



MARCH 7, 2016

ALPHARETTA CITY HALL
COUNCIL CHAMBERS
2 PARK PLAZA
7:30 PM

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE TO THE FLAG**
- IV. PROCLAMATIONS AND PRESENTATIONS**
 - A. March For Meals Awareness Month**
 - B. Arbor Day**
- V. CONSENT AGENDA**
 - A. Council Meeting Minutes (Meeting of 02/22/2016)**
 - B. Council Workshop Minutes (Meeting of 03/02/2016)**
 - C. Financial Management Report for the month ending January 31, 2016.**
- VI. PROJECT UPDATES**
 - A. Convention Center**
 - 1. Naming Of Conference Center Meeting Rooms
 - B. City Center**
 - 1. Public Development
 - 2. Private Development
- VII. OLD BUSINESS**
 - A. V-16-06 Home 2 Suites**
This item was tabled on February 22, 2016 and will need to be removed from the table.
 - B. Fiscal Year 2016 Mid-Year Budget Amendment (2nd Reading)**
- VIII. NEW BUSINESS**
 - A. Hewlett Packard Network Equipment**
 - B. Burnett Way Storm Pipe Repairs**
 - C. Professional Design Services Contract: Public Safety Headquarters Expansion**

D. Ordinance Amendment: Chapter 3 Of The Code Of The City Of Alpharetta

An ordinance of the Mayor and Council of the City of Alpharetta, Georgia to amend Chapter 3 (Alcoholic Beverages) of the Code of the City Of Alpharetta, Georgia to delete, modify, and add provisions pertaining to the regulation and licensing of brewpubs and related provisions governing the sale of alcoholic beverages by the package, including growlers; to provide for an effective date; and for other purposes.

IX. PUBLIC COMMENT

X. REPORTS

XI. ADJOURNMENT TO EXECUTIVE SESSION



*A PROCLAMATION BY THE MAYOR
AND CITY COUNCIL OF THE CITY OF ALPHARETTA*

MARCH FOR MEALS AWARENESS MONTH

WHEREAS: The Meals on Wheels program provided by Senior Services North Fulton delivers meals to seniors who are unable to prepare meals for themselves; and

WHEREAS: Senior Services North Fulton is celebrating its 25th year administering the Meals on Wheels program in the City of Alpharetta with a 100% volunteer force; and

WHEREAS: In 2015 over 600 volunteers donated their time, vehicles, gasoline and energy to deliver over 35,000 meals with a friendly smile; and

WHEREAS: No senior is ever refused service because of an inability to pay; and

WHEREAS: These efforts have resulted in the improvement in the lives of seniors in need in the City of Alpharetta with continued personal independence, nutritionally-balanced meals and daily visits by caring volunteers.

NOW THEREFORE: We, the Mayor and City Council of the City of Alpharetta, Georgia do hereby proclaim the month of March, 2016 as "MARCH FOR MEALS AWARENESS MONTH" in Alpharetta and urge every citizen to take this month to honor our Meals on Wheels program, the seniors they serve and the volunteers that care for them.

Proclaimed this 7th day of March, 2016

David C. Belle Isle, Mayor

ATTEST:

Lyn Kennedy, Asst. City Clerk





**A PROCLAMATION
BY THE MAYOR OF THE CITY OF ALPHARETTA
"ARBOR DAY"**

- WHEREAS:** the first Arbor Day was celebrated in 1872 in Nebraska as a special day for planting trees and has grown to thousands of celebrations in communities across our nation each year; and
- WHEREAS:** community partners, families and friends will be joined together at local Arbor Day ceremonies to recognize the benefits of trees and urban forests; and
- WHEREAS:** trees will be planted across the United States creating a lasting legacy for future generations; and
- WHEREAS:** trees improve water quality, reduce the erosion of precious topsoil, increase property values, and economic vitality in business areas, provide shade, cleanse the air, create habitat for wildlife, and add beauty to communities; and
- WHEREAS:** trees promote outdoor recreation which improves human health and well-being and reduces "Nature-Deficit Disorder" in children by encouraging more activity and connection to the natural world; and
- WHEREAS:** all of Alpharetta benefits from forestry, which contributes billions of dollars annually to our state's economy and provides employment for more than 100,000 people.

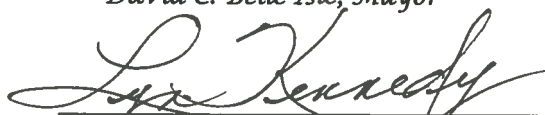
NOW THEREFORE: We, the Mayor and City Council, for the City of Alpharetta do hereby proclaim April 29, 2016 as "Arbor Day" in the City of Alpharetta, and urge all citizens to plant trees to promote the well being of present and future generations; and thus support our City's Beautification and Forestry Program for many years to come.

Proclaimed this 7th day of March, 2016




David C. Belle Isle, Mayor

ATTEST:


Lyn Kennedy, Assistant City Clerk



STAFF REPORT

Submitting Department: City Clerk

Submitted By:

Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: COUNCIL MEETING MINUTES (MEETING OF 02/22/2016)

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

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>

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:

Official Minutes of 2/22/16



Official Minutes of
Public Hearing and
Council Meeting on
February 22, 2016

2 Park Plaza

7:30PM

Official Minutes

The public is advised that the following minutes are not a verbatim transcription of business presented at the Council Meeting of the date shown; but are a synopsis of pertinent information. The public is further advised that the tapes recorded at said meeting are a matter of public record and are available to be heard at the City of Alpharetta's Clerk's office during normal business hours.

I. CALL TO ORDER

❖ *Mayor Belle Isle called the meeting to order at 7:34 p.m.*

II. ROLL CALL

Members Present:

Mayor Belle Isle, Mayor Pro Tem Owens, Council Members Kennedy, Binder, Merkel, Mitchell and Gilvin

Members Absent:

None

Staff Present:

City Administrator Bob Regus, Assistant City Administrator James Drinkard, City Attorney Sam Thomas, City Clerk Coty Thigpen, Director of Community Development Kathi Cook, Director of Public Works Pete Sewczwicz, Director of Finance Tom Harris, Director of Public Safety Gary George, Deputy Director of Recreation and Parks Lisa Cherry, Senior Engineer Eric Graves

III. PLEDGE TO THE FLAG

IV. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 02/15/2016)

B. Alcoholic Beverage License Applications- PH-16-AB-06 The Devore House

- ❖ *Council Member Kennedy offered a motion to approve the Consent Agenda*
 - *The motion was seconded by Council Member Owens*
 - *Motion approved (7-0)*

V. PROJECT UPDATE

A. Convention Center

- Mr. Regus reported that there was a meeting today regarding the naming of the meeting rooms. One favorable option was possibly naming the rooms after historic Alpharetta families.

B. City Center - Public Development

- Mr. Regus reported that the bandstand is still under construction and scheduled to be completed by April 15th.
- Mr. Regus presented the award in which the City won 1st place on the parking deck from the American Concrete Institute

C. City Center - Private Development

- Mr. Regus reported that developer Mid-City will be at the Council meeting on March 28th to discuss progress

Public Comment
None

VI. PUBLIC HEARING

A. Z-15-18/V-15-28 Fox Road Subdivision

- Director of Community Development, Kathi Cook, came forward to present this item on behalf of staff
- Staff recommends approval of Z-15-18/V-15-28 Fox Road Subdivision subject to the following conditions:
 1. The property to be rezoned shall have an "R-12" zoning classification. The minimum lot size on the north side of the proposed Fox Road shall be 18,000 square feet including the undisturbed tree save area square footage. Lots adjacent to Thornbury Parc shall be 18,000 square feet minimum with the undisturbed tree save area included. Lot yield depicted is not guaranteed and subject to meeting all City code requirements.

2. Property shall be developed substantially in accordance with submitted plan by Ridge Planning and Engineering Z100 dated 12/15/2015. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
3. The homes on Lots 16 and 17 may encroach into the CRZ to provide more of a rear separation, with final approval by Staff.
4. A 5' landscape strip shall be provided on the external perimeter of all the lots as depicted. A 25' undisturbed tree save area shall be placed on the north side and owned and enforced by the development's HOA. A 25' undisturbed tree save area shall be required on the south side of property only along the Thornbury Parc lots. A split rail fence shall be required to be installed on the interior side of the northern 25' undisturbed buffer and shall be maintained by the HOA.
5. The existing Fox Road pavement shown to the north of property shall be abandoned and pavement removed. A berm and landscape strip shall be required where sparse with final approval by Staff. A 5' walking path shall be provided with an access easement.
6. The minimum setbacks shall be as follows:
 - Front: 15'
 - Rear: 25'
 - Side: 15' (adjacent to Street)
 - Side: 5' (adjacent to Lots) Minimum building separation shall be 20'
 - Lot width shall be 75'.
7. The site plan shall be configured to accommodate the natural features of the site. Site shall not be mass graded and tree removal permits will be permitted on a lot by lot basis.
8. Sidewalk shall be installed on south side of Fox Road only. Sidewalk shall be also installed on Fox Road south to connect Kimball Bridge Road with final approval by Staff. Impact fees will be granted for eligible portions of sidewalk as approved by Staff.
9. Detention ponds shall have 20' heavy landscape screening in addition to required access easement. Detention shall have a natural appearance and where walls are visible they shall be faced with stone or brick as approved by Staff. Eastern pond shall be built as an earthen pond to be approved by Staff.
10. A variance shall be granted to allow the applicant to use required recompense and site density trees to plant trees on adjacent property, along Fox Road and/or in landscape screening, landscape strips, and buffers. Plantings to be approved by Staff.

11. Homes shall be a minimum of 3,000 square feet and contain a minimum of 30% brick or stone on each façade or as approved by Staff.
12. Homes shall be located close to front setback away from existing homes in order to provide more separation.
13. Landscape screening shall be provided in Fox Road right of way on the west portion of the site as depicted in Zoning Plan. Landscape screening shall have final approval by Staff. Recompense, site density, and/or street trees may be used as plants in the screening.
14. The new Development's HOA shall be responsible for annually inspecting the detention facilities. This inspection shall be performed by a Registered Civil Engineer and must verify the facility is functioning properly, the ground is stabilized and there are no invasive vegetation impeding the function of the facility.

Condition requested by Windward Community Services Association.

15. The erosion control measures shall include a double row of silt fence with mulch between the fences and polymers with final approval by Staff. This shall be installed on the downhill slope of any area which storm water sheet flows from the site.

Condition requested by Windward Community Services Association.

16. The developer will expand the NPDES testing to include predevelopment and during development testing at the site's storm water outfall points.

Condition requested by Windward Community Services Association.

17. The developer and WCSA will work together to add additional erosion control measures on WCSA property if on site measures are insufficient as determined by the City of Alpharetta.

Condition requested by Windward Community Services Association.

- The subject property is located at the end of Fox Road and encompasses 9.63-acres. The applicant is requesting to rezone the property from AG to R-12 in order to develop a 21 lot single family home subdivision. The applicant is also requesting a variance to the front setback requirements of 30' to allow 15' in order to increase the rear setback, to reduce the side setback from 20' to 15', a variance to build sidewalks on one side of the street, a variance to reduce the lot width from 80' to 75', and a variance to allow tree plantings on adjacent property and along Fox Road.
- The applicant proposes to develop a 21 lot subdivision on 9.63 acres with a minimum lot

size depicted of 12,000 square feet on the south end and 18,000 square feet on the north end including the square footage of the tree save area. The property is located at the north end of Fox Road south of Southlake Drive in Windward and north of Thornbury Parc and Lake Windward Elementary.

- The property is a combination of two parcels which were annexed as a part of the Fox Road/Thornbury Parc annexation effective December 1 of 2005. The subdivision will be accessed from one curb cut off of the existing Fox Road with the remainder of Fox Road requested for abandonment. The lot sizes shown range from 12,000 square feet to over 18,000 square feet. Property to the north in Southlake Woods is developed with lots 13,500 square feet – 31,500 square feet in size; lots to the south in Thornbury Parc immediately adjacent to the parcel are developed with lots 18,000 square feet in size. Both of the adjacent properties are zoned CUP.

- If approved the density for the project would be 2.2 lots per acre. Thornbury Parc has a density of 2.4 units per acre and Southlake Woods has a density of 1.8 units per acre.

- Development standards proposed for the subdivision are as follows:

Zoning: R12

Minimum Lot Size: 2,000 square feet on the south of proposed Fox Road and a minimum of 18,000 square feet including the undisturbed tree save area and abutting Thornbury Parc lots.

Minimum Lot width: 75'

Front Setback: 15' (the UDC requires 30')

Rear Setback: 25'

Side Setback: 5' adjacent to lots

Side Setback: 15' adjacent to street

- The applicant is also offering a 25' undisturbed tree save area on the north side with a fence on the south, to save the trees. The tree save area will be maintained by the HOA and enforced by the HOA. Another 25' undisturbed tree save area will be created on the south side adjacent to Thornbury Parc extending to the east behind Lake Windward Elementary School.
- The variance for the front setback from 30' to 15' is an effort to bring the homes further from the neighbors and increase the distance behind them. The side setback from 10' to 5' with 20' remaining between houses if an effort to save some of the trees on the site. Also, the variance from the side setback for lots facing on a corner is from 20' to 15' with houses 20' apart, also aids with tree save. Lot width reduction from 80' to 75' is requested in exchange for the applicant providing increased distance from the neighbors of Southlake Woods and Thornbury Parc.
- Twenty-four specimen trees were found on the property. According to the applicant's arborist, twenty-two of those trees were found to be in good health. All other specimens shown on the plan would require significant encroachment under the critical root zones or

removal due to the roadway layout. Staff requested an alternate development plan that showed retaining more specimen trees. Eight specimen trees have been incorporated into the plan.

- A detention pond is shown at the corners of the property next to Lots 21 and another one behind Lots 10 and 11 and will drain into a stream which leads into Lake Windward. The site plan depicts the pond east of lots 10 and 11 as an earthen pond. The 100 year high water level will be a minimum of 25' from the property line. A double row of mixed evergreens are planted around both ponds. Additional plantings of shrubs to provide height variations will be required. Walls that are visible built in either pond will be brick or stone faced.
- 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 distinguish the number of children that a residential development will generate.
- Based on the total figure for all three-school levels, it can be assumed that the proposed development could house approximately 6 - 19 school age children. The children would attend Lake Windward Elementary, Webb Bridge Middle School and Alpharetta High School. Webb Bridge Middle schools is currently over capacity.
- Sidewalks are required on both sides of the street; however, the applicant is requesting a variance to allow sidewalks on one side of the street in exchange for constructing sidewalks along Fox Road. The applicant has met with our Public Works Director and those with the City of Johns Creek about the sidewalk on Fox Road which is in Johns Creek. Many of Alpharetta's residents use the sidewalk and are forced to walk into the street or across the road to get to the part that does have a sidewalk. The applicant has agreed to share an equivalent cost of the sidewalk that would have been installed on the subject property to go towards the cost of installing the sidewalk along the southern part of Fox Road.
- Projected trips for 21 single family homes will be 17 AM peak hour trips and 22 PM peak hour trips.
- City Staff has reviewed the applicant's proposal and is in general agreement with the request. The adjacent properties in Southlake Woods are 16,000 square foot and Thornbury Parc to the north has minimum lot sizes of 7,500 square feet and lots are a minimum of 18,000 square feet adjacent to properties to the north. Fulton County zoning conditions required lots to the north maintain a minimum of 18,000 square feet. Phase I of Thornbury Parc was rezoned in 1999 and the final phase in 2001. In both cases, 18,000 square foot lots were required adjacent to existing development in Windward and the current AG property as well as 50' setbacks. Therefore, 12,000 square feet is not comparable to surrounding properties. However, R-12 with 18,000 square foot lots is more compatible with lots in Southlake Woods and Thornbury Parc with an undisturbed tree save area counted in the lot square footage. The lots are depicted adjacent to Windward at a minimum of 18,000 when the tree save area is added. Lots adjacent to

Thornbury Parc should also be a minimum of 18,000.

- The applicant notified everyone within 500 feet of the intent for the property. At least four meetings were conducted with the residents in order to review the plan. Staff was also involved in several meetings with the residents. Staff received several comments from the surrounding property owners. The residents were concerned about density, traffic, loss of privacy, decrease in the resale of homes, natural spaces, noise, construction traffic and a decrease in the quality of life.
- Another commented via email that lot size should be 18,000 square feet adjacent to existing Thornbury Parc homes, the same as Windward. Sidewalks along Fox Road and also, construction traffic hours should be restricted between 8:00 am and 7:00 pm because many children and parents from Thornbury Parc walk to Lake Windward Elementary School between 7:10 and 7:50. Residents wanted the buffer as well as fencing.
- Because this is infill development, it is important to reduce impacts to adjacent property owners by requiring buffers, fencing and detention pond screening.
- This item was heard at the February 4 Planning Commission meeting. Chris Palmer with the Windward Community Service Association spoke in favor of the request. Six people spoke against the plan based on traffic, density, loss of nature, lot sizes and the need for Fox Road sidewalks south of the proposed project. After discussion, the Planning Commission voted 4-0-0 to recommend approval of the request with conditions as amended.
- Attorney, Don Rolader, came forward on behalf of the applicant
- Jeff Smith, the applicant, came forward to discuss various components of the plan

Public Comment

- Leah Narro, 11895 Fox Road, Alpharetta, GA, came forward to speak on this item
- Chris Palmer, 815 Stonehaven Lane, Alpharetta, GA, came forward to speak on this item
- Valerie Manley, 5140 Southlake Dr, Alpharetta, GA, came forward to speak on this item
- Subrah Kalaga, 11972 Thornbury View, Alpharetta, GA, came forward to speak on this item
- Sarat Vemuri, 550 Stonebury Dr, Alpharetta, GA, came forward to speak on this item

- Luis Gonzales, 4909 Thornbury Way, Alpharetta, GA, came forward to speak on this item

- Mr. Rolader, came forward for a brief rebuttal on behalf of the applicant

- ❖ *Council Member Kennedy offered a motion to approve Z-15-18/V-15-28 Fox Road Subdivision subject to the staff and Planning Commission conditions with a few minor changes:*

- *Condition #2- Change date to February 17, 2016.*
- *Condition #3- Homes on lots 8, 14, and 15 may encroach in critical root zone.*
- *Condition #5- A 5 foot mulch walking path shall be provided.*
- *Condition #6- On side setbacks adjacent to the lots as shown in staff conditions as side setback 5 feet, minimum building separation shall be 20 feet, except lots 14 and 15 may have a 10 foot separation.*
- *Add 3 conditions:*
 - *Condition #18- Hours of construction shall be from 8:00 a.m. to 6:00 p.m. Monday through Friday and 9:00 a.m. to 5:00 p.m. on Saturday, with no construction allowed on Sundays. Construction Hours shall be posted in a conspicuous location on site.*
 - *Condition #19- No staging of construction vehicles or equipment on existing Fox Road.*
 - *Condition #20- Sidewalk construction on Fox Road shall be completed before any building permits are issued.*

- *The motion was seconded by Council Member Owens with amendments*

- *Condition #1- Property shall be rezoned to have an R12 zoning designation. Lot configuration shall be site plan specific, as shown on the site plan submitted by Ridge Planning and Engineering z100 dated 2-17-16*

- *Council Member Kennedy accepted*

- *Condition #4- in the last sentence, replace buffer with "undisturbed tree save area".*

- *Council Member Kennedy accepted*

- *Condition #8- Applicant shall apply savings from construction of internal development sidewalks toward construction of sidewalks connecting to*

Kimball Bridge Road. A construction cost estimate shall be submitted o and approved by staff. Sidewalk construction on Fox Road shall be completed before any building permits are issued. Strike condition #20.

- *Council Member Kennedy accepted*
- *Condition #9- Detention pond shall have a 15 foot heavy landscape screen.*
 - *Council Member Kennedy accepted*
- *Add Condition #20- "Applicant shall work with staff to develop storm water management best practices with the intent to avoid permanent pool water quality components."*
 - *Council Member Kennedy accepted*
- *Motion approved (7-0)*

B. V-16-06 Home 2 Suites

- Director of Community Development, Kathi Cook, came forward to present this item on behalf of staff
- Staff recommends approval of V-16-06 Home 2 Suites Variance subject to the following conditions:
 1. All portions of the retaining wall seen from the public right-of-way shall be faced with a masonry material with a stone appearance and shall be compatible with the materials used for the primary structure. Material to be approved by Staff.
 2. Guardrail shall be decorative black metal with final approval by Staff.
 3. A 10' ornamental heavy landscape strip with street trees and decorative pedestrian lighting shall be provided along Morris Road. Lighting to be maintained by the development.
 4. Applicant shall install sidewalk along Morris Road and extend the connection to Webb Bridge Road. Impact fee credits shall be permitted for offsite sidewalk construction. Additional street trees and/or landscaping shall be required were wall is visible along Webb Bridge Road.
 5. Building shall be brick with traditional architecture similar to the attached Example A with final approval by Staff.
 6. Retaining wall shall be tiered, with a minimum 5' prepared planting bed space to reduce the impact of the large wall adjacent to the public right-of-way. Landscaping to be approved by Staff.
- The subject site is located just east of Hwy. 400 at the corner of Webb Bridge and Morris Parkway. The applicant, Home 2 Suites, is requesting a variance to section

3.2.5 of the Unified Development Code in order to allow a retaining wall structure to encroach into the front, side and rear setbacks and a variance to reduce the required parking from 112 spaces to 100.

- The site is located south on Morris Road south of Webb Bridge Road. The property's existing topography is extremely steep and has significant grade changes throughout. The site will require a significant amount of earth cutting and filling and retaining walls. The applicant is proposing to build a 107 room Home2Suites extended stay hotel which is a permitted use within the Preston Ridge Master Plan.
- The property is zoned Office-Institutional (O-I) and is the subject of the Preston Ridge Master Plan approved in 1989. The specific parcel is located on "Pod F" of the Master Plan. The property is 6 acres in size.
- The Unified Development Code requires that no structures are permitted within the setbacks of the site. The setbacks are 50' on Morris Road and the applicant's retaining wall will encroach into the front, rear and side setbacks. Of particular concern is the front height and location of the wall which is 18' at the entrance and 23' at the corner towards Webb Bridge. Other sections of the wall are close to 28' in height along the northern side of the development. The applicant has proposed to tier the wall in order to break the wall with additional landscaping and provide better stability.
- After analysis, Staff finds that the variance can be justified; however additional protections should be conditioned in order to require additional landscaping, aesthetically pleasing wall material and pedestrian lighting. Also due to the visibility of the building and height of the building from the Webb Bridge and Morris Road intersection, the architecture should be traditional instead of the elevation submitted with contains a lighted "beacon" on the tower portion.
- Steve Rowe, of AEC, came forward to provide a presentation on behalf of the applicant
- Joseph Bradley, architect, came forward to answer questions posed by Council

Public Comment

- Alexander Williamson, 12535 Wexcroft Lane, Alpharetta, GA, came forward to speak on this item
- Anthony Christopher, 725 Culworth Manor, Alpharetta, GA, came forward to speak on this item

❖ *Council Member Kennedy offered a motion to table V-16-06 Home 2 Suites*

- *The motion was seconded by Council Member Owens*
- *Motion approved (7-0)*

C. Revisions to Sign Ordinance (2nd reading)

"AN ORDINANCE TO AMEND ARTICLES II AND IV OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF ALPHARETTA, GEORGIA; TO MODIFY PROVISIONS IN SUBSECTION 2.3.6 RELATED TO REQUIRED MATERIALS FOR FENCES AND WALLS; TO DELETE SECTION 2.6 ("SIGNS") IN ITS ENTIRETY AND REPLACE WITH A NEW SECTION 2.6 IN ORDER TO PROVIDE FOR THE MODIFICATION, DELETION AND ADDITION OF PROVISIONS RELATED TO SIGNS; TO MODIFY PROVISIONS IN SUBSECTIONS 4.2.1 AND 4.2.2 RELATED TO APPLICATIONS AND PUBLIC HEARINGS FOR REZONINGS, TEXT AMENDMENTS AND CONDITIONAL USES; TO MODIFY PROVISIONS IN SUBSECTION 4.4.5 RELATED TO BUILDING PLAN REQUIREMENTS; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES."

- Director of Community Development, Kathi Cook, came forward to provide a brief explanation of changes made since the last reading
- Staff recommends approval PH-15-24 UDC Changes- Sign Ordinance and Text Amendments.
- Several changes are proposed by Staff and the City Attorney's office as a result of use trends and clarifications needed in the Unified Development Code.
- Consideration of changes to the Unified Development Code are proposed that include changes to the sign ordinance in the UDC Article II, Section 2.6., and changes to the UDC to define 'wood' as a durable product for treatment of weather proofing as well as other general clarifications. Considerations of amending the UDC Section 4.3.1 and 4.2.2 to insert Director. Considerations of amending the UDC Section 4.4.5 to remove residential and commercial plan requirements and removing building inspections to refer to the residential or commercial inspection procedures are also included.
- Sign Ordinance changes are proposed that provide for the modifications, deletions and/or add definitions and addition of other provisions related to certain types of signs, and for other purposes.
- This item was heard at the December 3, 2015 Planning Commission meeting for the text amendments and at the January 7, 2016 Planning Commission for the Sign Ordinance. At the December 3 meeting, one person spoke about the fence ordinance requesting additional language be added to address fence maintenance such as prevention of leaning. It was explained that the property maintenance code could be changed. After discussion, the Planning Commission voted 5-0-0 to recommend approval of the text amendments and they voted 4-0-0 to recommend approval of the Sign Ordinance.
- City Attorney, Sam Thomas, read the Ordinance aloud, constituting a second reading

Public Comment

- Beverly Iffland, 320 Jayne Ellen Way, Alpharetta, GA, came forward to speak on this item

- ❖ *Council Member Kennedy offered a motion to approve PH-15-24 UDC Changes*
 - *The motion was seconded by Council Member Owens with an amendment to insert prohibition of plywood/sheet goods*
 - *Accepted by Council Member Kennedy*
 - *Motion approved (7-0)*

VII. NEW BUSINESS

A. Fiscal Year 2016 Mid-Year Budget Amendment

- Director of Finance, Tom Harris, came forward to present this item on behalf of staff
- The purpose of the Fiscal Year (FY) 2016 Mid-Year Budget Amendment is to amend the base budget as adopted by City Council for targeted initiatives that have already occurred (e.g. during the first seven months of the fiscal year) or are planned to occur before fiscal year-end.
- City Attorney, Sam Thomas, read the Ordinance aloud constituting a 1st reading
 - ❖ *Council Member Mitchell offered a motion to approve the Mid-Year 2016 Fiscal Year Budget and leave in, for now, the McGinnis Ferry Road project at \$400,000 until the 2nd reading and at such time, Council can determine whether or not to further pursue.*
 - *The motion was seconded by Council Member Owens*
 - *Motion approved (7-0)*

B. MARTA Resolution

- Mayor Belle Isle provided a brief overview of this item
- City Attorney, Sam Thomas, read the Resolution aloud

Public Comment

- Alexander Williamson, 12535 Wexcroft Lane, Alpharetta, GA, came forward to speak on this item
 - ❖ *Council Member Mitchell offered a motion to approve the Resolution*
 - *The motion was seconded by Council Member Kennedy*
 - *Motion approved (7-0)*

VIII. PUBLIC COMMENT

None

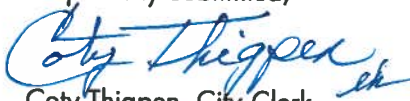
IX. REPORTS

None

X. ADJOURNMENT TO EXECUTIVE SESSION

- ❖ *Council Member Binder offered a motion to adjourn into Executive Session*
 - *The motion was seconded by Council Member Mitchell*
 - *Motion approved (7-0)*

Respectfully Submitted,


Coty Thigpen, City Clerk



STAFF REPORT

Submitting Department: City Clerk

Submitted By:

Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: COUNCIL WORKSHOP MINUTES (MEETING OF 03/02/2016)

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

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>

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:

Council Workshop Summary - 03-02-2016



CITY COUNCIL WORKSHOP SUMMARY

MEETING OF MARCH 02, 2016

PUBLISHED: THURSDAY, MARCH 03, 2016

PUBLISHED BY: JAMES DRINKARD

WWW.ALPHARETTA.GA.US

678.297.6014

*This summary is provided as a convenience and service to the public, media and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. Public comments are noted as heard by Council, but not quoted or paraphrased. This document includes limited presentation by Council and invited speakers in **summary** form. **This is not an official record** of the Alpharetta City Council Meeting proceedings. Official Minutes are recorded and available for review.*

I. CALL TO ORDER

- Mayor Belle Isle called the workshop to order at 11:38 AM.

II. ROLL CALL

- Council Members Present
 - o David Belle Isle (Mayor)
 - o Jason Binder
 - o Jim Gilvin
 - o Mike Kennedy
 - o Dan Merkel
 - o Chris Owens
- Council Members Absent
 - o Donald Mitchell
- Staff Present
 - o Bob Regus, City Administrator
 - o James Drinkard, Assistant City Administrator
 - o Sam Thomas, City Attorney
 - o Kathi Cook, Director of Community Development
 - o Tom Harris, Director of Finance
- Guests Present
 - o Kirk Demetrops, MidCity Real Estate Partners
 - o Cheri Morris, Morris and Fellows

III. PROJECT UPDATES

A. City Center – Update On Retail Components

- Cheri Morris, provided an update on the retail components of the City Center Project and an overview of the retail deal-making process
 - o She currently has between 20 and 25 active prospects for the retail shop spaces within the project
 - o This is in spite of the fact that the retail leasing opportunities have not yet formally been released to the market
- The naming of the remaining streets internal to the project was discussed
 - o The north/south street running from Academy Street to the existing parking deck is proposed to be named Market Street
 - o It is proposed that the east/west running streets on either side of the Town Green would be named North Broad Street and South Broad Street, respectively
 - o The proposed name of the street that runs between the Town Green and City Hall is Broad Street
 - o MidCity Real Estate Partners will work with Staff to pursue those street names under the normal street naming process
- Mrs. Morris provided a look at the current architectural design elevations and advised that they hope to have final elevation concepts ready to submit to the City in the very near future
- The developers anticipate breaking ground on the private development components of City Center in July of this year
- City Council posed questions that were responded to by Mrs. Morris

IV. ADJOURNMENT

❖ *Mayor Belle Isle adjourned the workshop at 12:37 PM.*



STAFF REPORT

Submitting Department: Finance
Submitted By: Thomas Harris, Finance Director
Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: FINANCIAL MANAGEMENT REPORT FOR THE MONTH ENDING JANUARY 31, 2016.

II. RECOMMENDATION:

Approve the Financial Management Reports for the month ending January 31, 2016 (period 7 of Fiscal Year 2016).

III. BUDGET IMPLICATIONS:

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>

IV. REPORT IN BRIEF:

On a monthly basis, the Finance Department prepares detailed revenue and expenditure statements for all city operating funds (including prior-year comparisons for the General Fund).

In addition, this report includes:

1. Detailed capital project report including life-to-date activity;
2. Payments \$5,000 and greater;
3. Purchase orders with an estimated cost between \$5,000 and \$50,000; and
4. Status of current year bids/RFPs.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Financial Management Reports (January 2016)

Financial Management Reports



for the month ending
January 31, 2016
(Period 7 of 12 - unaudited)

Financial Management Reports

Fiscal Year 2016

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TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS
FROM: THOMAS G. HARRIS, FINANCE DIRECTOR *TGH*
DATE: MARCH 7, 2016
RE: FINANCIAL MANAGEMENT REPORTS AS OF JANUARY 31, 2016

The documents contained herein represent the financial management reports for the City of Alpharetta ("city") as of the period ending January 31, 2016.

General Fund

Revenue: The following section pertains to information detailed in the attached Revenue Summary and Collection Comparison report. FY 2016 revenues are budgeted at \$58.5 million (net of Carryforward Fund Balance totaling \$5 million). As of January 31, 2016, actual revenue collections total 71% or \$41.7 million.

Early collection trends indicate a net gain over budget of \$3.2 million. The revenue account detail is as follows:

• Property Taxes (current year):	\$1,500,000
• Motor Vehicle Title Taxes:	100,000
• Local Option Sales Taxes:	150,000
• Franchise Taxes:	155,217
• Insurance Premium Taxes:	163,175
• Alcohol Beverage Excise Taxes:	150,000
• Building Permit Fees:	500,000
• Court Fines:	(400,000)
• Hotel Taxes (city portion):	439,858
• Other:	<u>396,309</u>

Estimated Gain: \$3,154,559

The FY 2016 budget for current year property taxes (non-motor vehicle) totals \$18.8 million and is based on a billable digest of \$3.9 billion (net of all exemptions/motor vehicle values). This figure was calculated in April/May 2015 based on staff forecasts of property values/appeals.

