's a summary of the key details for this request:

Existing Facility Issues:

- Current restroom/concession stand is too small for the number of park users.
- Serves multiple areas: four softball fields, batting cages, and a playground.

Proposed Project:

- **Key Improvements:**
 - Restrooms: 150% increase in the number of stalls to accommodate more users (4 stalls vs. 10 stalls).
 - Concession Stand: New concession area, including a covered seating area for park patrons.

The fixed budget for this project totals approximately \$800,000. As such, staff did not want to follow a traditional design-bid-build model which would limit cost control flexibility. Instead, staff is recommending a design-build model, whereby staff will work cooperatively with the contractor and design team to ensure delivery of the improvements at the stated budget.

A preliminary design concept by TSW is attached. While changes may be made during the design-build process and corresponding refinement to remain within budgetary targets, this concept serves as the guiding design aesthetic.

GORDIAN ezIQC PROCESS:

The ezIQC (indefinite quantity contract) solution is administered by Gordian through the GA Dept. of Administrative Services (convenience contract #99999-S20200901). The ezIQC program enables governmental entities to take advantage of cooperative volume discounts on contracts that have already been competitively awarded while working with numerous contractors across the state, such as Prime Contractors Inc. Benefits to this process include:

- **Cost Control** – ezIQC establishes local material, labor and equipment pricing in a Construction Task Catalog, allowing project owners to control costs.
- **Time Savings** – Project initiation with ezIQC is much simpler and faster than it is with traditional construction procurement methods. With a pool of contractors readily available and preset pricing for tasks, projects can start in days as opposed to months.
- **Quality of Work** – An experienced Gordian representative works with the awarded contractor to ensure quality every step of the way. Gordian assists in the development of a detailed scope of work and ensures the price proposal is accurate and in line with the competitively procured contract pricing.

RECOMMENDATION:

For a multitude of reasons, not the least of which is a fixed design and construction budget of \$800,000 for design and buildout of a North Park Concession and Restroom Building as well as the demolition of the existing structure, in an inflationary environment, the Department determined this project was a good fit for the ezIQC program.

Utilizing the ezIQC program, staff requested a proposal from Prime Contractors Inc. given the conceptualized plan that was drafted by TSW (attached). Under this streamlined competitive procurement, Prime Contractors Inc. was able to select detailed tasks and quantities utilizing Gordian's pre-approved bid prices per their Construction Task Catalog. The resulting proposal, attached hereto and totaling \$794,916.98, includes all the specifications for the design and buildout of a North Park Concession and Restroom Building, as well as the demolition of the existing structure, and the total cost fell under the target budget.

The opportunity to award a design/build contract to Prime Contractors Inc. through the ezIQC program is a great benefit to the City that might not otherwise be achievable within the approved budget. Not only is Prime Contractors Inc. familiar with the design, but staff will be able to proficiently work with the design team and construction company simultaneously, value engineering the project to ensure financial constraints are met while still meeting the city's vision for the facility.

Should the Mayor and Council award the design/build contract to Prime Contractors Inc., the approximate timeline for design and buildout of a North Park Concession and Restroom Building, as well as the demolition of the existing structure, will be 6 months from the execution of a contract (and notice-to-proceed).

The city previously awarded the Waters Road Park Buildout Design-Build project, as well as the Wills Park Maintenance Facility construction project, to Prime Contractors, Inc. through the Gordian ezIQC process and staff was pleased, overall, with both the vendor (Prime) and the process.

ALTERNATIVES:

There is one alternative to this recommendation:

1. Direct Staff to undertake a formal RFP process to solicit proposals from qualified contractors for the design and buildout of North Park Concession and Restroom Building as well as the demolition of the existing structure, and related work.

ATTACHMENTS:

1. Concept Design
2. Contract - North Park Concessions Design-Build



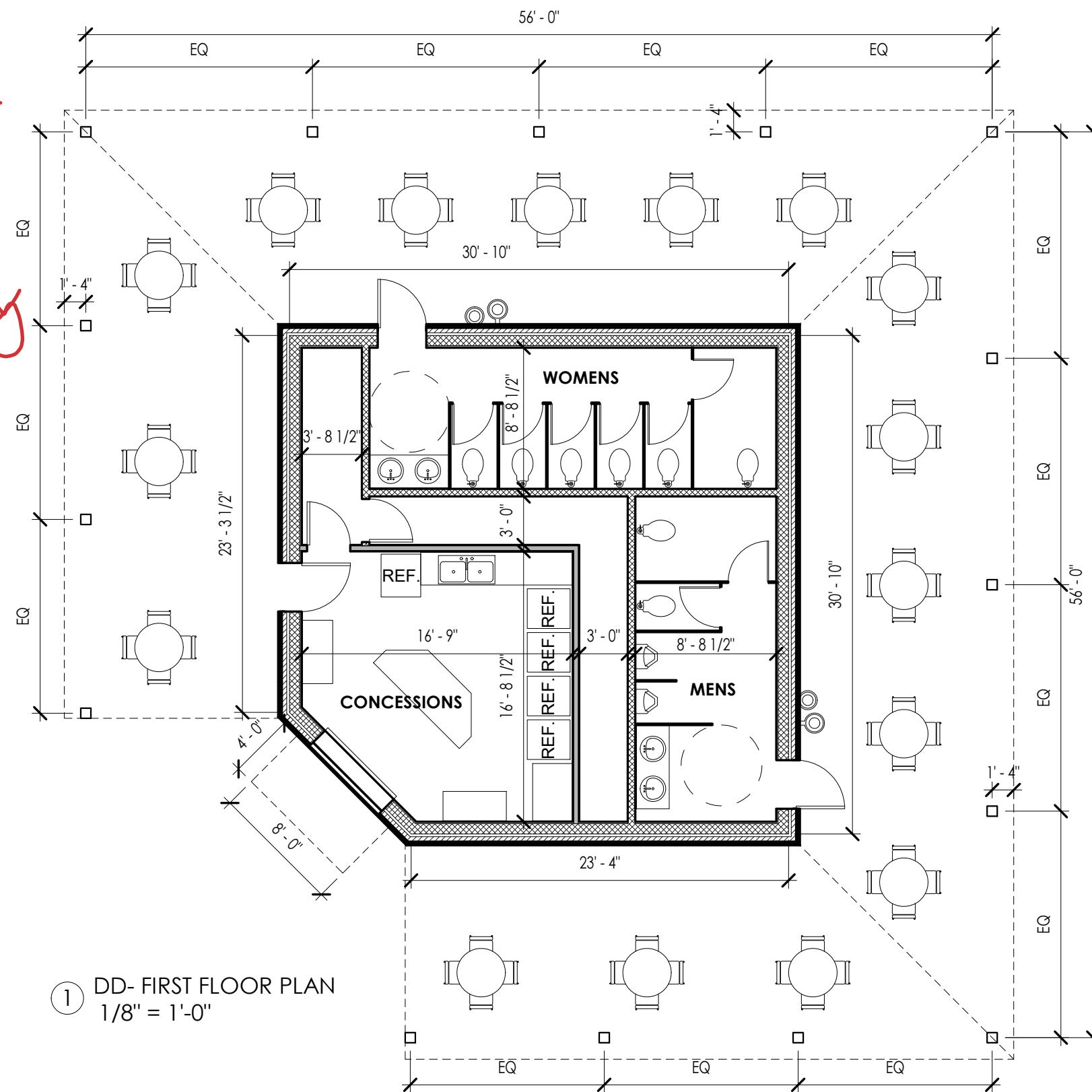
North Park Concession & Restroom

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for: City of Alpharetta
by: TSW



3200 sq ft
 900 building
 Double



North Park Concession & Restroom

Scale 1/8" = 1'-0"

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for: City of Alpharetta
 by: TSW





① DD- SITE PLAN
1" = 20'-0"

North Park Concession & Restroom

Scale 1" = 20'-0"

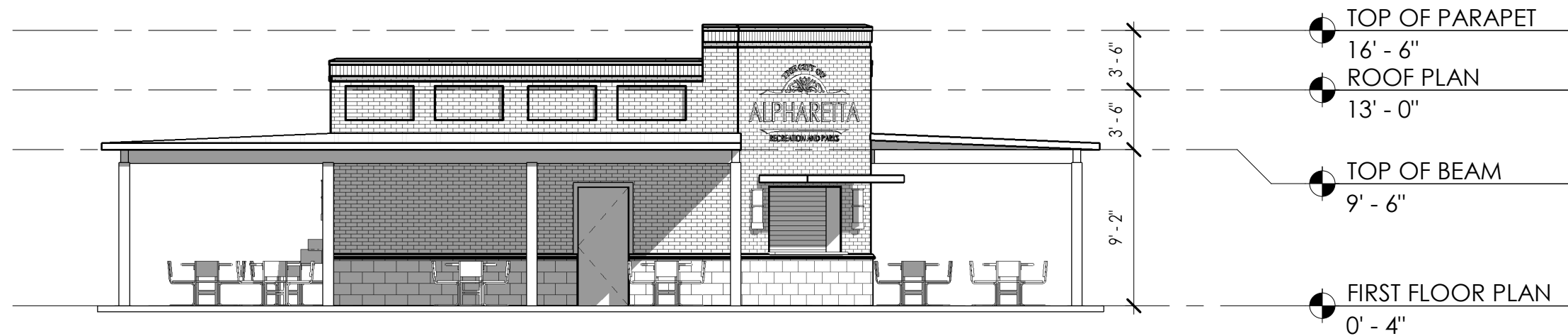
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for: City of Alpharetta
by: TSW

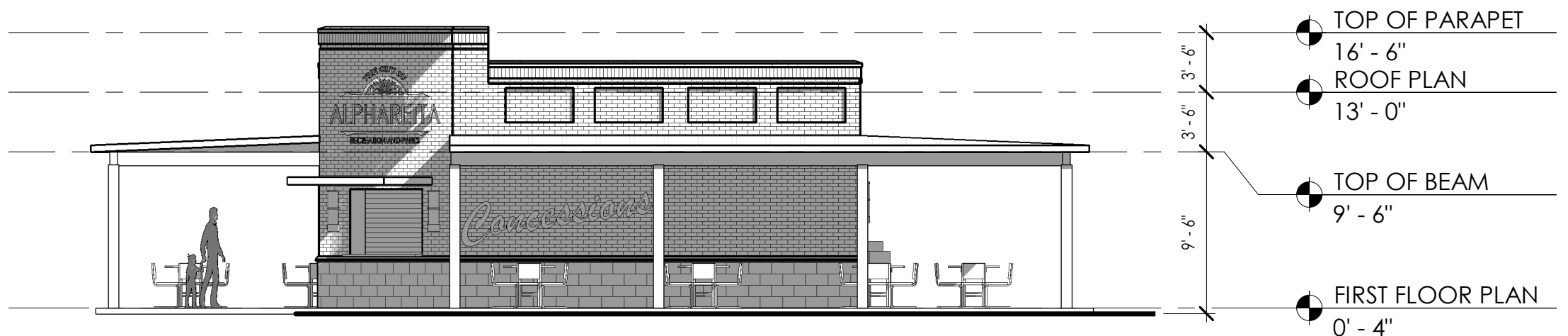




③ DD- FRONT ELEVATION
1/8" = 1'-0"



② DD- FRONT LEFT ELEVATION
1/8" = 1'-0"



① DD- FRONT RIGHT ELEVATION
1/8" = 1'-0"

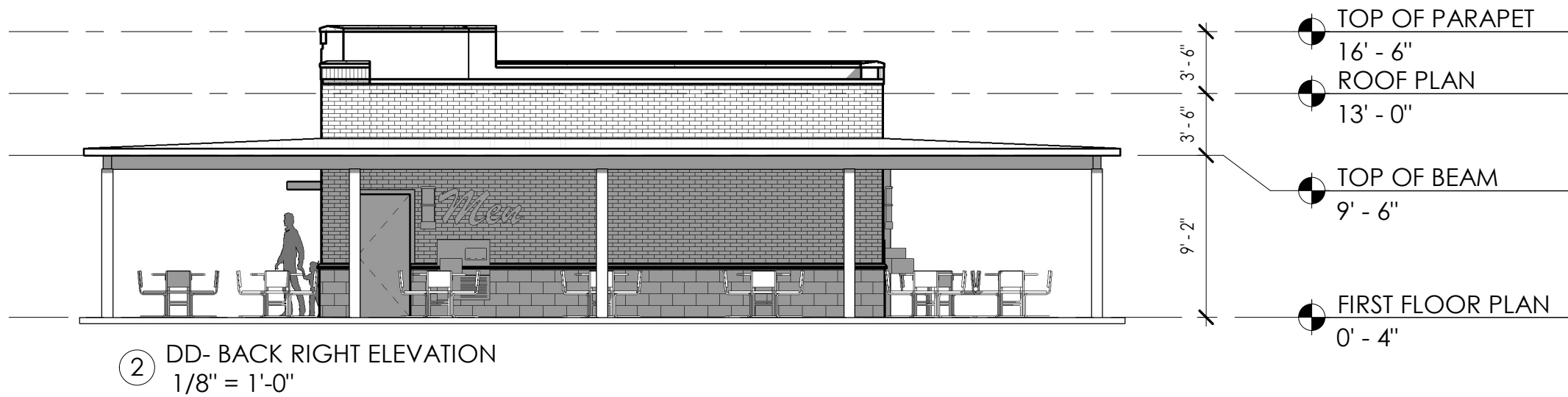
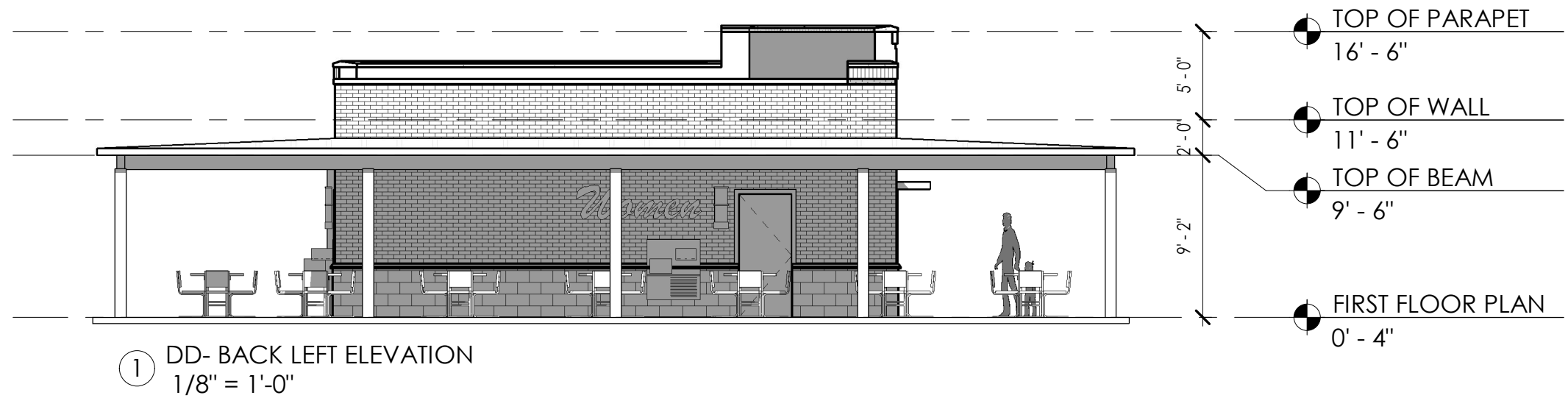
North Park Concession & Restroom

Scale 1/8" = 1'-0"

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for: City of Alpharetta
by: TSW





North Park Concession & Restroom

Scale 1/8" = 1'-0"

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for: City of Alpharetta
by: TSW



CONSTRUCTION SERVICES AGREEMENT

NORTH PARK CONCESSION AND RESTROOM BUILDING DESIGN-BUILD

This Construction Services Agreement (the “Agreement”) is made and entered into on _____ (date) (the “Effective Date”), by and between the **CITY OF ALPHARETTA, GEORGIA**, a municipal corporation of the State of Georgia, acting by and through its governing authority, the Mayor and Alpharetta City Council (hereinafter referred to as the “City”), and **PRIME CONTRACTORS, INC.**, a Georgia corporation (hereinafter referred to as the “Contractor”), collectively referred to herein as the “Parties”.