The actual digest for FY 2016, as provided by the Fulton County Board of Assessors, currently totals \$4.1 billion (net of all exemptions/motor

MAYOR
DAVID BELLE ISLE

COUNCIL MEMBERS
JASON BINDER
JIM GILVIN
MIKE KENNEDY
DAN MERKEL
DONALD F. MITCHELL
CHRIS OWENS

CITY ADMINISTRATOR
ROBERT J. REGUS

vehicle values). This figure is net of all exemptions/motor vehicle values and assumes a 7%¹ write-down of appealed property values.

As detailed in the chart below, property tax collections at an estimated write-down trend of 7% on appealed properties would result in additional property tax collections of \$1.7 million.

General Fund			
	FY 2016 Budget	FY 2016 Estimate	Variance
Digest	3.9 billion	4.1 billion	251 million
Est. Revenue at:			
97% Budgeted Collection Rate	✓		
99% Historical Collection Rate		✓	
Property Tax Collections	\$18.8 million	\$20.5 million*	\$ 1,720,000
* Based on assessment (including appeals) write-down estimate of 7%.			

The budgetary estimate for FY 2016 property tax collections will be adjusted to \$20.3 million (increase of \$1.5 million) pending further collection data and updated appeal write-down trends. Currently, 528 appeals remain with an assessed valuation of \$485 million.

Motor Vehicle Title Tax collections is trending lower than FY 2015 (\$1.3 million was collected in FY 2015) but is conservatively estimated to total \$1.1 million by year-end (non-standard revenue collection as it is dependent upon vehicle sales) which is \$100,000 greater than budget.

Local Option Sales Tax collections is trending 2% higher than FY 2015 and is estimated to total \$14.9 million by year-end (\$14.8 million was collected in FY 2015) which is \$150,000 greater than budget.

Franchise Tax collections are trending higher than FY 2015 and are conservatively estimated to total \$6.6 million by year-end (\$6.7 million was collected in FY 2015) which is \$155,217 greater than budget.

Insurance Premium Tax collections total \$3.3 million in FY 2016 and represent a 7% increase over FY 2015 collections of \$3.1 million.

Alcohol Beverage Excise Tax collections is trending 3% higher than FY 2015 and is estimated to total \$2 million by year-end (\$2 million was collected in FY 2015) which is \$150,000 greater than budget.

¹ Appealed property values for FY 2016 currently total \$485 million with 82% (\$396 million) of these values included in the billable digest and the remaining 18% (\$89 million) representing the City's buffer. The current write-down trend of appealed properties has totaled 6% which is within the City's buffer. The write-down trend is anticipated to exceed 6% as future appeals are resolved and the revenue forecast has been adjusted accordingly. The Fulton County Board of Assessors (BOA) removed Avalon Phase I improvement values from the taxroll in January/February 2016 triggering a recalculated tax bill that would lead to a potential refund of approximately \$370,000 (refund included in above forecast). The main issue is the taxability of Avalon Phase I improvements as of January 1, 2015, as set forth in the Memorandum of Agreement between Avalon North LLC and the Development Authority of Fulton County. The tax refund will not be processed by the city until a full review of the underlying agreement is completed and the BOA decision is verified.

Building Permit Fee collections is trending -6% lower than FY 2015 and is conservatively estimated to total \$1.6 million by year-end (\$1.9 million was collected in FY 2015) which is \$500,000 greater than budget. Building permit fee collections are variable but will likely exceed the estimate for FY 2016 and will be adjusted accordingly in future reports. Growth is being driven through an increase in the underlying number/value of permits.

Municipal Court Fine collections is trending -16% lower than FY 2015 and is estimated to total \$2 million by year-end (\$2.4 million was collected in FY 2015) which is \$400,000 less than budget. Revenue decline is being driven through an overall decline in enforcement citations.

Hotel Tax collections is trending 29% higher than FY 2015 and is estimated to total \$2.2 million by year-end (\$1.9 million was collected in FY 2015) which is \$439,858 greater than budget. Please refer to the write-up on Hotel/Motel Fund activity for additional information.

The Other revenue category is exceeding budget through a combination of development related revenue growth (e.g. Development Permits, Plan Review Fees), general tax growth (Intangibles Tax, Real Estate Transfer Tax, etc.), and growth in the MOU with Milton for shared recreation services (FY 2016 totals \$435,916 compared to \$326,458 in FY 2015) which is partially offset through the reductions in Red Light Camera Citations which ceased operations in July (2015) pending a program review and contract negotiations. Red Light Camera Citation revenue forecasts will be revisited once the program review and contract negotiations are complete. There will be a similar costs savings through reductions in leases costs for the red light cameras (net impact to the budget is minimal).

The Finance Department will continue to monitor revenues and provide updates on collection trends as they become available.

Expenditures: The following section pertains to information detailed in the attached Expenditure Summary by Department (expenditure rollup by department) and Expenditure Summary by Category (expenditure rollup by account) reports.

As of January 31, 2016, city departments (not including General Government²) have encumbered and expensed 61%, or \$32.1 million, of their FY 2016 budget appropriations. On a pure expenditure trend basis, FY 2016 is trending slightly lower than FY 2015. City Attorney is trending higher than FY 2015 due to timelier invoice submissions during FY 2016 (i.e. FY 2016 expenses represent more months than FY 2015).

Contingency: The General Fund contingency balance as of January 31, 2016 totals \$534,413.

Special Revenue Funds (large funds only)

The following section references information included within the attached GAAP Financial Statements.

Hotel/Motel Fund: FY 2016 revenues are budgeted at \$4.5 million with budgeted disbursements as follows: Alpharetta Convention & Visitor's Bureau (\$1.9 million or 43.3%); Alpharetta Business Community (\$741,815 or 16.7%); and the city (\$1.8 million or 40.0%). As

² General Government is utilized to account for non-operating transactions such as transfers-out to other city funds, contingency, etc.

of January 31, 2016, the city has collected 64% or \$2.8 million (six months of collections). All collections have been distributed to the participating entities based on their proportionate share.

Hotel Tax collections is trending 29% higher than FY 2015 and is estimated to total \$5.8 million by year-end (\$4.6 million was collected in FY 2015) which is \$1.4 million greater than budget. Growth is being driven through an increase in hotel occupancy coupled with the change of the underlying tax rate. Effective October 1st 2015, the Hotel/Motel Tax was changed from 6% (6 pennies) to 8% (8 pennies) to fund tourist development including construction of a new convention center at the Avalon development. November collections represented the first month under the amended tax. Distributions going forward will be allocated between the Alpharetta Convention & Visitor's Bureau (43.75% or 3.5 pennies); city (30% or 2.4 pennies base; 7.5% or 0.6 pennies expanded portion); and Convention Center (18.75% or 1.5 pennies). It should be noted that it is the city's intent to reserve \$1.5 million of surplus hotel/motel taxes for a debt service reserve on the convention center bonds to be issued in 2016. The intent of this reserve is to be fully funded through the Convention Center portion of the tax. However, the city will contribute taxes from its expanded portion towards the reserve in the early years and recapture those funds as they become available through the Convention Center portion. Approximately \$333,750 of the \$439,858 increase in the city's portion of Hotel Tax collections is related to the expanded portion and slated to be allocated towards the debt service reserve.

E-911 Fund: FY 2016 revenues are budgeted at \$3.8 million (net of carryforward fund balance totaling \$634,600 for capital initiatives). As of January 31, 2016, the city has collected 47% or \$1.8 million (six months of collections including the 1st and 2nd quarterly payments under the Milton IGA). Expenditures/encumbrances during the same time period total \$3 million and represent general operations, blanket purchase orders that will sustain operations/capital initiatives throughout the year, and one-time capital initiatives. There are no budget variances anticipated at this time.

Debt Service Fund

The following section pertains to information detailed within the attached GAAP Financial Statements.

FY 2016 revenues are budgeted at \$3.3 million (net of carryforward fund balance totaling \$852,087). As of January 31, 2016, the city has collected over 100% of budget, or \$3.4 million.

The FY 2016 budget for current year property taxes (non-motor vehicle) totals \$3.2 million and is based on a billable digest of \$4.4 billion (net of all exemptions/motor vehicle values). This figure was calculated in April/May 2015 based on staff forecasts of property values/appeals.

The actual digest for FY 2016, as provided by the Fulton County Board of Assessors, currently totals \$4.6 billion (net of all exemptions/motor vehicle values). This figure is net of all exemptions/motor vehicle values and assumes a 7%³ write-down of appealed property values.

³ Appealed property values for FY 2016 currently total \$485 million with 82% (\$396 million) of these values included in the billable digest and the remaining 18% (\$89 million) representing the City's buffer. The current write-down trend of appealed properties has totaled 6% which is within the City's buffer. The write-down trend is anticipated to exceed 6% as future appeals are resolved and the revenue forecast has

As detailed in the chart below, property tax collections at an estimated write-down trend of 7% on appealed properties would result in additional property tax collections of \$260,000.

Debt Service Fund			
	FY 2016 Budget	FY 2016 Estimate	Variance
Digest	4.4 billion	4.6 billion	242 million
Est. Revenue at:			
97% Budgeted Collection Rate	✓		
99% Historical Collection Rate		✓	
Property Tax Collections	\$3.2 million	\$3.4 million*	\$ 260,000
* Based on assessment (including appeals) write-down estimate of 7%.			

Grant Funds

The following section references information included within the attached Grant Funds Detail Reports.

Operating Grant Fund (Fund 220): Available funding totals \$63,843 and represents unencumbered/unspent project appropriations of \$46,085 and an unallocated reserve for future projects (grant matches) of \$17,758.

Capital Grants Fund (Fund 340): Available funding totals \$855,353 and represents unencumbered/unspent capital project appropriations of \$653,291 and an unallocated reserve for future capital projects (grant matches) of \$202,062.

Capital Project Funds

The following section references information included within the attached Capital Project Funds Detail Reports.

General Capital Project Fund (Fund 301): Available city funding totals \$8.2 million and represents unencumbered/unspent capital project appropriations of \$7.2 million and an unallocated reserve for future capital projects of \$1 million. Upon issuance of the Convention Center Bonds in March/April 2016, \$1.2 million will be reimbursed to the unallocated reserve account. Available ABC (Alpharetta Business Community) funding totals \$140,089 and represents unencumbered/unspent capital project appropriations (sidewalk connectivity).

City Center Bond Fund (Fund 315): This fund accounts for proceeds of the voter approved General Obligation Bonds, Series 2012. Available funding totals \$37,783 and represents unencumbered/unspent capital project appropriations for the City Center Town Green drainage improvements.

been adjusted accordingly. The Fulton County Board of Assessors (BOA) removed Avalon Phase I improvement values from the taxroll in January/February 2016 triggering a recalculated tax bill that would lead to a potential refund of approximately \$370,000 (refund included in above forecast). The main issue is the taxability of Avalon Phase I improvements as of January 1, 2015, as set forth in the Memorandum of Agreement between Avalon North LLC and the Development Authority of Fulton County. The tax refund will not be processed by the city until a full review of the underlying agreement is completed and the BOA decision is verified.

Enterprise Fund

The following section pertains to information detailed within the attached GAAP Financial Statements.

Solid Waste Fund: FY 2016 revenues are currently budgeted at \$3.3 million. As of January 31, 2016, the city has collected \$2.4 million which represents the 1st-3rd quarter billings and associated investment earnings. Expenditures/encumbrances during the same time period total \$3.2 million and represent general operations and blanket purchase orders (e.g. sanitation hauler) that will sustain operations throughout the year. There are no budget variances anticipated at this time.

Other Items

Council Member Stipend Activity Listing: The FY 2016 budget includes appropriations of \$9,000 for the Mayor and \$5,000 for each City Council Post and the available balances as of January 31, 2016 are as follows:

	Budget	Expenditures (year-to-date)	Available Balance
Mayor: David Belle Isle	\$ 9,000	\$ 5,503	\$ 3,497
Post #1: Donald Mitchell	\$ 5,000	\$ 3,663	\$ 1,337
Post #2: Mike Kennedy	\$ 5,000	\$ 1,174	\$ 3,826
Post #3: Chris Owens	\$ 5,000	\$ 43	\$ 4,957
Post #4: Jim Gilvin	\$ 5,000	\$ 1,418	\$ 3,582
Post #5: Jason Binder*	\$ 5,000	\$ 1,266	\$ 3,734
Post #6: Dan Merkel*	\$ 5,000	\$ 640	\$ 4,360

**This chart provides expenditure activity by Mayor/City Council Post and includes multiple incumbents for Post #5 and Post #6. Councilmen Binder and Merkel were sworn into Office on January 4, 2016.*

Development Authority⁴ (Component Reporting Unit)

The following section pertains to information detailed within the attached Alpharetta Development Authority Financial Statements.

As of January 31, 2016, the Development Authority has \$56,733 in available resources to support its main functions of promoting the public good and general welfare, trade, commerce, industry, general tax base and the employment opportunities available in the city.

Other reports included with this packet are as follows:

- Listing of Payments \$5,000 and greater;
- Listing of PO's between \$5,000 and \$50,000; and
- Bid/RFP Status

⁴ The Development Authority is a public corporation created and existing under the Constitution and laws of the State of Georgia and is governed by seven directors duly appointed by the Alpharetta City Council.



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GENERAL FUND

Revenue Report



CITY OF ALPHARETTA
 Financial Management Reports
 General Fund (Unaudited)
Revenue Summary and Collection Comparison
 For the month ended January 31, 2016

	Current Fiscal Year					Prior Fiscal Year		
	2016 Budget	2016 YTD	% Collected	2016 Estimated	Variance	2015 Actual	2015 YTD	% Collected
Top 10 Revenues:								
Property Taxes								
Current Year	\$ 18,800,000	\$ 19,916,557	105.9%	\$ 20,300,000	\$ 1,500,000	\$ 18,627,480	\$ 17,942,409	96.3%
Delinquent	249,500	270,506	108.4%	280,649	31,149	291,154	169,091	58.1%
Motor Vehicle Tax	300,000	215,452	71.8%	300,000	-	535,898	233,845	43.6%
Motor Vehicle Title Fee	1,000,000	723,499	72.3%	1,100,000	100,000	1,311,317	735,503	56.1%
Local Option Sales Tax	14,700,000	7,732,740	52.6%	14,850,000	150,000	14,757,780	7,555,408	51.2%
Franchise Tax	6,440,000	782,186	12.1%	6,595,217	155,217	6,682,041	484,870	7.3%
Insurance Premium Tax	3,150,000	3,313,175	105.2%	3,313,175	163,175	3,101,250	3,101,250	100.0%
Alcohol Beverage Excise Tax	1,850,000	1,050,550	56.8%	2,000,000	150,000	1,998,770	1,018,885	51.0%
Building Permit Fees	1,100,000	1,095,491	99.6%	1,600,000	500,000	1,891,794	1,168,583	61.8%
Business and Occupational Tax	1,000,000	325,390	32.5%	1,000,000	-	1,058,279	430,195	40.7%
Municipal Court Fines	2,400,000	1,259,140	52.5%	2,000,000	(400,000)	2,418,607	1,500,947	62.1%
Recreation/Special Event Fees	2,007,000	1,125,928	56.1%	2,034,286	27,286	2,065,396	1,049,880	50.8%
Hotel/Motel Tax (City portion)	1,780,000	1,100,646	61.8%	2,219,858	439,858	1,858,068	882,628	47.5%
subtotal	\$ 54,776,500	\$ 38,911,260	71.0%	\$ 57,593,185	\$ 2,816,685	\$ 56,597,834	\$ 36,273,492	64.1%
Other Revenues	3,707,546	2,835,706	76.5%	4,045,419	337,873	4,397,393	2,690,423	61.2%
Total Revenues	\$ 58,484,046	\$ 41,746,966	71.4%	\$ 61,638,605	\$ 3,154,559	\$ 60,995,227	\$ 38,963,914	63.9%
Carryforward Fund Balance	5,036,209							



GENERAL FUND

Expenditure Reports



CITY OF ALPHARETTA
 Financial Management Reports
 General Fund (unaudited)
Expenditure Summary by Department
 For the month ended January 31, 2016

	Current Fiscal Year						Prior Fiscal Year		
	2016 Budget	2016 Encumbrances	2016 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2015 Exp. (Total)	2015 Exp. (YTD)	% Exp.
Expenditures by Department:									
Mayor & Council	\$ 350,069	\$ 446	\$ 191,972	\$ 157,651	55.0%	54.8%	\$ 308,237	\$ 184,328	59.8%
City Administration	2,056,082	18,748	1,106,644	930,690	54.7%	53.8%	2,722,528	1,517,942	55.8%
Finance	3,160,975	81,666	1,967,819	1,111,490	64.8%	62.3%	2,953,855	1,918,913	65.0%
City Attorney	525,000	31,373	380,845	112,782	78.5%	72.5%	608,630	198,767	32.7%
Information Technology	1,523,355	12,153	878,420	632,782	58.5%	57.7%	1,467,121	853,835	58.2%
Human Resources	395,114	9,355	225,283	160,475	59.4%	57.0%	376,580	218,520	58.0%
Municipal Court	1,052,500	107,453	547,286	397,761	62.2%	52.0%	969,417	555,080	57.3%
Public Safety	25,385,562	730,652	14,670,312	9,984,598	60.7%	57.8%	24,212,086	14,309,082	59.1%
Public Works	7,941,386	392,433	4,125,780	3,423,173	56.9%	52.0%	7,084,379	3,790,971	53.5%
Recreation & Parks	8,313,151	791,547	4,466,582	3,055,022	63.3%	53.7%	6,669,756	3,613,382	54.2%
Community Development	2,391,485	41,522	1,321,327	1,028,636	57.0%	55.3%	2,340,068	1,388,125	59.3%
subtotal	\$ 53,094,679	\$ 2,217,349	\$ 29,882,269	\$ 20,995,060	60.5%	56.3%	\$ 49,712,655	\$ 28,548,945	57.4%
General Government:									
Non-Departmental	\$ 45,000	\$ -	\$ 10,000	\$ 35,000	22.2%	22.2%	\$ 45,000	\$ 10,000	22.2%
Insurance Premiums (Risk)	607,000	-	354,083	252,917	58.3%	58.3%	545,000	317,917	58.3%
Gwinnett Tech Bond P&I	290,340	-	60,170	230,170	20.7%	20.7%	288,640	61,820	21.4%
Transfer(s) to other Funds	8,943,236	-	5,216,888	3,726,348	58.3%	58.3%	7,467,112	4,355,815	58.3%
Contingency	540,000	-	5,587	534,413	1.0%	1.0%	224,249	77,941	34.8%
subtotal	\$ 10,425,576	\$ -	\$ 5,646,728	\$ 4,778,848	54.2%	54.2%	\$ 8,570,001	\$ 4,823,493	56.3%
Total Expenditures	\$ 63,520,255	\$ 2,217,349	\$ 35,528,998	\$ 25,773,908	59.4%	55.9%	\$ 58,282,657	\$ 33,372,437	57.3%



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CITY OF ALPHARETTA
Financial Management Reports
General Fund (unaudited)
Expenditure Summary by Category
For the month ended January 31, 2016

	Current Fiscal Year						Prior Fiscal Year		
	2016 Budget	2016 Encumbrances	2016 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2015 Exp. (Total)	2015 Exp. (YTD)	% Exp.
Expenditures by Category:									
Salaries & Benefits:									
(1) Regular Salaries	\$ 23,475,899	\$ -	\$ 12,588,550	\$ 10,887,349	53.6%	53.6%	\$ 22,469,889	\$ 12,263,441	54.6%
Holiday Leave	1,013,494	-	603,029	410,465	59.5%	59.5%	905,464	609,191	67.3%
Overtime	974,999	-	631,928	343,071	64.8%	64.8%	1,118,654	577,451	51.6%
Group Insurance	7,155,526	-	4,005,363	3,150,163	56.0%	56.0%	6,158,782	3,779,048	61.4%
FICA and Social Security	1,945,279	-	986,044	959,235	50.7%	50.7%	1,758,684	961,253	54.7%
Defined Benefit Pension	2,276,470	-	2,276,470	-	100.0%	100.0%	2,176,654	2,176,654	100.0%
401(A) Retirement/Match	1,377,726	-	848,670	529,056	61.6%	61.6%	1,354,743	768,063	56.7%
(2) Other	771,021	-	449,429	321,592	58.3%	58.3%	690,420	408,650	59.2%
subtotal	\$ 38,990,414	\$ -	\$ 22,389,483	\$ 16,600,931	57.4%	57.4%	\$ 36,633,291	\$ 21,543,750	58.8%
Maintenance & Operations:									
Professional Services	\$ 2,175,388	\$ 437,420	\$ 1,127,751	\$ 610,217	71.9%	51.8%	\$ 1,975,802	\$ 1,070,883	54.2%
Legal Services	525,000	31,373	380,845	112,782	78.5%	72.5%	608,630	198,767	32.7%
Vehicle Fuel/Maintenance	1,252,300	14,697	505,498	732,105	41.5%	40.4%	1,069,796	614,083	57.4%
Maintenance Contracts	2,215,480	1,106,663	868,399	240,419	89.1%	39.2%	1,921,391	868,009	45.2%
IT Professional Services	1,312,726	245,319	867,781	199,627	84.8%	66.1%	1,183,702	816,335	69.0%
General Supplies	983,747	92,443	590,450	300,854	69.4%	60.0%	989,924	565,008	57.1%
Utilities	2,629,275	-	1,268,736	1,360,539	48.3%	48.3%	2,409,093	1,178,694	48.9%
Other	2,410,775	289,434	1,329,964	791,377	67.2%	55.2%	2,393,697	1,207,665	50.5%
subtotal	\$ 13,504,691	\$ 2,217,349	\$ 6,939,422	\$ 4,347,920	67.8%	51.4%	\$ 12,552,035	\$ 6,519,443	51.9%
Capital:									
OSSI/Fire Truck Leases	\$ 357,676	\$ -	\$ 355,747	\$ 1,929	99.5%	99.5%	\$ 295,926	\$ 295,926	100.0%
Software Leases	183,698	-	183,696	2	100.0%	100.0%	181,877	181,877	100.0%
Other	58,200	-	13,921	44,279	23.9%	23.9%	49,526	7,949	16.0%
subtotal	\$ 599,574	\$ -	\$ 553,364	\$ 46,210	92.3%	92.3%	\$ 527,329	\$ 485,752	92.1%
General Government:									
Non-Departmental	\$ 45,000	\$ -	\$ 10,000	\$ 35,000	22.2%	22.2%	\$ 45,000	\$ 10,000	22.2%
Insurance Premiums (Risk)	607,000	-	354,083	252,917	58.3%	58.3%	545,000	317,917	58.3%
Gwinnett Tech Bond P&I	290,340	-	60,170	230,170	20.7%	20.7%	288,640	61,820	21.4%
Transfer(s) to other Funds	8,943,236	-	5,216,888	3,726,348	58.3%	58.3%	7,467,112	4,355,815	58.3%
Contingency	540,000	-	5,587	534,413	1.0%	1.0%	224,249	77,941	34.8%
subtotal	\$ 10,425,576	\$ -	\$ 5,646,728	\$ 4,778,848	54.2%	54.2%	\$ 8,570,001	\$ 4,823,493	56.3%
Total Expenditures	\$ 63,520,255	\$ 2,217,349	\$ 35,528,998	\$ 25,773,908	59.4%	55.9%	\$ 58,282,657	\$ 33,372,437	57.3%

Notes:

- (1) Includes the following components: regular salaries, temporary and seasonal salaries, and separation payout.
- (2) Includes the following components: workers compensation, educational programs, automobile allowance, tuition reimbursement, and employee service awards.



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GRANT FUNDS

Revenue & Expenditure Reports



CITY OF ALPHARETTA
 Financial Management Reports
 Grant Funds
Operating Grant Fund Detail (Fund 220; life-to-date for active projects)
 As of January 31, 2016

			Project Snapshot		FY 2016											
			Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2015 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	Remaining						
Account #	Project															
Revenues																
Public Safety																
22031150-331110-	G0029	2013 Electronics Crime Task Force	\$	3,000	\$	3,000	\$	-	\$	-	\$	-				
22031150-331150-	G1301	Bicycle Safety (GOHS 2013)		23,029		23,029		-		-		-				
22031150-331150-	G1402	Bicycle Safety (GOHS 2014)		14,550		14,550		-		-		-				
22031150-331110-	G1404	2014 Electronic Crime Taskforce		1,750		-		1,750		-		1,750				
22031150-371000-	G1407	BAC Pedal Car Walmart 2013		2,500		2,500		-		-		-				
22031150-331110-	G1500	2014 Bulletproof Vest Grant (DOJ)		10,869		-		10,869		10,868		1				
22031150-331110-	C1617	2015 Bulletproof Vest Grant (DOJ)		9,935		-		9,935		9,935		8,723				
	subtotal		\$	65,633	\$	43,079	\$	12,619	\$	9,935	\$	22,554	\$	12,080	\$	10,474
Recreation and Parks																
22061150-371000-	G1105	Camp Happy Hearts	\$	30,145	\$	29,825	\$	320	\$	-	\$	320	\$	20	\$	300
22061150-334150	G1600	Camp Happy Hearts District 1		2,377		-		2,377		2,376		1				
22061150-334150	G1601	Camp Happy Hearts District 2		2,992		-		2,992		2,991		1				
	subtotal		\$	35,514	\$	29,825	\$	5,689	\$	-	\$	5,689	\$	5,387	\$	302
General Government																
22090200-391100	Transfer-In from the General Fund (Match)															
22090200-395000	Carryforward Fund Balance															
	subtotal															
	Total															



CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

Operating Grant Fund Detail (Fund 220; life-to-date for active projects)

As of January 31, 2016

Account #	Project	Project Snapshot		FY 2016					
		Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2015 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	Remaining
Expenditures									
Public Safety									
22031150-531600-	G0029 2013 Electronic Crime Task Force	\$ 3,000	\$ 2,000	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000
22031150-531100-	G1301 Bicycle Safety (GOHS 2013)	21,564	21,564	-	-	-	(75)	-	75
22031150-523500-	G1301 Bicycle Safety (GOHS 2013) - Employee Travel	1,090	1,090	-	-	-	-	-	-
22031150-523700-	G1301 Bicycle Safety (GOHS 2013) - Employee Training	450	450	-	-	-	-	-	-
22031150-531100-	G1402 Supplies (GOHS 2014)	10,484	10,484	-	-	-	-	-	-
22031150-523700-	G1402 Training (GOHS 2014)	848	848	-	-	-	-	-	-
22031150-523500-	G1402 Travel (GOHS 2014)	3,219	3,219	-	-	-	-	-	-
22031150-531600-	G1404 2014 Electronic Crime Taskforce	1,751	1,550	201	-	201	-	-	201
22031150-531600-	G1407 BAC Pedal Car Walmart 2013	2,500	521	1,979	-	1,979	86	-	1,893
22031150-542100-	G1500 2014 Bulletproof Vest Grant (DOJ)	24,988	23,195	1,793	-	1,793	1,791	-	2
22031150-542100	C1617 2015 Bulletproof Vest Grant (DOJ)	19,870	-	-	19,870	19,870	7,389	-	12,481
	subtotal	\$ 89,764	\$ 64,921	\$ 4,973	\$ 19,870	\$ 24,843	\$ 9,191	\$ -	\$ 15,652
Recreation and Parks									
22061150-531100-	G1105 Camp Happy Hearts	\$ 37,851	\$ 13,299	\$ 24,552	\$ -	\$ 24,552	\$ -	\$ -	\$ 24,552
22061150-521200-	G1401 Fresh Grant Special Needs	14,349	8,472	5,877	-	5,877	-	-	5,877
22061150-521200	G1600 Camp Happy Hearts District 1	499	-	499	-	499	498	-	1
22061150-522310	G1600 Camp Happy Hearts District 1	819	-	819	-	819	818	-	1
22061150-522320	G1600 Camp Happy Hearts District 1	995	-	995	-	995	994	-	1
22061150-531100	G1600 Camp Happy Hearts District 1	65	-	65	-	65	65	-	0
22061150-521200	G1601 Camp Happy Hearts District 2	652	-	652	-	652	651	-	1
22061150-522310	G1601 Camp Happy Hearts District 2	955	-	955	-	955	954	-	1
22061150-522320	G1601 Camp Happy Hearts District 2	1,301	-	1,301	-	1,301	1,300	-	1
22061150-531100	G1601 Camp Happy Hearts District 2	85	-	85	-	85	85	-	0
	subtotal	\$ 57,571	\$ 21,771	\$ 35,800	\$ -	\$ 35,800	\$ 5,367	\$ -	\$ 30,433
Non-Allocated									
(1) 22090200-579000	Reserve for City Grant Matches			\$ 27,693	\$ (9,935)	\$ 17,758	\$ -	\$ -	\$ 17,758
	(2) FRESH Grant			-	-	-	-	-	-
	subtotal			\$ 27,693	\$ (9,935)	\$ 17,758	\$ -	\$ -	\$ 17,758
	Total			\$ 68,466	\$ 9,935	\$ 78,401	\$ 14,558	\$ -	\$ 63,843

Notes:

(1) Represents funding available for City matches to City Council approved Grants.

(2) City Council accepted the grant funding. Awaiting award documentation from Grantor. Total Grant = \$21,800 (no local match).



CITY OF ALPHARETTA
 Financial Management Reports
 Grant Funds
 Capital Grant Fund Detail (Fund 340; life-to-date for active projects)
 As of January 31, 2016

			Project Snapshot		FY 2016					
			Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	Remaining
Account #	Project									
Revenue										
Public Works										
34041100-331350-	C0005	Encore Parkway Greenway Connection (Transportation Enhancement Grant)	\$ 780,794	\$ -	\$ 780,794	\$ -	\$ 780,794	\$ -		\$ 780,794
34041100-331351-	C0005	Encore Parkway Greenway Connection (GDOT Grant)	7,600,000	-	-	7,600,000	7,600,000	-		7,600,000
34041100-336001-	C0005	Encore Parkway Greenway Connection (NFCID SRTA)	1,000,000	-	-	1,000,000	1,000,000	-		1,000,000
34041100-336002-	C0005	Encore Parkway Greenway Connection (NFCID)	3,262,757	-	-	3,262,757	3,262,757	-		3,262,757
34041100-334310-	C1219	Milling & Resurfacing (LMIG)	1,253,115	839,179	-	413,936	413,936	413,936		-
34041100-334310-	C1439	SR 400/Old Milton Pkwy Turn Lane (2014 LMIG)	200,000	200,000	-	-	-	-		-
34041100-331350-	C1525	SR9 Operational Improvements	978,228	381,559	596,669	-	596,669	564,775		31,894
34041100-336101-	G1107	LCI Main Street Improvements (MARTA Offset Fund)	1,050,003	445,611	604,392	-	604,392	336,030		268,362
34090200-371000	G1109	Encore Pkwy Improvements (Cousins Properties)	54,469	54,469	-	-	-	-		-
34041100-334310-	C1620	Northwinds Parkway	1,869,353	-	-	1,869,353	1,869,353	1,869,353		-
34041100-331310	G1602	EPA Stormwater Equipment	29,100	-	29,100	-	29,100	-		29,100
		subtotal	\$ 18,077,820	\$ 1,920,819	\$ 2,010,955	\$ 14,146,046	\$ 16,157,001	\$ 3,184,094		\$ 12,972,907
Recreation and Parks										
34061150-331350-	G1217	GA 400 Bicycle Expressway Project	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -		\$ 500,000
34061150-331350-	C1539	LWCF Big Creek Drainage Improvement	80,000	-	80,000	-	80,000	13,008		66,992
		subtotal	\$ 580,000	\$ -	\$ 580,000	\$ -	\$ 580,000	\$ 13,008		\$ 566,992
General Government										
34090200-391100		Transfer-In from the General Fund (Match)			\$ -	\$ -	\$ -			\$ -
34090200-395000		Carryforward Fund Balance			642,356	-	642,356	-		642,356
		subtotal			\$ 642,356	\$ -	\$ 642,356	\$ -		\$ 642,356
		Total			\$ 3,233,311	\$ 14,146,046	\$ 17,379,357	\$ 3,197,103		\$ 14,182,254



CITY OF ALPHARETTA
 Financial Management Reports
 Grant Funds
 Capital Grant Fund Detail (Fund 340; life-to-date for active projects)
 As of January 31, 2016

Account #	Project	Project Snapshot		FY 2016						
		Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	Remaining	
Expenditures										
Public Works										
34041100-541410-	C0005	Encore Parkway Greenway Connection	\$ 12,643,551	\$ -	\$ 780,794	\$ 11,862,757	\$ 12,643,551	\$ -	\$ 12,643,550	\$ 1
34041100-541410-	C1219	Milling & Resurfacing (LMIG)	1,253,116	839,180	-	413,936	413,936	-	413,935	1
34041100-541410-	C1439	SR 400/Old Milton Pkwy Turn Lane (2014 LMIG)	200,001	199,421	580	-	580	-	-	580
34041100-541410-	C1525	SR9 Operational Improvements	988,228	391,559	596,669	-	596,669	564,775	31,894	0
34041100-541410-	C1620	Northwinds Parkway	2,119,353	-	-	2,119,353	2,119,353	457,697	1,661,655	0
34041100-521200-	G1107	LCI Main Street Improvements (MARTA Offset Fund)	439,601	435,771	3,830	-	3,830	-	-	3,830
34041100-541420-	G1107	LCI Main Street Improvements	610,186	16,344	593,842	-	593,842	593,776	66	0
34041100-541410-	G1109	Encore Pkwy Improvements (LCI Transportation Implementation Grant)	54,469	-	54,469	-	54,469	-	-	54,469
34041100-542100	G1602	EPA Stormwater Equipment	52,910	-	52,910	-	52,910	-	-	52,910
		subtotal	\$ 18,361,415	\$ 1,882,275	\$ 2,083,094	\$ 14,396,046	\$ 16,479,140	\$ 1,616,249	\$ 14,751,100	\$ 111,791
Recreation and Parks										
34061150-541420-	G1217	GA 400 Bicycle Expressway Project	\$ 500,000	\$ -	\$ 500,000	\$ -	500,000	\$ -	-	\$ 500,000
34061150-541510	C1539	LWCF Big Creek Drainage Improvement	160,000	3,345	156,655	-	156,655	156,655	-	-
		subtotal	\$ 660,000	\$ 3,345	\$ 656,655	\$ -	\$ 656,655	\$ 156,655	\$ -	\$ 500,000
Community Development										
34074150-571000-	C1628	NF Comp Transportation Plan	\$ 41,500	\$ -	\$ -	\$ 41,500	\$ 41,500	\$ -	-	\$ 41,500
			\$ 41,500	\$ -	\$ -	\$ 41,500	\$ 41,500	\$ -	-	\$ 41,500
Non-Allocated										
(1) 34090200-579000		Reserve for City Grant Matches			\$ 493,562	\$ (291,500)	\$ 202,062	\$ -	-	\$ 202,062
	(2)	Downtown Sidewalk Improvements (ADA Compliance; 2015-17 CDBG)			-	-	-	-	-	-
		subtotal			\$ 493,562	\$ (291,500)	\$ 202,062	\$ -	\$ -	\$ 202,062
		Total			\$ 3,233,311	\$ 14,146,046	\$ 17,379,357	\$ 1,772,904	\$ 14,751,100	\$ 855,353

Notes:

(1) Represents funding available for City matches to City Council approved Grants.