W I T N E S S E T H:

WHEREAS, the City desires to retain a contractor to perform services for the construction of a Project, as defined below; and

WHEREAS, the City’s approved Purchasing Policy authorizes letting contracts through cooperative purchasing agreement processes; and

WHEREAS, the City desires to use the Gordian eZIQC convenience contract through the Georgia Department of Administrative Services (#99999-S20200901-00015) and Sourcewell (#GA-ST02-040820-PCI) to construct the Project, copies of which are attached hereto as **Exhibit A** and incorporated herein by reference; and

WHEREAS, the City finds that specialized knowledge, skills, and training are necessary to perform the Work (defined below) contemplated under this Agreement; and

WHEREAS, the Contractor has represented that it is qualified by training and experience to perform the Work; and

WHEREAS, the Contractor desires to perform the Work as set forth in this Agreement under the terms and conditions provided in this Agreement; and

WHEREAS, the public interest will be served by this Agreement; and

WHEREAS, the Contractor has familiarized itself with the nature and extent of the Contract Documents, the Project, and the Work, and with all local conditions and federal, state and local laws, ordinances, rules and regulations that may in any manner affect cost, progress or performance of Work, and the Contractor is aware that it must be licensed to do business in the State of Georgia.

NOW THEREFORE, for and in consideration of the mutual promises, the public purposes, and the acknowledgements and agreements contained herein and other good and adequate consideration, the sufficiency of which is hereby acknowledged, the Parties hereto do mutually agree as follows:

Section 1. Contract Documents

This Agreement along with the following documents, attached hereto (except as expressly noted otherwise below) and incorporated herein by reference, constitute the “Contract Documents”:

- A. Sourcewell Indefinite Quantity Construction Contract with Contractor (GA-ST02-040820-PCI) and Participation Agreement between Contractor and the State of Georgia Department of Administrative Services (99999-SPD-520200901-00015), attached hereto as **Exhibit A**;
- B. Proposal from Contractor (the “Scope of Work”) currently Work Order #107018 to be refined during the design-build process, attached hereto as **Exhibit B**;
- C. Forms, included in **Exhibit C**;
 - 1. Forms of Performance Bond and Payment Bond, included within **Exhibit C**;
 - 2. Forms of Subcontractor Affidavits (E-Verify), included within **Exhibit C**;
 - 3. Completed Contractor Affidavit (E-Verify), included within **Exhibit C**
- D. Additional Payment/Retainage Requirements, attached hereto as **Exhibit D**;
- E. The following, which may be delivered or issued after the Effective Date of the Agreement and are not attached hereto: All Change Orders (defined in Section 6 below), other written amendments, and other documents amending, modifying, or supplementing the Contract Documents if properly adopted in writing and executed by the Parties.

Section 2. Project Description; Contract Administrator

- A. Project. A general description of the Project is as follows: **NORTH PARK CONCESSION AND RESTROOM BUILDING DESIGN-BUILD**, including, but not limited to, the complete development cycle including design and buildout of North Park Concession and Restroom Building as well as the demolition of the existing structure, and related work. The location of the work is 13450 Cogburn Road (generally located at the center of North Park softball fields #1-4).
- B. Contract Administrator; Project Manager. The City shall be the Contract Administrator for this Agreement. The City’s Project and Construction Manager for this contract is Kurt Kirby.

Section 3. The Work

- A. The Work. The Work to be completed under this Agreement (the “Work”) includes, but shall not be limited to, the work described in the Scope of Work provided in Contract Documents, attached hereto and incorporated herein by reference. The Work includes all material, labor, insurance, tools, equipment,

machinery, water, heat, utilities, transportation, facilities, services and any other miscellaneous items and work reasonably inferable from the Contract Documents. The term “reasonably inferable” takes into consideration the understanding of the Parties that some details necessary for proper execution and completion of the Work may not be shown on the drawings or included in the specifications or Scope of Work, but they are a requirement of the Work if they are a usual and customary component of the Work or are otherwise necessary for proper and complete installation and operation of the Work. Contractor shall complete the Work in strict accordance with the Contract Documents. In the event of any discrepancy among the terms of the various Contract Documents, the provision most beneficial to the City, as determined by the City in its sole discretion, shall govern.

- B. Notice to Proceed. The City will issue a Notice to Proceed, which Notice to Proceed shall state the dates for beginning Work (“Commencement Date”) and the Expected Date of Final Completion (defined in Section 4(A) below). Unless otherwise approved, the Contractor shall perform its obligations under this Agreement as expeditiously as is consistent with reasonable skill and care and the orderly progress of the Work.
- C. Shop Drawings, Product Data, and Samples. Shop Drawings, Product Data, Samples and similar submittals are not Contract Documents, but must be in conformity therewith. The purpose of their submittal is to demonstrate, for those portions of the Work for which submittals are required by the Contract Documents, the way by which the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents.
 - (i) “Shop Drawings” are drawings, diagrams, schedules and other data specifically prepared for the Work by the Contractor or a subcontractor, sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.
 - (ii) “Product Data” are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.
 - (iii) “Samples” are physical examples that illustrate materials, equipment or workmanship and establish standards by which the Work will be judged.

The Contractor shall review for compliance with the Contract Documents and shall approve and submit to the Contract Administrator Shop Drawings, Product Data, Samples, and similar submittals required by the Contract Documents with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the City or of separate contractors. By approving and submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents that the Contractor has determined and verified materials, field

measurements and field construction criteria related thereto, or will do so, and has checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents. Submittals which are not marked as reviewed for compliance with the Contract Documents and approved by the Contractor may be returned by the Contract Administrator without action. The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved in writing by the Contract Administrator, provided that submittals that are not required by the Contract Documents may be returned without action.

The Work shall be completed in accordance with approved submittals, provided that the Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Contract Administrator's approval of Shop Drawings, Product Data, Samples or similar submittals, unless the Contractor has specifically informed the Contract Administrator in writing of such deviation at the time of submittal and (1) the Contract Administrator has given written approval to the specific deviation as a minor change in the Work, or (2) a written Change Order has been issued and approved to authorize the deviation. The Contract Administrator's approval of the Shop Drawings, Product Data, Samples or similar submittals shall not relieve the Contractor of responsibility for errors or omissions therein.

The Contractor shall, in writing or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, direct the Contract Administrator's attention to any additional revisions included other than those requested by the Contract Administrator on previous submittals. In the absence of such written notice drawing the Contract Administrator's attention to such additional revisions, the Contract Administrator's approval of a resubmission shall not apply to such additional revisions.

The Contractor shall maintain at the Project site(s) one record copy of the Contract Documents in good order and marked currently to record field changes and selections made during construction and one record copy of approved Shop Drawings, Product Data, Samples and similar required submittals. These documents shall be available to the City and Contract Administrator and shall be delivered to the Contract Administrator or City upon completion of the Work.

Section 4. Contract Term; Expedited Completion; Partial Occupancy or Use

- A. Contract Term. Contractor shall promptly commence the Work with adequate force and equipment within ten (10) calendar days from receipt of the Notice to Proceed, or as otherwise specified in the Notice to Proceed, continuously pursue the Work without interruption to completion, and fully complete the Work (i.e., achieve final completion) within **ONE HUNDRED EIGHTY (180) CALENDAR DAYS** following Contractor's mobilization onsite after permit plans have been approved

and permits received from the City, Fulton County, and any other applicable entity (the “Expected Date of Final Completion”).

The City’s current fiscal year (i.e., FY 2026) runs from July 1, 2025, through June 30, 2026. As required by O.C.G.A. § 36-60-13, this Agreement shall terminate absolutely and without further obligation on the part of the City at the close the fiscal year in which it is executed and at the close of each succeeding fiscal year for which it may be renewed; provided, however, that this Agreement shall automatically renew on the first day of each subsequent fiscal year during the Term unless the City provides written notice of non-renewal to Contractor at least five (5) days prior to the end of the then current fiscal year. Further, this Agreement shall terminate immediately and absolutely at any such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the County under this Agreement. Title to any supplies, materials, equipment, or other personal property shall remain in Contractor until fully paid for by the City.

- B. Expediting Completion. The Contractor is accountable for completing the Work within the time period provided in the Contract Documents. If, in the judgment of the City, the Work is behind schedule and the rate of placement of work is inadequate to regain scheduled progress to ensure timely completion of the entire Work or a separable portion thereof, the Contractor, when so informed by the City, shall immediately take action to increase the rate of work placement by:

- (1) An increase in working forces;
- (2) An increase in equipment or tools;
- (3) An increase in hours of work or number of shifts;
- (4) Expediting delivery of materials; and/or
- (5) Other action proposed if acceptable to City.

Within five (5) calendar days after such notice from City that the Work is behind schedule, the Contractor shall notify the City in writing of the specific measures taken and/or planned to increase the rate of progress. The Contractor shall include an estimate as to the date of scheduled progress recovery. Should the City deem the plan of action inadequate, the Contractor shall take additional steps to make adjustments as necessary to its plan of action until it meets with the City’s approval and such approval is provided in writing by the City.

- C. Partial Occupancy or Use. The City may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement between the City and Contractor, provided such occupancy or use is consented to by the insurer and authorized by public authorities having jurisdiction over the Work. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the City and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the

Work and commencement of warranties required by the Contract Documents. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. Immediately prior to such partial occupancy or use, the City, Contractor and Contract Administrator shall jointly inspect the area to be occupied, or portion of the Work to be used, in order to determine and record the condition of the Work. Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

Section 5. Contractor's Compensation; Time and Method of Payment

- A. Maximum Contract Price. For Contractor's performance and completion of the Project, the City shall pay Contractor a fee in accordance with the unit costs established in Contractor's Scope of Work as awarded by the City and refined through the design-build process for a total sum not to exceed **SEVEN HUNDRED AND NINETY FOUR THOUSAND, NINE HUNDRED SIXTEEN DOLLARS AND 68/100 (\$794,916.68)** (the "Maximum Contract Price"). At Contractor's own cost and expense, Contractor shall furnish all materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary or convenient to the successful completion of the Project and the carrying out of all duties and obligations in accordance with the terms and conditions set forth in the Scope of Work. Contractor represents that the Maximum Contract Price is sufficient to perform all of the Work set forth in and contemplated by this Agreement.
- B. Additional Payment/Retainage Requirements. Additional payment and retainage requirements are included as **Exhibit D**, attached hereto and incorporated herein by reference.
- C. Material Deviations. Any material deviations in tests or inspections performed, or times or locations required to complete such tests or inspections, and like deviations from the Work described in this Agreement shall be clearly communicated to the City *before* charges are incurred and shall be handled through written Change Orders, as described in Section 6 below. Whenever the Contract Administrator considers it necessary or advisable, it shall have authority to require inspection or testing of the Work. However, neither this authority of the Contract Administrator nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Contract Administrator to the Contractor, subcontractors, material and equipment suppliers, their agents or employees, or other persons or entities performing portions of the Work.
- D. Taxes. The City is a governmental tax-exempt entity and shall not be responsible for paying any taxes on any materials or services provided for herein. At Contractor's request, City shall provide evidence of its tax-exempt status. To the extent, if any, that the City furnishes tangible personal property to Contractor for incorporation into the Project, Contractor shall be responsible for paying the

amount of tax owed for such tangible personal property.

Section 6. Change Orders

- A. Change Order Defined. A “Change Order” means a written modification of the Contract Documents, signed by representatives of the City and the Contractor with appropriate authorization.
- B. Right to Order Changes. The City reserves the right to order changes in the Work to be performed under this Agreement by altering, adding to, or deducting from the Work. All such changes shall be incorporated in written Change Orders and executed by the Contractor and the City. Such Change Orders shall specify the changes ordered and any necessary adjustment of compensation and completion time. If the Parties cannot reach an agreement on the terms for performing the changed work within a reasonable time to avoid delay or other unfavorable impacts as determined by the City in its sole discretion, the City shall have the right to determine reasonable terms, and the Contractor shall proceed with the changed work.
- C. Change Order Requirement. Any work added to the scope of this Agreement by a Change Order shall be executed under all the applicable conditions of this Agreement. No claim for additional compensation or extension of time shall be recognized, unless contained in a written Change Order duly executed on behalf of the City and the Contractor.
- D. Authority to Execute Change Order. The authority to execute a change order on behalf of the City shall be in accordance with the City’s Procurement Policy, as may be amended from time to time.
- E. Minor Changes in the Work. The Contract Administrator will have the authority to order minor changes in the Work not involving adjustment in the Maximum Contract Price or extension of the Term and not inconsistent with the intent of the Contract Documents. Such changes shall be effected by written order signed by the Contract Administrator. The Contractor shall carry out such written orders promptly. If the minor changes subsequently may affect adjustments in the Maximum Contract Price or the Term, the changes shall then be converted to a written Change Order by the requesting Party.

Section 7. Covenants of Contractor

- A. Ethics Code; Conflict of Interest.
 - (i) Contractor agrees that it shall not engage in any activity or conduct that would result in a violation of the City of Alpharetta Code of Ethics or any other similar law or regulation. Contractor certifies that to the best of his knowledge no circumstances exist which will cause a conflict of interest in

performing the Work. Should Contractor become aware of any circumstances that may cause a conflict of interest during the Term of this Agreement, Contractor shall immediately notify the City. If the City determines that a conflict of interest exists, the City may require that Contractor take action to remedy the conflict of interest or terminate the Agreement without liability. The City shall have the right to recover any fees paid for services rendered by Contractor when such services were performed while a conflict of interest existed if Contractor had knowledge of the conflict of interest and did not notify the City within five (5) business days of becoming aware of the existence of the conflict of interest.

- (ii) Contractor and the City acknowledge that it is prohibited for any person to offer, give, or agree to give any City employee or official, or for any City employee or official to solicit, demand, accept, or agree to accept from another person, a gratuity of more than nominal value or rebate or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or bid therefor. The Contractor and the City further acknowledge that it is prohibited for any payment, gratuity, or offer of employment to be made by or on behalf of a sub-consultant under a contract to the prime Contractor or higher tier sub-consultant, or any person associated therewith, as an inducement for the award of a subcontract or order.

- B. Meetings. The Contractor is required to meet with the City's personnel, or designated representatives, to resolve technical or contractual problems that may occur during the Term of this Agreement at no additional cost to the City. Meetings will occur as problems arise and will be coordinated by the City or the Contract Administrator. The Contractor will be given a minimum of three (3) full business days' notice of meeting date, time, and location. Face-to-face meetings are desired. However, at the Contractor's option and expense, a conference call meeting may be substituted. Consistent failure to participate in problem resolution meetings, two consecutive missed or rescheduled meetings, or failure to make a good faith effort to resolve problems, may result in termination of the contract for cause.
- C. Expertise of Contractor. Contractor accepts the relationship of trust and confidence established between it and the City, recognizing that the City's intention and purpose in entering into this Agreement is to engage an entity with the requisite capacity, experience, and professional skill and judgment to provide the Work in pursuit of the timely and competent completion of the Work undertaken by Contractor under this Agreement. The Contractor agrees to use its best efforts, skill, judgment, and abilities to perform its obligations and to further the interests

of City and the Project in accordance with City's requirements and procedures, and Contractor shall employ only persons duly qualified in the appropriate area of expertise to perform the Work described in this Agreement.

- D. Proper Execution by Contractor. Contractor agrees that it will perform its services in accordance with the usual and customary standards of the Contractor's profession or business and in compliance with all federal, state, and local laws, regulations, codes, ordinances, or orders applicable to the Project, including, but not limited to, O.C.G.A. § 50-5-63, any applicable records retention requirements, and Georgia's Open Records Act (O.C.G.A. § 50-18-70, *et seq.*). Any additional work or costs incurred as a result of error and/or omission by Contractor as a result of not complying with the Contract Documents or not meeting the applicable standard of care or quality, including but not limited to those of repeated procedures and compensation for the Contract Administrator's services or expenses, will be provided at Contractor's expense and at no additional cost to the City. This provision shall survive termination of this Agreement.

It is the Contractor's responsibility to be reasonably aware of all applicable laws, statutes, ordinances, building codes, and rules and regulations. If the Contractor observes that portions of the Contract Documents are at variance therewith, the Contractor shall promptly notify the Contract Administrator and the City in writing of any portions of the Contract Documents that are at variance with the applicable laws, statutes, ordinances, building codes, and rules and regulations.

The Contractor's duties shall not be diminished by any approval by the City or Contract Administrator of Work completed or produced; nor shall any approval by the City or Contract Administrator of Work completed or produced release the Contractor from any liability therefor, it being understood that the City is ultimately relying upon the Contractor's skill and knowledge in performing the Work required under the Contract Documents.

Organization of the specifications into divisions, sections and articles, and arrangement of drawings shall not control the Contractor in dividing the Work among subcontractors or in establishing the extent of Work to be performed by any trade.

- E. Familiarity with the Work.

- (i) *Contractor Familiarity with Work.* Contractor represents that it has familiarized itself with the nature and extent of the Contract Documents, the Work, work site(s), locality, and all local conditions, laws and regulations that in any manner may affect cost, progress, performance, or furnishing of the Work. Since the Contract Documents are complementary, before starting each portion of the Work, the Contractor shall carefully study and compare the various Contract Documents, site conditions, authorities, tests, reports and studies relative to that portion of the Work, as

well as the information furnished by the City, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the Project site(s) affecting it. Contractor represents and agrees that it has correlated the results of all such observations, examinations, investigations, explorations, tests, reports, and studies with the terms and conditions of the Contract Documents. These obligations are for the purpose of facilitating construction by the Contractor and are not for the purpose of discovering errors, omissions, inconsistencies, or ambiguities in the Contract Documents; however, any errors, inconsistencies, omissions, or ambiguities discovered by the Contractor shall be reported promptly to the Contract Administrator and City in writing. Contractor represents that it has given the City written notice of all errors, omissions, inconsistencies, or ambiguities that the Contractor has discovered in the Contract Documents so far, and the written resolution thereof by the City is acceptable to the Contractor. Further, Contractor acknowledges that its obligation to give notice of all such errors, omissions, inconsistencies, or ambiguities shall be continuing during the Term of this Agreement. Any failure on the part of the Contractor to notify the Contract Administrator and City in writing of any errors, omissions, inconsistencies, or ambiguities in the Contract Documents that Contractor discovered or reasonably should have discovered shall result in a waiver and full release by the Contractor of any future arguments or defenses based on such errors, omissions, inconsistencies, or ambiguities against the City. Further, if the Contractor fails to perform its obligations pursuant to this paragraph, the Contractor shall pay such costs and damages to the City as would have been avoided if the Contractor had performed such obligations.

- (ii) *Inspection of Prior Work.* If part of the Contractor's Work depends for proper execution or results upon construction or operations by a separate contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly report to the Contract Administrator apparent discrepancies or defects in such other construction that would render it unsuitable for such proper execution and results. Failure of the Contractor so to report shall constitute an acknowledgment that the City's or separate contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work, except as to defects not then reasonably discoverable, and Contractor shall be responsible for all costs and damages resulting from its failure to report reasonably discoverable defects.
- (iii) *Contractor Requests for Information.* If, with undue frequency (as determined by the City in its sole discretion), the Contractor requests information that is obtainable through reasonable examination and comparison of the Contract Documents, site conditions, and previous correspondence, interpretations or clarifications, the Contractor shall be liable to the City for reasonable charges from the Contract Administrator for the additional services required to review, research and respond to such

requests for information.

- F. Supervision, Inspection and Construction Procedures. The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have control over construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Agreement, unless the Contract Documents give other specific instructions concerning these matters. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences or procedures, the Contractor shall evaluate the jobsite safety therefor and, except as stated below, shall be fully and solely responsible for the jobsite safety for such means, methods, techniques, sequences, or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely written notice to the City and Contract Administrator and shall not proceed with that portion of the Work without further written instructions from the City or Contract Administrator as approved in writing by the City.

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of this Agreement. The Contractor shall take reasonable precautions for the safety of, and shall provide reasonable protection to prevent damage, injury or loss to: (a) employees and other persons who may be affected, (b) the Work and materials and equipment to be incorporated therein, whether in storage on or off the Project site(s), under care, custody or control of the Contractor or Contractor's subcontractors or sub-subcontractors, and (c) other property at the Project site(s) or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction. The Contractor shall give notices and comply with applicable laws, ordinances, rules, regulations and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury or loss.

When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel. If reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the Project site(s) by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the City and Contract Administrator in writing.

- G. Tests and Inspections. Tests, inspections and approvals of portions of the Work required by the Contract Documents or by laws, or ordinances, rules, regulations or orders of public authorities having jurisdiction shall be made promptly at an

appropriate time to avoid unreasonable delay in the Work. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections and approvals with an independent testing laboratory or entity acceptable to the City, or with the appropriate public authority, and shall bear all related costs of tests, inspections and approvals. The Contractor shall give the Contract Administrator timely notice of when and where tests and inspections are to be made so that the Contract Administrator may be present for such procedures. Required permits or certificates of testing, inspection or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and delivered to the Contract Administrator within ten (10) calendar days of issuance.

- H. Budgetary Limitations. Contractor agrees and acknowledges that budgetary limitations are not a justification for breach of sound principals of Contractor's profession and industry. Contractor shall take no calculated risk in the performance of the Work. Specifically, Contractor agrees that, in the event it cannot perform the Work within the budgetary limitations established without disregarding sound principals of Contractor's profession and industry, Contractor will give written notice immediately to the City.
- I. City's Reliance on the Work. The Contractor acknowledges and agrees that the City does not undertake to approve or pass upon matters of expertise of the Contractor and that therefore, the City bears no responsibility for Contractor's Work performed under this Agreement. The Contractor acknowledges and agrees that the acceptance of Work by the City is limited to the function of determining whether there has been compliance with what is required to be produced under this Agreement. The City will not, and need not, inquire into adequacy, fitness, suitability or correctness of Contractor's performance. Contractor further agrees that no approval of designs, plans, or specifications by any person, body, or agency shall relieve Contractor of the responsibility for adequacy, fitness, suitability, and correctness of Contractor's Work under professional and industry standards, or for performing services under this Agreement in accordance with sound and accepted professional and industry principles.
- J. Contractor's Reliance on Submissions by the City. Contractor must have timely information and input from the City in order to perform the Work required under this Agreement. Contractor is entitled to rely upon information provided by the City, but Contractor shall be required to provide immediate written notice to the City if Contractor knows or reasonably should know that any information provided by the City is erroneous, inconsistent, or otherwise problematic.
- K. Uncovering and Correction of Work. If a portion of the Work is covered contrary to the Contract Administrator's request or to requirements specifically expressed in the Contract Documents, it must, if required in writing by the Contract Administrator, be uncovered for examination by the Contract Administrator and be replaced at the Contractor's expense without change in the Agreement Term.

If a portion of the Work has been covered which the Contract Administrator has not specifically requested to examine prior to its being covered or which the Contract Documents did not require to remain uncovered until examined, the Contract Administrator may request to see such Work, and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, costs of uncovering and replacement shall, by appropriate Change Order, be at the City's expense, which expense shall be agreed upon in writing prior to being incurred. If such Work is not in accordance with the Contract Documents, correction shall be at the Contractor's expense, unless the condition was caused by the City, in which event the City shall be responsible for payment of such costs including reasonable charges, if any, by the Contract Administrator for additional service, which expense shall be agreed upon in writing prior to being incurred.

If the City prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the City may do so instead of requiring its removal and correction, in which case the Maximum Contract Price will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

- L. Clean Up. Contractor shall keep the Project site(s) and surrounding area free from accumulation of waste materials or rubbish caused by operations under this Agreement. At completion of the Work, the Contractor shall remove from and about the Project waste materials, rubbish, the Contractor's tools, construction equipment, machinery and surplus materials. The Contractor shall also restore any temporary easement areas to substantially their original condition (less any removed structures or vegetation for which the owner has been compensated). If the Contractor fails to clean up and remediate temporary easement areas as provided in the Contract Documents, the City may do so, and the cost thereof shall be charged to the Contractor.
- M. Contractor's Representative. **JAMES DUNN, President**, shall be authorized to act on Contractor's behalf with respect to the Work as Contractor's designated representative.
- N. Independent Contractor. Contractor hereby covenants and declares that it is engaged in an independent business and agrees to perform the Work as an independent contractor and not as the agent or employee of the City. Nothing contained in this Agreement shall be construed to make the Contractor, or any of its employees, servants or subcontractors, an employee, servant or agent of the City for any purpose. The Contractor agrees to be solely responsible for its own matters relating to the time and place the Work is performed and the method used to perform such Work; the instrumentalities, tools, supplies, and/or materials necessary to complete the Work; hiring of subcontractors, agents, or employees to complete the Work; and the payment of employees, including benefits and compliance with Social Security, withholding, and all other regulations governing such matters. The Contractor agrees to be solely responsible for its own acts and

those of its subordinates, employees, and subcontractors during the life of this Agreement. There shall be no contractual relationship between any subcontractor or supplier and the City by virtue of this Agreement with the Contractor. Any provisions of this Agreement that may appear to give the City the right to direct Contractor as to the details of the services to be performed by Contractor or to exercise a measure of control over such services will be deemed to mean that Contractor shall follow the directions of the City with regard to the results of such services only. It is further understood that this Agreement is not exclusive, and the City may hire additional entities to perform Work related to this Agreement.

Inasmuch as the City and the Contractor are independent of each other, neither has the authority to bind the other to any third person or otherwise to act in any way as the representative of the other, unless otherwise expressly agreed to in writing signed by both Parties hereto. The Contractor agrees not to represent itself as the City's agent for any purpose to any party or to allow any employee of the Contractor to do so, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. The Contractor shall assume full liability for any contracts or agreements the Contractor enters into on behalf of the City without the express knowledge and prior written consent of the City.

- O. Responsibility of Contractor and Indemnification of City. The Contractor covenants and agrees to take and assume all responsibility for the Work rendered in connection with this Agreement. The Contractor shall bear all losses and damages directly or indirectly resulting to it and/or the City on account of the performance or character of the Work rendered pursuant to this Agreement. To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the City and the City's elected and appointed officials, officers, boards, commissions, employees, representatives, consultants, servants, agents, attorneys and volunteers (individually an "Indemnified Party" and collectively "Indemnified Parties") from and against any and all claims, suits, actions, judgments, injuries, damages, losses, costs, expenses and liability of any kind whatsoever, including, but not limited to, attorney's fees and costs of defense ("Liabilities"), which may arise from or be the result of alleged willful, negligent, or tortious act or omission arising out of the Work, performance of contracted services, or operations by the Contractor, any subcontractor, anyone directly or indirectly employed by the Contractor or subcontractor, or anyone for whose acts the Contractor or subcontractor may be liable, regardless of whether or not the act or omission is caused in part by a party indemnified hereunder. This indemnity obligation does not include Liabilities caused by or resulting from the sole negligence of an Indemnified Party. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this provision.