(2) City Council approved the application for submission. Awaiting award determination by Grantor. Total Project = \$150,000 (\$150,000 in grant funding over 3 year period (2015-2017); no City match).



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CAPITAL PROJECT FUNDS

Expenditure Reports



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of January 31, 2016

			Project Snapshot		FY 2016					
			Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
Account #	Project									
Administration										
30113230-544100-	C1130	Downtown Façade Grant Program	\$ 144,593	\$ 83,550	\$ 11,043	\$ 50,000	\$ 61,043	\$ 12,019	\$ -	\$ 49,024
30113230-542400-	C1222	Records Management	5,000	-	-	5,000	5,000	-	-	5,000
30113230-544100-	C1300	Economic Development Initiatives	43,159	34,435	4,324	4,400	8,724	7,273	-	1,451
30113230-544200-	C1328	Downtown Banners	15,000	12,161	2,839	-	2,839	-	-	2,839
30113230-544400-	C1404	Website Upgrade	133,001	132,801	200	-	200	-	-	200
30113230-544200-	C1500	Downtown Seasonal Improvements (City Ctr)	25,000	24,494	506	-	506	-	506	0
30113230-544300-	C1501	Alpharetta History Room Design Svcs (City Ctr)	53,500	-	53,500	-	53,500	-	53,000	500
30113230-544100-	C1502	Shop-Local Initiative for Downtown	7,501	4,857	2,644	-	2,644	-	-	2,644
30113230-544200-	C1527	Veterans Memorial	104,270	46,277	48,853	9,140	57,993	28,310	-	29,683
30113230-544100-	C1538	Arts Center Feasibility Study	50,000	22,788	27,212	-	27,212	18,000	1,772	7,440
30113230-544100-	C1600	Downtown Sculpture	90,000	-	15,000	75,000	90,000	-	-	90,000
30113230-571000	C1601	Economic Development Toolkit	75,000	-	-	75,000	75,000	75,000	-	-
30113230-544200	C1614	Senior Citizen History Project	25,000	-	-	25,000	25,000	17,500	7,500	-
30113230-541300	C1618	Convention Center (Design)	1,000,000	38,711	-	961,289	961,289	385,404	575,885	0
30113230-541300	C1619	Convention Center (Consulting)	150,000	-	-	150,000	150,000	34,946	65,054	50,000
30113230-544100-	C1625	Economic Development Video Marketing Program	45,600	-	-	45,600	45,600	45,600	-	-
		subtotal	\$ 1,966,624	\$ 400,074	\$ 166,121	\$ 1,400,429	\$ 1,566,550	\$ 624,051	\$ 703,717	\$ 238,782
Finance										
30115150-542400-	C1101	Archive Filing & Scanning	\$ 20,000	\$ 14,191	\$ 5,809	\$ -	\$ 5,809	\$ -	\$ -	\$ 5,809
30115150-542400-	C1102	Finance Software Improvement	94,972	57,735	37,237	-	37,237	5,706	9,856	21,675
30115150-542400-	C1141	Tyler ERP System	805,000	745,671	59,329	-	59,329	3,613	5,000	50,716
		subtotal	\$ 919,972	\$ 817,597	\$ 102,375	\$ -	\$ 102,375	\$ 9,319	\$ 14,856	\$ 78,200



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of January 31, 2016

			Project Snapshot		FY 2016					
			Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
Account #	Project									
Information Technology										
30117400-542400	C0900	Cisco Date Network	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ 300,000
30117400-542400-	C0903	Data Center (Test Equip. & Software)	112,381	112,282	99	-	99	-	99	0
30117400-542400-	C1000	GIS Aerial Mapping	50,001	19,128	30,873	-	30,873	-	-	30,873
30117400-542400-	C1103	Network and VOIP	416,401	415,449	952	-	952	-	191	761
30117400-542400-	C1105	Fiber Connectivity Phase I	45,001	37,677	7,324	-	7,324	6,724	600	-
30117400-542400-	C1312	Backup Data Storage Management	290,000	120,000	-	170,000	170,000	90,438	-	79,562
30117400-542400-	C1313	Technology Replacement (recurring)	1,062,364	654,151	108,213	300,000	408,213	140,550	207,247	60,416
30117400-542400-	C1400	PW Data Center Server Replacement	210,001	197,868	12,133	-	12,133	4,348	5,287	2,498
30117400-542100	C1518	PW Data Center Generator/Air Conditioner	125,001	109,326	15,675	-	15,675	12,106	1,080	2,489
30117400-542400	C1519	Wireless Access Point Deployment	30,000	28,096	1,904	-	1,904	-	-	1,904
30117400-542400	C1615	App/Desktop Virtualization	90,000	-	-	90,000	90,000	39,038	29,653	21,309
	subtotal		\$ 2,731,150	\$ 1,693,977	\$ 177,173	\$ 860,000	\$ 1,037,173	\$ 293,204	\$ 244,158	\$ 499,811
Public Safety										
30131150-542200-	C1202	Public Safety Fleet (recurring)	\$ 6,471,463	\$ 5,323,117	\$ 463,346	\$ 685,000	\$ 1,148,346	\$ 769,504	\$ 147,145	\$ 231,697
30131150-542400-	C1205	Security Camera System Expansion	37,060	1,092	35,968	-	35,968	5,463	-	30,505
30131150-541300	C1229	PS Roof Repair/Replacement	44,941	-	-	44,941	44,941	44,941	-	-
30131150-542200	C1241	Fleet - Fire Truck	474,999	-	-	474,999	474,999	474,999	-	-
30131150-542100-	C1315	Cardiac Monitor Replacement	112,000	-	52,000	60,000	112,000	-	-	112,000
30131150-542100	C1401	PS Equipment Replacement	264,470	170,871	4,599	89,000	93,599	40,510	21,580	31,509
30131150-541300	C1609	PS Headquarters Improvements	221,000	-	-	221,000	221,000	-	-	221,000
30131150-542200	C1623	Taser Lease	234,741	-	-	234,741	234,741	234,741	-	0
	subtotal		\$ 7,860,674	\$ 5,495,080	\$ 555,913	\$ 1,809,681	\$ 2,365,594	\$ 1,570,158	\$ 168,725	\$ 626,711
Public Works										
30141100-541410-	C0005	Encore Parkway Greenway Connection	\$ 450,765	\$ 108,096	\$ 342,669	\$ -	\$ 342,669	\$ -	\$ 338,165	\$ 4,504
30141100-541410-	C0041	Traffic Signal Interconnect	958,596	708,595	198,489	51,512	250,001	-	17,050	232,951
30141100-541200-	C0910	Tree Replacement Fund	597,031	326,098	270,933	-	270,933	-	148,980	121,953
30141100-541200-	C1008	Cemetery Authority - Maintenance	521,498	112,607	408,891	-	408,891	5,058	5,063	398,771
30141100-541410-	C1207	Bridge Maintenance (recurring)	1,084,989	950,994	133,995	-	133,995	-	-	133,995
30141100-541410-	C1208	Mast Arm Maintenance (recurring)	463,558	445,174	18,384	-	18,384	-	-	18,384
30141100-541410-	C1215	Striping & Signage (recurring)	1,736,135	1,441,727	119,408	175,000	294,408	89,428	16,722	188,258
		Storm/Drainage Repair & Maintenance (recurring)	1,022,034	612,097	89,077	320,860	409,937	185,144	26,340	198,454
30141100-541430-	C1216	Traffic Calming Equipment/Intersection Safety Improvements (recurring)	480,165	435,003	10,162	35,000	45,162	2,533	-	42,629



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of January 31, 2016

Account #	Project	Project Snapshot		FY 2016					Funds Available
		Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	
30141100-541410-	C1218 Traffic Signal System Maintenance (recurring)	253,108	205,608	12,500	35,000	47,500	12,098	30,497	4,905
30141100-541410-	C1219 Milling & Resurfacing (recurring)	12,311,900	10,702,786	109,114	1,500,000	1,609,114	4,686	1,595,822	8,606
30141100-541410-	C1220 Traffic Control Equipment (recurring)	1,414,000	1,267,730	71,270	75,000	146,270	38,672	-	107,598
30141100-541410-	C1221 Design Services (recurring)	681,119	545,826	25,293	110,000	135,293	72,901	14,075	48,317
30141100-542200	C1223 Fleet Replacement	237,001	32,620	89,381	115,000	204,381	14,057	185,231	5,093
30141100-541200-	C1302 Tree Planting & Landscaping Improvements (recurring)	400,000	264,783	35,217	100,000	135,217	286	61,816	73,115
30141100-541430	C1308 Pipe/Storm Structure Replacement	747,903	-	-	747,903	747,903	22,278	-	725,625
30141100-541200-	C1311 Downtown Improvements	115,001	64,878	15,123	35,000	50,123	-	-	50,123
30141100-541410-	C1324 Charlotte Drive @ Rucker Rd Intersection Improvements	25,000	-	25,000	-	25,000	-	-	25,000
30141100-541420-	C1325 Rucker Rd Sidewalk Improvements	50,000	-	50,000	-	50,000	-	-	50,000
30141100-542400-	C1334 CityWorks Software	508,570	492,191	16,379	-	16,379	10,189	6,190	0
30141100-541410-	C1407 Minor Intersection Upgrades	112,168	24,791	87,377	-	87,377	-	17,528	69,849
30141100-541200-	C1408 Haynes Bridge Road Landscaping	142,762	136,404	6,358	-	6,358	-	6,358	-
30141100-541410-	C1409 Old Milton Parkway Right Turn Lane	62,672	60,972	1,700	-	1,700	-	-	1,700
30141100-541410-	C1410 Rucker Road Corridor Design	500,001	450,676	49,325	-	49,325	-	12,035	37,290
30141100-541430-	C1416 Clairborne Drive Culvert Design	52,762	41,033	11,729	-	11,729	-	11,729	0
30141100-541300-	C1428 City Center Construction	2,447,913	2,447,913	-	-	-	-	-	-
30141100-541420-	C1442 Main St. Improvements	87,565	34,104	53,461	-	53,461	52,800	660	1
30141100-541420-	C1443 Avalon Pedestrian Poles	255,515	315	255,200	-	255,200	255,200	-	-
30141100-541410-	C1444 Davis Drive Extension (Design)	93,800	33,630	60,170	-	60,170	6,810	53,360	-
30141100-541430-	C1503 Stormwater Studies/Design	500,000	144,064	155,936	200,000	355,936	60,722	116,750	178,464
30141100-541410-	C1504 Broadwell@Rucker Intersection Imp.	126,564	21,769	104,795	-	104,795	104,795	-	-
30141100-541410-	C1507 Rucker Rd Corridor Improvements (ROW)	50,000	19,100	30,900	-	30,900	-	-	30,900
30141100-541420-	C1512 Sidewalk Improvements	1,000,000	-	687,000	313,000	1,000,000	52,763	481,043	466,195
30141100-541430-	C1513 Stormwater Inventory & GIS Update	449,999	140,614	309,385	-	309,385	108,279	201,106	-
30141100-541410-	C1525 SR9 Operational Improvements	220,971	201,657	19,314	-	19,314	-	19,314	0
30141100-541410-	C1533 Main St. Watermain (Fulton County)	176,534	63,047	113,487	-	113,487	5,590	107,896	1
30141100-541410-	C1536 Old Roswell/Jones Alley Improvement	298,985	26,909	272,076	-	272,076	272,076	-	0
30141100-541300-	C1537 City Center Bandstand	251,566	-	-	251,566	251,566	-	251,566	-
30141100-541430-	C1604 Stormwater Inspections (recurring)	100,000	-	-	100,000	100,000	8,152	75,554	16,294
30141100-542100-	C1605 Variable Message Boards	51,624	-	-	51,624	51,624	51,624	-	-
30141100-541410-	C1606 Major Intersection Improvements	250,000	-	-	250,000	250,000	15,227	-	234,773
30141100-541410-	C1607 Signal @ Westside (Fiserv)	250,000	-	-	250,000	250,000	-	-	250,000
30141100-542100-	C1608 Lowboy Trailer	60,000	-	-	60,000	60,000	27,820	-	32,180



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of January 31, 2016

Account #	Project	Project Snapshot		FY 2016					Funds Available
		Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	
30141100-541430-	C1616 Stormwater Ordinance	100,000	-	-	100,000	100,000	9,857	70,400	19,743
30141100-541300-	C1620 Northwinds Parkway	609,315	-	-	609,315	609,315	203,599	405,566	150
30141100-541410-	C1626 City Center Town Green Drainage	11,950	-	-	11,950	11,950	-	-	11,950
30141100-541000-	C1627 Academy @ City Center Intersection Improvement	18,220	-	-	18,220	18,220	-	-	18,220
30141100-541410-	C1629 Encore Greenway Land Acquisition	180,000	-	-	180,000	180,000	-	-	180,000
	subtotal	\$ 32,519,258	\$ 22,563,811	\$ 4,259,498	\$ 5,695,950	\$ 9,955,448	\$ 1,692,642	\$ 4,276,814	\$ 3,985,991
Recreation and Parks									
30161150-541000	C1100 Park Land Acquisition	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
30161150-541500	C1221 Design Services	52,501	24,140	3,361	25,000	28,361	3,143	2,850	22,368
30161150-541500-	C1225 Athletic Scoreboards (maint/replacement)	183,131	108,299	54,832	20,000	74,832	28,844	28,844	17,144
30161150-541300-	C1229 Rec & Parks Building Re-Roof	643,469	459,573	896	183,000	183,896	165,617	18,279	-
30161150-542200-	C1232 Recreation/Parks Fleet (recurring)	341,808	156,057	25,751	160,000	185,751	82,399	-	103,352
30161150-541430-	C1316 Miracle Field Drainage	152,097	-	-	152,097	152,097	-	-	152,097
30161150-541510-	C1327 Greenway (AMLI Developer Contribution)	10,001	4,327	5,674	-	5,674	-	-	5,674
30161150-541200-	C1332 Milton Center Field Re-Sod	20,000	6,900	13,100	-	13,100	-	-	13,100
30161150-542100-	C1402 Rec/Parks Equipment Replacement	268,001	193,371	1,630	73,000	74,630	25,650	-	48,980
30161150-541430-	C1422 Webb Bridge Park Erosion & Repaving	592,159	253,654	143,505	195,000	338,505	143,257	137,113	58,135
30161150-541500-	C1424 Wills Park Pool Design	40,451	28,300	12,151	-	12,151	-	-	12,151
30161150-541430-	C1521 Wills Park Drainage & Water Quality Improvement	50,000	64	49,936	-	49,936	48,000	1,800	136
30161150-541500-	C1524 Adaptive Playground Equipment	28,501	20,422	8,079	-	8,079	-	-	8,079
30161150-541430	C1539 LWC Big Creek Drainage Improvement	20,223	-	-	20,223	20,223	2,262	17,960	1
30161150-541500-	C1611 Library @ Mayfield	50,000	-	-	50,000	50,000	143	-	49,857
30161150-541500-	C1612 Park Signage	55,000	-	-	55,000	55,000	-	-	55,000
30161150-541500-	C1613 Wills Park Batting Pavilion	25,000	-	-	25,000	25,000	3,000	3,500	18,500
30161150-541500-	C1624 North Park Batting Cages	38,644	-	-	38,644	38,644	38,644	-	-
	subtotal	\$ 3,570,984	\$ 1,255,105	\$ 318,915	\$ 1,996,964	\$ 2,315,879	\$ 540,959	\$ 210,346	\$ 1,564,574



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of January 31, 2016

		Project Snapshot		FY 2016					
		Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
Account #	Project								
Community Development									
30174150-544100-	C0019 Downtown Parking Fund	\$ 263,250	\$ 119,000	\$ 144,250	\$ -	\$ 144,250	\$ 1,188	\$ -	\$ 143,063
30174150-521200-	C1129 Comprehensive Plan Update	25,000	-	-	25,000	25,000	-	-	25,000
30174150-542400	C1222 Records Management	50,000	4,989	45,011	-	45,011	1,699	13,300	30,012
30174150-544100-	C1406 Downtown Master Plan	317,700	314,400	3,300	-	3,300	2,000	-	1,300
30174150-542200-	C1433 Fleet Replacement	95,001	44,465	536	50,000	50,536	41,148	-	9,388
30174150-541410	C1602 Lilly Garden Terrace	40,000	-	-	40,000	40,000	14,250	24,500	1,250
30174150-541410	C1603 Design Services	50,000	-	-	50,000	50,000	13,805	26,195	10,000
	subtotal	\$ 840,951	\$ 482,854	\$ 193,097	\$ 165,000	\$ 358,097	\$ 74,090	\$ 63,995	\$ 220,012
Alpharetta Business Community Sidewalk Projects									
30176100-541420-	C0005 Encore Parkway Sidewalk	\$ 1,705,000	\$ -	\$ 1,705,000	\$ -	\$ 1,705,000	\$ -	\$ 1,650,682	\$ 54,318
30176100-541510-	C0039 Greenway Phase III	1,452,618	1,422,573	30,045	-	30,045	-	-	30,045
30176100-541420-	C1240 GA 400 Bicycle Expressway Project	129,943	73,332	56,611	-	56,611	-	56,610	1
30176100-541420-	C1322 North Point Pkwy Sidewalk (Old Milton Pkwy)	220,151	189,603	30,548	-	30,548	-	-	30,548
30176100-541420-	C1435 Maxwell Rd. Sidewalk	375,001	268,395	106,606	-	106,606	65,467	15,963	25,176
30176100-541420-	C1442 Main St. Improvements	1,812,724	842,229	970,495	-	970,495	721,502	248,991	2
	subtotal	\$ 5,695,436	\$ 2,796,131	\$ 2,899,305	\$ -	\$ 2,899,305	\$ 786,969	\$ 1,972,247	\$ 140,089
Non-Departmental									
30190200-579000	Non-Allocated			\$ -	\$ 1,007,823	\$ 1,007,823	\$ -	\$ -	\$ 1,007,823
	subtotal			\$ -	\$ 1,007,823	\$ 1,007,823	\$ -	\$ -	\$ 1,007,823
	Total	\$ 56,105,049	\$ 35,504,628	\$ 8,672,397	\$ 12,935,847	\$ 21,608,244	\$ 5,591,394	\$ 7,654,858	\$ 8,361,992



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
City Center Capital Project Fund Detail (Fund 315; life-to-date for all projects)
 As of January 31, 2016

Account #	Project	Project Snapshot		FY 2016					
		Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
Public Works									
31541100-541300-C1247	City Center	\$ 5,898	\$ 5,898	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31541100-541300-C1249	City Center Master Planning	1,692,781	1,691,018	1,763	-	1,763	1,762	-	1
31541100-541300-C1250	City Center Construction Manager @ Risk	44,634	44,634	-	-	-	-	-	-
31541100-541300-C1251	City Center Geotechnical Services	243,461	243,461	-	-	-	-	-	-
31541100-541300-C1252	City Center Civil Engineering Services	190,969	190,969	-	-	-	-	-	-
31541100-541300-C1253	City Center Project Management	802,746	802,746	-	-	-	-	-	-
31541100-541300-C1326	Underground Storage Tank Removal	108,257	108,257	-	-	-	-	-	-
31541100-541300-C1333	City Center Site Work GMP	2,834,905	2,834,905	-	-	-	-	-	-
31541100-541300-C1427	City Center Footings & Foundation	1,450,695	1,450,695	-	-	-	-	-	-
31541100-541300-C1428	City Center Construction	20,682,296	20,682,295	1	-	1	-	-	1
31541100-542100-C1432	City Center FF&E	681,980	681,980	-	-	-	-	-	-
31541100-579000-C1437	City Center Contingency (owners)	5,670	5,670	-	-	-	-	-	-
31541100-541300-C1438	City Center Contingency (uncommitted)	-	-	-	-	-	-	-	-
31541100-542400-C1440	City Center (IT)	189,743	189,743	-	-	-	-	-	-
31541100-542400-C1529	City Center Pedestrian Lighting	341,764	341,764	-	-	-	-	-	-
31541100-541300-C1530	City Center Parking	51,121	51,121	-	-	-	-	-	-
31541100-541300-C1537	City Center Bandstand	103,934	12,500	5,000	86,434	91,434	38,500	52,934	-
31541100-541300-C1621	City Center Garden Drainage	68,206	-	-	68,206	68,206	68,206	-	0
31541100-541500-C1622	Veterans Memorial Pedestal	45,162	-	-	45,162	45,162	45,162	-	-
31541100-541300-C1626	City Center Town Green	37,781	-	-	37,781	37,781	-	-	37,781
	Total	\$ 29,544,222	\$ 29,337,656	\$ 6,764	\$ 237,583	\$ 244,347	\$ 153,630	\$ 52,934	\$ 37,783



OTHER REPORTS

Payments \$5,000 and Greater



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended January 31, 2016

Vendor	Description	Department	\$ Amount
Ace American Insurance Company	Monthly Workers Comp Invoice	Risk Management	\$ 13,588.63
Ace American Insurance Company	Settlement	Risk Management	\$ 110,200.00
AFLAC	December 2015 Premiums	Finance	\$ 10,430.61
Alliance Bus Group Inc.	2016 Glaval Entourage Bus	Recreation & Parks	\$ 82,398.92
Alpharetta Convention & Visitors Bureau	Hotel/Motel Tax for December 2015	Finance	\$ 180,265.54
Alpharetta Technology Commission Inc.	February 2016 ATC CEO Pay	Development Authority	\$ 7,500.00
American Facility Services Inc.	December 2015 Janitorial Services	Various	\$ 9,757.79
Anthony B Locklear	Engine 11 Maintenance and Repair	Public Safety	\$ 6,334.83
Ashley Banan	Late Adds for December 2015 Team Gymnastics	Recreation & Parks	\$ 7,256.82
Astra Group Inc.	City Center Bandstand Design	Public Works	\$ 22,050.00
AT&T	December 2015 GLS	Information Technology	\$ 6,612.60
AT&T/Bellsouth @ 85 Annex	January 2016 Voice and Data	Information Technology	\$ 9,301.42
AT&T/Bellsouth @ 85 Annex	Phone Services - 1/11 thru 2/10/16	Public Safety	\$ 24,343.40
Avalon Hotel Associates LLC	Alpharetta Conference Center & Hotel Avalon Funding	City Administration	\$ 49,862.76
Bovis Kyle & Burch LLC	Professional Services thru 12/25/15	Legal Services	\$ 50,139.91
Capital City Mechanical	Retainage Released - Westside Parkway Street Lighting	Public Works	\$ 25,520.00
Cigna Premiums (wire)	Monthly Premium	Finance	\$ 34,011.32
Cigna Premiums (wire)	Monthly Premium	Finance	\$ 111,845.53
Cigna Premiums (wire)	Monthly Premium	Finance	\$ 32,763.39
City of Roswell	2nd Quarter Budget - Training Center	Public Safety	\$ 31,334.40
CMES Inc.	Northwinds Parkway	Public Works	\$ 512,347.89
Construction 57 Inc.	Retainage Released - Maxwell Road Sidewalk	Public Works	\$ 21,820.20
Dana Safety Supply Inc.	DSS Installation of Equipment and Uniform Accessories	Public Safety	\$ 11,905.83
David Eristavi	Payment 3 of 4 Soccer Director	Recreation & Parks	\$ 10,213.34
Dewberry Consultants LLC	Long Indian Creek WIP	Public Works	\$ 13,100.00
Dewberry Consultants LLC	Long Indian Creek WIP	Public Works	\$ 6,550.00
Fulton County Board of Commissioners	December 2015 State Reports	Municipal Court	\$ 8,216.50
Fulton County Board of Education	December 2015 Fuel Bill	Finance	\$ 16,148.40
Fulton County-Dept. of Finance	Water Bills	Finance	\$ 5,739.28
Georgia Bureau of Investigation	December 2015 Alcohol/Liquor Licenses, Pistol Permits and Georgia Check	Public Safety	\$ 9,900.75
Georgia Development Partners	SR9 Roadway and Streetscape Improvements	Public Works	\$ 249,105.50



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended January 31, 2016

Vendor	Description	Department	\$ Amount
Georgia Development Partners	SR9 Roadway and Streetscape Improvements	Public Works	\$ 130,843.55
Georgia Power Co	Power Bill	Finance	\$ 139,888.16
Georgia Power Co	Power Bill	Finance	\$ 5,519.29
Georgia State Soccer Association Inc.	2015 - 2016 Season Liability Insurance	Recreation & Parks	\$ 20,698.00
Georgia Superior Court Clerks	December 2015 State Reports	Municipal Courts	\$ 35,562.44
GT Distributors of Georgia Inc.	Rifle Sights	Public Safety	\$ 6,715.00
Hardy Chevrolet Inc.	2016 Chevrolet Impalas	Public Safety	\$ 42,273.28
Insight Public Sector Inc.	Annual NMW Mobility XE Premium Maintenance	Information Technology	\$ 11,911.00
J & J Computer Connection Inc.	PagePack and Toner Cartridge	Finance	\$ 5,558.00
Kimley - Horn & Associates Inc.	Alpharetta Development and Planning	Community Development	\$ 10,339.71
Landair Surveying Co of GA	Lily Garden Surveying	Community Development	\$ 14,250.00
LD Gymnastics Inc.	Holiday Camp and Payment 2 of 5 Winter Gymnastics	Recreation & Parks	\$ 7,845.00
LD Gymnastics Inc.	Winter Gymnastic Classes and Late Adds	Recreation & Parks	\$ 7,311.74
Mass Services Inc.	December 2015 Stall Cleaning	Recreation & Parks	\$ 10,944.03
Mauldin & Jenkins LLC	Year End June 30, 2015 Audit	Finance	\$ 6,000.00
Municipal Code Corporation	Supplements to Unified Development Codes	Community Development	\$ 6,903.86
OPEB (wire)	Payroll Funds	Finance	\$ 7,083.30
Peace Officers Annuity & Benefit Fund of GA	December 2015 State Reports	Municipal Courts	\$ 8,464.75
Pieper O'Brien Herr Architects	City of Alpharetta Public Safety HQ Expansion Programming	Public Safety	\$ 5,053.46
Premier Events LLC	Deposit for 2016 Taste of Alpharetta	Recreation & Parks	\$ 11,500.00
Replay Systems	Annual Verint Audiolog Voice Logging	Public Safety	\$ 9,345.00
Republic Services #800	December 2015 Waste Services and On Call Services	Finance	\$ 7,059.10
Republic Services #800	December 2015 Waste Management Services	Finance	\$ 251,740.77
Ruppert Landscape	December 2015 Landscape Management	Public Works	\$ 24,393.58
Russell Landscape Georgia LLC	Roadside Maintenance Services	Public Works	\$ 21,600.00
Sawnee Electric Membership Corp	Power Bills	Finance	\$ 31,442.13
Summit Construction & Development	Released Retainage	Public Works	\$ 11,227.66
SunTrust Pcard	Procurement Card	Finance	\$ 100,657.14
Sustainable Water Planning & Engineering	Consulting Stormwater Structure Inventory Inspection	Public Works	\$ 7,866.00
Tetra Tech	Watershed Improvement-Foe Killer Creek & Stormwater Ordinance Revision	Public Works	\$ 7,200.00



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended January 31, 2016

Vendor	Description	Department	\$ Amount
Tri Scapes Inc.	December 2015 Lawn and Ground Maintenance	Recreation & Parks	\$ 20,436.92
Tri Scapes Inc.	Big Creek Greenway Drainage Improvements	Recreation & Parks	\$ 120,353.99
Veristor Systems Inc.	HP Server Blade/Storage & Virtualization Pilot System	Information Technology	\$ 235,396.32
Veristor Systems Inc.	Cloud Backup and Software Maintenance/Support	City Administration	\$ 10,363.48
Verizon Wireless Services LLC	11/13 thru 12/12/15 Cellular MiFi/Datacards/Cellphone/Iphone/IPad Services	Information Technology	\$ 20,169.35
Verizon Wireless Services LLC	12/13/15 thru 1/12/16 Cellular MiFi/Datacards/Cellphone/Iphone/IPad Services	Information Technology	\$ 21,284.01
Wade Ford Inc.	2016 Ford Utility Vehicles	Public Safety	\$ 111,932.00
Wade Ford Inc.	2016 T350 Transit Wagon	Public Safety	\$ 39,777.00



OTHER REPORTS

Purchase Orders between
\$5,000 and \$50,000



CITY OF ALPHARETTA
 Financial Management Reports
Listing of PO's between \$5,000.01 and \$50,000.00
 for the month ended January 31, 2016

Purchase Order #	Vendor	Department	Purchase Order Amt.	Description
16000316	Municipal Code Corporation	Community Development	\$ 6,903.86	Codification of government codes
16000322	Control Technologies Inc.	Public Works	\$ 6,770.52	Heat signature camera vehicle detection system for the Highway 9/Windward Pkwy
16000327	Kimley-Horn & Associates Inc.	Community Development	\$ 25,000.00	On-call architectural design services for special projects and assignments
16000328	Bennett Fire Products Co Inc.	Public Safety	\$ 25,896.00	(12) Globe jackets and (12) Globe left-handed closure pants
16000329	Anthony B Locklear	Public Safety	\$ 6,334.83	Repairs to (1) fire engine
16000332	Replay Systems	Information Technologies	\$ 9,345.00	Replay Gold Evergreen Service software license, support & maintenance
16000333	Metro Atlanta Chamber of Commerce Inc.	Administration	\$ 16,500.00	Sponsorships
16000336	American Coach Lines Inc.	Recreation & Parks	\$ 9,708.00	Bus services for Wills Park Summer Camp fieldtrips in June 2016
16000340	Moreland Altobelli Associates Inc.	Public Works	\$ 6,860.00	Surveying services



OTHER REPORTS

Bid/RFP Status



CITY OF ALPHARETTA
Financial Management Reports
Bid/RFP Status
for the month ended January 31, 2016

Bid#	RFP#	Department	Description	Close Date	Number of Vendor Responses	Award Date	Awarded To	Award Amount	Note	Purchase Order Date	Purchase Order #
	14-116	Administration	City Center Out-Parcels, Master Developer	8/28/2014	3	8/10/2015	MidCity Real Estate Partners; Morris & Fellows; South City Partners; Hedgewood Homes	N/A	1	n/a	n/a
15-011		Public Works	Encore Parkway Streetscapes & Big Creek Grnwy Ext. (P.I. No. 0010241 & 0010339)	7/23/2015	3	11/16/2015	C.W. Matthews Contracting Co., Inc.	\$ 14,632,396.94		12/29/2015	16000312
15-013		Public Works	Webb Bridge Park Water Quality Pond	5/28/2012	4	8/10/2015	Tri Scapes, Inc.	\$ 238,443.27		9/30/2015	16000213
15-015		Public Works	Big Creek Greenway Drainage Improvement	6/18/2015	4	8/24/2015	Tri Scapes, Inc.	\$ 176,877.08		9/29/2015	16000208
	15-110	Recreation and Parks	On-Call Electrical Services for City Parks	7/9/2015	1	8/10/2015	Meer Electric, Inc.	5-year, on-call services			
15-016		Public Works	Northwinds Phase 1	7/23/2015	2	8/17/2015	CMES, Inc.	\$ 2,611,526.75		9/30/2015	16000212
16-001		Public Works	FY 2016 Milling and Resurfacing	8/20/2015	6	9/8/2015	Northwest Georgia Paving, Inc.	\$ 2,009,757.10		11/2/2015	16000260
	16-101	Recreation and Parks	Mayfield Arts Center Design, Phase 1	7/22/2015	7	12/14/2015	Houser Walker Architecture	\$ 36,500.00	2		
	16-102	Administration	Professional Exhibit Design Services for City's History Room	7/15/2015	3	8/10/2015	Malone Design/Fabrication	\$ 53,500.00		10/2/2015	16000216
16-002		Information Technology	Annual CISCO SmartNet Maintenance	8/13/2015	1	8/24/2015	Presidio	\$ 34,894.06		8/25/2015	16000150
	16-1001 RFQ	Public Works	MS4 Inventory Inspections	8/6/2015	10	8/27/2015	Shortlisted 4 Bidders for ITB 16- 003	n/a			
	16-1002 RFQ	Public Works	Watershed Improvement Plan - Long Indian Creek	8/20/2015	5	8/27/2015	Shortlisted 3 Offerors for RFP 16- 104	n/a			
	16-1003 RFQ	Public Works	Stormwater Ordinance Revision	8/20/2015	7	8/27/2015	Shortlisted 4 Offerors for RFP 16- 103	n/a			
	16-1004 RFQ	Recreation and Parks	City Center Bandstand Design - Build	9/3/2015	3	9/4/2015	Shortlisted 2 Offerors for RFP 16- 105	n/a			
	16-103 RFP	Public Works	Stormwater Ordinance Revision	9/9/2015	4	10/5/2015	Tetra Tech, Inc.	\$ 80,000.00		10/26/2015	16000249
	16-104 RFP	Public Works	Watershed Improvement Plan - Long Indian Creek	9/9/2015	3	10/5/2015	Dewberry Consultants, LLC	\$ 131,000.00		10/26/2015	16000250
16-003		Public Works	MS4 Inventory Inspections	9/9/2015	4	10/5/2015	Sustainable Water Planning and Engineering	\$ 83,420.00		10/28/2015	16000256
16-004		Recreation and Parks	Pine Shavings for City's Equestrian Center Stalls	9/17/2015	1	10/5/2015	B&T Greentree Brand Bedding	\$3.90/Bale			
	16-105 RFP	Recreation and Parks	City Center Bandstand Design - Build	9/17/2015	2	10/19/2015	Astra Group	\$ 338,000.00		11/11/2015	16000274
	16-1005 RFQ	Public Works	Annual Tree Planting and Landscape Maintenance	10/15/2015	6	10/20/2015	Shortlisted 3 Bidders for ITB 16- 007	n/a			



CITY OF ALPHARETTA
 Financial Management Reports
Bid/RFP Status
 for the month ended January 31, 2016

Bid#	RFP#	Department	Description	Close Date	Number of Vendor Responses	Award Date	Awarded To	Award Amount	Note	Purchase Order Date	Purchase Order #
	16-106 RFP	Public Safety	911 Phone System	11/12/2015	5	2/15/2016	AT&T	\$ 273,958.00			
16-005		Public Works	Mayfield Road Sidewalk Improvements: Colony Drive to Mayfield Manor Drive	11/12/2015	7	1/4/2016	CMES, Inc.	\$ 449,849.00		1/27/2016	16000337
16-007		Public Works	FY2016 Annual Tree Planting and Landscape Improvements	11/12/2015	3	12/14/2015	Landscape Studio Group	\$ 117,609.40	3	1/27/2016	16000338
16-006		Public Works	Miracle Field Drainage Improvements	12/10/2015	6	1/19/2016	Summit Construction & Development	\$ 152,096.12			
	16-1006 RFQ	Administration	Development of Old Milton Parkway Properties	1/21/2016	0						
16-008		Public Works	Storm Pipe Lining	1/14/2016	6	2/1/2016	IPR Southeast	\$ 279,388.00		2/23/2016	16000372
16-009		Public Works	Burnett Way Storm Pipe Repairs	1/14/2016	5						
	16-107 RFP	Public Works	CCTV Pipeline Inspection Camera	2/11/2016	4				4		
16-012		Information Technology	City Network Equipment 2016	2/18/2016	5						

Notes:

- 1 Sale of City Center Out Parcels to MidCity Real Estate Partners
- 2 Award amount below threshold for City Council approval
- 3 Also approved purchase of Tree Grates from Ironsmith totaling \$68,848.00, to be installed by Georgia Development Partners (SR 9 Streetscape Improvements contractor)
- 4 Four responsive proposals received; one non-responsive-not evaluated



OTHER REPORTS

GAAP Financial Statements

**City of Alpharetta
Balance Sheet
Governmental Funds
January 31,2016**

	Major Governmental Funds				Non-Major	Total
	General	Capital	Capital	City Center	Governmental	Governmental
	Fund	Project Fund	Grant Fund	Bond Fund	Funds	Funds
ASSETS						
Cash / Cash Equivalents / Investments	\$ 30,736,011	\$ 7,384,633	\$ 2,183,252	\$ 94,259	\$ 9,118,206	\$ 49,516,361
Receivables (net of allowance for uncollectibles)						
Taxes Receivable						-
Property Taxes	589,600	-		-	80,712	670,311
Other Taxes	-	-		-	1,898	1,898
Interest	-	-		-	-	-
Accounts	1,067,837	37,377	229,062	-	15,292	1,349,568
Due from Other Funds	286,064	-	-	-	-	286,064
Prepaid Items	-	-		-	-	-
Cash - Restricted	-	-		-	-	-
Intergovernmental Receivable	-	-		-	-	-
Restricted	-	-		-	-	-
Total Assets	32,679,512	7,422,010	2,412,314	94,259	9,216,108	51,824,202
LIABILITIES AND FUND BALANCES						
Liabilities						
Current						
Accounts Payable	2,021,035	39,959	-	-	46,396	2,107,390
Retainage Payable	-	200,037	122,447	3,400	-	325,884
Intergovernmental Payable			-	-	-	-
Arbitrage Payable	-	-	-	-	-	-
Accounts payable/AR Suspense acct	-	-		-	-	-
Claims Payable	-	-		-	-	-
Payroll Payable	57,585	-		-	5,296	62,881
Due to Other Funds	-	-	-	-	64	64
Deferred Revenue	796,857	5,031	219,922	-	108,921	1,130,731
Unearned Revenue	-	-		-	-	-
Teen Driving/Donation	-	-		-	-	-
T.A.D Payment to County	-	-		-	-	-
Compensated Absences	-	-		-	-	-
Non-Current						
Unclaimed Property	-	-		-	-	-
Claims Payable	-	-		-	-	-
Total Liabilities	2,875,477	245,028	342,369	3,400	160,678	3,626,950
Fund Balances:						
Restricted for:						
Capital Projects	-	406,197	2,069,945	90,859	2,241,543	4,808,544
Law Enforcement	-	-		-	1,833,950	1,833,950
Emergency Telephone Activities	-	-		-	1,154,835	1,154,835
Grant Projects	-	-		-	-	-
Debt Service	-	-		-	3,487,743	3,487,743
Promotion of Tourism	-	-		-	284,144	284,144
Assigned for:						
Grant Projects	-			-	53,216	53,216
Capital Projects		6,770,786				6,770,786
2016 Fiscal year Expenditures	5,036,209	-		-	-	5,036,209
Unassigned	24,767,826			-	-	24,767,826
Total Fund Balances	29,804,035	7,176,983	2,069,945	90,859	9,055,430	48,197,254
Total Liabilities and Fund Balances	\$ 32,679,512	\$ 7,422,010	\$ 2,412,314	\$ 94,259	\$ 9,216,108	\$ 51,824,202

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Period Ended January 31, 2016

	Major Governmental Funds				Non-Major Governmental Funds	Total Governmental Funds
	General Fund	Capital Project Fund	Capital Grant Fund	City Ctr Fund Fund		
REVENUES						
Taxes:						
Property Tax	\$ 20,187,063	-	-	-	2,844,869	\$ 23,031,932
Local Option Sales Tax	7,732,740	-	-	-	3,406,652	11,139,392
Other Taxes	6,925,607	-	-	-	1,766,690	8,692,297
Licenses and permits	1,432,095	-	-	-	670,452	2,102,547
Intergovernmental	465,916	264,824	3,197,102	-	123,023	4,050,864
Charges for services	2,399,561	-	-	-	17,447	2,417,007
Impact Fees	-	-	-	-	20	20
Fines/Forfeitures	1,266,622	-	-	-	18,178	1,284,801
Investment earnings	69,260	21,092	3,389	142	-	93,883
Contributions and Donations	-	236,462	-	-	-	236,462
Other	89,688	25,531	-	30,188	-	145,407
Total revenues	40,568,552	547,909	3,200,491	30,330	8,847,331	53,194,613
EXPENDITURES						
Current:						
Unallocated	-	-	-	-	1,461,540	1,461,540
General government	5,298,269	926,574	-	-	17,055	6,241,898
Public safety	14,670,312	1,570,158	-	-	3,039,556	19,280,027
Public works	4,125,780	1,692,642	1,616,249	153,630	-	7,588,300
Economic and community development	1,321,327	74,090	-	-	-	1,395,417
Alpharetta Business Community	-	786,969	-	-	-	786,969
Culture and recreation	4,466,582	540,959	156,655	-	5,367	5,169,562
Debt service:						
Principal	-	-	-	-	105,600	105,600
Interest	60,170	-	-	-	665,821	725,991
Other Costs	369,671	-	-	-	-	369,671
Bond issuance costs	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-
Total expenditures	30,312,110	5,591,394	1,772,904	153,630	5,294,939	43,124,975
Excess (deficiency) of revenues over (under) expenditures	10,256,441	(5,043,485)	1,427,587	(123,300)	3,552,392	10,069,637
OTHER FINANCING SOURCES (USES)						
Transfers in	1,100,646	5,216,888	-	-	-	6,317,534
Transfers out	(5,216,888)	-	-	-	(1,100,646)	(6,317,534)
Loan Proceeds	-	-	-	-	-	-
Capital Leases	-	475,002	-	-	-	475,002
Sale of capital assets	44,313	-	-	-	-	44,313
Sale of non-capital assets	33,455	-	-	-	-	33,455
Insurance Proceeds	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-
Total other financing sources and (uses)	(4,038,474)	5,691,890	-	-	(1,100,646)	552,770
Net change in fund balances	6,217,967	648,405	1,427,587	(123,300)	2,451,746	10,622,407
Fund balances - beginning	23,586,067	6,528,577	642,357	214,159	6,603,684	37,574,844
Fund balances - ending	\$ 29,804,035	\$ 7,176,983	\$ 2,069,945	\$ 90,859	\$ 9,055,430	\$ 48,197,251

City of Alpharetta
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Taxes:			
Property Tax	\$ 19,049,500	\$ 20,187,063	\$ 1,137,563
Local Option Sales Tax	14,700,000	7,732,740	(6,967,260)
Other Taxes	14,529,500	6,925,607	(7,603,893)
Licenses and Permits	1,493,550	1,432,095	(61,455)
Intergovernmental	380,000	465,916	85,916
Charges for Service	3,463,500	2,399,561	(1,063,939)
Fines/Forfeitures	2,779,000	1,266,622	(1,512,378)
Investment Earnings	50,000	69,260	19,260
Contributions and Donations	-	-	-
Other	198,996	89,688	(109,308)
Total revenues	56,644,046	40,568,552	(16,075,494)
EXPENDITURES			
Current:			
General government			
City Administration	2,056,082	1,125,392	930,690
Finance	3,160,975	2,047,846	1,113,129
Human Resources	395,114	234,639	160,475
Legal	525,000	412,218	112,782
Mayor and Council	350,069	194,057	156,012
Municipal Court	1,052,500	654,739	397,761
Information Technology	1,523,355	890,573	632,782
Non-Departmental	652,000	364,083	287,917
Contingency	540,000	5,587	534,413
Total general government	10,255,095	5,929,134	4,325,961
Public Safety	25,385,562	15,400,964	9,984,598
Public works	7,941,386	4,518,213	3,423,173
Economic and community development	2,391,485	1,362,849	1,028,636
Culture and recreation	8,313,151	5,258,129	3,055,022
Debt Service			
Principal	170,000	-	170,000
Interest	120,340	60,170	60,170
Total expenditures	54,577,019	32,529,459	22,047,560
Excess (Deficiency) of revenues over expenditures	2,067,027	8,039,092	5,972,065
OTHER FINANCING SOURCES (USES)			
Transfers in	1,780,000	1,100,646	(679,354)
Transfers out	(8,943,236)	(5,216,888)	3,726,348
Capital leases	-	-	-
Sale of capital assets	50,000	44,313	(5,687)
Sale of non-capital assets	10,000	33,455	23,455
Total other financing sources and uses	(7,103,236)	(4,038,474)	3,064,762
Net change in fund balances	(5,036,209)	4,000,619	9,036,828
Fund balances - beginning		23,586,067	
Fund balances - ending		\$ 27,586,686	
Adjustments to GAAP basis:			
Encumbrances		2,217,349	
Misc adj			
Fund balances-ending		\$ 29,804,035	

City of Alpharetta
Capital Project Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Intergovernmental	\$ 787,571	\$ 264,824	\$ (522,747)
Contributions & Donations	4,613,589	236,462	(4,377,127)
Investment earnings	-	21,092	21,092
Misc Revenue	7,312	7,311	(1)
Other	18,220	18,220	-
Total revenues	5,426,692	547,909	(4,878,783)
EXPENDITURES			
Capital Outlay			
General Government:			
City Administration	1,566,200	1,327,768	238,432
Finance	102,375	24,175	78,200
Information Technology	1,037,173	537,362	499,811
Non-departmental	1,032,823	-	1,032,823
Total general government	3,738,571	1,889,305	1,849,266
Public Safety	2,365,594	1,738,883	626,711
Engineering & Public Works	9,950,810	5,969,456	3,981,354
Alpharetta Business Community	2,899,305	2,759,216	140,089
Economic and community development	333,097	138,085	195,012
Culture and recreation	2,320,517	751,305	1,569,212
Total Capital Outlay	21,607,894	13,246,250	8,361,644
Excess (Deficiency) revenue over expenditures	(16,181,202)	(12,698,341)	3,482,861
OTHER FINANCING SOURCES (USES)			
Transfers in	8,943,236	5,216,888	(3,726,348)
Capital leases	709,740	475,002	
Budgeted Fund Balance	-	-	-
Total other financing sources and uses	9,652,976	5,691,889	(3,726,348)
Net change in fund balances	(6,528,226)	(7,006,451)	(478,225)
Fund balances - beginning		6,528,577	
Fund balances - ending		\$ (477,875)	
Adjustments to GAAP basis:			
Encumbrances		7,654,858	
Misc adj-			
Fund balances-ending		\$ 7,176,983	

City of Alpharetta
Capital Grant Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
Revenues:			
Intergovernmental	\$ 16,737,001	3,197,102	\$ (13,539,899)
Contributions & Donations	-	-	-
Interest Earnings	-	3,389	3,389
Total	16,737,001	3,200,491	(13,536,510)
Expenditures:			
Public Safety	-	-	-
General Government	202,062	-	202,062
Community Development	41,500	-	41,500
Public Works	16,479,140	16,367,349	111,791
Recreation & Parks	656,655	156,655	500,000
Non-Departmental	-	-	-
Total	17,379,357	16,524,004	855,353
Excess (Deficiency) revenue over expenditures	(642,356)	(13,323,513)	(12,681,157)
Other Financing Sources & Uses:			
Transfers in	-	-	-
Budgeted Fund Balance	-	-	-
Subtotal:	-	-	-
Net change in fund balance	(642,356)	(13,323,513)	(12,681,157)
Fund balance - beginning		642,357	
Fund balance - ending		\$ (12,681,156)	
Adjustments to GAAP basis:			
Misc adj			
Encumbrances		14,751,100	
Fund balances - ending		\$ 2,069,945	

City of Alpharetta
City Center Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Investment Earnings	\$ -	\$ 142	\$ 142
Misc Revenue	\$ 30,189	\$ 30,188	
Discounts		-	-
Total revenues	30,189	30,330	141
EXPENDITURES			
General Government:			
Cost of Bond Issuance	-	-	-
Non-Departmental	-	-	-
Total general government	-	-	-
Engineering and Public Works	244,347	206,564	37,783
Public Safety	-	-	-
Excess (Deficiency) of Revenues Over expenditures	(214,158)	(176,234)	37,924
OTHER FINANCING SOURCES			
General Obligation Bond Proceeds	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(214,158)	(176,234)	37,924
Fund balances - beginning		214,159	
Fund balances - ending		\$ 37,925	
Adjustments to GAAP basis:			
Encumbrances		52,934	
Fund balances-ending		\$ 90,859	

City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Net Position
January 31, 2016

ASSETS

Current Assets:		
Cash and Cash Equivalents & Investments	\$	845,698
Accounts Receivables (net of allowance for uncollectibles)		-
Total Current Assets		<u>845,698</u>
Noncurrent Assets:		
Restricted Cash, Cash Equivalents, and Investments		-
Total Restricted Assets		<u>-</u>
Total Noncurrent Assets		<u>-</u>
Total Assets		<u>845,698</u>

LIABILITIES

Current Liabilities:		
Accounts Payable		-
Claims Payables		
Accrued Interest Payable		-
Due to Other Funds		102,534
Total Current Liabilities		<u>102,534</u>
Current Liabilities Payable from Restricted Assets:		
		-
Total Current Liabilities Payable from Restricted Assets		<u>-</u>
Noncurrent Liabilities:		
Other Non-Current Liabilities		-
Total Noncurrent Liabilities		<u>-</u>
Total Liabilities		<u>102,534</u>

NET ASSETS

Invested in Capital Assets, net of related debt		-
Reserved for Debt Service		-
Reserved for Encumbrances		-
Unreserved		<u>743,164</u>
Total Net Assets		<u>743,164</u>
Total Liabilities & Net Assets	\$	<u>845,698</u>

City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended January 31,2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	\$ -	\$ 61	\$ (61)
Employer Medical Contribution	5,952,922	3,404,505	(2,548,417)
Employee Medical Contribution	705,592	416,352	(289,240)
Insurance Proceeds	-	-	
Total revenues	6,658,514	3,820,918	(2,837,596)
EXPENDITURES			
Medical Premiums	1,350,000	779,336	570,664
Medical Claims	4,620,000	2,298,416	2,321,584
Contingency	688,514	0	688,514
Total expenditures	6,658,514	3,077,753	3,580,761
Excess (Deficiency) of Revenues Over expenditures	-	743,165	743,165
OTHER FINANCING SOURCES			
Asset Disposition		-	
Operating Transfers In	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	-	743,165	743,165
Fund balances - beginning			-
Fund balances - ending		\$ 743,165	
Adjustments to GAAP basis:			
Encumbrances			-
Misc adj			
Fund balances-ending		\$ 743,165	

City of Alpharetta
Enterprise Fund -Solid Waste
Statement of Net Position
January 31,2016

	<u>Solid Waste</u>
ASSETS	
Current Assets:	
Cash and Cash Equivalents & Investments	\$ 1,883,188
Inventories, at cost	-
Accounts Receivables (net of allowance for uncollectibles)	-
Prepaid Insurance Expenses	-
Total Current Assets	<u>1,883,188</u>
Noncurrent Assets:	
Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	<u>-</u>
Other	-
Capital Assets	
Buildings and System	-
Machinery and Equipment	
Less Accumulated Depreciation	-
Total Capital Assets (net of accumulated depreciation)	<u>-</u>
Total Noncurrent Assets	<u>-</u>
Total Assets	<u>1,883,188</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	45,960
Accounts Payable/ Customer Credit Balances	-
Accounts Payable/ Customer Pre-Paid Service	-
Accounts Payable/ A/R Module Suspense Acct	1,408
Payroll Liabilities	204
Accrued Salaries	-
Accrued Interest Payable	-
Compensated Absences Payable	2,729
Notes Payable - Revenue Bonds	-
Due to Other Funds	-
Total Current Liabilities	<u>50,301</u>
Current Liabilities Payable from Restricted Assets:	
Revenue Bonds Payable	-
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	
Customer Deposits	-
Compensated Absences less Current Portion	-
Revenue Bonds Payable	-
Total Noncurrent Liabilities	<u>-</u>
Total Liabilities	<u>50,301</u>
NET ASSETS	
Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	<u>1,832,887</u>
Total Net Assets	<u>1,832,887</u>
Total Liabilities & Net Assets	<u>\$ 1,883,188</u>

City of Alpharetta
Enterprise Fund - Solid Waste
Statement of Revenues, Expenses, and Changes in Net Position
For the Period Ended January 31, 2016

Operating revenues:	
Charges for sales and services:	
Refuse Collection charges	\$ 2,421,744
Misc Revenue	
Total operating revenues	<u>2,421,744</u>
Operating expenses:	
Administration	3,193,969
Non-departmental	-
Total operating expenses	<u>3,193,969</u>
Operating Gain (loss)	(772,226)
Non-operating revenues (expenses):	
Investment earnings	<u>5,173</u>
Total non-operating revenue (expenses)	<u>5,173</u>
Income (loss) before transfers	(767,052)
Transfers In	-
Transfers Out	<u>-</u>
Change In Net Assets	(767,052)
Total net assets-beginning	<u>967,766</u>
Total net assets-ending (net of encumbrances)	<u>200,714</u>
Adjustments to GAAP basis:	
Encumbrances	1,632,173
Misc adj-Encumbrances Resv/Prior Year	-
Total net assets-ending	<u>\$ 1,832,887</u>

City of Alpharetta
Internal Service Fund - Risk Management
Statement of Net Position
January 31, 2016

ASSETS

Current Assets:		
Cash and Cash Equivalents & Investments	\$	897,533
Accounts Receivables (net of allowance for uncollectibles)		-
Total Current Assets		<u>897,533</u>
Noncurrent Assets:		
Restricted Cash, Cash Equivalents, and Investments		-
Total Restricted Assets		<u>-</u>
Total Noncurrent Assets		<u>-</u>
Total Assets		<u>897,533</u>

LIABILITIES

Current Liabilities:		
Accounts Payable		-
Claims Payables		334,799
Accrued Interest Payable		-
Due to Other Funds		-
Total Current Liabilities		<u>334,799</u>
Current Liabilities Payable from Restricted Assets:		
Total Current Liabilities Payable from Restricted Assets		<u>-</u>
Noncurrent Liabilities:		
Other Non-Current Liabilities		480,681
Total Noncurrent Liabilities		<u>480,681</u>
Total Liabilities		<u>815,480</u>

NET ASSETS

Invested in Capital Assets, net of related debt		-
Reserved for Debt Service		-
Reserved for Encumbrances		-
Unreserved		82,053
Total Net Assets		<u>82,053</u>
Total Liabilities & Net Assets	\$	<u>897,533</u>

City of Alpharetta
Internal Service Fund - Risk Management
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	\$ 2,200	\$ 2,047	\$ 153
Charges for Service	1,262,000	736,166	(525,834)
Discounts	-	-	-
Insurance Proceeds	-	20,119	
Total revenues	1,264,200	758,333	(505,867)
EXPENDITURES			
Workers Compensation Admin	-	-	-
Professional Fees	125,000	78,135	46,865
Auto Liability	135,000	135,169	(169)
Property & Equipment Liability	55,000	84,628	(29,628)
General Liability	70,000	54,387	15,613
Law Enforcement Liability	100,000	93,429	6,571
Public Entity Liability	55,000	49,295	5,705
Workers Comp Excess Liability	90,000	87,050	2,950
Employee Benefits Liability	-	-	-
Criminal Liability	4,200	4,075	125
Cyber Liability	-	6,584	(6,584)
Umbrella Liability	60,000	53,602	6,398
Medical Services	40,000	5,433	34,567
Claims/Judgements	551,730	392,404	159,326
Contingency	346,180	-	346,180
Total expenditures	1,632,110	1,044,191	587,919
Excess (Deficiency) of Revenues Over expenditures	(367,910)	(285,858)	82,052
OTHER FINANCING SOURCES			
Asset Disposition	-	-	-
Operating Transfers In	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(367,910)	(285,858)	82,052

Fund balances - beginning

367,911

Fund balances - ending

\$ 82,053

Adjustments to GAAP basis:

Encumbrances

Misc adj

Fund balances-ending

\$ 82,053

**City of Alpharetta
Statement of Net Position
OPEB Trust Fund
January 31, 2016**

	OPEB Plan
ASSETS	
Current Assets:	
Cash and Cash Equivalents	\$ 1,045,973
Investments	-
Accounts Receivables (net of allowance for uncollectibles)	-
Total Assets	<u>1,045,973</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	-
Due to Other Funds	-
Total Current Liabilities	<u>-</u>
Current Liabilities Payable from Restricted Assets:	-
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	-
Total Noncurrent Liabilities	<u>-</u>
Total Liabilities	<u>-</u>
NET ASSETS	
Net Assets held in trust for pension benefits	<u>1,045,973</u>
Total Net Assets	<u>1,045,973</u>
Total Liabilities & Net Assets	<u><u>\$ 1,045,973</u></u>

City of Alpharetta
Statement of Changes in Fiduciary Net Position
OPEB Trust Fund
For the Period Ended January 31,2016

	<u>Actual Amounts</u>
Additions:	
Employer Contribution	\$ 49,583
Employee Contribution	
Total Contribution	<u>49,583</u>
Investment Income	-
Net appreciation in FMV	-
Interest and Dividends	1,233
Total Investment Income	<u>1,233</u>
Total Additions (Deductions)	<u>50,816</u>
Deductions:	
Benefits payments	-
Professional Fees	-
Total deductions	<u>-</u>
Net Increase (Decrease)	<u>50,816</u>
Net Assets held in trust for pension benefits	
Beginning of year	995,157
Total net assets	<u>\$ 1,045,973</u>

**City of Alpharetta
Statement of Net Position
Pension Trust Fund
January 31, 2016**

	Pension Trust Fund
ASSETS	
Current Assets:	
Cash and Cash Equivalents	\$ -
Investments	53,915,301
	-
Accounts Receivables (net of allowance for uncollectibles)	-
Total Assets	<u>53,915,301</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	-
	-
Due to Other Funds	-
Total Current Liabilities	<u>-</u>
Current Liabilities Payable from Restricted Assets:	
	-
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	
	-
Total Noncurrent Liabilities	<u>-</u>
Total Liabilities	<u>-</u>
NET ASSETS	
Net Assets held in trust for pension benefits	<u>53,915,301</u>
Total Net Assets	<u>53,915,301</u>
Total Liabilities & Net Assets	<u><u>\$ 53,915,301</u></u>

City of Alpharetta
Statement of Changes in Fiduciary Net Position
Pension Trust Fund
For the Period Ended December 31, 2015

	<u>Actual Amounts</u>
Additions:	
Employer Contribution	\$ 2,400,000
Employee Contribution	214,290
Total Contribution	<u>2,614,290</u>
Investment Income	1,242,885
Net appreciation in FMV	(5,990,504)
Interest and Dividends	915,461
Total Investment Income	<u>(3,832,159)</u>
Total Additions (Deductions)	<u>(1,217,869)</u>
Deductions:	
Benefits payments	832,826
Professional Fees	106,921
Total deductions	<u>939,747</u>
Net Increase (Decrease)	<u>(2,157,616)</u>
Net Assets held in trust for pension benefits	
Beginning of year	56,072,917
Total net assets	<u>\$ 53,915,301</u>

City of Alpharetta
Combining Balance Sheet
Non-Major Governmental Funds
January 31,2016

	Special Revenue					Debt	Total Non-major Governmental
	Hotel Motel	Impact Fee	Confiscated Assets	Grant Operating	E911	Service Fund	Funds
ASSETS							
Cash / Cash Equivalents / Investments	\$ 284,144	\$ 2,241,543	\$ 1,876,671	\$ 53,216	\$ 1,163,870	\$ 3,498,763	\$ 9,118,206
Taxes Receivable	1,898	-	-	-	-	-	1,898
Pre-Paid Expenditures	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	15,292	-	-	15,292
Property Taxes						80,712	80,712
Intergovernmental Receivable							-
Due From Other Funds							-
Restricted					-		-
Total Assets	286,042	2,241,543	1,876,671	68,507	1,163,870	3,579,475	9,216,108
LIABILITIES							
Accounts Payable	-	-	42,656	-	3,570		46,226
Retainage Payable	-	-	-	-	-		-
Intergovernmental Payable					-		-
Arbitrage Payable	-	-	-	-			-
Accounts payable/AR Suspense acct	-	-	-	-			-
Compensated Absences	-	-	-	-			-
Payroll Liabilities	-	-	-	-	5,465		5,465
Due to Other Fund	-	-	64	-			64
Deferred Revenue	1,898	-	-	15,292	-	91,732	108,921
Unearned Revenue	-	-	-	-			-
Total Liabilities	1,898	-	42,721	15,292	9,035	91,732	160,679
FUND BALANCES							
Restricted:							
Capital Projects		2,241,543	-	-			2,241,543
Law Enforcement	-	-	1,833,950	-			1,833,950
Promotion of Tourism	284,144	-	-	-			284,144
Emergency Telephone Activities	-	-	-	-	1,154,835		1,154,835
Debt Service						3,487,743	3,487,743
Assigned for: Grant Projects	-	-	-		-		-
Grant Projects				53,216			53,216
Unassigned:	-	-	-	-	-		-
Total Fund Balances	284,144	2,241,543	1,833,950	53,216	1,154,835	3,487,743	9,055,430
Total Liabilities and Fund Balances	\$ 286,042	\$ 2,241,543	\$ 1,876,671	\$ 68,507	\$ 1,163,870	\$ 3,579,475	\$ 9,216,108

City of Alpharetta
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Non-major Governmental Funds
For the Period Ending January 31, 2016

	Special Revenue						Total Non-major Governmental Funds
	Hotel Motel	Impact Fee	Confiscated Assets	Grant Operations	E911 Fund	Debt Service Fund	
REVENUES:							
Hotel Motel Tax	\$ 2,844,869	-	-	-			\$ 2,844,869
Property tax						3,406,652	3,406,652
Charges for Service	-	-	-	-	1,766,690		1,766,690
Impact Fees	-	670,452	-	-			670,452
Forfeiture Income	-	-	123,023	-			123,023
Intergovernmental	-	-	-	17,447	-		17,447
Contributions & Donations	-	-	-	20			20
Investment Earnings	1,460	5,586	718	147	3,266	7,002	18,178
Other	-	-	-	-	-	-	-
Total revenues	2,846,329	676,038	123,740	17,614	1,769,957	3,413,653	8,847,331
EXPENDITURES:							
Tourism	1,461,540	-	-	-	-		1,461,540
Community Development	-	17,055	-	-	-		17,055
Culture/Recreation	-	-	-	5,367	-		5,367
Public Safety	-	-	264,545	9,191	2,765,821		3,039,556
General Government	-	-	-	-	-		-
Debt Service:							
Principal						105,600	105,600
Interest						665,821	665,821
Bond Issuance Costs						-	-
Total expenditures	1,461,540	17,055	264,545	14,558	2,765,821	771,421	5,294,939
Excess (deficiency) of revenues over expenditures	1,384,790	658,983	(140,804)	3,056	(995,864)	2,642,233	3,552,392
OTHER FINANCING SOURCES (USES):							
Transfers in / out:							-
Debt service fund	-	-	-	-			-
Capital Projects							-
Operating grants fund	-	-	-	-			-
Capital grants fund	-	-	-	-			-
General fund	(1,100,646)	-	-	-	-		(1,100,646)
Budgeted Fund Balance:	-	-	-	-			-
Total other financing sources and (uses)	(1,100,646)	-	-	-	-		(1,100,646)
Net change in fund balances	284,144	658,983	(140,804)	3,056	(995,864)	2,642,233	2,451,746
Fund balances - beginning	-	1,582,560	1,974,754	50,160	2,150,699	845,511	6,603,684
Fund balances - ending	284,144	\$ 2,241,543	\$ 1,833,950	\$ 53,216	\$ 1,154,835	\$ 3,487,743	\$ 9,055,430