In any and all claims against an Indemnified Party, by any employee of the Contractor, its subcontractor, anyone directly or indirectly employed by the

Contractor or subcontractor, or anyone for whose acts the Contractor or subcontractor may be liable, the indemnification obligation set forth in this provision shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts. This obligation to indemnify, defend, and hold harmless the Indemnified Party(ies) shall survive expiration or termination of this Agreement, provided that the claims are based upon or arise out of actions or omissions that occurred during the performance of this Agreement.

Nothing herein shall be interpreted to require indemnification by the Contractor for claims related to any portion of the Work that may include construction, alteration, repair, or maintenance of a building structure, appurtenances, or appliances, including moving, demolition, and excavating connected therewith in excess of the limitations required under O.C.G.A. § 13-8-2(b).

Nothing herein shall be interpreted to require indemnification by the Contractor for claims related to any portion of the Work that may include engineering, architectural, or land surveying services in excess of the limitations required under O.C.G.A. § 13-8-2(c).

P. Insurance.

- (1) Requirements: The Contractor shall have and maintain in full force and effect for the duration of this Agreement, insurance insuring against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Work by the Contractor, its agents, representatives, employees or subcontractors. All policies shall be subject to approval by the City as to form and content. These requirements are subject to amendment or waiver if so approved in writing by the City Administrator.
- (2) Minimum Limits of Insurance: Contractor shall maintain the following insurance policies with coverage and limits no less than:
 - (a) *Commercial General Liability:* \$2,000,000 (two million dollars) combined single limit per occurrence aggregate comprehensive/extended/enhanced Commercial General Liability policy with coverage including bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting therefrom, damage to premises/operations, products/completed operations, independent consultants and contractual liability (specifically covering the indemnity), broad-from property

damage, and underground, explosion and collapse hazard. This coverage may be achieved by using an excess or umbrella policy. The policy or policies must be on "an occurrence" basis ("claims made" coverage is not acceptable). If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location, and the general aggregate limit shall be twice the required occurrence limit.

- (b) *Commercial Automobile Liability (owned, non-owned, hired):* \$1,000,000 (one million dollars) for bodily or personal injury liability (including sickness, disease or death) and \$100,000 (one hundred thousand dollars) for property damage liability (including destruction of property), combined single limit per occurrence aggregate comprehensive Commercial Automobile liability coverage (owned, non-owned, hired), including loss of use resulting therefrom.
- (c) *Workers' Compensation and Employers' Liability:* Workers' Compensation policy with limits as required by the State of Georgia and Employers' Liability limits of \$1,000,000 (one million dollars) per occurrence or disease, per employee.
- (d) *Builder's Risk Insurance:* Contractor shall provide a Builder's Risk Insurance Policy to be made payable to the City and Contractor, as their interests may appear. The policy amount shall be equal to 100% of the Maximum Contract Price, written on a Builder's Risk "All Risk," or its equivalent. The policy shall provide, or be endorsed to provide, as follows: "The following may occur without diminishing, changing, altering or otherwise affecting the coverage and protection afforded the insured under this policy: i) Equipment may be delivered to the insured premises and installed in place ready for use; and ii) Partial or complete occupancy by City; and iii) Performance of Work in connection with construction operations insured by the City, by its agents or lessees, or other contractors of the City or using agency." The insurance coverage shall include extended coverage, and providing coverage for transit, with sub-limits sufficient to insure the full replacement value of the property or equipment removed from its site and while located away from its site until the date of final acceptance of the Work.
- (e) *Commercial Umbrella Liability Coverage:* \$5,000,000 (five million dollars) per occurrence and in the aggregate shall be provided and will apply over all liability policies, without exception, including but not limited to Commercial General Liability, Commercial Automobile Liability, and Employers' Liability.

- (3) Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by the City in writing so that the City may ensure the financial solvency of the Contractor; self-insured retentions should be included on the certificate of insurance.
- (4) Other Insurance Provisions: Each policy shall contain, or be endorsed to contain, the following provisions respectively:
 - (a) General Liability, Automobile Liability and (if applicable) Umbrella Liability Coverage.
 - (i) *Additional Insured Requirement.* The City and City's elected and appointed officials, officers, boards, commissioners, employees, representatives, consultants, servants, agents and volunteers (individually "Insured Party" and collectively "Insured Parties") shall be named as additional insureds as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased, or used by the Contractor; automobiles owned, leased, hired, or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Insured Parties. Nothing contained in this section shall be construed to require the Contractor to provide liability insurance coverage to any Insured Party for claims asserted against such Insured Party for its sole negligence.
 - (ii) *Primary Insurance Requirement.* The Contractor's insurance coverage shall be primary noncontributing insurance as respects to any other insurance or self-insurance available to the Insured Parties. Any insurance or self-insurance maintained by the Insured Parties shall be in excess of the Contractor's insurance and shall not contribute with it.
 - (iii) *Reporting Requirement.* Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Insured Parties.
 - (iv) *Separate Coverage.* Coverage shall state that the Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to limits of insurance provided.

- (v) *Defense Costs/Cross Liability.* Coverage shall be provided on a “pay on behalf” basis, with defense costs payable in addition to policy limits. There shall be no cross-liability exclusion.
 - (vi) *Subrogation.* The insurer shall agree to waive all rights of subrogation against the Insured Parties for losses arising from Work performed by the Contractor for the City.
- (b) Workers’ Compensation Coverage: The insurer providing Workers’ Compensation Coverage will agree to waive all rights of subrogation against the Insured Parties for losses arising from Work performed by the Contractor for the City.
- (c) All Coverages:
 - (i) *Notice Requirement.* Each insurance policy required by this Agreement shall be endorsed to state that coverage shall not be reduced, suspended, voided, or canceled except after thirty (30) calendar days prior written notice (or 10 calendar days if due to non-payment) has been given to the City. The City reserves the right to accept alternate notice terms and provisions, provided they meet the minimum requirements under Georgia law.
 - (ii) *Starting and Ending Dates.* Policies shall have concurrent starting and ending dates.
 - (iii) *Incorporation of Indemnification Obligations.* Policies shall include an endorsement incorporating the indemnification obligations assumed by the Contractor under the terms of this Agreement, including but not limited to Section 7(O) of this Agreement.
- (5) Acceptability of Insurers: The insurance to be maintained by Contractor must be issued by a company licensed or approved by the Insurance Commissioner to transact business in the State of Georgia. Such insurance shall be placed with insurer(s) with an A.M. Best Policyholder’s rating of no less than “A-” and with a financial rate of Class VII or greater. The Contractor shall be responsible for any delay resulting from the failure of its insurer to provide proof of coverage in the prescribed form.
- (6) Verification of Coverage: Contractor shall furnish to the City for City approval certificates of insurance and endorsements to the policies evidencing all coverage required by this Agreement prior to the start of work. Without limiting the general scope of this requirement, Contractor is

specifically required to provide an endorsement naming the City as an additional insured when required. The certificates of insurance and endorsements for each insurance policy are to be on a form utilized by Contractor's insurer in its normal course of business and are to be signed by a person authorized by that insurer to bind coverage on its behalf, unless alternate sufficient evidence of their validity and incorporation into the policy is provided. The City reserves the right to require complete, certified copies of all required insurance policies at any time. The Contractor shall provide proof that any expiring coverage has been renewed or replaced prior to the expiration of the coverage.

- (7) Contractor's Duty to Provide Notice of Reduction in Coverage: Contractor shall provide written notice to City at least thirty (30) days prior to any reduction, suspension, voiding, or cancellation of coverage. Contractor shall require the same notice to the City in all subcontractor contracts.
- (8) Subcontractors: Contractor shall either (1) ensure that its insurance policies (as described herein) cover all subcontractors and the Work performed by such subcontractors or (2) ensure that any subcontractor secures separate policies covering that subcontractor and its Work. All coverage for subcontractors shall be subject to all of the requirements stated in this Agreement, including, but not limited to, naming the Insured Parties as additional insureds.
- (9) Claims-Made Policies: Contractor shall extend any claims-made insurance policy for at least six (6) years after termination or final payment under the Agreement, whichever is later, and have an effective date which is on or prior to the Effective Date.
- (10) Progress Payments: The making of progress payments to the Contractor shall not be construed as relieving the Contractor or its subcontractor or insurance carriers from providing the coverage required in this Agreement.

Q. Bonds. The Contractor shall provide Performance and Payment bonds on the forms attached hereto within **Exhibit C**. All bond sureties shall be licensed to do business in Georgia and listed on the Treasury Department's most current list (Circular 570 as amended). All bonds shall be approved as to form and as to the solvency of the surety by an officer of the City negotiating this Agreement. Contractor shall maintain the payment and performance bonds throughout the Term of this Agreement and shall increase the amount of such bonds if the total payment amount of this Agreement increases. Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under this Agreement, the Contractor shall promptly furnish a copy of the bonds or shall permit a copy to be made.

- R. Assignment of Agreement. The Contractor covenants and agrees not to assign or transfer any interest in, or delegate any duties of this Agreement, without the prior express written consent of the City. As to any approved subcontractors, the Contractor shall be solely responsible for reimbursing them, and the City shall have no obligation to them.
- S. Employment of Unauthorized Aliens Prohibited – E-Verify Affidavit. Pursuant to O.C.G.A. § 13-10-91, the Contractor hereby verifies that it has, prior to executing this Agreement, executed a notarized affidavit, the form of which is provided in **Exhibit C**, and submitted such affidavit to City. Further, Contractor hereby agrees to comply with the requirements of the federal Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02.

In the event the Contractor employs or contracts with any subcontractor(s) in connection with the covered contract, the Contractor agrees to secure from such subcontractor(s) attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 and Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit, the form of which is provided in **Exhibit C**, which subcontractor affidavit shall become part of the contractor/subcontractor agreement; or evidence that the subcontractor is not required to provide such an affidavit because it is licensed and in good standing as noted in sub-subsection (2); or, in the case of a sole proprietor subcontractor, a copy of subcontractor's state issued driver's license or state issued identification card as noted in sub-subsection (3) above. Contractor agrees to provide a completed copy of the above-required materials to the City within five (5) business days of receipt from any subcontractor.

Contractor agrees that the employee-number category designated below is applicable to the Contractor.

_____ 500 or more employees.
_____ 100 or more employees.
 X Fewer than 100 employees.

Contractor hereby agrees that, in the event Contractor employs or contracts with any subcontractor(s) in connection with this Agreement and where the subcontractor is required to provide an affidavit pursuant to O.C.G.A. § 13-10-91, the Contractor will secure from the subcontractor(s) such subcontractor(s') indication of the above employee-number category that is applicable to the subcontractor.

The above requirements shall be in addition to the requirements of State and federal law and shall be construed to be in conformity with those laws.

- T. Records, Reports and Audits.

(1) Records:

- (a) Books, records, documents, account ledgers, data bases, and similar materials relating to the Work performed for the City under this Agreement (“Records”) shall be established and maintained by the Contractor in accordance with applicable law and requirements prescribed by the City with respect to all matters covered by this Agreement. Such Records shall include, but not be limited to, current and complete books of account of all transactions with respect to the Project. Such books of account shall be kept in accordance with sound accounting practices consistently applied, and otherwise in such manner as shall be reasonably required by the City. Except as otherwise authorized or required, such Records shall be maintained for at least three (3) years from the date that final payment is made to Contractor by City under this Agreement. Furthermore, Records that are the subject of audit findings shall be retained for three (3) years or until such audit findings have been resolved, whichever is later.
- (b) All costs claimed or anticipated to be incurred in the performance of this Agreement shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers, or other official documentation evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified and readily accessible.

(2) Reports and Information: Upon request, the Contractor shall furnish to the City any and all Records in the form requested by the City. All Records stored on a computer database must be of a format compatible with the City’s computer systems and software.

(3) Audits and Inspections: At any time during normal business hours and as often as the City may deem necessary, Contractor shall make available to the City or City’s representative(s) for examination all Records. The Contractor will permit the City or City’s representative(s) to audit, examine, and make excerpts or transcripts from such Records. Contractor shall provide proper facilities for City or City’s representative(s) to access and inspect the Records, or, at the request of the City, shall make the Records available for inspection at the City’s office. Further, Contractor shall permit the City or City’s representative(s) to observe and inspect any or all of Contractor’s facilities and activities during normal hours of business for the purpose of evaluating Contractor’s compliance with the terms of this Agreement. In such instances, the City or City’s representative(s) shall not interfere with or disrupt such activities.

- U. Confidentiality. Contractor acknowledges that it may receive confidential information of the City and that it will protect the confidentiality of any such confidential information and will require any of its subcontractors, contractors, and/or staff to likewise protect such confidential information. The Contractor agrees that confidential information it receives or such reports, information, opinions, or conclusions that Contractor creates under this Agreement shall not be made available to, or discussed with, any individual or organization, including the news media, without prior written approval of the City. Contractor shall exercise reasonable precautions to prevent the unauthorized disclosure and use of City information whether specifically deemed confidential or not.

Contractor acknowledges that the City's disclosure of documentation is governed by Georgia's Open Records Act, and Contractor further acknowledges that, if Contractor submits records containing trade secret information and if Contractor wishes to keep such records confidential, Contractor must submit and attach to such records an affidavit affirmatively declaring that specific information in the records constitutes trade secrets pursuant to Article 27 of Chapter 1 of Title 10, and the Parties shall follow the requirements of O.C.G.A. § 50-18-72(a)(34) related thereto.

- V. Licenses, Certifications and Permits. The Contractor covenants and declares that it has obtained all diplomas, certificates, licenses, permits, or the like required of the Contractor by any and all national, state, regional, county or local boards, agencies, commissions, committees or other regulatory bodies in order to perform the Work contracted for under this Agreement; provided that some permits or licenses related to the Project may be obtained as part of the Work and shall be obtained as required. The Contractor shall secure and pay for the building permit and other permits and governmental fees, licenses and inspections necessary for proper execution and completion of the Work, which are customarily secured after execution of the Agreement and which are legally required. City shall waive the cost of its own permit fees. Contractor shall furnish copies of such permits, licenses, etc. to the City within ten (10) days after issuance.