City of Alpharetta
Hotel Motel Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Hotel Motel Tax	\$ 4,450,000	\$ 2,844,869	\$ (1,605,131)
Misc Revenue	-	-	-
Investment Earnings	-	1,460	1,460
Total revenues	4,450,000	2,846,329	(1,603,671)
EXPENDITURES:			
Alpharetta Convention & Visitor's Bureau	1,928,185	1,239,679	688,506
Alpharetta Business Community	741,815	221,860	519,955
Contingency	-	-	-
Total Expenditures	2,670,000	1,461,540	1,208,460
Excess of revenues over expenditures	1,780,000	1,384,790	(395,210)
OTHER FINANCING SOURCES (USES):			
Transfers Out	(1,780,000)	(1,100,646)	679,354
Total other financing sources and uses	(1,780,000)	(1,100,646)	679,354
Net change in fund balances	-	284,143	11,137
Fund balances - beginning	\$ -		
Fund balances - ending	\$ 284,144		

City of Alpharetta
Impact Fee Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Impact Fees	\$ 45,000	\$ 670,452	\$ 625,452
Investment Earnings	1,350	5,586	4,236
Total Revenues	46,350	676,038	629,688
EXPENDITURES:			
General Government	1,628,910	\$ 17,055	1,611,855
Total expenditures	1,628,910	17,055	1,611,855
Excess (deficiency) of revenues over expenditures	(1,582,560)	658,983	2,241,543
OTHER FINANCING SOURCES (USES):			
Transfers Out	-	-	-
Total other financing sources and uses	-	-	-
Net change in fund balances	(1,582,560)	658,983	2,241,543
Fund balances - beginning		1,582,560	
Fund balances - ending		\$ 2,241,543	
Encumbrances		-	
Fund balances - ending		\$ 2,241,543	

City of Alpharetta
Confiscated Assets Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Forfeiture Income	\$ 448,500	\$ 123,023	\$ (325,477)
Investment Earnings	227	718	491
Misc Revenue	-	-	-
Total Revenues	448,727	123,740	(324,986)
EXPENDITURES:			
Public Safety	2,423,480	1,001,592	1,421,888
Non-Departmental	-	-	-
Total expenditures	2,423,480	1,001,592	1,421,888
Excess (deficiency) of revenues over expenditures	(1,974,753)	(877,851)	1,096,903
OTHER FINANCING SOURCES (USES):	-	-	-
Net change in fund balances	(1,974,753)	(877,851)	1,096,903
Fund balances - beginning		1,974,754	
Fund balances - ending		\$ 1,096,903	
Adjustments to GAAP basis:			
Encumbrances		737,047	
Fund balances - ending		\$ 1,833,950	

City of Alpharetta
Grant Fund - Operating
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Intergovernmental	\$ 27,923	\$ 17,447	(10,476)
Contributions & Donations	320	20	(300)
Discounts Taken		-	-
Interest Earnings	-	147	147
Transfers in	-	-	-
Contingencies	-	-	-
Total	28,243	17,614	(10,629)
EXPENDITURES:			
General Government	17,758	-	17,758
Community Development	-	-	-
Engineering/Public Works	-	-	-
Public Safety	24,843	9,191	15,652
Recreation & Parks	35,800	5,367	30,433
Contingencies	-	-	-
Operating Transfers Out	-	-	-
Non-Allocated	-	-	-
Total	78,401	14,558	63,843
Excess (deficiency) of revenues over expenditures	(50,158)	3,056	53,214
OTHER FINANCING SOURCES (USES):	-	-	-
Net change in fund balance	(50,158)	3,056	53,214
Fund balance - beginning		50,160	
Fund balance - ending		\$ 53,216	
Adjustments to GAAP basis:			
Encumbrances			
Fund balances - ending		\$ 53,216	

City of Alpharetta
Emergency 911 Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Charges for Service	\$ 3,790,000	\$ 1,766,690	\$ (2,023,310)
Misc Revenue	-	-	-
Investment Earnings	6,931	3,266	(3,665)
Total Revenues	3,796,931	1,769,957	(2,026,974)
EXPENDITURES:			
Public Safety	5,252,507	3,049,937	2,202,570
Total expenditures	5,252,507	3,049,937	2,202,570
Excess (deficiency) of revenues over expenditures	(1,455,576)	(1,279,980)	175,596
OTHER FINANCING SOURCES (USES):			
Transfers In	-	-	-
Transfers Out - Capital Project Fund	-	-	-
Total other financing sources and uses	-	-	-
Net change in fund balances	(1,455,576)	(1,279,980)	175,596
Fund balances - beginning		2,150,699	
Fund balances - ending		\$ 870,719	
Adjustments to GAAP basis:			
Encumbrances		284,116	
Fund balances - ending		\$ 1,154,835	

City of Alpharetta
Debt Service Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended January 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Property tax	\$ 3,260,000	\$ 3,406,652	\$ 146,652
Misc Revenue		-	-
Investment earnings	9,000	7,002	(1,998)
Total revenues	3,269,000	3,413,653	144,653
EXPENDITURES:			
Current:			
General government			
Finance			-
Non-departmental		-	-
Total general government	-	-	-
Debt Service:			
Principal	2,230,600	105,600	2,125,000
Interest	1,329,398	665,821	663,577
Contingency	556,089	-	556,089
Bond issuance costs	5,000	-	5,000
Total debt service	4,121,087	771,421	3,349,666
Total expenditures	4,121,087	771,421	3,349,666
Excess (Deficiency) of revenues over expenditures	(852,087)	2,642,233	3,494,320
OTHER FINANCING SOURCES (USES):			
Transfers in			-
Transfers out			-
Total other financing sources and uses	-	-	-
	(852,087)	2,642,233	3,494,320
Fund balances - beginning		845,511	
Fund balances - ending		\$ 3,487,743	



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DEVELOPMENT AUTHORITY



Revenue & Expenditure Report GAAP Financial Statements



ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report

As of January 31, 2016

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Revenues					
99575100-361000	Investment Earnings	\$ -	\$ 162	\$ -	\$ (162)
99575100-371000-C1601	High Impact Permitting Grant Program (IGA with COA)	75,000	75,000	-	-
99575100-334310-C1528	FISERV REBA Grant	1,250,000	1,125,000	-	125,000
	<i>subtotal</i>	\$ 1,325,000	\$ 1,200,162	\$ -	\$ 124,838
(1) 99575100-395000	Carryforward Fund Balance	\$ 398,030	\$ -	\$ -	\$ 398,030
	<i>subtotal</i>	\$ 398,030	\$ -	\$ -	\$ 398,030
	Total	\$ 1,723,030	\$ 1,200,162	\$ -	\$ 522,868
Expenditures					
99575100-523300	Advertising (Newsweek Ad; 50/50 split with COA)	\$ 16,000	\$ 16,000	\$ -	\$ -
99575100-571000-C1403	Local Job Creation Grant Program	60,000	-	-	60,000
99575100-544100-C1532	ATC Operational Funds	232,500	52,500	-	180,000
99575100-544100-C1601	High Impact Permitting Grant Program (IGA with COA)	75,000	-	-	75,000
99575100-544100-C1528	FISERV REBA Grant	1,250,000	1,125,000	-	125,000
	<i>subtotal</i>	\$ 1,633,500	\$ 1,193,500	\$ -	\$ 440,000
99575100-522250-C1535	Innovation Center Operations (Facility R&M)	\$ 1,500	\$ 1,496	\$ -	\$ 4
99575100-523860-C1535	Innovation Center Operations (Maintenance Contracts)	12,103	5,872	517	5,714
99575100-531100-C1535	Innovation Center Operations (Maintenance Supplies)	680	615	-	65
99575100-531200-C1535	Innovation Center Operations (Miscellaneous Utilities)	1,047	523	-	524
99575100-531210-C1535	Innovation Center Operations (Water/Sewer)	365	73	-	292
99575100-531220-C1535	Innovation Center Operations (Natural Gas)	1,849	1,598	-	251
99575100-531230-C1535	Innovation Center Operations (Electricity)	15,416	3,870	-	11,546
	<i>subtotal</i>	\$ 32,960	\$ 14,046	\$ 517	\$ 18,397
99575100-579000	Reserve	\$ 56,570	\$ -	\$ -	\$ 56,570
	<i>subtotal</i>	\$ 56,570	\$ -	\$ -	\$ 56,570
	Total	\$ 1,723,030	\$ 1,207,546	\$ 517	\$ 514,967

(1) Carryforward Fund Balance represents cash available at the end of the prior fiscal year that is programmed into the current fiscal year budget. As this account represents cash already received, there will not be actual collections.



ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report

As of January 31, 2016

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Fund Balance Reconciliation					
	Fund Balance (beginning of Fiscal Year)		\$ 398,031		
	Revenues collected to date		1,200,162		
	Expenditures incurred to date		(1,207,546)		
	Fund Balance (current)		\$ 390,647		
	Forecasted revenue collections		125,000		
	Fund Balance (forecasted)		\$ 515,647		
	Allocation of Forecasted Fund Balance:				
	Spendable (available for investment by the Board)		\$ 56,733		
	Non-Spendable (unspent/remaining project allocations)		458,914		
			\$ 515,647		



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GAAP



Financial Statements

City of Alpharetta
Balance Sheet
COMPONENT UNIT-DEVELOPMENT AUTHORITY
January 31,2016

ASSETS

Current Assets:

Cash and Cash Equivalents	\$	446,689
Investments		

Restricted Cash for Bond Issuance Costs		-
Total Assets		446,689

LIABILITIES

Current Liabilities:

Accounts Payable		56,042
Due to Other Funds		-
Total Current Liabilities		56,042

Current Liabilities Payable from Restricted Assets:

Total Current Liabilities Payable from Restricted Assets		-
--	--	---

Noncurrent Liabilities:

Total Noncurrent Liabilities		-
Total Liabilities		56,042

Fund Balance

Restricted		333,914
Unassigned		56,733
Total Fund Balance		390,647

Total Liabilities & Fund Balance	\$	446,689
----------------------------------	----	---------

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balance
COMPONENT UNIT-DEVELOPMENT AUTHORITY
For the Period Ended January 31,2016

	<u>Actual Amounts</u>
Revenues	
Rent/Royalties	\$ -
State Grant	1,125,000.00
Fees	-
Contributions & Donations	75,000
Miscellaneous Income-Interest	<u>162</u>
Total Revenues	<u><u>1,200,162</u></u>
Expenditures	
Economic Development	1,170,000
Utilities - Miscellaneous	37,546
Debt Service:	
Principal	-
Interest	<u>-</u>
Total Expenditures	<u><u>1,207,546</u></u>
Excess (deficiency) of revenues over (under) expenditures	(7,384)
Other Financing Sources (Uses)	
Sale of capital assets	<u>-</u>
Net Change in Fund Balances	(7,384)
Fund Balance, Beginning of Year	<u>398,031</u>
Fund Balance, End of Year	<u><u>\$ 390,647</u></u>





STAFF REPORT

Submitting Department: Community Development

Submitted By:

Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: CONVENTION CENTER

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

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>

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:



STAFF REPORT

Submitting Department: Administration
Submitted By: Bob Regus, City Administrator
Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: NAMING OF CONFERENCE CENTER MEETING ROOMS

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

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>

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:

Memo: Conference Room Names



2 PARK PLAZA
ALPHARETTA, GA 30009
PHONE: 678.297.6000
WWW.ALPHARETTA.GA.US

March 3, 2016

To: Mayor and Council
From: Bob Regus
Subject: Recommended Conference Center Meeting Room Names

Earlier this year the City was tasked with naming the meeting rooms in the Conference Center.

In the kick off meeting back in January, Ben Friedman and Molly Salatich with the firm IMBIBE presented to the City the step by step process that has led to this evening. That process included considering what makes a great name, spectrum of name types, coming up with the right names, the Avalon and The Hotel at Avalon Brands, and conference room naming examples.

Our next meeting focused on theme options. Suggested themes included names of local schools, names of local roads, names of local historic figures, names of Alpharetta mayors, names of Alpharetta outputs, paying homage to cotton roots, paying homage to equine roots, names of Alpharetta celebrities, names of local companies, names of technology pioneers, southern living names, and enduring Georgia names. After some discussion the group liked the theme of local historic families.

With that in mind, I went through the book Connie Mashburn put together a few years ago for our Sesquicentennial Celebration titled "Alpharetta, Milton County, the Early Years". From the book I sent to Connie a list of twenty three family names and asked Connie to prioritize the list giving preference to Alpharetta families. I also asked Connie to add names to the list if I had missed any he felt needed to be included.

So after working with Connie, these are the nine names recommended to you:

Skelton, Teasley, Hagood, Goswick, Wills, Brady, Rainwater, Trammell, and DeVore.

I would like to thank Connie for his help in naming the rooms. Our only regret is we were limited to just nine names.

Any questions please let me know.

MAYOR
DAVID BELLE ISLE

COUNCIL MEMBERS
JASON BINDER
JIM GILVIN
MIKE KENNEDY
DAN MERKEL
DONALD F. MITCHELL
CHRIS OWENS

CITY
ADMINISTRATOR
ROBERT J. REGUS



STAFF REPORT

Submitting Department: Community Development

Submitted By:

Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: CITY CENTER

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

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>

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:



STAFF REPORT

Submitting Department: Administration
Submitted By: Bob Regus, City Administrator
Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: PUBLIC DEVELOPMENT

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

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>

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:



STAFF REPORT

Submitting Department: Administration
Submitted By: Bob Regus, City Administrator
Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: PRIVATE DEVELOPMENT

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

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>

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:



COUNCIL AGENDA REPORT

FROM: Kathi Cook, Community Development Director

SUBJECT: V-16-06 Home 2 Suites

CITY COUNCIL: February 22, 2016

RECOMMENDATION:

Approve V-16-06 Home 2 Suites Variance subject to the following conditions:

- 1. All portions of the retaining wall seen from the public right-of-way shall be faced with a masonry material with a stone appearance and shall be compatible with the materials used for the primary structure. Material to be approved by Staff.**
- 2. Guardrail shall be decorative black metal with final approval by Staff.**
- 3. A 10' ornamental heavy landscape strip with street trees and decorative pedestrian lighting shall be provided along Morris Road. Lighting to be maintained by the development.**
- 4. Applicant shall install sidewalk along Morris Road and extend the connection to Webb Bridge Road. Impact fee credits shall be permitted for offsite sidewalk construction. Additional street trees and/or landscaping shall be required where wall is visible along Webb Bridge Road.**
- 5. Building shall be brick with traditional architecture similar to the attached Example A with final approval by Staff.**
- 6. Retaining wall shall be tiered, with a minimum 5' prepared planting bed space to reduce the impact of the large wall adjacent to the public right-of-way. Landscaping to be approved by Staff.**

REPORT-IN-BRIEF

The subject site is located just east of Hwy. 400 at the corner of Webb Bridge and Morris Parkway. The applicant, Home 2 Suites, is requesting a variance to section 3.2.5 of the Unified Development Code in order to allow a retaining wall structure to encroach into the front, side and rear setbacks and a variance to reduce the required parking from 112 spaces to 100.

DISCUSSION

The site is located south on Morris Road south of Webb Bridge Road. The property's existing topography is extremely steep and has significant grade changes throughout. The site will require a significant amount of earth cutting and filling and retaining walls. The applicant is proposing to build a 107 room Home2Suites extended stay hotel which is a permitted use within the Preston Ridge Master Plan.

The property is zoned Office-Institutional (O-I) and is the subject of the Preston Ridge Master Plan approved in 1989. The specific parcel is located on "Pod F" of the Master Plan. The property is 6 acres in size.

The Unified Development Code requires that no structures are permitted within the setbacks of the site. The setbacks are 50' on Morris Road and the applicant's retaining wall will encroach into the front, rear and side setbacks. Of particular concern is the front height and location of the wall which is 18' at the entrance and 23' at the corner towards Webb Bridge. Other sections of the wall are close to 28' in height along the northern side of the development. The applicant has proposed to tier the wall in order to break the wall with additional landscaping and provide better stability.

VARIANCE REQUIREMENTS

The City of Alpharetta Unified Development Code Article IV, Section 4.5.3 outlines the criteria set forth for granting a hardship variance. The ordinance specifically states..."a variance may be granted in whole or in part, or with conditions, in such individual case of unnecessary hardship 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

The site varies by nearly 70' and it too steep to not have retaining walls. The proposed walls are nearly 28' high along Webb Bridge Road. The applicant is requesting the variance to build the retaining walls in the setback in order to create a building pad. The reduction in parking is requested in order to save the large white oak located at the northeast corner of the site. 112 spaces are required and 100 have been provided.

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

If denied, the applicant would be required to build the retaining walls 50' back from Morris Road which would not accommodate their parking area.

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

Not applicable.

4. Relief, if granted, would not cause substantial detriment to the public good or impair the purpose and intent of the City of Alpharetta ordinances,

A wall exists along Morris Road south of the site therefore approval should not be a detriment. The existing wall is not tiered and the wall material is not aesthetically pleasing, these requirements should be addressed with zoning conditions.

CONCURRENCES

After analysis, Staff finds that the variance can be justified; however additional protections should be conditioned in order to require additional landscaping, aesthetically pleasing wall material and pedestrian lighting. Also due to the visibility of the building and height of the building from the Webb Bridge and Morris Road intersection, the architecture should be traditional instead of the elevation submitted with contains a lighted “beacon” on the tower portion. Example A below provides an example of acceptable traditional hotel architecture.



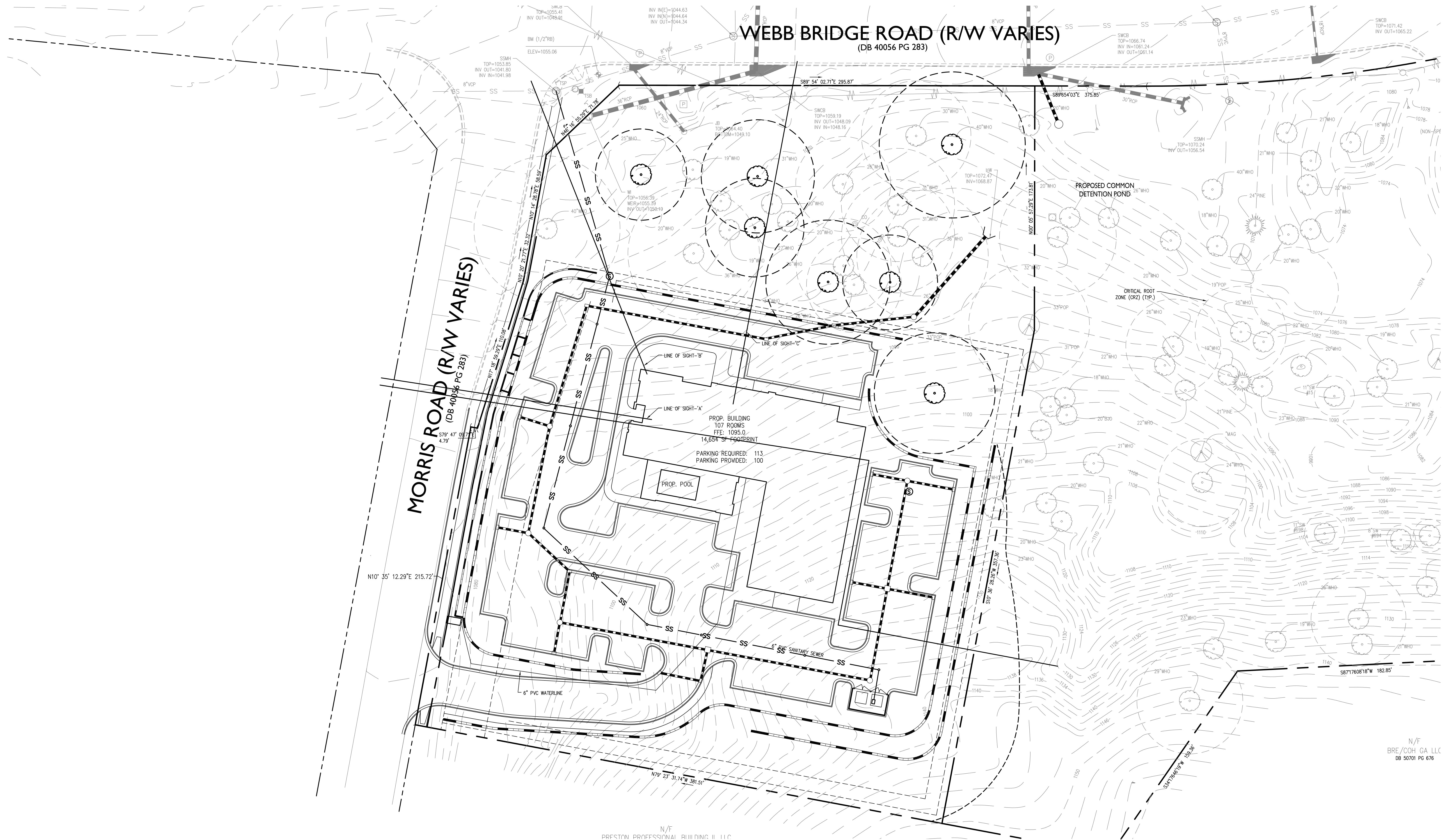
Example A: Other suites hotel with traditional architecture and materials (mostly brick with window depth and accents)



Example B: Applicant's hotel in Pittsburgh



Example B: Applicant's hotel in Pittsburgh



AEC

CIVIL ENGINEERING • PLANNING • LANDSCAPE ARCHITECTURE

50 Warm Springs Circle
Roswell, Georgia 30075
(770) 641-1942 • www.aecad.com

NORTH

3003060

PRELIMINARY UTILITY PLAN

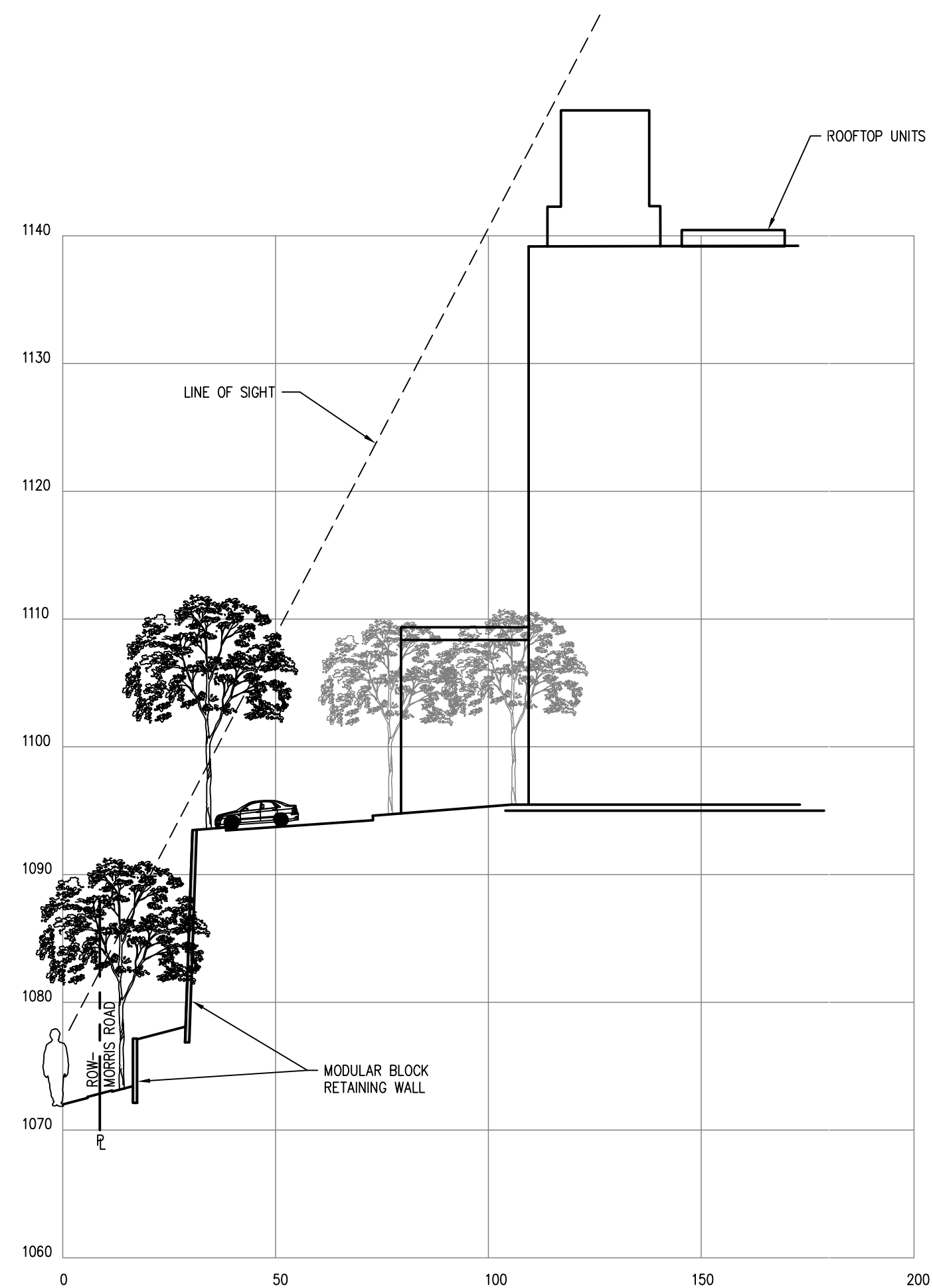
HOME 2 SUITES

Alpharetta, GA

PROJECT INFORMATION
PROJECT NO.: 15-3824.10
DATE: 10-29-15 (rev 2-29-2016)
SCALE: 1" = 30'
FILE NAME: 15-3824p04.dwg
DESIGN/DRAWN: slr/sch

SITE DATA:

HOME 2 SUITES
LL 1262, 2ND DISTRICT, 2ND SECTION
CITY OF ALPHARETTA, FULTON COUNTY
ZONING: CUP
ACREAGE: 4.19
PROP. ROOMS: 107
PROP. PARKING: 100 INCLUDING 5 H/C
PROP. HEIGHT: 44' (4 STORIES)
PROP. SF: 14,654 SF FOOTPRINT

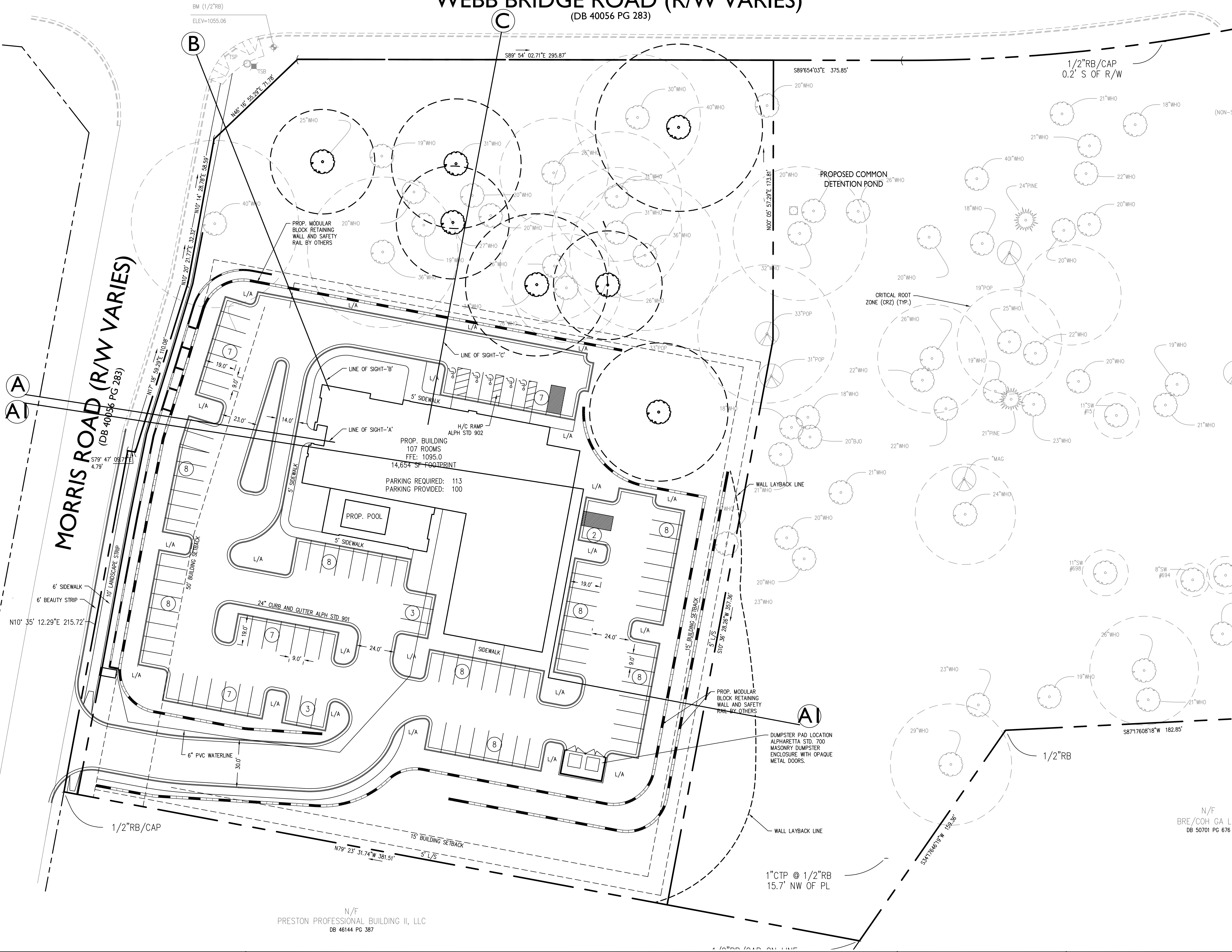


LINE OF SIGHT TO ROOF TOP UNITS - 'A'

SCALE: 1"=10' H
1"=30' V

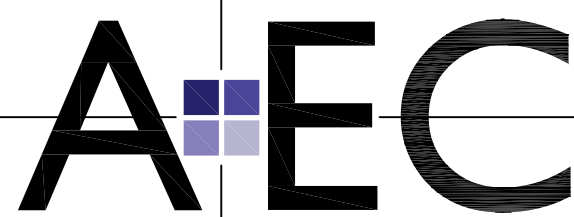
WEBB BRIDGE ROAD (R/W VARIES)

(DB 40056 PG 283)

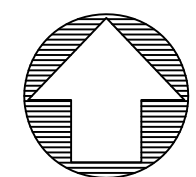


N/F
PRESTON PROFESSIONAL BUILDING II, LLC
DB 46144 PG 387

N/F
BRE/COH GA LLC
DB 50701 PG 676



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50 Warm Springs Circle
Roswell, Georgia • 30075
(770) 641-1942 • www.aecad.com



NORTH



PRELIMINARY SITE PLAN

HOME 2 SUITES

Alpharetta, GA

PROJECT INFORMATION

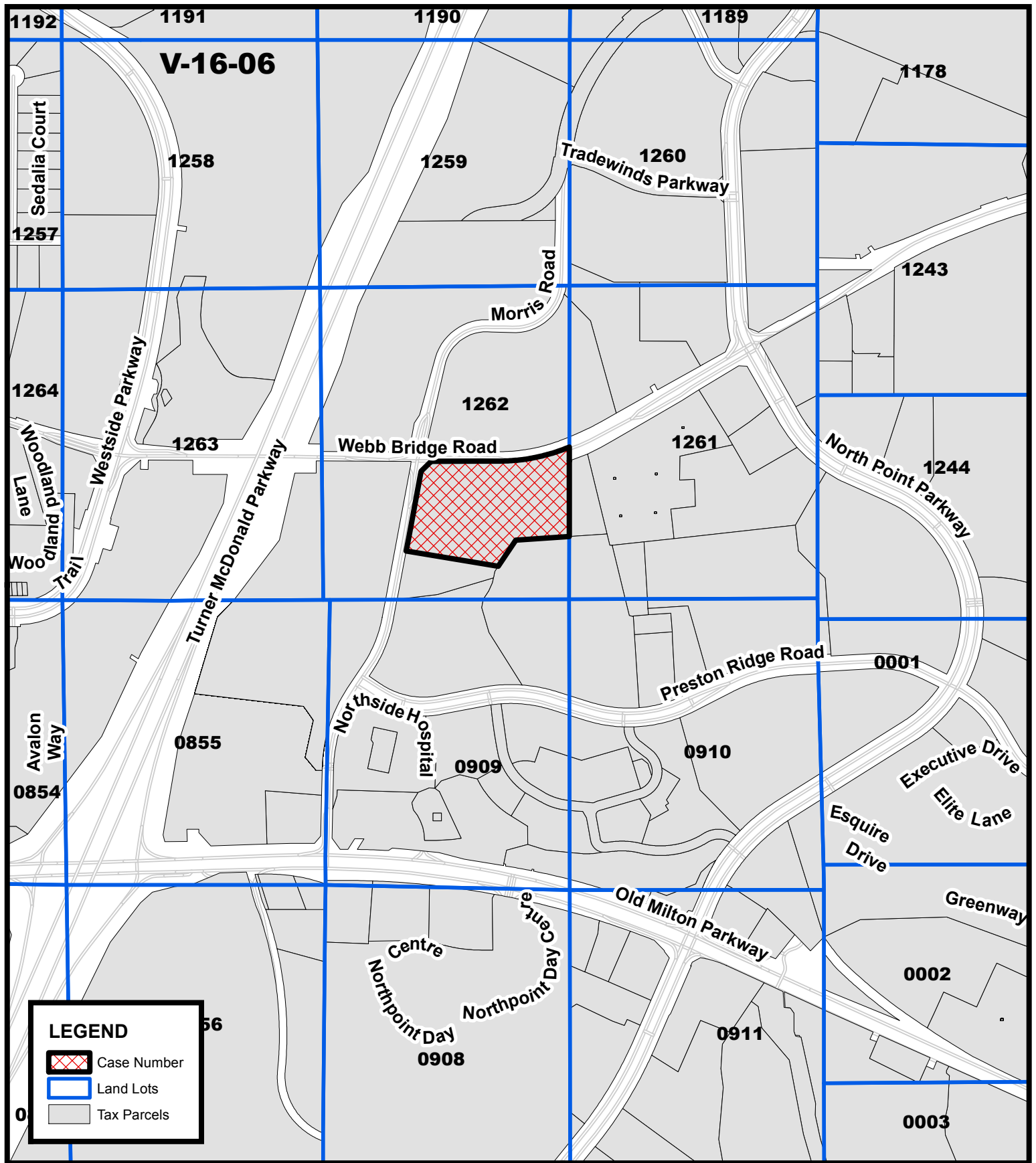
PROJECT NO.: 15-3824.10

DATE: 12-16-15 (rev 2-29-2016)

SCALE: 1" = 30'

FILE NAME: 15-3824p04.dwg

DESIGN/DRAWN: slr/sch



Location Map **Home 2 Suites** **Morris Road**







CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: _____

☐ 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."
5. Applications will be accepted only 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: Rinkesh Patel

Telephone: 706-660-5616

Address: 233 12th Street

Suite: 301

City Columbus

State: GA

Zip: 31901

Fax: 480-772-4760

Mobile Tel: _____

Email: rinkesh@ramhotels.com

Subject Property Information:

Address: Morris Road - Parcel F

Current Zoning: CUP

District: 2

Section: 2

Land Lot: 1262

Parcel ID: 22-546012610826 & 22-546012620833

Proposed Zoning: CUP

Current Use: Vacant

This Application For (Check All That Apply):

☐ Conditional Use

☐ Master Plan Amendment

☐ Rezoning

☐ Master Plan Review

☒ Variance

☐ Public Hearing

☐ Comprehensive Plan Amendment

☐ Other (Specify): _____

APPLICANT REQUEST AND INTENT

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

The proposed use is a Hotel.