W. Personnel

- (i) *Employment of City Personnel.* Contractor shall not employ any person or persons in the employ of, or having any contractual relationship with, the City for any Work required by the terms of this Agreement without the written permission of the City.
- (iii) *Subcontractors.* Contractor shall not subcontract with any third party for the performance of any portion of the Work without the prior written consent of the City. By appropriate written agreement, Contractor shall require each subcontractor, to the extent of the Work to be performed by the subcontractor, to be bound to Contractor by terms of the Contract Documents, and to assume toward Contractor all obligations and responsibilities, including the responsibility for safety of the

subcontractor's Work, which Contractor, by the Contract Documents, assumes toward the City. Each subcontract agreement for a portion of the Work must contain a provision allowing assignment of the subcontract agreement by Contractor to the City in the event that this Agreement is terminated by the City for cause and City notifies Contractor and subcontractor of its intent to accept such assignment; provided that any assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Agreement. Contractor shall be solely responsible for any such subcontractors in terms of performance and compensation.

- X. Authority to Contract. The Contractor covenants and declares that it has obtained all necessary approvals of its board of directors, stockholders, general partners, limited partners, or similar authorities to simultaneously execute and bind Contractor to the terms of this Agreement, if applicable.
- Y. Ownership of Work. All reports, designs, drawings, plans, specifications, schedules, work product, and other materials, including, but not limited to, those in electronic form, prepared or in the process of being prepared for the Work to be performed by the Contractor ("Materials") shall be the property of the City, and the City shall be entitled to full access and copies of all Materials in the form prescribed by the City. Any Materials remaining in the hands of the Contractor or subcontractor upon completion or termination of the Work shall be delivered immediately to the City whether or not the Project or Work is commenced or completed, provided; however, that Contractor may retain a copy of any deliverables for its records. The Contractor assumes all risk of loss, damage or destruction of or to Materials. If any Materials are lost, damaged, or destroyed before final delivery to the City, the Contractor shall replace them at its own expense. Any and all copyrightable subject matter in all Materials is hereby assigned to the City, and the Contractor agrees to execute any additional documents that may be necessary to evidence such assignment.
- Z. Nondiscrimination. In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and all other provisions of Federal law, the Contractor agrees that, during performance of this Agreement, Contractor, for itself, its assignees and successors in interest, will not discriminate against any employee or applicant for employment, any subcontractor, or any supplier because of race, color, creed, national origin, gender, age or disability. In addition, Contractor agrees to comply with all applicable implementing regulations and shall include the provisions of this paragraph in every subcontract for services contemplated under this Agreement.

Section 8. Covenants of the City

- A. Right of Entry. The City shall provide for right of entry for Contractor and Contractor's equipment as required for Contractor to complete the Work, provided that Contractor shall not unreasonably encumber the Project site(s) with materials or equipment.
- B. City's Representative. **MORGAN RODGERS, Director of Recreation, Parks & Cultural Services**, shall be authorized to act on the City's behalf with respect to the Work as the City's designated representative on this Project, provided that any changes to the Work or the terms of this Agreement must be approved as provided in Section 6 above.

Section 9. Final Project Documents

Prior to final payment, Contractor shall deliver to City a written assignment of all warranties, guaranties, certificates, permits, and other documents, including without limitation, all contractors' and manufacturers' warranties. At such time, Contractor shall also deliver to the City copies of all as-built drawings, operations, and maintenance manuals, and any other pertinent documents relating to the construction and operation of the Work that is not otherwise in the possession of the City.

Section 10. Termination

- A. For Convenience. The City may terminate this Agreement for convenience at any time upon providing written notice thereof to Contractor at least seven (7) calendar days in advance of the termination date.
- B. For Cause. The Contractor shall have no right to terminate this Agreement prior to completion of the Work, except in the event of City's failure to pay the Contractor within thirty (30) calendar days of Contractor providing the City with notice of a delinquent payment and a reasonable opportunity to cure. The City may terminate this Agreement for cause as provided in Section 11 of this Agreement. The City shall give Contractor at least seven (7) calendar days' written notice of its intent to terminate the Agreement for cause and the reasons therefor, and if Contractor, or its Surety, fails to cure the default within that period, the termination shall take place without further notice. The City shall then make alternative arrangements for completion of the Project.
- C. Statutory Termination. In compliance with O.C.G.A. § 36-60-13, this Agreement shall be deemed terminated as provided in Section 4(A) of this Agreement. Further, this Agreement shall terminate immediately and absolutely at such time as appropriated or otherwise unobligated funds are no longer available to satisfy the obligation of the City.
- D. Payment. Provided that no damages are due to the City for Contractor's failure to perform in accordance with this Agreement, and except as otherwise provided

herein, the City shall, upon termination for convenience or statutory termination, pay Contractor for Work performed prior to the date of termination in accordance with Section 5 herein. The City shall have no further liability to Contractor for such termination. At its sole discretion, the City may pay Contractor for additional value received as a result of Contractor's efforts, but in no case shall said payment exceed any remaining unpaid portion of the Maximum Contract Price.

If this Agreement is terminated for cause, the City will make no further payment to the Contractor or its Surety until the Project is completed and all costs of completing the Project are paid. If the unpaid balance of the amount due the Contractor, according to this Agreement, exceeds the cost of finishing the Project, City shall provide payment to the Contractor (or its Surety) for services rendered and expenses incurred prior to the termination date, provided that such payment shall not exceed the unpaid balance of the amount otherwise payable under this Agreement minus the cost of completing the Project. If the costs of completing the Project exceed the unpaid balance, the Contractor or its Surety shall pay the difference to the City.

- E. Assumption of Contracts. The City reserves the right in termination for cause to take assignment of all contracts between the Contractor and its subcontractors, vendors, and suppliers. The City will promptly notify the Contractor of the contracts the City elects to assume. Upon receipt of such notice, the Contractor shall promptly take all steps necessary to effect such assignment.
- F. Conversion to Termination for Convenience. If the City terminates this Agreement for cause and it is later determined that the City did not have grounds to do so, the termination will be converted to and treated as a termination for convenience under the terms of Section 10(A) above.
- G. Requirements Upon Termination. Upon termination, the Contractor shall: (1) promptly discontinue all services, cancel as many outstanding obligations as possible if requested to do so by the City, and not incur any new obligations, unless the City directs otherwise; and (2) promptly deliver to the City all data, drawings, reports, summaries, and such other information and materials as may have been generated or used by the Contractor in performing this Agreement, whether completed or in process, in the form specified by the City.
- H. Reservation of Rights and Remedies. The rights and remedies of the City and the Contractor provided in this Section are in addition to any other rights and remedies provided under this Agreement or at law or in equity. Specifically, and without limiting the generality of the foregoing, City may, with or without terminating this Agreement, bring an action against Consultant to recover from Consultant all damages, recoverable at law, suffered, incurred or sustained by City as a result of, by reason of, in connection with, or arising out of Consultant's default.

Section 11. City's Rights; Contractor Default

A. City Rights Related to the Work.

(i) *City's Right to Stop the Work.* If the Contractor fails to correct Work which is not in accordance with the requirements of the Contract Documents, as required by the Contract Administrator, or persistently fails to carry out Work in accordance with the Contract Documents, the City may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the City to stop the Work shall not give rise to a duty on the part of the City to exercise this right for the benefit of the Contractor or any other person or entity. Such a stoppage of Work shall not extend the Expected Date of Final Completion of the Work.

(ii) *City's Right to Carry Out the Work.* If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a seven (7) calendar day period after receipt of written notice from the City to commence and/or continue correction of such default or neglect with diligence and promptness, the City may, without prejudice to other remedies the City may have, correct such deficiencies. In such case, an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor the reasonable cost of correcting such deficiencies, including City's expenses and compensation for the Architect/Engineer's and/or Contract Administrator's additional services (if any) made necessary by such default, neglect or failure. If payments then or thereafter due the Contractor are not sufficient to cover such amounts, the Contractor shall pay the difference to the City.

B. Contractor Default. For the purposes of this Agreement, Contractor shall be in default if any of the following occur during the Term of this Agreement: (a) a failure to fulfill in a timely and proper manner Contractor's obligations under this Agreement; (b) Contractor violates any of the material provisions, agreements, representations or covenants of this Agreement or any applicable city, state, or federal laws, which do not fall within the force majeure provisions of this Agreement; (c) the Contractor becomes insolvent or unable to pay its debts as they mature, or makes an assignment for the benefit of creditors, or files a bankruptcy petition under the United States Bankruptcy Code; or (d) Contractor is the subject of a judgment or order for payment of money, which judgment or order exceeds \$100,000 and is no longer subject to appeal or, in the opinion of the City, would be fruitless to appeal and where (i) such judgment or order shall continue un-discharged or unpaid for a period of thirty (30) calendar days and an insurer has not acknowledged that such judgment or order is fully covered by a relevant policy of insurance, or (ii) the City is otherwise reasonably satisfied that such judgment or order is not likely to be satisfied or complied with within sixty (60) calendar days of its issuance.

In the event of Contractor's default under this Agreement, the City shall send written notice to the Contractor setting forth the specific instances of the default and providing the Contractor with at least seven (7) calendar days to cure or otherwise remedy the

default to the reasonable satisfaction of the City. If the default is not remedied during the stated cure period, then the City may, at its election: (a) in writing terminate the Agreement in whole or in part; (b) cure such default itself and charge the Contractor for the costs of curing the default against any sums due or which become due to the Contractor under this Agreement; and/or (c) pursue any other remedy then available, at law or in equity, to the City for such default.

Section 12. Miscellaneous

- A. Complete Agreement. This Agreement, including all of the Contract Documents, constitutes the complete agreement between the Parties and supersedes any and all other agreements, either oral or in writing, between the Parties with respect to the subject matter of this Agreement. No other agreement, statement, or promise relating to the subject matter of this Agreement not contained in this Agreement or the Contract Documents shall be valid or binding. This Agreement may be modified or amended only by a written document signed by representatives of both Parties with appropriate authorization.
- B. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia without regard to choice of law principles. If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the rules, regulations, statutes and laws of the State of Georgia will control. Any action or suit related to this Agreement shall be brought in the Superior Court of Fulton County, Georgia, or the U.S. District Court for the Northern District of Georgia, and Contractor submits to the jurisdiction and venue of such court.
- C. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.
- D. Invalidity of Provisions; Severability. Should any article(s) or section(s) of this Agreement, or any part thereof, later be deemed illegal, invalid or unenforceable by a court of competent jurisdiction, the offending portion of the Agreement should be severed, and the remainder of this Agreement shall remain in full force and effect to the extent possible as if this Agreement had been executed with the invalid portion hereof eliminated, it being the intention of the Parties that they would have executed the remaining portion of this Agreement without including any such part, parts, or portions that may for any reason be hereafter declared invalid.
- E. Business License. Prior to commencement of the Work to be provided hereunder, Contractor shall apply to the City for a business license, pay the applicable business license fee, and maintain said business license during the Term of this Agreement, unless Contractor provides evidence that no such license is required.
- F. Notices.

(1) *Communications Relating to Day-to-Day Activities.*

All communications relating to the day-to-day activities of the Work shall be exchanged between **MORGAN RODGERS, Director of Recreation, Parks & Cultural Services**, for the City, and **JAMES DUNN, President**, for the Contractor.

(2) *Official Notices.*

All other notices, requests, demands, writings, or correspondence, as required by this Agreement, shall be in writing and shall be deemed received, and shall be effective, when (1) personally delivered, or (2) on the third calendar day after the postmark date when mailed by certified mail, postage prepaid, return receipt requested, or (3) upon actual delivery when sent *via* national overnight commercial carrier to the Party at the addresses given below, or at a substitute address previously furnished to the other Party by written notice in accordance herewith:

NOTICE TO CITY shall be sent to:

City of Alpharetta, Georgia
Attn: Morgan Rodgers, Director of Recreation, Parks & Cultural Services
Alpharetta City Hall
2 Park Plaza
Alpharetta, GA 30009
Tel: 678-297-6103
Email: mrodgers@alpharetta.ga.us
With a copy to City's Project Manager:

City of Alpharetta
Attn: Kurt Kirby
1825 Old Milton Parkway
Alpharetta, GA 30009
Tel: 678-297-6162
Email: kkirby@alpharetta.ga.us

NOTICE TO CONTRACTOR shall be sent to:

Prime Contractors, Inc.
Attn: James Dunn, President
3406 Florence Circle
Powder Springs, GA 30127
Email: kdunn@primecontractorsinc.com

- G. Waiver of Agreement. No failure by the City to enforce any right or power granted under this Agreement, or to insist upon strict compliance by Contractor with this Agreement, and no custom or practice of the City at variance with the terms and conditions of this Agreement shall constitute a general waiver of any future breach or default or affect the City's right to demand exact and strict compliance by Contractor with the terms and conditions of this Agreement. Further, no express waiver shall affect any term or condition other than the one specified in such waiver, and that one only for the time and manner specifically stated.
- H. Survival. All sections of this Agreement which by their nature should survive termination will survive termination, including, without limitation, confidentiality obligations, warranties, and insurance maintenance requirements.
- I. Sovereign Immunity. Nothing contained in this Agreement shall be construed to be a waiver of the City's sovereign immunity or any individual's qualified good faith or official immunities.
- J. No Personal Liability. Nothing herein shall be construed as creating any individual or personal liability on the part of any of City's elected or appointed officials, officers, boards, commissions, employees, representatives, consultants, servants, agents, attorneys or volunteers. No such individual shall be personally liable to the Contractor or any successor in interest in the event of any default or breach by the City or for any amount which may become due to the Contractor or successor or on any obligation under the terms of this Agreement. Likewise, Contractor's performance of services under this Agreement shall not subject Contractor's individual employees, officers, or directors to any personal liability, except where Contractor is a sole proprietor. The Parties agree that their sole and exclusive remedy, claim, demand, or suit shall be directed and/or asserted only against Contractor or the City, respectively, and not against any elected or appointed official, officers, boards, commissions, employees, representatives, consultants, servants, agents, attorneys and volunteers.
- K. Force Majeure. Neither the City nor Contractor shall be liable for their respective non-negligent or non-willful failure to perform or shall be deemed in default with respect to the failure to perform (or cure a failure to perform) any of their respective duties or obligations under this Agreement or for any delay in such performance due to: (i) any cause beyond their respective reasonable control; (ii) any act of God; (iii) any change in applicable governmental rules or regulations rendering the performance of any portion of this Agreement legally impossible; (iv) earthquake, fire, explosion, or flood; (v) strike or labor dispute, excluding strikes or labor disputes by employees and/or agents of Contractor; (vi) delay or failure to act by any governmental or military authority; or (vii) any war, hostility, embargo, sabotage, civil disturbance, riot, insurrection, or invasion. In such event, the time for performance shall be extended by an amount of time equal to the period of delay caused by such acts, and all other obligations shall remain intact.