Applicant's Request (Please itemize the proposal):

We are requesting a variance for Topographical Hardship to build proposed retaining walls within the building setback.

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

See letter of intent attached

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Chris Scott at Greenstone Properties

Telephone: (678) 589-7606

Address: 3301 Windy Ridge Parkway

Suite: Suite 320

City Atlanta

State: GA

Zip: 30339

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 _____ |

Identify Authorized Applicant:

Name of Authorized Applicant: Rinkesh Patel at RAM Hotels

Telephone: 706-660-5616

Address: 233 12th Street

Suite: 301

City Columbus

State: GA

Zip: 31901

So Sworn and Attested:

Owner Signature: _____

Date: _____

Notary:

Notary Signature: _____

Date: _____



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: Rinkesh Patel

Subject Public Hearing Case: Home 2 Suites

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:

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:

Rinkesh Patel

Date:

11 FEB 2016

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.

In its current state, the property is not topographically developable without the use of retaining walls and grading. The grade changes within the proposed property lines can vertically exceed seventy feet. Because of its hilly nature, this only allows a portion of the site to be used for development, as using the entire property and spreading out the development would not make sense from a cost, environmental, horticultural or engineering standpoint.

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

It would create a insurmountable hardship to reduce or eliminate the proposed retaining walls on the site that fall within the setback areas. They are necessary to allow for proper orientation and placement of the proposed building, parking lot and required landscaping. Without them, the site ceases to function effectively.

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

The condition that is most peculiar to the property is the existing topography. According to the provided survey, the grade changes within the proposed property lines can vertically exceed seventy feet. The property is too steep by itself to allow for all the needed requirements of a business. We have used the existing topography to develop a balanced grading plan to meet the needs of the project and property without creating too many excessively high retaining walls or leaving too much slope on the proposed site.

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.

This proposal would not cause substantial detriment to the public good or impair the purpose and intent of the Zoning Code. In fact, it will maintain a high quality of development standard for the area, attract developers with compatible businesses and raise property values significantly for the immediate area that is now relatively undeveloped. It would also provide affordable lodging, business/networking opportunities, tax revenue for the City of Alpharetta and a new source for which the surrounding businesses can cater.

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: Home 2 Suites

Contact Name: Rinkesh Patel Telephone: 706-660-5616

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.

(Property Owners within 500')

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 (Please Specify) _____ |

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.

Citizens may respond or contact the applicant by telephone, email or meeting.

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: Home 2 Suites

Contact Name: Rinkesh Patel Telephone: 706-660-5616

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.

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: _____

Print Form

January 28, 2016

The Mayor and City Council
City of Alpharetta
Alpharetta City Hall
2 Park Plaza
Alpharetta, Georgia 30009

RE: **Home 2 Suites Variance Application**
Letter of Intent

Dear Mayor and Councilpersons:

The applicant, RAM Hotels, is seeking a variance to the building setback ordinance in order to allow the proposed site to utilize retaining walls within the building setbacks.

The existing topography is extremely steep and has significant grade changes throughout the site. In order to make the property usable, the site will require a significant amount of earth cutting, filling and retaining walls in the development of the property. The applicant has explored multiple site layout and grading strategies for the project, with the current site plan proposed being the best fit for the site.

The applicant is seeking a variance to the building setback requirements specified in the Preston Ridge Zoning Conditions, dated September 1, 1989. The Summary of Zoning Attributes, Schedule 3 on page 5 of 16 states that the Morris Road setback is 50 feet with other yards being 25 feet. The applicant requests hardship relief from this requirement to allow the construction of the retaining walls within the building setbacks of the parcel.

RAM Hotels respectfully submits that the failure to grant it a variance would be unconstitutional, illegal, null and void, constituting a taking of Applicant's Property in violation of the Just Compensation Clause of the Fifth Amendment to the Constitution of the United States; Article I, Section I, Paragraph I, and 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 denying the Applicant an economically viable use of its land while not substantially advancing legitimate state interests.

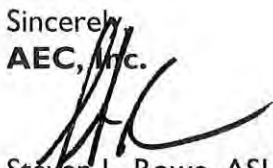
A denial of this Application would constitute an arbitrary and capricious act by the Alpharetta City Council without any rational basis therefore constituting an abuse of discretion in violation of Article I, Section I, Paragraph I and Section III, Paragraph I of the Constitution of the State of Georgia of 1983, and the Due Process Clause of the Fourteenth Amendment to the Constitution of the United States. A refusal by the

Alpharetta City Council to approve the variance application for the Property in accordance with the criteria as requested by the Applicant would be unconstitutional and discriminate in an arbitrary, capricious and unreasonable manner between the Applicant and owners of the similarly situated property 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. The application of the City of Alpharetta Unified Development Code, facially and as applied to the Property, which restricts the Property to any zoning classification, uses, or to any zoning classification other than the classification as proposed by the Applicant is unconstitutional, illegal, null and void, constituting a taking of Applicant's Property in violation of the Just Compensation Clause of the Fifth Amendment to the Constitution of the United States; Article I, Section I, Paragraph I, and 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 denying the Applicant an economically viable use of its land while not substantially advancing legitimate state interests.

For all the foregoing reasons, it is submitted on behalf of the Applicant that the variance application of RAM Hotels meets the requirements of the Alpharetta Unified Development Code. This notice is being given to comply with the provisions of O.C.G.A. § 36-33-5 to afford the City an opportunity to grant the requested variance. If action is not taken by the City Council to grant the variance within a reasonable time, a claim will be filed in the Superior Court of Fulton County demanding just and adequate compensation under Georgia law for the taking of the Property, diminution of value of the Property, attorney's fees and other damages in an amount no less than Ten Million Dollars (\$10,000,000) arising out of the unlawful deprivation of the Applicant's property rights.

Accordingly, your Applicant respectfully requests that the variance be granted as requested by the Applicant. I thank you for your time and consideration of this matter.

Sincerely,
AEC, Inc.



Steven L. Rowe, ASLA
Vice President

SLR/CJF/slr

M:\2015 JOBS\15-3824 Home 2 Suites\Docs\Variance\H2S-Variance Lett of Intent.docx

HOME 2 SUITES

Legal Description

All that tract or parcel of land lying and being in Land Lot 1262 of the 2nd District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commencing at the intersection of the Eastern right-of-way of Morris Road and the Southerly right-of-way of Webb Bridge Road; said point being the **Point of Beginning**. Thence, continuing along said right-of-way line $S46^{\circ} 16' 55.29''W$ for a distance of 71.78 feet, thence, continuing along said right-of-way line $S10^{\circ} 16' 34.29''W$ for a distance of 64.63 feet; said point being **True Point of Beginning**;

Thence leaving said right-of-way line $S79^{\circ} 23' 9.84''E$ for a distance of 354.09' feet to a point;

Thence, $S 10^{\circ} 36' 28.26'' W$ for a distance of 351.32 feet to a point,

Thence, $N 79^{\circ} 23' 31.74'' W$ for a distance of 371.51 feet to a point,

Thence, $N 10^{\circ} 35' 12.29'' E$ for a distance of 215.72 feet to a point; said point being on the right-of-way of Morris Road,

Thence, continuing along said right-of-way, $S 79^{\circ} 47' 9.71'' W$ for a distance of 4.79 feet to a point,

Thence, $N 17^{\circ} 18' 59.29'' W$ for a distance of 110.08 feet to a point,

Thence, $N 10^{\circ} 16' 34.29'' W$ for a distance of 26.28 feet to a point, said point being the **True Point of Beginning**.

Said property contains 2.96 acres (128,857.22 square feet) more or less. The above legal description was completed by **AEC, Inc.** and is based upon the survey by Inland Survey dated 9/10/14.



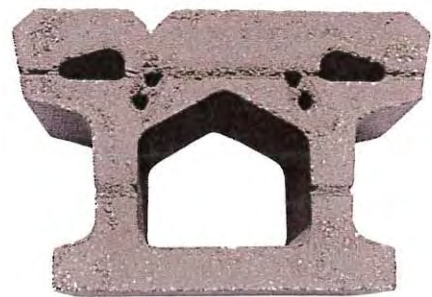
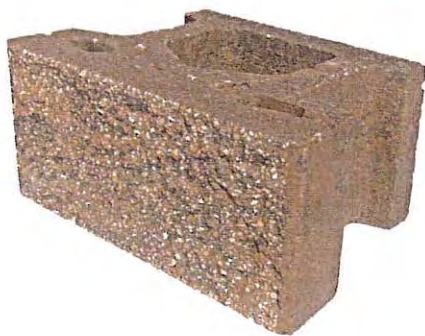
KEYSTONE COMPAC III

An industry favorite, Keystone Compac III combines unrivaled aesthetic options with cost saving versatility and proven wall performance. Trusted by architects, engineers, and contractors worldwide, the Keystone Compac III utilizes the proven Keystone pin connection system.

Due to the improved design, Keystone Compac III delivers all of the structural security people have come to expect from the Compac unit in addition to a number of installation and financial benefits. Compac is also available in the Regency random score variation to provide additional aesthetic appeal.



COMPAC PRAIRIE



OPEN CORE DESIGN

KEYSTONE COMPAC III



COFFEE



MOCHA



NATURAL



PRAIRIE



SANDSTONE



TAN

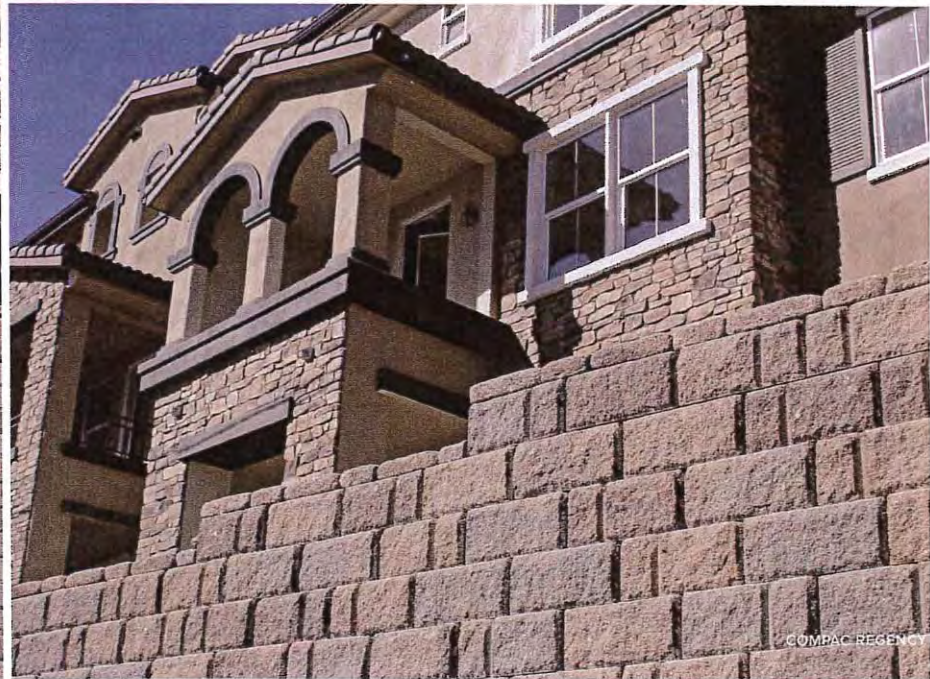
MIX TO COMPLEMENT BUILDING COLORS



COMPAC REGENCY



COMPAC PRAIRIE



COMPAC REGENCY



COMPAC REGENCY

WIDTH: 18"
DEPTH: 12"
HEIGHT: 8"



STRAIGHT FACE

WIDTH: 18"
DEPTH: 12"
HEIGHT: 8"



COMPAC CAP

WIDTH: 18"
DEPTH: 12"
THICK: 4"



ALIGNMENT PINS



STONEGATE
MUNICH
PALAZZO
COMPAC

COMPAC

An industry favorite, Keystone Compac III combines unrivaled aesthetic options with cost saving versatility and proven wall performance. Trusted by architects, engineers, and contractors worldwide, the Keystone Compac III utilizes the proven Keystone pin connection system.

Due to the improved design, Keystone Compac III delivers all of the structural security people have come to expect from the Compac unit in addition to a number of installation and financial benefits. Compac is also available in the Regency random score variation to provide additional aesthetic appeal.



COMPAC

PRODUCT CODE: RW03156

WIDTH: 18"

HEIGHT: 8"

DEPTH: 12"

UNITS PER CUBE: 40

CUBE WEIGHT: 3000 LBS

FINISH: STANDARD

SURFACE TEXTURE: HARD SPLIT



COMPAC REGENCY

PRODUCT CODE: RW03180

WIDTH: 18"

HEIGHT: 8"

DEPTH: 12"

UNITS PER CUBE: 40

CUBE WEIGHT: 3000 LBS

FINISH: STANDARD

SURFACE TEXTURE: HARD SPLIT



COMPAC REGENCY SCORED

PRODUCT CODE: RW03176

WIDTH: 18"

HEIGHT: 8"

DEPTH: 12"

UNITS PER CUBE: 40

CUBE WEIGHT: 3000 LBS

FINISH: STANDARD

SURFACE TEXTURE: HARD SPLIT RANDOM SCORE



COMPAC CAP

PRODUCT CODE: RW03187

WIDTH: 18"

HEIGHT: 4"

DEPTH: 12"

UNITS PER CUBE: 48

CUBE WEIGHT: 3150 LBS

FINISH: STANDARD

SURFACE TEXTURE: HARD SPLIT

COMPAC PHOTOS



Products

PAVING SLABS

PAVERS

RETAINING WALLS

ACCENTS

ACCESSORIES

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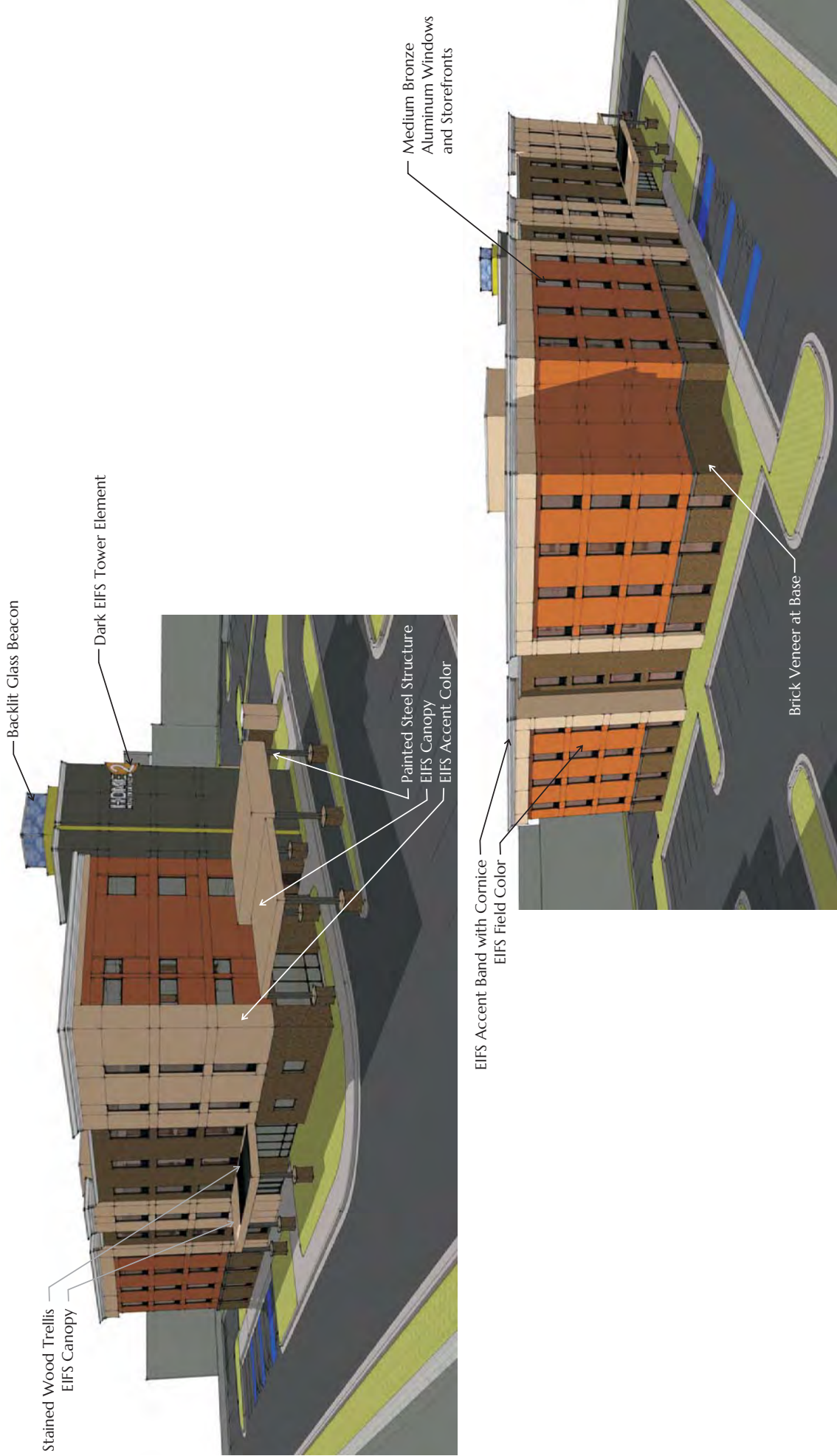
HEADQUARTERS

2885 St. Clair Street
Jacksonville, FL 32254
(904) 359-5900
(866) 358-5900

Catalog

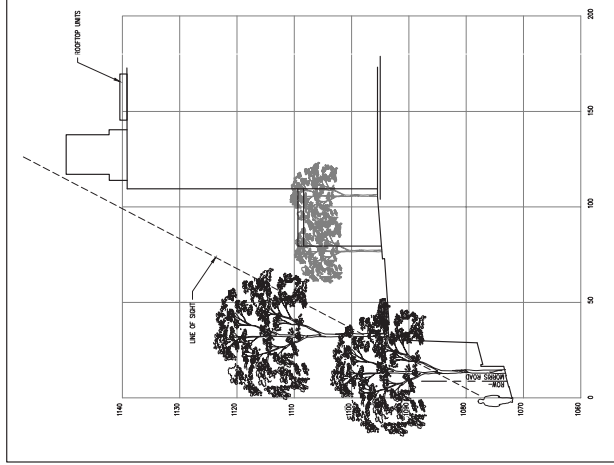






SITE DATA:

HOME 2 SUITES
LL 1262, 2ND DISTRICT, 2ND SECTION
CITY OF ALPHARETTA, FULTON COUNTY
ACREAGE: 2.08
PROP. ROOMS: 107
PROP. GARAGES: 107
PROP. HEIGHT: 44' (4 STORIES)
PROP. SF: 14,654 SF FOOTPRINT



WEBB BRIDGE ROAD (R/W VARIES)

(DB 40056 PG 283)

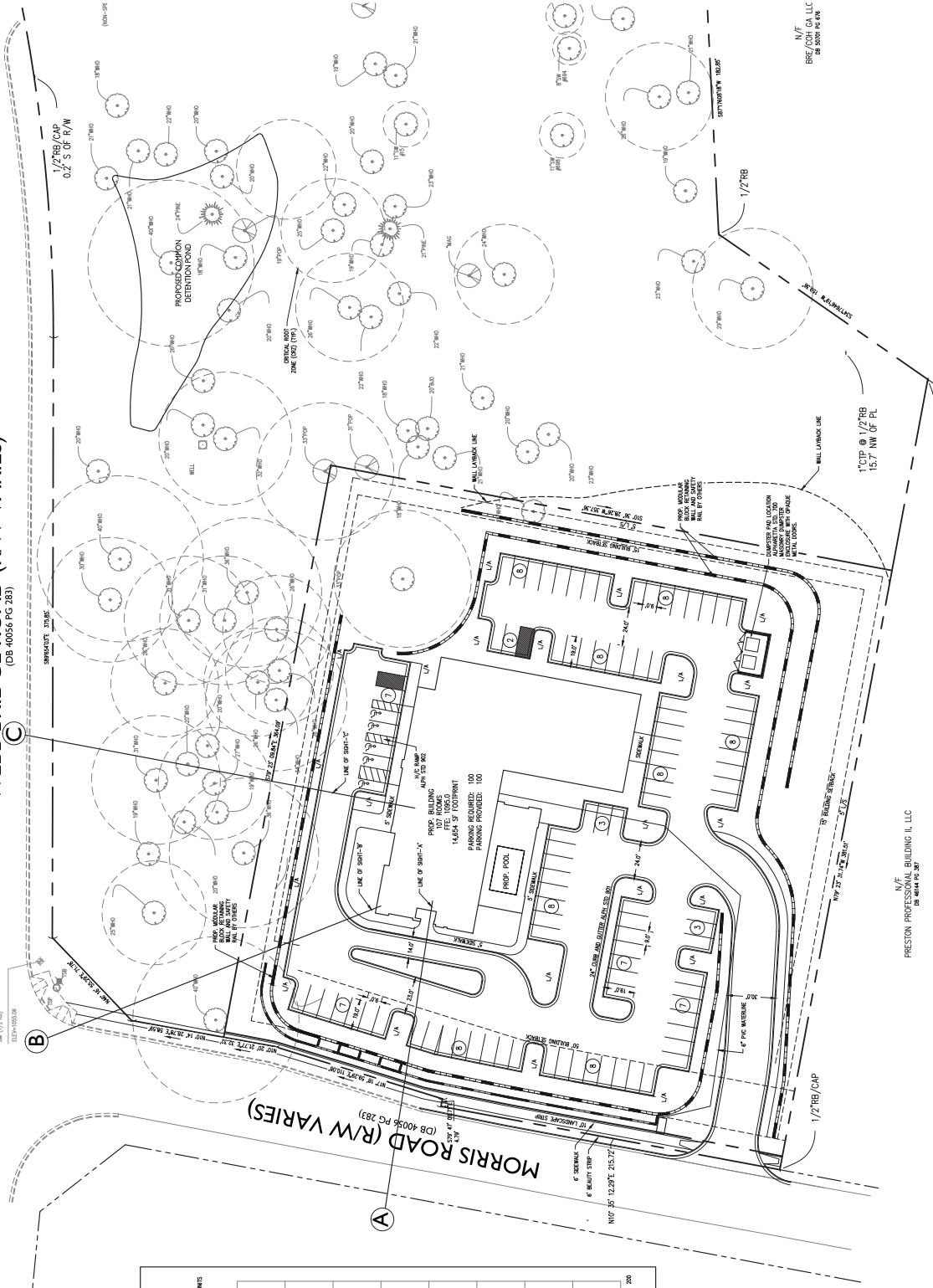
C

B

A

MORRIS ROAD (R/W VARIES)

(DB 40056 PG 283)



PRESTON PROFESSIONAL BUILDING II, LLC
DB 40056 PG 301



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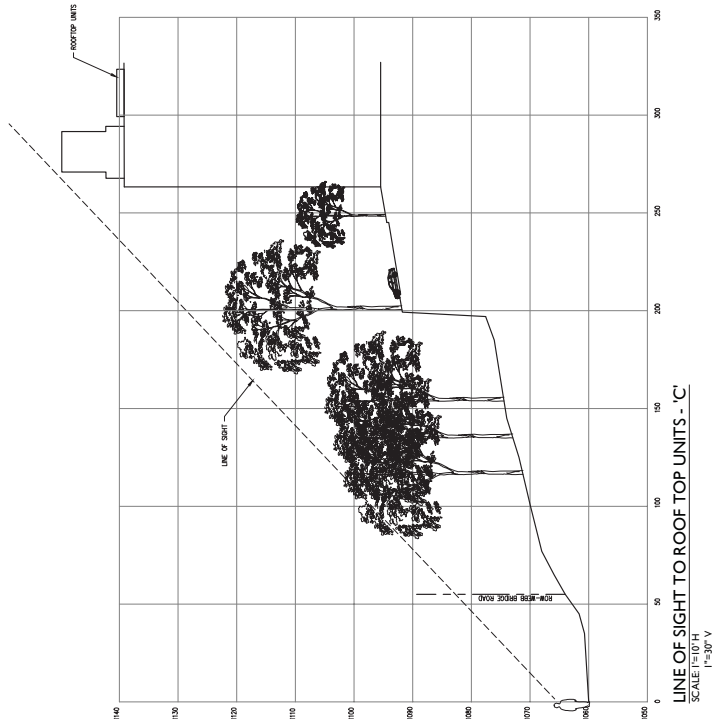
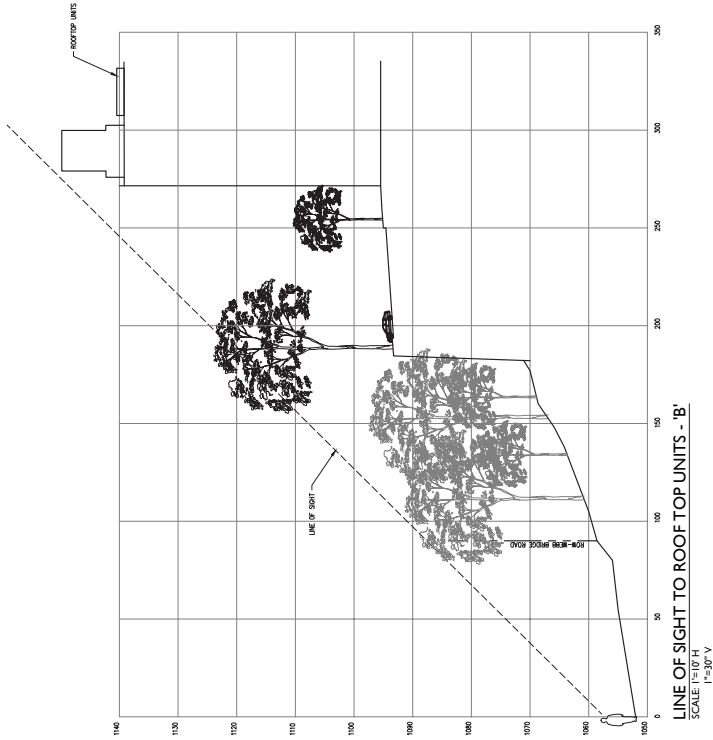
PRELIMINARY SITE PLAN

HOME 2 SUITES

Alpharetta, GA

PROJECT INFORMATION

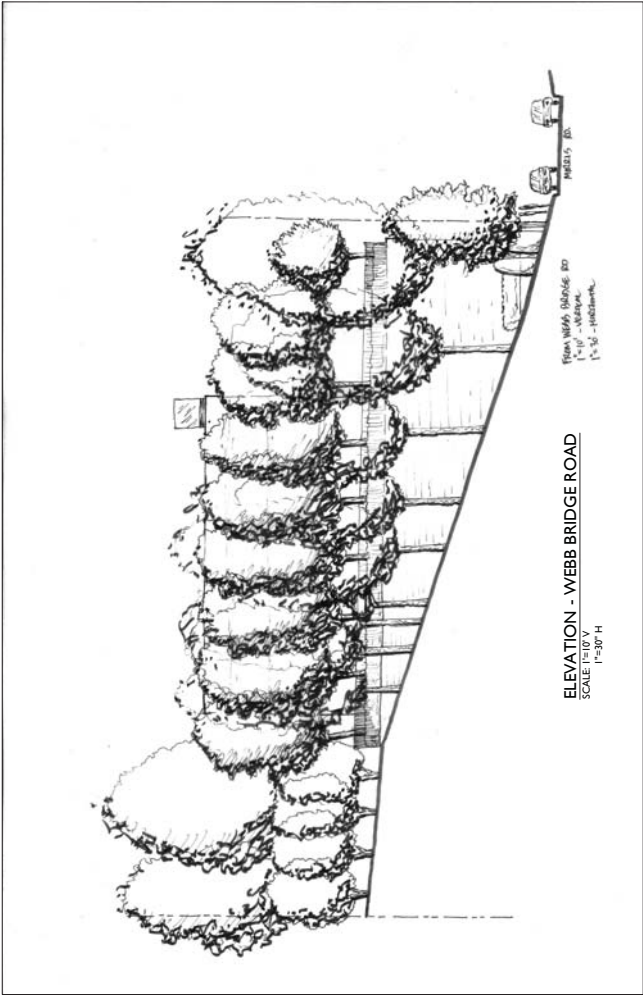
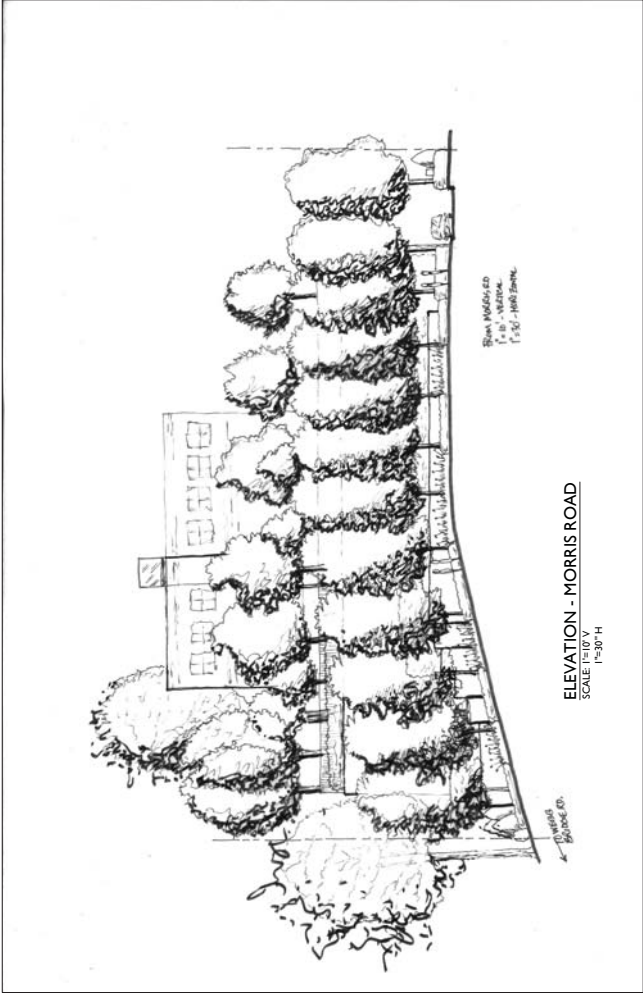
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DATE: 12/16/15
SCALE: 1" = 30'
FEE NAME: 15-3824-04-Avg
DESIGN/DRAWN: BIR/CH

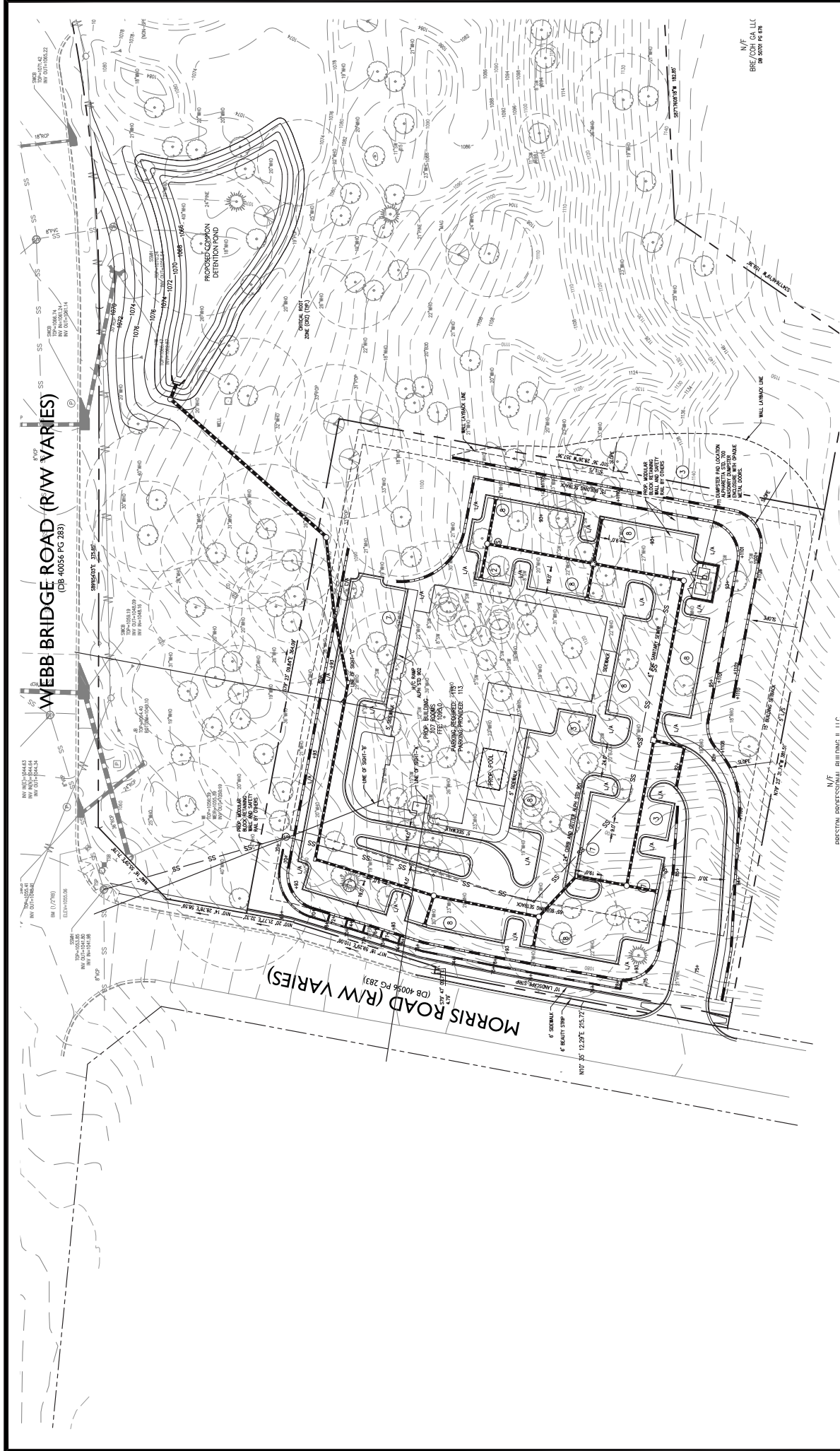


LINE OF SITE DIAGRAMS

HOME 2 SUITES
Alpharetta, GA

PROJECT INFORMATION	
PROJECT NO:	15-3824.10
DATE:	12/16/15
SCALE:	1" = 30'
FILE NAME:	
DESIGNED BY:	str/dab/eg





PROJECT INFORMATION	
PROJECT NO:	15-3824.10
DATE:	10-29-15
SCALE:	1" = 30'
FILE NAME:	15-3824.10.dwg
DESIGNED BY:	sfk/gh

HOME 2 SUITES

Alpharetta, GA

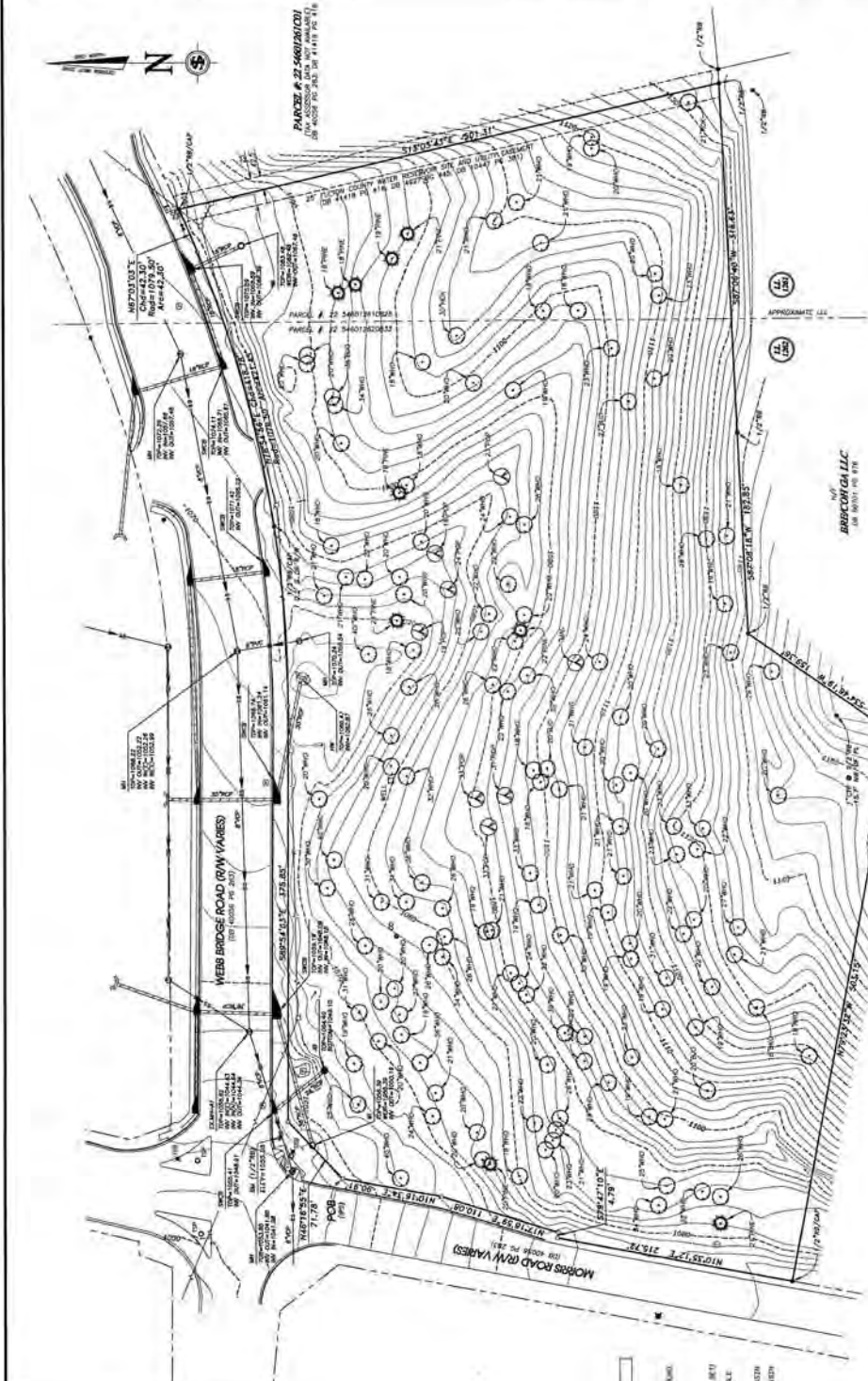
PRELIMINARY GRADING PLAN



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 Atlanta, Georgia 30309
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AREA
10.716 ACRES



NOTES

- 1) THE PURPOSE OF THIS PLAN IS TO DEPICT ALL OF PARCELS # 22 546012610826 & 22 546012620833.
- 2) THIS SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE STANDARDS AND PRACTICES OF THE PROFESSION OF SURVEYING AS SET FORTH IN THE OFFICIAL CODE OF ETHICS AND THE PROFESSIONAL CONDUCT ACT, CHAPTER 103, ARTICLE 1, OF THE CONSTITUTION OF THE STATE OF ALABAMA.
- 3) ALL MEASUREMENTS WERE MADE BY THE SURVEYOR IN THE FIELD AND WERE FOUND TO BE CORRECT.
- 4) THE SURVEYOR HAS REVIEWED THE RECORDS OF THE ALABAMA DEPARTMENT OF REVENUE AND HAS FOUND THAT THE TAX MAPS FOR THE YEAR 2000 ARE CORRECT.
- 5) THE SURVEYOR HAS REVIEWED THE RECORDS OF THE ALABAMA DEPARTMENT OF REVENUE AND HAS FOUND THAT THE TAX MAPS FOR THE YEAR 2000 ARE CORRECT.
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PRISTON PROFESSIONAL BUILDING & LLC
DB #144 PO 387

WEBB ROAD (R/W VARS)
100' R/W

MOORE ROAD (R/W VARS)
100' R/W

10.716 ACRES

10.716 ACRES

10.716 ACRES

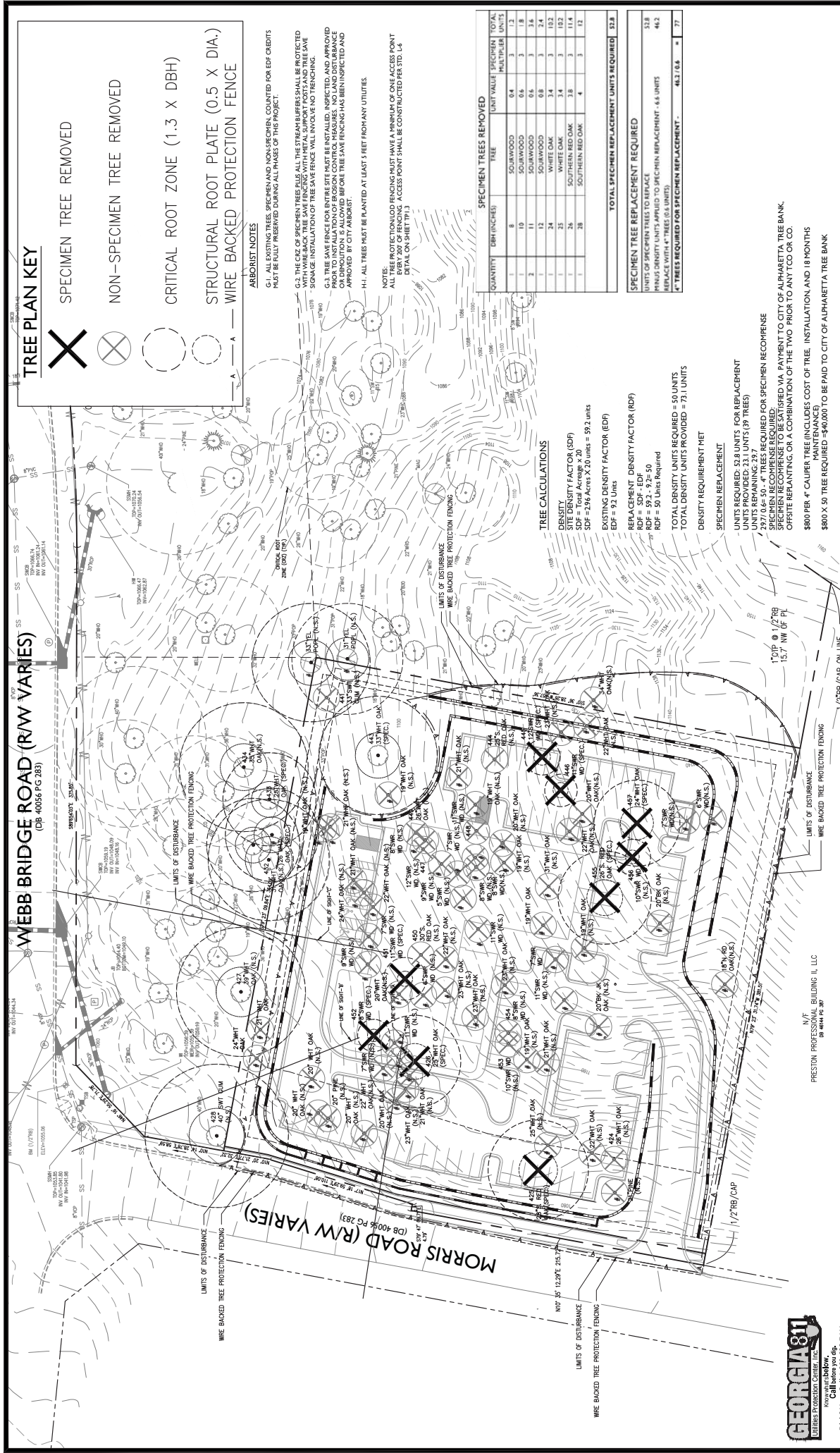


BOUNDARY & TOPOGRAPHIC SURVEY
THE LASALLE GROUP
PARCELS # 22 546012610826 & 22 546012620833
LOCATED IN
CITY OF ALABAMA
FULTON COUNTY, GEORGIA
LAND LOTS 1281 & 1282, 2ND DISTRICT, 2ND SECTION



REVISIONS:	DATE	BY	CHKD
1	08/10/14	CHS	CHS
2	08/10/14	CHS	CHS
3	08/10/14	CHS	CHS
4	08/10/14	CHS	CHS
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7	08/10/14	CHS	CHS
8	08/10/14	CHS	CHS
9	08/10/14	CHS	CHS
10	08/10/14	CHS	CHS

ABBREVIATIONS	PARCELS
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TREE PLAN KEY



SPECIMEN TREE REMOVED



NON-SPECIMEN TREE REMOVED



CRITICAL ROOT ZONE (1.3 X DBH)



STRUCTURAL ROOT PLATE (0.5 X DIA.)

WIRE BACKED PROTECTION FENCE

ARBOREST NOTES

- G-1. ALL EXISTING TREES, SPECIMENS AND NON-SPECIMENS, GRANTED FOR EDP CREDITS MUST BE FULLY INSURED DURING ALL PHASES OF THIS PROJECT.
- G-2. THE C.R.Z. OF SPECIMEN TREES PLUS ALL THE STREAM BUFFERS SHALL BE PROTECTED WITH WIRE-BACK TREE SAVE FENCING WITH METAL SUPPORT POSTS AND TREE SAVE STORAGE INSTALLATION OF TREE SAVE FENCE SHALL INVOLVE NO TRENCING.
- G-3. TREE SAVE FENCING FOR ENTIRE SITE MUST BE INSTALLED, INSPECTED AND APPROVED BY CITY ARBOREST BEFORE ANY CONSTRUCTION OR REMOVAL OF TREES OR DISPOSITION IS ALLOWED BEFORE TREE SAVE FENCING HAS BEEN INSPECTED AND APPROVED BY CITY ARBOREST.
- H-1. ALL TREES MUST BE PLANTED AT LEAST 5 FEET FROM ANY UTILITIES.

NOTES:
 1. ALL PROPOSED FENCING MUST HAVE A MINIMUM OF ONE ACCESS POINT AT EVERY 200' OF FENCING. ACCESS POINT SHALL BE CONSTRUCTED PER STD. L-4 DETAIL ON SHEET PH-3.

SPECIMEN TREES REMOVED		TOTAL SPECIMEN REPLACEMENT UNITS REQUIRED	
QUANTITY	DBH (INCHES)	TREE	UNIT VALUE (SPECIMEN TOTAL) MULTIPLIER UNITS
1	8	SOURWOOD	0.4
1	10	SOURWOOD	0.6
2	11	SOURWOOD	0.6
1	12	SOURWOOD	0.8
1	24	WHITE OAK	3.4
1	24	SOUTHERN RED OAK	3.4
1	24	SOUTHERN RED OAK	3.4
1	28	SOUTHERN RED OAK	4
		TOTAL SPECIMEN REPLACEMENT UNITS REQUIRED	
		12.8	

SPECIMEN TREE REPLACEMENT REQUIRED	
UNITS OF SPECIMEN TREES TO REPLACE	12.8
MINUS DENSITY UNITS APPLIED TO SPECIMEN REPLACEMENT	-4.6
REPLACE WITH 4" TREES (0.4 UNITS)	4.6
4" TREES REQUIRED FOR SPECIMEN REPLACEMENT	4.6

TREE CALCULATIONS

DENSITY
 SITE DENSITY FACTOR (DPF)
 SDF = Total Area x 20
 SDF = 236 Acres x 20 units = 93.2 Units
 EXISTING DENSITY FACTOR (EDF)
 EDF = 93.2 Units

REPLACEMENT DENSITY FACTOR (RDF)
 RDF = 93.2 - 9.2 = 50
 RDF = 50 Units Required

TOTAL DENSITY UNITS REQUIRED = 50 UNITS
 TOTAL DENSITY UNITS PROVIDED = 73.1 UNITS

DENSITY REQUIREMENT MET

SPECIMEN REPLACEMENT

UNITS REQUIRED: 52.8 UNITS FOR REPLACEMENT
 UNITS PROVIDED: 23.1 UNITS (39 TREES)

UNITS REMAINING: 29.7 UNITS REQUIRED FOR SPECIMEN RECOMPENSE
 SPECIMEN RECOMPENSE REQUIRED:

SPECIMEN RECOMPENSE TO BE SATISFIED VIA PAYMENT TO CITY OF ALPHARETTA TREE BANK.

OFFSITE REPLANTING, OR A COMBINATION OF THE TWO PRIOR TO ANY TCO OR CO.

\$800 PER 4" CALIPER TREE (INCLUDES COST OF TREE, INSTALLATION AND 18 MONTHS MAINTENANCE)

\$800 X 30 TREES REQUIRED = \$240,000 TO BE PAID TO CITY OF ALPHARETTA TREE BANK

HOME 2 SUITES

Alpharetta, GA

TREE PROTECTION PLAN



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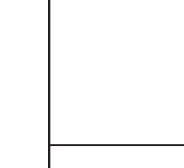
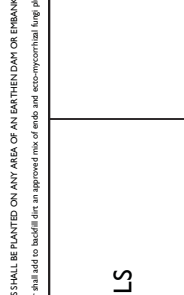
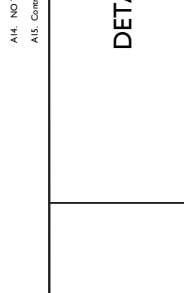
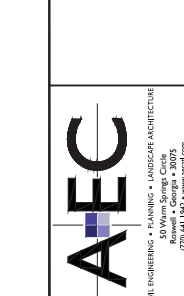
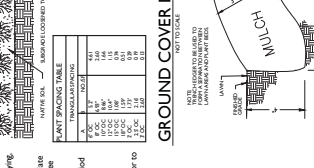
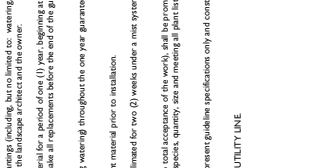
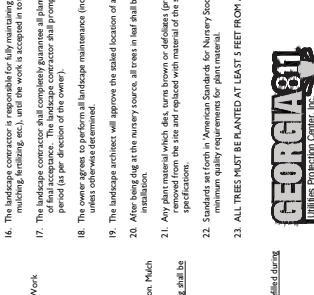
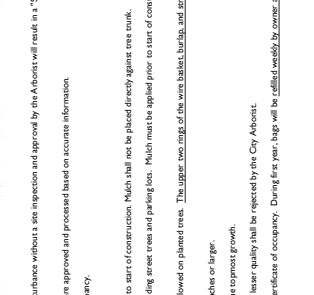
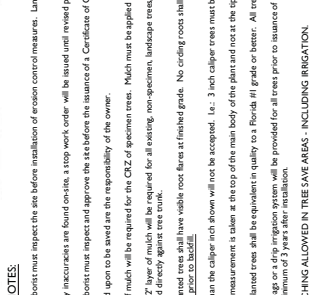
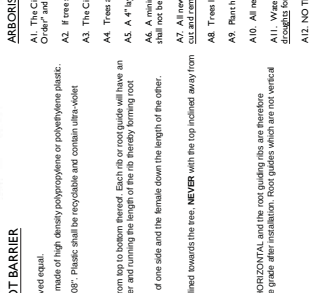
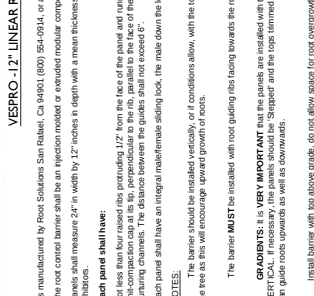
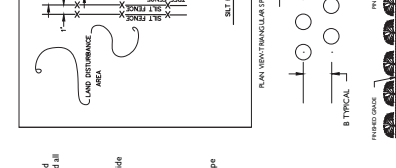
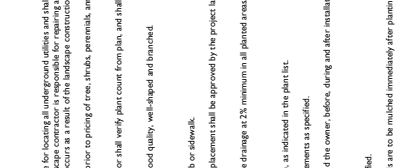
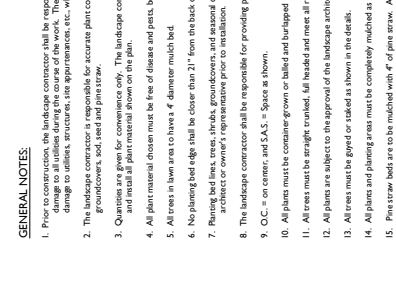
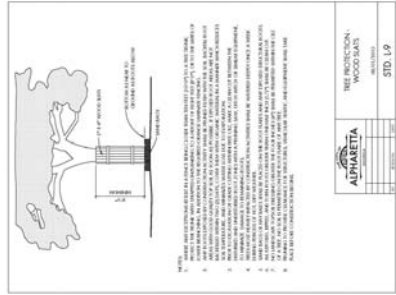
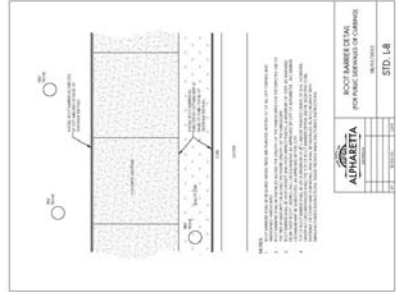
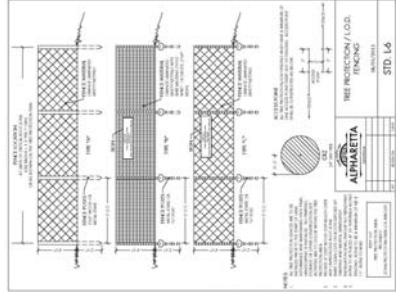
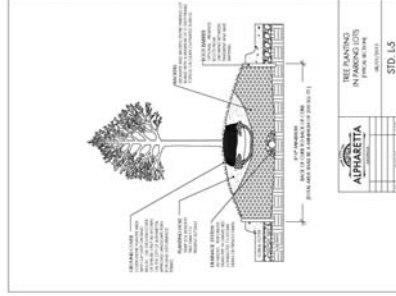
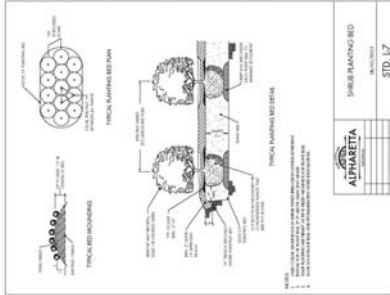
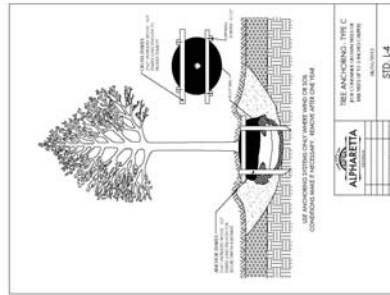
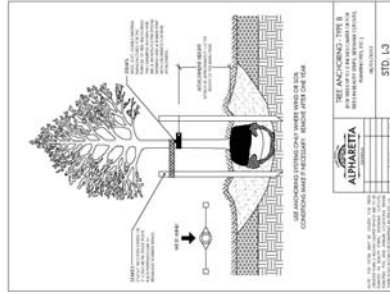
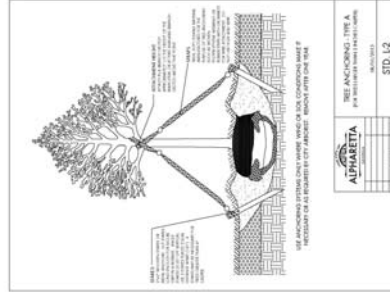
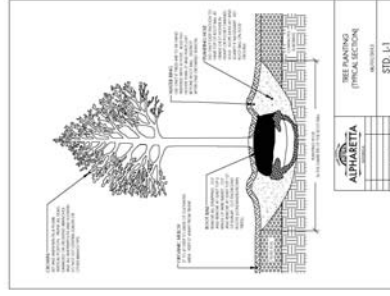


Call before you dig.
 Know what's below.

Dial 811 or Call 1-800-282-7411

PROJECT INFORMATION

PROJECT NO: 15-3824.10
DATE: 11-24-15
SCALE: 1" = 30'
FILE NAME: 15-3824-04.dwg
DESIGNED BY: strdabing



HOME 2 SUITES

Legal Description

All that tract or parcel of land lying and being in Land Lot 1262 of the 2nd District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commencing at the intersection of the Eastern right-of-way of Morris Road and the Southerly right-of-way of Webb Bridge Road; said point being the **Point of Beginning**. Thence, continuing along said right-of-way line S46° 16' 55.29"W for a distance of 71.78 feet, thence, continuing along said right-of-way line S10° 16' 34.29"W for a distance of 64.63 feet; said point being **True Point of Beginning**;

Thence leaving said right-of-way line S79° 23' 9.84"E for a distance of 354.09' feet to a point;

Thence, S 10° 36' 28.26 W for a distance of 351.32 feet to a point,

Thence, N 79° 23' 31.74 W for a distance of 371.51 feet to a point,

Thence, N 10° 35' 12.29" E for a distance of 215.72 feet to a point; said point being on the right-of-way of Morris Road,

Thence, continuing along said right-of-way, S 79° 47' 9.71" W for a distance of 4.79 feet to a point,

Thence, N 17° 18' 59.29" W for a distance of 110.08 feet to a point,

Thence, N 10° 16' 34.29" W for a distance of 26.28 feet to a point, said point being the **True Point of Beginning**.

Said property contains 2.96 acres (128,857.22 square feet) more or less. The above legal description was completed by **AEC, Inc.** and is based upon the survey by Inland Survey dated 9/10/14.



January 28, 2016

The Mayor and City Council
City of Alpharetta
Alpharetta City Hall
2 Park Plaza
Alpharetta, Georgia 30009

RE: **Home 2 Suites Variance Application
Letter of Intent**

Dear Mayor and Councilpersons:

The applicant, RAM Hotels, is seeking a variance to the building setback ordinance in order to allow the proposed site to utilize retaining walls within the building setbacks.

The existing topography is extremely steep and has significant grade changes throughout the site. In order to make the property usable, the site will require a significant amount of earth cutting, filling and retaining walls in the development of the property. The applicant has explored multiple site layout and grading strategies for the project, with the current site plan proposed being the best fit for the site.

The applicant is seeking a variance to the building setback requirements specified in the Preston Ridge Zoning Conditions, dated September 1, 1989. The Summary of Zoning Attributes, Schedule 3 on page 5 of 16 states that the Morris Road setback is 50 feet with other yards being 25 feet. The applicant requests hardship relief from this requirement to allow the construction of the retaining walls within the building setbacks of the parcel.

RAM Hotels respectfully submits that the failure to grant it a variance would be unconstitutional, illegal, null and void, constituting a taking of Applicant's Property in violation of the Just Compensation Clause of the Fifth Amendment to the Constitution of the United States; Article I, Section I, Paragraph I, and 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 denying the Applicant an economically viable use of its land while not substantially advancing legitimate state interests.

A denial of this Application would constitute an arbitrary and capricious act by the Alpharetta City Council without any rational basis therefore constituting an abuse of discretion in violation of Article I, Section I, Paragraph I and Section III, Paragraph I of the Constitution of the State of Georgia of 1983, and the Due Process Clause of the Fourteenth Amendment to the Constitution of the United States. A refusal by the

Alpharetta City Council to approve the variance application for the Property in accordance with the criteria as requested by the Applicant would be unconstitutional and discriminate in an arbitrary, capricious and unreasonable manner between the Applicant and owners of the similarly situated property 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. The application of the City of Alpharetta Unified Development Code, facially and as applied to the Property, which restricts the Property to any zoning classification, uses, or to any zoning classification other than the classification as proposed by the Applicant is unconstitutional, illegal, null and void, constituting a taking of Applicant's Property in violation of the Just Compensation Clause of the Fifth Amendment to the Constitution of the United States; Article I, Section I, Paragraph I, and 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 denying the Applicant an economically viable use of its land while not substantially advancing legitimate state interests.

For all the foregoing reasons, it is submitted on behalf of the Applicant that the variance application of RAM Hotels meets the requirements of the Alpharetta Unified Development Code. This notice is being given to comply with the provisions of O.C.G.A. § 36-33-5 to afford the City an opportunity to grant the requested variance. If action is not taken by the City Council to grant the variance within a reasonable time, a claim will be filed in the Superior Court of Fulton County demanding just and adequate compensation under Georgia law for the taking of the Property, diminution of value of the Property, attorney's fees and other damages in an amount no less than Ten Million Dollars (\$10,000,000) arising out of the unlawful deprivation of the Applicant's property rights.

Accordingly, your Applicant respectfully requests that the variance be granted as requested by the Applicant. I thank you for your time and consideration of this matter.

Sincerely,
AEC, Inc.


Steven L. Rowe, ASLA
Vice President

SLR/CJF/slr

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STAFF REPORT

Submitting Department: Finance

Submitted By:

Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: FISCAL YEAR 2016 MID-YEAR BUDGET AMENDMENT (2ND READING)

II. RECOMMENDATION:

Staff recommends that the Fiscal Year 2016 Mid-Year Budget Ordinance (2nd reading) be approved.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT.
BUDGET: NO

TOTAL PROJECT COST: VARIES BY FUND. SEE MID-YEAR
BUDGET REQUESTS (ATTACHED).

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

The purpose of the Fiscal Year (FY) 2016 Mid-Year Budget Amendment is to amend the base budget as adopted by City Council for targeted initiatives that have already occurred (e.g. during the first seven months of the fiscal year) or are planned to occur before fiscal year-end.

Initiatives are discussed in detail within the attached *Fiscal Year 2016 Mid-Year Budget Requests*.

V. ALTERNATIVES:

VI. ATTACHMENTS:

2016 Mid-Year Ordinance, 2016 Mid-Year Budget



AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, TO ADOPT THE MID-YEAR FISCAL 2016 BUDGET FOR CERTAIN FUNDS OF THE CITY OF ALPHARETTA, GEORGIA APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES, ADOPTING THE ITEM OF REVENUE ANTICIPATION, PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS, AND PROHIBITING EXPENDITURES TO EXCEED ACTUAL FUNDING AVAILABLE.

WHEREAS, the Director of Finance has presented a proposed fiscal year 2016 mid-year budget to the City Council on certain funds of the City; and

WHEREAS, each of these proposed amendments will adjust expenditures and revenues originally appropriated in the fiscal year 2016 budget; and

WHEREAS, each of these mid-year amendments represent a balanced budget, so that anticipated revenues for each fund equal or exceed proposed expenditures;

NOW, THEREFORE BE IT ORDAINED that this mid-year budget, "Exhibit A" attached hereto and by this reference made a part hereof this ordinance shall be the City of Alpharetta's fiscal year 2016 mid-year budget for these certain funds for the fiscal year 2016; and

BE IT FURTHER ORDAINED that this mid-year budget be and is hereby approved and the revenue items shown in the budget for each fund in the amount anticipated are adopted and that the several amounts shown in the budget for each fund as proposed expenditures are hereby appropriated to the departments named in each fund; and

BE IT FURTHER ORDAINED that the expenditures shall not exceed the appropriations authorized by this mid-year budget or amendments thereto provided; and that expenditures shall not exceed actual funding available.