- L. Headings. All headings herein are intended for convenience and ease of reference purposes only and in no way define, limit, or describe the scope or intent thereof, or of this Agreement, or in any way affect this Agreement.
- M. No Third-Party Rights. This Agreement shall be exclusively for the benefit of the Parties and shall not provide any third parties with any remedy, claim, liability, reimbursement, cause of action or other right.
- N. Successors and Assigns. Subject to the provision of this Agreement regarding assignment, each Party binds itself, its partners, successors, assigns, and legal representatives to the other Party hereto, its partners, successors, assigns, and legal representatives with respect to all covenants, agreements, and obligations contained in the Contract Documents.
- O. Agreement Construction and Interpretation. Contractor represents that it has reviewed and become familiar with this Agreement. The Parties hereto agree that, if an ambiguity or question of intent or interpretation arises, this Agreement is to be construed as if the Parties had drafted it jointly, as opposed to being construed against a Party because it was responsible for drafting one or more provisions of the Agreement. In the interest of brevity, the Contract Documents may omit modifying words such as “all” and “any” and articles such as “the” and “an,” but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.
- P. Material Condition. Each term of this Agreement is material, and Contractor’s breach of any term of this Agreement shall be considered a material breach of the entire Agreement and shall be grounds for termination or exercise of any other remedies available to the City at law or in equity.
- Q. Use of Singular and Plural. Words or terms used as nouns in the Agreement shall be inclusive of their singular and plural forms, unless the context of their usage clearly requires contrary meaning.
- R. Exhibits. Each and every exhibit referred to or otherwise mentioned in this Agreement is attached to this Agreement and is and shall be construed to be made a part of this Agreement by such reference or other mention at each point at which such reference or other mention occurs, in the same manner and with the same effect as if each exhibit were set forth in full and at length every time it is referred to or otherwise mentioned.
- S. Defined Terms. Capitalized terms used in this Agreement shall have the meanings ascribed to them at the point where first defined, irrespective of where their use occurs, with the same effect as if the definitions of such terms were set forth in full and at length every time such terms are used.
- T. Pronouns. Wherever appropriate in this Agreement, personal pronouns shall be

deemed to include the other genders and the singular to include the plural.

[signature page follows]

IN WITNESS WHEREOF, the parties hereto have each caused this Contract to be executed and delivered by a duly authorized officer, agent or official as of the date set forth below.

CITY OF ALPHARETTA, GEORGIA

By: _____
Jim Gilvin, Mayor

Date: _____

Approved as to substance:

Chris Lagerbloom, City Administrator

Approved as to form:
JARRARD & DAVIS, LLP

Jeff Strickland, City Attorney

PRIME CONTRACTORS, INC.

By: _____
James Dunn, President

ATTEST:

By: _____
Nancy Dunn, Corporate Secretary

EXHIBIT A

**SOURCEWELL INDEFINITE QUANTITY CONSTRUCTION CONTRACT
(GA-ST02-040820-PCI)**

**PARTICIPATION AGREEMENT
(STATE OF GEORGIA DEPARTMENT OF ADMINISTRATIVE SERVICES
(99999-SPD-520200901-00015))**

EXHIBIT B

SCOPE OF WORK FROM CONTRACTOR

EXHIBIT C

FORMS

EXHIBIT D

ADDITIONAL PAYMENT/RETAINAGE TERMS

- A. **Defined Terms.** Terms used in this Agreement shall have their ordinary meaning, unless otherwise defined below or elsewhere in the Contract Documents.
- (i) “Substantial Completion” means when the Work or designated portion thereof is complete in accordance with the Contract Documents so that any remaining Work includes only (1) Minor Items that can be completed or corrected within the following thirty (30) calendar days, (2) Permitted Incomplete Work that will be completed by the date agreed upon by the Parties, and (3) any Warranty Work. Substantial Completion shall require complete operation of all applicable building systems including, but not limited to, mechanical, electrical, plumbing, fire protection, fire alarm, telecom, data, security, elevators, life safety, and accessibility (if any).
 - (ii) “Minor Item” means a portion or element of the Work that can be totally complete within thirty (30) calendar days.
 - (iii) “Permitted Incomplete Work” means Work that is incomplete through no fault of the Contractor, as determined by the City in its sole discretion.
 - (iv) “Final Completion” means when the Work has been completed in accordance with terms and conditions of the Contract Documents.
- B. **Payment for Work Completed and Costs Incurred.** City agrees to pay the Contractor for the Work performed and costs incurred by Contractor upon certification by the Contract Administrator and the City that the Work was actually performed and costs actually incurred in accordance with this Agreement. Payment shall be based on the value of the Work completed, as provided in the Contract Documents, plus the value of materials and equipment suitably stored, insured, and protected at the construction site, and, only if approved in writing by the City (which approval shall be given at the sole discretion of the City), such materials and equipment suitably stored, insured, and protected off site at a location approved by the City in writing, less retainage (as described below). Compensation for Work performed and reimbursement for costs incurred shall be paid to the Contractor upon receipt and approval by the City of invoices setting forth in detail the Work performed and costs incurred, along with all supporting documents required by the Contract Documents or requested by the City to process the invoice. Invoices shall be submitted on a monthly basis, and such invoices shall reflect costs incurred versus costs budgeted. Each invoice shall be accompanied by an Interim Waiver and Release upon Payment (or a Waiver and Release upon final payment in the case of the invoice for final payment) procured by the Contractor from all subcontractors in accordance with O.C.G.A. § 44-14-366. The final invoice shall also be accompanied by the Final Affidavit shown in **Exhibit C** of this Agreement.

The City shall pay the Contractor within thirty (30) calendar days after approval of the invoice by City staff, less any retainage as described in Section D below. No payments will be made for unauthorized work. Payment will be sent to the designated address by U. S. Mail only; payment will not be hand-delivered, though the Contractor may arrange to pick up payments directly from the City or may make written requests for the City to deliver payments to the Contractor by Federal Express delivery at the Contractor's expense.

- C. Evaluation of Payment Requests. The Contract Administrator will evaluate the Contractor's applications for payment and will either issue to the City a Certificate for Payment (with a copy of the Contractor's application for payment) for such amount as the Contract Administrator determines is properly due, or notify the Contractor and City in writing of the Contract Administrator's reasons for withholding certification in whole or in part. The Contract Administrator may reject Work that does not conform to the Contract Documents and may withhold a Certificate of Payment in whole or in part, to the extent reasonably necessary to protect the City. When the reasons for withholding certification are removed, certification will be made for amounts previously withheld.

Even following a Certificate of Payment, the City shall have the right to refuse payment of any invoice or part thereof that is not properly supported, or where requests for payment for Work or costs are in excess of the actual Work performed or costs incurred, or where the Work product provided is unacceptable or not in conformity with the Contract Documents, as determined by the City in its sole discretion. The City shall pay each such invoice or portion thereof as approved, provided that neither the approval or payment of any such invoice, nor partial or entire use or occupancy of the Project by the City, shall be considered to be evidence of performance by the Contractor to the point indicated by such invoice, or of receipt or acceptance by the City of Work covered by such invoice, where such work is not in accordance with the Contract Documents.

- D. Final Payment and Retainage. The City and Contractor shall comply with the provisions of O.C.G.A. § 13-10-80. The Contractor through each invoice may request payment of no more than ninety-five percent (95%) of that portion of the Work completed during the term covered by such invoice. Payment for the remaining five percent (5%) of Work completed and covered by such invoices shall be retained by the City until Substantial Completion. At the discretion of the City and with the written approval of the Contractor, the retainage of each subcontractor may be released separately as the subcontractor completes his or her work.

At Substantial Completion of the Work and as the Contract Administrator determines the Work to be reasonably satisfactory, the City shall, within thirty (30) days after the invoice and other appropriate documentation as may be required by the Contract Documents are provided to the City, pay the retainage to the Contractor. If at that time there are any remaining incomplete Minor Items or Permitted Incomplete Work, an amount equal to 200 percent (200%) of the value of each Minor Item or Permitted Incomplete Work, as determined by the Contract Administrator in its sole discretion, shall be withheld until such item, items or work are completed. The reduced retainage shall be shared by the Contractor and subcontractors as their interests may appear.

The Contractor shall, within ten (10) days from its receipt of retainage from the City, pass through payments to subcontractors and shall reduce each subcontractor's retainage in the same manner as the Contractor's retainage is reduced by the City, provided that the work of the subcontractor is proceeding satisfactorily and the subcontractor has provided or provides such satisfactory reasonable assurances of continued performance and financial responsibility to complete his or her work including any warranty work as the Contractor in his or her reasonable discretion may require, including, but not limited to, a payment and performance bond.

The subcontractor shall, within ten (10) days from the subcontractor's receipt of retainage from the Contractor, pass through payments to lower tier subcontractors and shall reduce each lower tier subcontractor's retainage in the same manner as the subcontractor's retainage is reduced by the Contractor, provided that the work of the lower tier subcontractor is proceeding satisfactorily and the lower tier subcontractor has provided or provides such satisfactory reasonable assurances of continued performance and financial responsibility to complete his or her work including any warranty work as the subcontractor in his or her reasonable discretion may require, including, but not limited to, a payment and performance bond.

Final payment of any retained amounts to the Contractor shall be made after certification by the Contract Administrator that the Work has been satisfactorily completed and is accepted in accordance with the Agreement and Contract Documents.

Neither final payment nor any remaining retainage shall become due until the Contractor submits to the Contract Administrator:

- (1) an affidavit (as exemplified in **Exhibit C** of this agreement) that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the City or City property might be responsible or encumbered (less amounts withheld by City) have been paid or otherwise satisfied; and
- (2) a certificate evidencing that insurance, required by the Contract Documents to remain in force after final payment, is currently in effect and will not be canceled or allowed to expire until at least thirty (30) calendar days prior written notice has been given to the City; and
- (3) a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents; and
- (4) consent of surety, if any, to final payment; and
- (5) a release or waiver of liens, claims, security interests, and encumbrances by all subcontractors and material suppliers; and
- (6) if required by the City, other data establishing payment or satisfaction of

obligations, such as receipts, to the extent and in such form as may be designated by the City. If a subcontractor or material supplier refuses to furnish a release or waiver as required by the City, the Contractor may furnish a bond satisfactory to the City to indemnify the City against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to the City all money that the City may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.

Acceptance of final payment by the Contractor, a subcontractor or material supplier shall constitute a waiver of claims by that payee, except those claims previously made in writing and identified by that payee as unsettled at the time of final application for payment.



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: July 28, 2025

AGENDA ITEM:

Intergovernmental Agreement: November 5, 2025 General Election and December 2, 2025 Runoff Election
Consideration of approval of an Intergovernmental Agreement for the Provision of Election Services between Fulton County, Georgia and City of Alpharetta, Georgia and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve an Intergovernmental Agreement for the Provision of Election Services between Fulton County, Georgia and City of Alpharetta, Georgia and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$136,572.46

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Municipal Elections-Professional Services	\$136,572.46

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
10013301-521200-ACC00	\$0.00

ITEM DESCRIPTION:

On November 4, 2025 the City will hold a General Municipal Election to elect three City Council Members for Post 1, Post 2, and Post 3.

The City wishes to contract with Fulton County to conduct the City's 2025 General Municipal Election and Potential Runoff Elections.

If approved, the attached IGA will dictate the City's and Fulton County's responsibilities in conducting this year's election and future runoffs, if needed. The County will be responsible for things like: designating advance voting sites, compiling and proofing ballots, hiring and paying poll officers, performing as Election Superintendent, providing supplies, certifying election results, and notifying residents of voting districts and precincts. The City will be responsible for things like: recommending voting sites, adopting election ordinances, preparing and performing candidate qualifying, performing ethics campaign filings, and reviewing ballot proofs.

This agreement is for this year's election only and will terminate on December 31, 2025.

ALTERNATIVES:

Do not approve an Intergovernmental Agreement for the Provision of Election Services.

ATTACHMENTS:

1. ALPHARETTA IGA 2025

2. Alpharetta Run Off Costs
3. Exhibit B Law Enforcement Guidelines

**INTERGOVERNMENTAL AGREEMENT FOR THE
PROVISION OF ELECTION SERVICES BETWEEN
FULTON COUNTY, GEORGIA and
CITY OF ALPHARETTA, GEORGIA**

THIS INTERGOVERNMENTAL AGREEMENT is entered into this ____ day of _____, 2025, between Fulton County, Georgia (“County”), a political subdivision of the State of Georgia, and the City of Alpharetta, Georgia (“City”), a municipal corporation lying wholly or partially within the County (each a “Party” and collectively the “Parties”).

WHEREAS, the Parties to this Agreement are both governmental units; and

WHEREAS, the County and the City desire to maintain a mutually beneficial, efficient, and cooperative relationship that will promote the interests of the citizens of both jurisdictions; and

WHEREAS, the City desires to contract with the County to conduct the City’s 2025 general election and potential runoff elections for the citizens of the City pursuant to the applicable laws of the State of Georgia; and

WHEREAS, the City and the County are authorized by Art. IX, Sec. III, Par. I of the Constitution of the State of Georgia to contract for any period not exceeding fifty (50) years for the provision of facilities or services which they are authorized by law to provide, including an agreement for the conduct of the City elections; and

WHEREAS, O.C.G.A. § 21-2-45(c) authorizes the governing authority of any municipality to contract with the county within which that municipality wholly or partially lies to conduct any or all elections; and

WHEREAS, pursuant to O.C.G.A. § 21-2-45(c), a municipality, via adoption of an ordinance, may authorize a county to conduct such election(s), and the City has adopted such an ordinance; and

WHEREAS, pursuant to O.C.G.A. § 21-2-45(c), a municipality may request that the county perform all duties as superintendent of elections as specified in Title 21 of Georgia Law.

NOW THEREFORE, in consideration of the following mutual obligations, the County and City agree as follows:

ARTICLE 1 - CONDUCT OF ELECTIONS

1.1 This Agreement will govern the conduct of any and all elections which the City requests the County to conduct, including any and all runoffs which may be necessary. It is the intent of the Parties that any elections which the County has agreed to perform based on the City’s request (“City Elections”) shall be conducted in compliance with all applicable federal, state, and local legal requirements.

1.2 For each election that the City would like the County to perform, the City, at its sole option, shall submit to County a request for the County to conduct the City's municipal election, in the form attached hereto as Exhibit A. Requests must be made and received at the address specified in the Notice Section below no later than **April 28, 2025** to allow the County sufficient advance time and notice to adequately prepare to conduct the City Election. If a request is not made and received within the prescribed time, the County shall not conduct the City's election even if the City has so requested the County conduct an election.

1.3 In the event the City requires a special election as defined by O.C.G.A. § 21-2-2(33), the City and the County shall confer as allowed by law and determine the cost the City will pay for the County's election services, and a mutually convenient date to conduct any such election.

ARTICLE 2 - TERM OF AGREEMENT

This Agreement shall commence on the date that it is executed by the Chairman of the Fulton County, Georgia Board of Commissioners, or on behalf of the governing authority of Fulton County, Georgia and will terminate on **December 31, 2025**, unless otherwise terminated as set forth herein.

ARTICLE 3 - DUTIES AND RESPONSIBILITIES

Pursuant to this Agreement, and contingent upon the City's timely request and agreement by the County to conduct a City election, each Party shall provide the following enumerated services for the election to be held **November 4, 2025**, and any associated runoff elections which may occur:

3.1 The County, through the Department of Registration and Elections ("DRE") or their designee(s), shall be responsible for:

- a) Designating early and advance voting sites and hours;
- b) Placing the City's candidate(s) on the electronic and printed ballots for City Elections after qualifying;
- c) Placing the City's referendum question(s) on the ballot for a City Election after timely written notice from the City is received by the County (which such notice shall include all necessary details and information);
- d) Hiring, training, supervising, and paying poll officers and absentee ballot clerks;
- e) Preparing and submitting to the City Clerk, as required by O.C.G.A. § 21-2-224(e), a list of electors;
- f) Performing duties of elections Superintendent and absentee ballot clerk for the **November 4, 2025**, City Election;

- g) Performing logic and accuracy testing as required by Sections 183-1-12-.08 of the Official Compilation of Rules and Regulations of the State of Georgia;
- h) Providing staff, equipment and supplies for conducting the **November 4, 2025**, City general election at City polling places on City Election days and for conducting recounts as may be required;
- i) Certifying City Election returns as required by O.C.G.A. § 21-2-493, and submitting certified City Election returns to the Georgia Secretary of State and City Clerk or as otherwise directed; and
- j) Upon a change in City precincts or voter districts, notifying City residents of any change in voting districts and/or municipal precincts.

3.2 The City shall be responsible for:

- a) Recommending, with the understanding that the County shall make the final determination of, early voting sites and hours of operation to the County in conformance with current election laws and regulations;
- b) Adopting Election ordinances pursuant to O.C.G.A. § 21-2-45(c);
- c) Preparing qualifying materials for potential candidates and performing qualifying of candidates, including any write-in candidates, for City Elections as required by state law, specifically O.C.G.A. § 21-2-130 *et seq.*;
- d) Fixing and publishing the qualifying fee as required by O.C.G.A. § 21-2-131;
- e) Collecting and retaining the qualifying fee as required by O.C.G.A. § 21-2-131, as it may be amended;
- f) Performing filing officer duties as required by the Georgia Government Transparency and Campaign Finance Commission for any and all state reports filed by the candidates or committees in conjunction with City Elections to ensure compliance with Title 21, Chapter 5 of the Official Code of Georgia;
- g) Verifying the City's voter list and street maintenance files by **September 26, 2025**.
- h) Providing the County with an electronic copy of referendums that must be placed on a ballot;
- i) Reviewing ballot proofs and notifying County of corrections or approval within twenty-four (24) hours of receiving proofs for candidate listings; and

- j) Otherwise cooperating with the County in the performance of this Agreement and providing the County such documentation and information as it may reasonably request to facilitate the performance of its duties under this Agreement.

ARTICLE 4 - COMPENSATION AND CONSIDERATION

4.1 To conduct the general elections and associated run-off elections for all fifteen (15) municipalities within the County's geographical territory, the County estimates that the total cost to the County will be **\$5,571,776.00** to conduct general municipal elections and **\$2,387,629.00** to conduct any associated runoff elections.

4.2 In consideration for the County's election services, the City shall pay an estimated pro-rata share of the total election cost based on the City's number of registered voters. Payments must be received by the County at least four (4) months prior to the date of the City's scheduled general election and two (2) weeks prior to any associated run-off election.

4.3 The City's estimated pro-rata share of the total election cost presently is **\$0.00** to conduct general municipal elections and **\$136,572.46** to conduct any associated runoff elections. This amount is subject to recalculation if the County does not provide all cities within the County's jurisdictional limits with election assistance in 2025. The County will notify the City of any change in the City's estimated pro-rata share no later than **November 14, 2025**.

4.4 If the estimated pro-rata shares payment results in the City making payments in excess of the actual cost of performing the City's requested election services, such excess payments shall be refunded to the City.

4.5 If the actual cost to the County to conduct the City's general election or associated runoff elections exceeds the estimated pro-rata share advance payment made by the City, the City shall pay such excess amount to the County within thirty (30) days of the County's request for payment of the excess amount. Failure on the part of the City to remit payment timely is a material breach of this Agreement.

4.6 Notwithstanding anything else in this Agreement to the contrary, in compliance with O.C.G.A. § 21-2-45(c), the City understands and agrees that it shall be responsible for paying all costs incurred by the County in performing election services which the City has requested from the County.

ARTICLE 5 - SECURITY

5.1 The City shall be solely responsible for providing security at City polling places during the election periods in this Agreement. Additionally, the City shall ensure that the security personnel provided strictly comply with the Law Enforcements Guidelines attached hereto as Exhibit B. The City shall be responsible for any liability resulting from any claims or litigation arising from or pertaining to the acts or omissions of the security personnel provided by the City.

5.2 The County shall not be responsible for providing security at the polling places during the election periods in this Agreement. Furthermore, the County shall not be responsible for any liability resulting from any claims or litigation arising from or pertaining to the acts or omissions of the security personnel not provided by the County, or the security personnel provided by the City. The City agrees to reimburse the County for all costs, including, but not limited to, court costs and attorney fees for the County Attorney or outside counsel, incurred by the County as a result of any such claim or litigation. The City shall make payment of such reimbursements to the County within thirty (30) days of receipt of any invoice for reimbursement from the County.

ARTICLE 6 - LEGAL RESPONSIBILITIES

6.1 The City shall be solely responsible for any liability resulting from any claims or litigation arising from or pertaining to any City Election, except claims or litigation regarding the acts of agents or employees of the County, the County Board of Registration and Elections, and the County Election Superintendent in connection with any City Election held pursuant to this Agreement. The City agrees to reimburse the County for all costs, including, but not limited to, court costs and attorney fees for the County Attorney or outside counsel, incurred by the County as a result of any such claim or litigation. The City shall make payment of such reimbursements to the County within thirty (30) days of receipt of any invoice for reimbursement from the County.

6.2 In the event that a City Election is contested, the City shall be solely responsible for any liability resulting from any claims or litigation arising from or pertaining to any contested City Election, except claims or litigation regarding the acts of agents or employees of the County, the County Board of Registrations and Elections, and the County Election Superintendent in connection with any City Election held pursuant to this Agreement. The City agrees to reimburse the County for all costs incurred in responding to the election challenge, including, but not limited to, attorney's fees for the County Attorney or outside counsel and all expenses associated with the election challenge and any appeals thereafter. The City shall make payment of such reimbursements to the County within thirty (30) days of receipt of any invoice for reimbursement from the County. If a second election is required, such election will constitute a City Election under this Agreement and shall be conducted in accordance with the terms of this Agreement.

6.3 It is the intent of the Parties for them, along with their officials, officers, employees and agents to be covered under the auspices of any applicable immunity granted by law, including sovereign immunity and official or qualified immunities.

6.4 Should it be necessary to comply with legal requirements that any of the County's personnel shall be sworn in as a temporary officer or employee of the City, such formality shall be observed without limitation.

ARTICLE 7 - EMPLOYMENT STATUS

7.1 All County personnel assigned under this Agreement are and will continue to be under the supervision of the Fulton County Director of the DRE.

7.2 All City personnel assigned under this Agreement are and will continue to be employees of the City.

ARTICLE 8 – VOTE REVIEW PANEL

8.1 O.C.G.A. § 21-2-483 requires the creation of a vote review panel to manually review ballots rejected by the central tabulator. This statute further requires that in nonpartisan elections, the Chief Judge of the Superior Court of Fulton County, Georgia (“Chief Judge”) shall appoint two electors of the City, to serve on a vote review panel. To assist with this requirement, the City agrees to provide the County with a list of no less than five responsible and morally upstanding electors of the City, from which the Chief Judge may choose. This list shall be provided no later than **October 3, 2025**.

ARTICLE 9 - RECORDKEEPING AND REPORTING

9.1 The DRE is the central repository for all DRE records and makes available public records as defined and required by the Georgia Open Records Act, O.C.G.A. § 50-18-70, *et seq.*, O.C.G.A. § 21-2-51 and O.C.G.A. § 21-2-72, now and as they may be amended hereafter. During the term of this Agreement, the County will continue to comply with the applicable provisions of the Georgia Open Records Act and the Georgia Election Code.

9.2 Except as limited by any provision of state or federal law, the City may request, review and access data and County records stemming from the services provided under this Agreement, at a mutually agreed upon time to ensure compliance with this Agreement.

ARTICLE 10 - E-VERIFY AND TITLE VI

Each Party agrees that it will comply with all E-Verify and Title VI requirements and execute any documents reasonably required related to such compliance. Further, each Party agrees that any contracts let for work completed pursuant to this Agreement shall contain all required E-Verify and Title VI requirements under applicable law.

ARTICLE 11 - AUTHORIZATION

Each of the individuals executing this Agreement on behalf of his or her respective Party agrees and represents to the other Party that he or she is authorized to do so and further agrees and represents that this Agreement has been duly passed upon by the required governmental agency or council in accordance with all applicable laws and spread upon the minutes thereof. The Parties hereto agree that this Agreement is an intergovernmental contract and is entered into pursuant to Article IX, Section III, Paragraph I of the Constitution of the State of Georgia 1983.

ARTICLE 12 - TERMINATION AND REMEDIES

Either Party may unilaterally terminate this Agreement, in whole or in part, for any reason whatsoever or no reason at all, by notice in writing to the other Party delivered at least thirty (30) days prior to the effective date of the termination. Upon termination, the City shall be responsible

for any and all costs the County has incurred, for preparation and/or performance of the City Election, up to receipt of notice to terminate this Agreement. Without terminating this Agreement, the County may suspend, delay, or interrupt all or any part of its responsibilities under this Agreement for the period of time that the County determines appropriate for its convenience.

ARTICLE 13 - NOTICES

All required notices shall be given by certified first class U.S. Mail, return receipt requested, or statutory overnight delivery. The Parties further agree to provide to each other non-binding duplicate electronic mail notice. Future changes in address shall be effective upon written notice being given by the City to the County Elections Superintendent or by the County to the City Clerk. Notices shall be addressed to the Parties at the following addresses:

If to the County: Fulton County Board of Registration and Elections
Attn: Director
5600 Campbellton Fairburn Road
Fairburn, GA 30213

With a copy to: Fulton County Office of the County Attorney
Attn: County Attorney
141 Pryor Street SW, Suite 4038
Atlanta, Georgia 30303

If to the City: City Clerk

With a copy to: City Attorney

ARTICLE 14 - NON-ASSIGNABILITY

Neither Party shall assign any of the obligations or benefits of this Agreement.

ARTICLE 15 - ENTIRE AGREEMENT

The Parties acknowledge, one to the other, that the terms of this Agreement constitute the entire understanding and Agreement of the Parties regarding the subject matter of the Agreement. This Agreement constitutes the entire understanding and agreement between the Parties concerning the subject matter of this Agreement and supersedes all prior oral or written agreements or understandings. No representation oral or written not incorporated in this Agreement shall be binding upon the City or the County. All Parties must sign any subsequent changes in the Agreement.

ARTICLE 16 - SEVERABILITY, VENUE AND ENFORCEABILITY

If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid or otherwise unenforceable, that provision or portion of the provision will be severed, and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement. No action taken pursuant to this Agreement should be deemed to constitute a waiver of compliance with any representation, warranty, covenant or agreement contained in this Agreement and will not operate or be construed as a waiver of any subsequent breach, whether of a similar or dissimilar nature. This Agreement is governed by the laws of the state of Georgia without regard to conflicts of law principles thereof. Should any Party institute suit concerning this Agreement, venue shall be in the Superior Court of Fulton County, Georgia. Should any provision of this Agreement require judicial interpretation, it is agreed that the court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against one Party by reason of the rule of construction that a document is to be construed more strictly against the Party who itself or through its agent prepared the same, it being agreed that the agents of all Parties have participated in the preparation hereof.

ARTICLE 17 - BINDING EFFECT

This Agreement is intended for the benefit of the Parties hereto and is not for the benefit of, nor may any provision hereof be enforced by, any other person.

ARTICLE 18 - COUNTERPARTS

This Agreement may be executed in several counterparts, each of which shall be an original, and all of which shall constitute but one and the same instrument. Electronic signatures shall have the same weight and effect of wet signatures.

IN WITNESS WHEREOF, the City and County have executed this Agreement through their duly authorized officers on the day and year first above written.

FULTON COUNTY, GEORGIA

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

DATE:

Attest: _____
Tonya R. Grier, Clerk to Commission

APPROVED AS TO FORM:

Y. Soo Jo, County Attorney

APPROVED AS TO SUBSTANCE:

Nadine Williams, Director
Fulton County Department of Registration
and Elections

[Signatures Continued on Following Page]

CITY OF ALPHARETTA, GEORGIA

_____ (SEAL)

Mayor

APPROVED AS TO FORM:

City Attorney

APPROVED AS TO SUBSTANCE:

City Clerk

EXHIBIT A

As per the Agreement executed on _____, the City of Alpharetta, hereby requests that Fulton County conduct its General and potential Runoff Elections beginning on **November 4, 2025**, within the boundary of Fulton County.

The last day to register to vote in this election is **October 6, 2025**.

The list of early voting locations will be forthcoming.

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This _____ day of _____, 2025.

City Clerk (SEAL)

Fulton County, Georgia agrees to conduct the City of Alpharetta's General and potential Runoff Elections beginning on **November 4, 2025**, within the boundary of Fulton County.

This _____ day of _____, 2025.

Robert L. Pitts, Chairman
Fulton County Board of Commissioners (SEAL)

[https://fc0365.sharepoint.com/sites/CountyAttorney/CACContracts/Elections/2025 Elections Municipal IGA/02.24.23 2025 IGA - ELECTIONS TEMPLATE for Cities.docx](https://fc0365.sharepoint.com/sites/CountyAttorney/CACContracts/Elections/2025%20Elections%20Municipal%20IGA/02.24.23%2025%20IGA%20-%20ELECTIONS%20TEMPLATE%20for%20Cities.docx)



**City of Alpharetta
City Clerk's Office
TO Two South Main Street
Alpharetta, GA 30201
678-297-6003
Attn: Ms. Lauren Shapiro**

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LAW ENFORCEMENT GUIDELINES



On behalf of the Fulton County voters and poll workers, we extend our gratitude to all law enforcement officers who have volunteered to help secure the election process. Your service in ensuring a safe voting environment for both voters and poll workers is deeply appreciated.

We respectfully request that all law enforcement officers familiarize themselves with the following protocols and election laws. For any concerns or potential violations, please consult with the Poll Manager for guidance.

Please review the following protocols:

- All officers are required to sign in with the Poll Manager using the Technician iPad upon both arrival and departure. This will ensure proper verification and processing of invoices for payroll purposes.
- Officers must remain inside the precinct for the duration of their work hours, unless specifically assigned to parking or traffic monitoring. The visible presence of officers is crucial for maintaining the security of the polling location.
- Officers are requested to stay on-site until the Poll Manager has fully completed both the opening and closing procedures. Although voting hours end at 7 PM, the closing of the polls and other related tasks occur afterward. For the security of the Poll Manager and poll staff, officers are to remain on the premises until all poll workers have left. Officers will be compensated for the full hours worked.

For your reference, here are the most common incidents at polling locations that require adherence to election codes:

- **Voting Hours:** Voters who are in line at the time of poll closing must be allowed to vote. Please refer to the Advance Voting schedule for specific hours. On Election Day, all polls close at 7 PM, and voters in line by 7 PM are to be permitted to vote.
- **Poll Watchers & Monitors:** Poll watchers and Monitors must present their Fulton County Registration & Elections-issued ID upon arrival. The Poll Manager will have a list of verified poll watchers and monitors. Only those listed, with credential letters on file and an ID issued by our office, are permitted. For any needed verification, the Poll Manager should contact the Fulton County Department of Registration & Elections Call Center.
- **Telephone Usage:** No person is permitted to use cameras, electronic monitoring devices, or cell phones inside polling places while voting is taking place. Poll watchers and Monitors are also prohibited from using such devices or cell phones within the enclosed space where they are observing the election and the vote counting process.
- **Interference/Harassment:** Any interference with the election process is illegal. Harassment of poll workers, voters, or any actions that obstruct poll workers from completing their duties will not be tolerated. The Poll Manager has the authority to ask public observers, voters, monitors, or poll watchers to leave or be removed if necessary.
- **Exit Polling:** Exit polling or public opinion polling is only allowed within 25 feet of the exit of any building containing a polling location. Polling is not permitted at the entry of the polling location or before voters have cast their ballots.
- **No Campaigning:** Campaigning within 150 feet of the outer edge of any building containing a polling place is strictly prohibited. This includes clothing, signs on vehicles, and any other campaign material. The name of any candidate on the ballot cannot be displayed. Poll watchers and monitors must also follow the 150-foot rule and are not allowed to engage in any form of campaigning within the polling place.
- **Media:** Before media personnel are permitted inside the polling site, coordination must be made with Fulton County External Affairs, Regina Waller, 404-735-8889, to ensure that media guidelines are followed.
- **Events/Water/Food for Voters:** Any events, as well as water or food distribution to voters, must take place at least 150 feet from the outer edge of any building containing a polling place.
- **Public Observation:** Members of the public are allowed to observe the opening and closing of the polls, both before and after voting hours. The public must not be locked out of the polling place during these times. However, they are not permitted inside the enclosed space (beyond the poll pads or near the voting equipment) unless they are actively voting. Poll watchers and monitors are allowed inside the enclosed space.

Thank you for your service and support.



STAFF REPORT

Department: Administration
Submitted By: Chris Lagerbloom
Meeting Date: July 28, 2025

AGENDA ITEM:

Resolution: Fiscal Year 2026 City Council Priorities

Consideration of adoption of a resolution adopting the Fiscal Year 2025 City Council Priorities and Annual Action Plan.

STAFF RECOMMENDATION:

Adopt a resolution adopting the Fiscal Year 2025 City Council Priorities and Annual Action Plan.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

During the 2025 Annual City Council Planning Retreat, the Mayor and City Council identified five top priorities and five priorities to help guide city staff and the Mayor and City Council as they are conducting City business during the next Fiscal Year. City staff took those priorities and developed a written plan to communicate the goals and initiatives for the City over the next fiscal year.

If adopted, this plan will serve as the Fiscal Year 2026 City Council Priorities and Annual Action Plan.

ALTERNATIVES:

Do not adopt the resolution and offer amendments to the Fiscal Year 2026 priorities.

ATTACHMENTS:

1. Resolution FY 26 Annual Action Plan
2. 2026 City Council Priorities and Annual Action Plan



**A RESOLUTION BY THE MAYOR AND COUNCIL OF THE CITY OF
ALPHARETTA, GEORGIA TO ADOPT THE FISCAL YEAR 2025 CITY
COUNCIL PRIORITIES AND ANNUAL ACTION PLAN**

WHEREAS, the Mayor and City Council, and the staff Leadership Team of the City of Alpharetta convened on January 17th and 18th, 2025 for the 2025 Annual City Council Planning Retreat;

WHEREAS, during the 2025 Annual City Council Planning Retreat the City Council discussed and amended five top priorities and five priorities to help guide city staff and the Mayor and City Council as they are conducting business during the next Fiscal Year; and

WHEREAS, the City Council recognizes that by identifying priorities and creating an annual action plan, this plan serves as a document to drive departmental objectives, to allocate funds and resources, and to monitor progress and create accountability.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Alpharetta as follows:

- The Fiscal Year 2026 City Council Priorities and Annual Action Plan attached hereto as "Exhibit A", is hereby adopted.

SO RESOLVED this 28th day of July 2025.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

[SIGNATURES CONTINUED FROM PRECEDING PAGE]

COUNCIL MEMBERS*

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Fergal M. Brady

(SEAL)

Attest:

Approved as to form and legal sufficiency:

Lauren Shapiro, City Clerk

Molly Esswein, City Attorney

*At the time this resolution was adopted, Post 2 of the City Council was vacant.

EXHIBIT A

FISCAL YEAR 2026

CITY COUNCIL PRIORITIES AND ANNUAL ACTION PLAN



STRATEGIC GROWTH AND REDEVELOPMENT OF NORTH POINT

North Point holds tremendous potential as one of the city's main redevelopment areas. To ensure that we make the most of this opportunity, we will dedicate the necessary time and attention to get it right.

As new projects and opportunities emerge in our city, we remain committed to supporting strategic growth. Our city is unique and deserves development patterns that reinforce that fact.

To support North Point redevelopment, we will re-create the tax allocation district and evaluate new tax opportunities.

We will explore options to improve transportation in the area, including aligning the Alpha Link to connect to Encore Parkway Gateway Park.



SAFE AND WELCOMING COMMUNITY

We enjoy the benefits of a safe community, and we are driven to protect everything within our borders.

We value and support our Public Safety Department and recognize their essential role in keeping our city safe. We are committed to providing them with the necessary resources to fulfill their duties effectively.

Our 911 dispatchers are lifelines to our community. We will actively remember their value.

We will examine all emerging technologies and how they can enhance the way we keep our community safe, such as enhanced cameras and unmanned aerial flights.

We will evaluate our community paramedic program and quantify results, make changes, and look for ways to provide new services.



COMMUNICATIONS THAT CONNECT

Through talented communicators, we will improve communication across all areas of our organization, including internal communications, and implement an effective crisis communications plan.

To improve community engagement, we will develop a new website featuring advanced capabilities that enable us to communicate in real-time and provide timely and relevant information.

Through the launch of the new city website, we will enhance its usability by exploring AI options and further refining the Alpha Bot chat feature.

We will focus our communication strategy on crafting compelling content and strategic messaging and seek new and evolving ways to connect with the public.



DOWNTOWN ALPHARETTA

Safety is fundamental to a vibrant downtown. We understand the importance of our image and remain driven to provide a safe environment.

Effective parking management is key to ensuring that everyone can enjoy downtown. We will continue exploring and implementing strategies to maximize our current parking resources.

We are dedicated to supporting our local businesses and will collaborate with the Downtown District to identify and pursue mid-term and long-term options that maintain the character, cleanliness, and desirability of downtown.

We will create a balance by designating specific areas for activity while preserving green space for leisure.



THE ALPHA LOOP AND GREENWAY

Our city is mobile. Extending the Alpha Loop and Alpha Link remains an important focus of our transportation networks.

User experience matters, and we will pursue public art and other gateway features on our transportation networks.

We will review the Alpha Loop project plan to identify and address any gaps. Project phasing will be considered if necessary.

To ensure that we have the necessary resources to complete the Alpha Loop, we will identify additional funding sources and seek out interested private investors.

VISION

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

FISCAL YEAR 2026

CITY COUNCIL PRIORITIES AND ANNUAL ACTION PLAN



RECREATION, PARKS, AND CULTURE

Parks are valued assets in our city, and we will continue to deliver on park bond projects to ensure that our parks are well-maintained and equipped with the necessary amenities to serve our residents.

We will renovate, reimagine and construct improvements to all parts of Wills Park.

We will partner with the Equestrian Foundation to complete arena projects and other important updates at the equestrian center.

Culture is an important part of our community, and we are committed to implementing efforts that celebrate it. We will continue to promote public art and the filming of oral history to showcase our shared history and traditions.

We will promote Fun.



INFRASTRUCTURE AND FACILITIES MAINTENANCE

To maintain the safety and long-term functionality of our facilities, we will conduct assessments, formulate recommendations, and develop renovation plans.

Managing stormwater is important in our city, and we will continue investing in projects with high impact areas.

Focus on transportation. Enhancements to our transportation network, the completion of the Highway 9 project, the Webb Bridge Road project, and the beginning of the Old Milton project are important.

New street and directional signage will be designed and installed to improve wayfinding and enhance public spaces, making it easier for residents and visitors to navigate the city.



ECONOMIC DEVELOPMENT

To attract new businesses and industries to our city, we will explore innovative solutions by repurposing underutilized areas that can be transformed into thriving working models creating a vibrant and diverse economy that benefits both our residents and businesses.

Maintaining a presence in Atlanta and Washington DC is crucial for our city, and we will utilize lobbying services to help us achieve our goals in both locations.

We will continue to pursue grants to fund projects and initiatives that benefit our city, creating opportunities for growth and development.

We will market Alpharetta more comprehensively. As our focus on Economic Development grows, we will reach broader audiences and diversify the way we market ourselves as a desirable city to do business in.



PEOPLE FOCUSED WORKFORCE

Our highly talented staff works tirelessly to serve our community. We're committed to recruiting, retaining, and rewarding our public servants to ensure we continue to attract and retain top talent. By investing in our staff, we can build a stronger, more effective team that provides top-quality services to our community.

We strive to be an employer of choice that attracts and retains the best talent. Our employees are our greatest asset, and we are devoted to providing them with a rewarding work environment. We will continue to implement a market competitive compensation system that ensures employees are well-compensated and supported.



TRANSPORTATION AND TRAFFIC

Our city is on the move, and we recognize the importance of managing traffic and promoting ease of mobility in our city as it continues to grow and evolve.

We support multi-modal transportation options and will explore both traditional and non-traditional solutions for surface, underground, and aerial transportation to meet the diverse needs of our community.

Public transit is a crucial component of a well-connected community, and we will continue to support bus rapid transit in the Georgia 400 Corridor.

VISION

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: July 28, 2025

AGENDA ITEM:

Resolution: Appointment of Hearing Examiner for Alcohol License Hearings

Consideration of adoption of a resolution appointing a hearing examiner for the purpose of alcoholic beverage license hearings.

STAFF RECOMMENDATION:

Adopt a resolution appointing a hearing examiner for the purpose of alcoholic beverage license hearings.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

Section 4.29 of the Code of the City of Alpharetta allows the City Clerk to request the City Council appoint a hearing examiner to hold hearings and make findings and determinations as it relates to alcoholic beverage license hearings.

When appointed, a hearing examiner will perform the duties of the City Clerk under Section 4.28 and 4.29 of the Code.

The City Clerk requests that David C. Will be appointed as hearing examiner for alcohol beverage license hearings through December 31, 2025.

ALTERNATIVES:

ATTACHMENTS:

1. Resolution Hearings Examiner



**A RESOLUTION BY THE MAYOR AND COUNCIL OF THE CITY OF
ALPHARETTA, GEORGIA APPOINTING A HEARING EXAMINER
FOR THE PURPOSE OF ALCOHOLIC BEVERAGE LICENSE
HEARINGS**

WHEREAS, section 4.29 of the Code of the City of Alpharetta provides that in matters of alcoholic beverage license hearings, the City Clerk may request that the City Council appoint a hearing examiner to hold hearings and make findings and determinations; and

WHEREAS, the appointed hearing examiner will perform the duties of the City Clerk under Section 4.28 and 4.29 of the Code of the City of Alpharetta; and

WHEREAS, the City Clerk requests that David C. Will be appointed as hearing examiner by the City Council, for this purpose; and

WHEREAS, the appointment of David C. Will as hearing examiner for alcohol beverage license hearings will terminate on December 31, 2025.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Alpharetta as follows:

- David C. Will is hereby appointed as hearing examiner for the purpose of alcohol beverage license hearings from the date of this Resolution through December 31, 2025.

SO RESOLVED this 28th day of July 2025.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

[SIGNATURES CONTINUED ON FOLLOWING PAGE]
[SIGNATURES CONTINUED FROM PRECEDING PAGE]

COUNCIL MEMBERS*

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Fergal M. Brady

(SEAL)

Attest:

Approved as to form and legal sufficiency:

Lauren Shapiro, City Clerk

Molly Esswein, City Attorney

*At the time this resolution was considered and adopted, Post 2 of the City Council was vacant.