ADOPTED this _____ day of _____, 2016.

CITY OF ALPHARETTA, GEORGIA

By: _____
David Belle Isle, Mayor

COUNCILMEMBERS

(SEAL)

Attest:

City Clerk

First Reading: _____

Second Reading: _____



City of Alpharetta, Georgia
Fiscal Year 2016
Mid-Year Budget Request

The purpose of the Fiscal Year (FY) 2016 Mid-Year Budget Amendment is to amend the base budget as adopted by City Council for targeted initiatives that have already occurred (e.g. during the first seven months of the fiscal year) or are planned to occur before fiscal year-end.

General Fund

The General Fund is the principal operating fund of the City and includes governmental activities such as police, fire, recreation, transportation, and other general government functions that are primarily funded with property taxes, utility taxes, franchise fees, state shared revenues, and charges for services such as recreation program fees. State law requires that the City's budget be balanced: revenues = expenditures.

The budgetary legal level of control resides at the department level (e.g. Public Safety, Recreation & Parks, etc.). That is to say, a given department has the operational flexibility to reallocate appropriations within specific line-items to achieve its mission, but cannot exceed its overall appropriation level as approved by City Council. Furthermore, the Adopted Budget approves the staffing level (i.e. authorized full-time equivalent staffing level) for each department. The FY 2016 Mid-Year Budget Amendment adjusts four departmental budgets and General Government to specifically fund/reserve/authorize the targeted initiatives discussed in detail over the following pages.

Fiscal Year 2016 Mid-Year Budget Requests

LEGAL LEVEL OF CONTROL			
General Fund	Fiscal Year 2016		
	Current Budget Jan. 2016	Mid-Year Budget Amendment	Revised Budget Feb. 2016
Revenues by Source:			
Property Taxes	\$ 20,349,500	\$ -	\$ 20,349,500
Local Option Sales Taxes	14,700,000	-	14,700,000
Other Taxes	13,229,500	-	13,229,500
Licenses and Permits	946,050	-	946,050
Building Permit Fees	1,100,000	31,000	1,131,000
Intergovernmental Revenue	380,000	-	380,000
Courts Facility Use IGA with City of Milton	-	9,000	9,000
Charges for Services	2,711,000	-	2,711,000
Recreation Programs (Non-Resident Fees)	200,000	23,640	223,640
Fines and Forfeitures	2,779,000	-	2,779,000
Investment Earnings	50,000	-	50,000
Other/Miscellaneous	258,996	-	258,996
Other Financing Sources			
Transfer(s) in from Hotel/Motel Fund	1,780,000	439,858	2,219,858
Budgeted Fund Balance	5,036,209	-	5,036,209
Total Revenues	\$ 63,520,255	\$ 503,498	\$ 64,023,753
Expenditures by Department:			
Mayor & Council	\$ 350,069	\$ -	\$ 350,069
City Administration	2,056,082	-	2,056,082
Finance	3,160,975	-	3,160,975
City Attorney	525,000	-	525,000
Information Technology	1,523,355	-	1,523,355
Human Resources	395,114	-	395,114
Municipal Court	1,052,500	9,000	1,061,500
Public Safety	25,385,562	-	25,385,562
Public Works	7,941,386	-	7,941,386
Recreation & Parks	8,313,151	23,640	8,336,791
Community Development	2,391,485	31,000	2,422,485
subtotal	\$ 53,094,679	\$ 63,640	\$ 53,158,319
General Government:			
Non-Departmental	\$ 45,000	\$ -	\$ 45,000
Insurance Premiums	607,000	-	607,000
Gwinnett Tech Bond (P&I)	290,340	-	290,340
Transfer(s) to other Funds	8,943,236	-	8,943,236
Contingency	540,000	102,358	642,358
Debt Service Reserve (Convention Ctr Bonds)	-	337,500	337,500
subtotal	\$ 10,425,576	\$ 439,858	\$ 10,865,434
Total Expenditures	\$ 63,520,255	\$ 503,498	\$ 64,023,753

Fiscal Year 2016 Mid-Year Budget Requests

The following section provides, by department, the associated detail/justification for each targeted initiative requested through the FY 2016 Mid-Year Budget Amendment.

Community Development Department

Initiative: One Building Inspector position (1 full-time-equivalent)
Funding Request: \$31,000 (partial year impact in FY 2016; annualized impact is \$81,000)
Funding Source: \$31,000 (additional Building Permit Fees)

Prior to the 2008 recession, the City funded five Building Inspector positions. Starting in 2008 with the recession and reduced demand for inspection services, Building Inspector positions were reduced through attrition from five to three. A Building Inspector position was added during the FY 2014 Mid-Year Budget to bring the current position count to four Building Inspectors. This request is to fund one additional Building Inspector position to bring total inspector staffing to five which was the pre-recession staffing level.

A recent analysis by the Community Development Department shows that the raw number of inspections has steadily increased from the 2010 low of 9,146 inspections to 20,556 inspections in 2014 (125% increase). Additionally, in 2015 there were 22,984 inspections, 12% higher than 2014. Based on the Building Department workload trend over the last few years as well as forecasted projects, an additional Building Inspector position is requested. The position will enable the Department to meet current and projected demand while maintaining the same level of service to customers.

The budgetary impact for FY 2016 totals \$31,000 and represents four months of personnel costs (e.g. March through June), operational costs (e.g. uniform, supplies, etc.), and one-time startup costs (e.g. computer, mobile devices, etc.) and is being funded through additional building permit fee collections. The annualized impact of this position is \$81,000 (personnel and operating expenses).

Public Safety Department

Initiative: Two Part-Time Parking Enforcement Officer positions (1 full-time-equivalent)
Funding Request: \$77,274 (partial year impact in FY 2016; annualized impact is \$59,100)
Funding Source: Cost savings within the existing Public Safety Department Budget

The City Council approved the Downtown Parking Management Program on July 13, 2015. Included within this program was the hiring of two temporary part-time Parking Enforcement Officers to staff operations until the mid-year budget process when formal approval of the new positions could be requested. Accordingly, this request is to formally approve the addition of two part-time Parking Enforcement Officer positions.

The budgetary impact for FY 2016 totals \$77,274 and represents personnel, operational (e.g. uniforms, supplies, mobile devices, etc.), and one-time capital costs (e.g. electric cart, radios, etc.) and is funded through cost savings within the FY 2016 Public Safety Department budget. The annualized impact of these positions totals \$59,100 (personnel and operating expenses).

Municipal Court

Initiative: Court Facility Use IGA with the City of Milton
Funding Request: \$9,000 (targeted utilities, maintenance, and one-time capital improvements)
Funding Source: \$9,000 (partial year collections in FY 2016; annualized collections total \$36,000)

On November 16, 2015 the City Council approved an IGA with the City of Milton for the lease and joint use of Alpharetta's municipal court facilities. Pursuant to the IGA, the City of Milton funds \$3,000 monthly for use of the court facility and Alpharetta is obligated to fund operating and maintenance costs (e.g. utilities, facility repair and maintenance, janitorial, etc.). Billing under the IGA is estimated to begin in April

Fiscal Year 2016 Mid-Year Budget Requests

2016 (with Milton's buildout of their leased space) which equals \$9,000 in collections during FY 2016 (April-June or \$3,000 * 3 months).

FY 2016 collections will be utilized by the Municipal Court to cover operations (e.g. utilities and janitorial), maintenance (security camera replacements), and various minor capital initiatives (installation of audio/visual equipment in the court room). On an annualized basis, direct expenditures associated with this agreement (e.g. utilities, janitorial, maintenance, etc.) will approximate \$15,000 with the remaining \$21,000 compensating Alpharetta for use of our facility.

Recreation & Parks Department

Initiative: Bike Share Program

Funding Request: \$23,640 (one-time installation costs for bike stations/recurring bike maintenance)

Funding Source: \$23,640 (additional recreation program fees; bike share fees to be determined)

The Alpharetta Bike Share Program would provide residents and visitors a bike-friendly transportation alternative. Bike "docking" stations would be located in designated areas in the City for people to access. Initial locations would be along the Big Creek Greenway (3 locations total).

- One time fees include the installation of bike stations at each location which has spaces for 8 adjustable bicycles. The cost per station is \$2,600 (\$7,800 total for the three stations).
- Recurring fees are comprised of monthly maintenance charges of \$110 per bicycle which totals \$15,840 annually (4 bicycles * 3 locations * \$110 monthly maintenance charge * 12 months). This fee is paid annually in advance.

Bicycles would be rented by accessing the selected vendor's website or mobile app. Fee schedule would be determined by the City. Typically, bicycles are provided at no charge for the first few hours and rented at a fee for anything in excess of the waived hours. The selected vendor would be responsible for collecting program fees and remitting to the City a percentage (generally 80% to 90%) of the net revenues monthly. Should the program meet City goals, additional bicycle stations could be added at the base rates set forth above.

General Government

Initiative: City's portion of the Hotel/Motel Tax change

Funding Request: \$439,858 (\$102,358 contingency; \$337,500 debt service reserve)

Funding Source: \$439,858 (additional Hotel Taxes: \$102,358 base; \$337,500 expanded)

Effective October 1, 2015, the Hotel/Motel Tax was changed from 6% (6 pennies) to 8% (8 pennies) to fund tourist development including construction of a new convention center at the Avalon development. Please refer to the Hotel/Motel Fund write-up for detailed information.

The forecasted increase in the City's collections associated with the Hotel/Motel Tax change for FY 2016 totals \$439,858. Of this amount, \$102,358 is associated with general growth in the revenue source and is being allocated to Contingency while the remaining \$337,500 is associated with the City's expanded share of the tax and is being held as a debt service reserve for the proposed Convention Center bonds. The City's goal is to accumulate a \$1.5 million reserve of surplus hotel/motel taxes for a debt service reserve on the Convention Center bonds to be issued later this year. The intent is that the debt service reserve will be fully funded eventually through the Convention Center portion of the tax (\$843,750 est. for FY 2016). However, the City will contribute taxes from its expanded portion towards the reserve in the early years and recapture those funds as they become available through the Convention Center portion of the tax.

Fiscal Year 2016 Mid-Year Budget Requests

Hotel/Motel Fund

The Hotel/Motel Fund accounts for occupancy tax collections from area hotels for the purpose of promoting conventions, tourism, trade shows, etc. as well as construction of a state-of-the-art Convention Center to further serve and promote Alpharetta. The budgetary level of control resides at the project level.

Effective October 1, 2015, the Hotel/Motel Tax was changed from 6% (6 pennies) to 8% (8 pennies) to fund tourist development including construction of a new Convention Center at the Avalon development. Specifically, tax distributions were changed as follows:

	Prior 6 Pennies Tax	Current 8 Pennies Tax
Alpharetta Convention & Visitors Bureau (ACVB)	43.33%/2.6 pennies	43.75%/3.5 pennies
Alpharetta Business Community (ABC)	16.67%/1.0 pennies	-
Convention Center (Tourism Product Development)	-	18.75%/1.5 pennies
City (base)	40.00%/2.4 pennies	30.00%/2.4 pennies
City (expanded)	-	7.50%/0.6 pennies
	100%/6.0 pennies	100%/8.0 pennies

The FY 2016 Mid-Year Budget Amendment adjusts the entity disbursements (e.g. City, ACVB, etc.) within the Hotel/Motel Fund to reflect the revised tax distributions. The net increase in the Hotel/Motel Fund budget totals \$1.4 million.

LEGAL LEVEL OF CONTROL			
<u>Hotel/Motel Fund</u>	Fiscal Year 2016		
	Current Budget	Mid-Year Budget	Revised Budget
	Jan. 2016	Amendment	Feb. 2016
Revenues by Source:			
Hotel/Motel Taxes	\$ 4,450,000	\$ 1,380,895	\$ 5,830,895
Total Revenues	\$ 4,450,000	\$ 1,380,895	\$ 5,830,895
Expenditures by Project (Entity/Use):			
Alpharetta Convention & Visitors Bureau (ACVB)	\$ 1,928,185	\$ 617,242	\$ 2,545,427
Alpharetta Business Community (ABC)	741,815	(519,955)	221,860
Convention Center (Tourism Product Development)	-	843,750	843,750
City (base)	1,780,000	102,358	1,882,358
City (expanded)	-	337,500	337,500
Total Expenditures	\$ 4,450,000	\$ 1,380,895	\$ 5,830,895

It should be noted that it is the City's goal to accumulate a \$1.5 million reserve of surplus hotel/motel taxes for a debt service reserve on the Convention Center bonds to be issued later this year. The intent is that the debt service reserve will be fully funded eventually through the Convention Center portion of the tax (\$843,750 est. for FY 2016). However, the City will contribute taxes from its expanded portion towards the reserve in the early years and recapture those funds as they become available through the Convention Center portion of the tax. Specifically, \$337,500 of the increase in the City's portion will be reserved in the General Fund towards the debt service reserve.

Fiscal Year 2016 Mid-Year Budget Requests

Convention Center Bonds

Upon issuance of Convention Center Bonds, the City's budget (all effected Funds) will be amended to reflect the associated activity in accordance with the City's budget policies and Generally Accepted Accounting Principles.

DEA Fund

The DEA Fund accounts for revenues received from the enforcement of drug laws and the confiscation of property from drug offender's arrests that can be used by public safety to aid in drug enforcement activity. The budgetary legal level of control resides at the department level (Public Safety) for operations/minor capital and project level for targeted initiatives.

The North Fulton Regional Radio System initial capitalization requirement totaled \$16 million. Alpharetta's allocable share totaled \$3.7 million and was funded as follows:

- E-911 Fund: \$ 2,413,730 *fully spent*
- DEA Fund: 1,283,840 *encumbrance remaining of \$678,062*
\$ 3,697,570

Unspent funds as of February 2016 total \$678,062 and are encumbered within the DEA Fund. Staff is requesting that the \$678,062 encumbrance be moved from the DEA Fund to the E-911 Fund for the following reasons:

- The NF Radio System is an allowable use of E-911 funds and there is available funding (\$735,782); and
- E-911 Fund allowable uses are typically more restrictive than DEA Fund uses and therefore should be allocated first.

LEGAL LEVEL OF CONTROL			
<u>DEA Fund</u>	Fiscal Year 2016		
	Current Budget Jan. 2016	Mid-Year Budget Amendment	Revised Budget Feb. 2016
Expenditures by Department:			
Public Safety	\$ 626,855	\$ -	\$ 626,855
subtotal	\$ 626,855	\$ -	\$ 626,855
Targeted Initiatives			
North Fulton Radio System	\$ 678,062	\$ (678,062)	\$ -
Taser Lease	50,000	-	50,000
Reserve	1,068,563	678,062	1,746,625
subtotal	\$ 1,796,625	\$ -	\$ 1,796,625
Total Expenditures	\$ 2,423,480	\$ -	\$ 2,423,480

Fiscal Year 2016 Mid-Year Budget Requests

E-911 Fund

The Emergency 911 Fund accounts for fees received from users, or potential users, of the City's Emergency 911 System. The fees are paid directly from wired, wireless (including prepaid cards), and voice-over-internet-protocol telecommunications providers, with expenditures occurring to maintain and run the system within the government.

The North Fulton Regional Radio System initial capitalization requirement totaled \$16 million. Alpharetta's allocable share totaled \$3.7 million and was funded as follows:

- E-911 Fund: \$ 2,413,730 *fully spent*
- DEA Fund: 1,283,840 *encumbrance remaining of \$678,062*
\$ 3,697,570

Unspent funds as of February 2016 total \$678,062 and are encumbered within the DEA Fund. Staff is requesting that the \$678,062 encumbrance be moved from the DEA Fund to the E-911 Fund for the following reasons:

- The NF Radio System is an allowable use of E-911 funds and there is available funding (\$735,782); and
- E-911 Fund allowable uses are typically more restrictive than DEA Fund uses and therefore should be allocated first.

LEGAL LEVEL OF CONTROL				
<u>E-911 Fund</u>		Fiscal Year 2016		
		Current Budget Jan. 2016	Mid-Year Budget Amendment	Revised Budget Feb. 2016
Expenditures by Department:				
Public Safety		\$ 3,447,075	\$ -	\$ 3,447,075
	subtotal	\$ 3,447,075	\$ -	\$ 3,447,075
Targeted Initiatives				
North Fulton Radio System		\$ -	\$ 678,062	\$ 678,062
Public Safety Radio Replacements		669,650	-	669,650
E-911 VOIP Phone System Upgrade		400,000	-	400,000
Reserve		735,782	(678,062)	57,720
	subtotal	\$ 1,805,432	\$ -	\$ 1,805,432
Total Expenditures		\$ 5,252,507	\$ -	\$ 5,252,507

Fiscal Year 2016 Mid-Year Budget Requests

Capital Project Fund

The Capital Project Fund accounts for the acquisition and construction of major items such as buildings, infrastructure, parks, streets, and other major capital facilities. The budgetary legal level of control resides at the project level.

The FY 2016 Mid-Year Budget Amendment reallocates funding from non-allocated to fund a contribution towards the McGinnis Ferry Road widening project.

LEGAL LEVEL OF CONTROL				
<u>Capital Project Fund</u>		Fiscal Year 2016		
		Current Budget Jan. 2016	Mid-Year Budget Amendment	Revised Budget Feb. 2016
Expenditures by Department:				
Public Works				
	McGinnis Ferry Road widening (contribution)	\$ -	\$ 400,000	\$ 400,000
	subtotal	\$ -	\$ 400,000	\$ 400,000
Non-Departmental				
	Non-Allocated	\$ 1,007,823	\$ (400,000)	\$ 607,823
	subtotal	\$ 1,007,823	\$ (400,000)	\$ 607,823
	Net Budget Adjustments	\$ 1,007,823	\$ -	\$ 1,007,823

Public Works Department

Initiative: Contribution towards McGinnis Ferry Road widening

Funding Request: \$400,000

History: McGinnis Ferry Road widening from Sargent Road to Union Hill Road has been identified as part of the Forsyth County SPLOST since February 2008 as it was approved by voters of Forsyth County. This section of McGinnis Ferry Road was also identified as a Tier 1 "Vehicular Project" as part of the North Fulton County Comprehensive Transportation Plan released in October 2010.

Description: The proposed project consists of the widening of McGinnis Ferry Road from Sargent Road to Union Hill Road/Ronald Reagan Boulevard located on the Fulton County line in southern Forsyth County. The length of the proposed project is approximately 4.58 miles. The proposed design includes two lanes in each direction with a 20-foot raised median. The design speed is 45 mph. The proposed outside shoulder would be a 16-foot urban shoulder on the north side containing curb and gutter with a 10-foot multi-use path and on the south side would be a 12-foot urban shoulder containing curb and gutter with 5-foot sidewalks.

Current cost estimate totals \$40 million and is forecasted to be funded through multiple sources including Forsyth County SPLOST, GDOT, and contributions from benefitting jurisdictions including Johns Creek and Alpharetta. Included in this request is approval for the Mayor to execute all necessary documents (e.g. Intergovernmental Agreement) associated with Alpharetta's contribution towards this project.



STAFF REPORT

Submitting Department: Information Technology
Submitted By: Randy Bundy, IT Director
Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: HEWLETT PACKARD NETWORK EQUIPMENT

II. RECOMMENDATION:

Award Edge solutions as the vendor to provide for the purchase of Hewlett Packard (HP) network equipment in the amount of \$137,330.00, and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: YES INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$137,330.00

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>

IV. REPORT IN BRIEF:

As approved in the FY 2016 capital budget, this project provides for the replacement and updating of network equipment for the City of Alpharetta. This will provide greater reliability, greater efficiency for the use of network services for the City. This equipment is scheduled to be replaced every 5 – 6 years (normal maintenance life) in order to provide for both reliable and efficient service.

The network switches being purchased are Layer 2 (edge/perimeter switches) for the City's data network.

Edge Solutions was the low bid from 7 qualifying bids submitted (see the Bid Tabulation sheet and the top 3 bids in the attachments).

V. ALTERNATIVES:

None

VI. ATTACHMENTS:

Bid Tabulation List, Edge Solutions Bid, Austin Teleservices Bid, Abundant Bid



CITY OF ALPHARETTA

PRELIMINARY INVITATION TO BID (ITB) TABULATION

This Preliminary Bid Tabulation serves as a record of the bid opening. In no way does the recording and posting of this document assume the information in the bids received and recorded herein to be correct. Nor is it assumed that the bids conform to the specifications of the ITB request. This document does not constitute an award or contract with any bidder.

ITB #: 16-012

Due Date 2/18/2016

ITB NAME: City Network Equipment 2016

Due Time 2:00PM

	BIDDER NAME (noted on bid package)	DATE RECEIVED	TIME RECEIVED	SIGNED BID PROPOSAL FORM				GRAND TOTAL
1	SmartWave Technologies	2/11/2016	12:19 PM					No Bid
2	CDW Government	2/12/2016	4:47 PM					No Bid
3	Pyramid Technology Services	2/16/2016	8:22 AM	✓				\$ 199,306.00
4	Abundant Industries, Inc.	2/18/2016	9:56 AM	✓				\$ 194,590.00
5	Austin Tele-Services	2/18/2016	10:44 AM	✓				\$ 174,584.54
6	Edge Solutions	2/18/2016	12:04 PM	✓				\$ 137,330.00
7	MICROTECH LLC	2-18-16	1:45PM	✓				\$ 222,875.21
8								
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20								

Procurement Website:

<https://www.ebidexchange.com/alpharetta>

**CITY OF ALPHARETTA
INVITATION TO BID (ITB)
(THIS IS NOT AN ORDER)**



Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

ITB TITLE: CITY NETWORK EQUIPMENT 2016
ITB #: 16-012
ITB RESPONSE DUE DATE/TIME: FEBRUARY 18, 2016 AT 2:00PM
ITB ISSUE DATE: JANUARY 28, 2016
NUMBER OF PAGES: 36

CONTACT INFORMATION

PROCUREMENT AGENT AND ITB CONTACT:

City of Alpharetta
Finance Department
Budget & Procurement Team
2 Park Plaza
Alpharetta, GA 30009

Stephanie Cochran

Phone: 678-297-6052
FAX: 678-297-6093
Email: purchasing@alpharetta.ga.us
Website: <https://www.ebidexchange.com/alpharetta>

INSTRUCTIONS TO BIDDERS

RETURN SEALED BID TO:

CITY OF ALPHARETTA
FINANCE DEPARTMENT
CITY HALL 1ST FLOOR GREETER STATION
2 PARK PLAZA
ALPHARETTA, GA 30009
ATTN: DEBORA WESTBROOK

EXTERIOR OF SEALED ENVELOPE/PACKAGE MUST NOTE:

Bidder's Name and Address
ITB Title & Number as noted on top of this page
ITB Due Date & Time as noted on top of this page
(or as may be changed by Official Written Addendum)

SPECIAL INSTRUCTIONS:

THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH EACH RESPONSE

By signing and returning this form with a Bid, the authorized signer and represented firm have read, understand, and agree to information within this Invitation to Bid:

Firm/Bidder Name:

Edge Solutions

Firm/Bidder Mailing Address:

701d Roswell St Alpharetta, GA 30009

Firm/Bidder Phone Number(s):

404-668-1489

Firm/Bidder FAX Number(s):

678-824 8611

Email Address for Bidder's Contact:

nstephens@edge-solutions.com

Authorized Bidder Signature:



Printed Name of Signer:

Lisa Brabham

Bidder Federal I.D. Number:

26-2049414

Bidder DUNS Number:

Duns 827752721

References for Edge Solutions, LLC

1. Emerald Coast Utilities Authority
John M. Daane, MBA Director of Information Technology
9255 Sturdevant Street
P.O. Box 15311
Pensacola, FL 32514-0311
Web: www.ecua.fl.gov
Phone: (850) 969-5820the
HP-HC250 HyperConverged system (servers/storage/network all in one appliance)
2. Tea Leaves Health
1327 Northmeadow Parkway
Roswell, Georgia 30076
Rob Brunk - CTO
Phone: 404.526.8300
rbrunk@tealeaveshealth.com
Project was a simple net new 10Gb IP network build out for production environment
3. Brenau University
Chip Andrews
Vice President of Information Technology and CIO
candrews@brenau.edu
Office: 770-534-6759
Installed 100+ HP switches

Edge Solutions LLC

Edge Solutions,
LLC

Mission: Deliver proactive IT solutions and services that provide our customers with a distinct competitive advantage.

Cultural Values: We operate with integrity. We believe everyone can make a difference.

Founded: February 2008

Ownership: Privately held, majority woman-owned

CEO: Julie Ison Haley

Corporate Address: 7 Old Roswell Street, Alpharetta, Georgia 30009

Website: www.edge-solutions.com

Telephone: 888 861 8884

Key Geographic Markets: Georgia, Florida, Alabama, Tennessee, Mississippi, South Carolina, North Carolina, Virginia and Texas

Contact for Bid: Nicole Stephens nstephens@edge-solutions.com
404-668-1489 cell

SECTION 5: COST SUBMISSION

Please see Schedule of Items, this is a separate document.

Alpharetta (Local) Vendor Preference: An Alpharetta vendor that has submitted the Local Vendor Certification Form with all required information and has been confirmed as eligible by City personnel will be given preference in contract award if their responsive and responsible bid is within 3.00% of the lowest responsive and responsible bid. (See section 1.6 for more information.)

Bid Price Certification

In compliance with Section 3 Scope of Project/Specifications, the undersigned offers and agrees that if this Bid is accepted by the City Council within one hundred twenty (120) days of the date of ITB Response Due Date and Bid opening, that the undersigned will furnish any or all of the deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified.

COMPANY

Edge Solutions

ADDRESS

7 Old Roswell St. Alpharetta GA 30009

AUTHORIZED SIGNATURES

Julie Halley, CEO

PRINT / TYPE NAME(S) AND TITLE(S)

Nicole Stephens - AccountManager Julie Halley - CEO

CONTACT INFO: PHONE NUMBER

404-668-1489

CONTACT INFO: E-MAIL ADDRESS

nstephens@edge-solutions.com

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Edge Solutions LLC	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: ☐ Individual/sole proprietor or single-member LLC ☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ S Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. ☐ Other (see instructions) ▶	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>	
	5 Address (number, street, and apt. or suite no.) 7 Old Roswell St	Requester's name and address (optional)
	6 City, state, and ZIP code Alpharetta, GA 30009	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

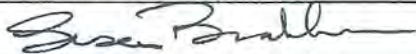
Social security number								
			-				-	
or								
Employer identification number								
2	6		-	2	0	4	9	4 1 4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶ 	Date ▶ 1/16/16
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

City of Alpharetta Disclosure Form and Certificate of Non-Collusion



DISCLOSURE FORM and CERTIFICATE OF NON-COLLUSION

Bidder must disclose any possible conflict of interest with any City of Alpharetta (City) elected official and/or employee and if a known relationship exists between any principal or employee of your firm and any City elected official and/or employee. Relationship may consist of financial, personal, or family relations or may be in the form of campaign contributions to elected officials.

If, to your knowledge, no relationship exists, this should be stated in your response. Failure to disclose such a relationship (or lack thereof) may result in response being declared non-responsive and will not be considered further. If already awarded, may result in cancellation of a purchase and/or contract as a result of your response.

Check one of the following, as it applies to your firm and this request. Use additional forms if needed:

- ☒ **No known relationship exists.** If this box checked, skip to signature and firm information at bottom of form.
- ☐ **Relationship does exist.** If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.

Elected Official Name and position: _____

Amount/Value of Contribution _____

Description of Contribution including date of contribution _____

Any other Relationship Type _____

City of Alpharetta Employee's/Official's Name _____

This form must be completed and returned with response in order for your response to be eligible for consideration.

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, am duly authorized to certify the information provided herein are accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a state [City] employee to transact business with the agency by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative. Transacting business in defined as selling real property, personal property, or services, or purchasing surplus real or personal property.

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

EDGE Solutions LLC

Authorized Signature:

[Signature]

Printed Name and Title of Person

Signing:

Lisa Brabham, Controller

Date:

2/8/16

Firm's Address:

701 Old Roswell St. Alpharetta GA 30009

Contact's Email Address:

nstephens@edge-solutions.com

***This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response.**

Affidavit Verifying Contractor Participation in Federal Work Authorization Program (E-Verify/I-9)

GEORGIA

**AFFIDAVIT VERIFYING CONTRACTOR
PARTICIPATION IN FEDERAL WORK
AUTHORIZATION PROGRAM**

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 (GA)** 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:

907364
Federal Work Authorization (E-Verify) User Identification Number

10-1-15
Date of Authorization

Edge Solutions LLC
Name of Contractor

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on Feb 8, 2016 in Alpharetta (city), GA (state).

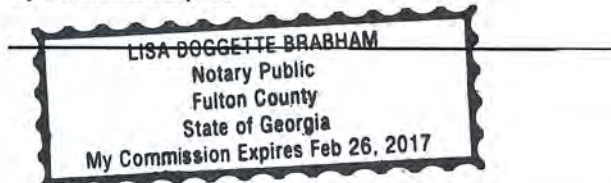
Julie Haley
Signature of Authorized Officer or Agent

Julie Haley, CEO
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 8 DAY OF Feb, 2016

Lisa Doggette Brabham
NOTARY PUBLIC

My Commission Expires:



Local Vendor Certification Form**City of Alpharetta****Local Vendor Certification Form**

Finance Department
2 Park Plaza
Alpharetta, GA 30009
Phone: 678.297.6093
Fax: 678.297.6053
www.alpharetta.gov

The City of Alpharetta has enacted an Alpharetta Vendor Preference (a.k.a. Local Vendor Preference) which applies to all formal procurements between \$50,000.01 and \$500,000.00 excluding Public Works Construction Projects (\$100,000.00 and greater), grant funded projects, and other exceptions as set forth in Section III(E) of the Alpharetta Purchasing Policy.

Invitation to Bid (ITB): An Alpharetta Vendor will be given preference in contract award if their responsive and responsible bid is within 3% of the low-bid offered by a non-Alpharetta vendor.

Request for Proposal (RFP): An Alpharetta Vendor will be provided a preference of 3% as an evaluation criterion.

Alpharetta Vendors must submit this form with their ITB/RFP to receive the preference.

Qualifications

A person or business entity must meet ALL of the following criteria to qualify as an Alpharetta Vendor. Please check all that apply.

Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the

☒ Issuance date of any formal solicitation to which the business will be responding. The permanent place of business must distribute goods/services and cannot be a post office box or a residence.

☒ Has a valid business license from the City.

☒ Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, false alarm fees, etc.).

Certification

Business/Company Name:

Current Business/Company Address:

Edge Solutions LLC
7 Old Roswell St
Alpharetta GA 30009

If the business has been located at the above address for less than six months, please provide the previous physical address below.

Previous Business/Company Address:

The place of business identified above employs the following number of full-time employee(s):

--

City of Alpharetta Business License #

4250

Please provide a copy of your current City of Alpharetta Occupational Tax Certificate Business Registration (a.k.a. Business License) with your ITB/RFP response.

Business Representative Approval/Contact Information

Name (print):

Lisa Brabham

Date:

2-8-16

Position Title:

Controller

Phone #:

770-814-6523

Signature:

Lisa Brabham

E-mail:

LBrabham@edge-solutions.com

This Section is for City Use Only

Qualifications Verification:

Date:

--

POST IN A
CONSPICUOUS
PLACE

CITY OF ALPHARETTA, GEORGIA
2 PARK PLAZA
678-297-6086

License
Number
4250

Occupational Tax Certificate Business Registration
THIS LICENSE EXPIRES 12/31/2015

Business Owner: ALPHARETTA/ROSWELL RRP DUI #3070
DBA: ALPHARETTA/ROSWELL RRP DUI #3070
Address: 7 OLD ROSWELL STREET
City, State Zip: ALPHARETTA GA 30009

ID: 1049

Phone Number: 770-343-9229

Comments:

Classification: EMPLOYEE BASED

Date Issued: 03/17/2015

ALPHARETTA/ROSWELL RRP DUI #3070
7 OLD ROSWELL STREET
ALPHARETTA, GA 30009

This License is NOT Transferable and subject to be REVOKED if abused.

*Waiting on new license - see
application attached.*

City of Alpharetta			1/12/2016	
Date	Type	Reference	Original Amt.	Balance Due
1/5/2016	Bill	23252	350.00	350.00
				Discount
				Check Amount
				Payment
				350.00
				350.00

PAID IN FULL
RECORDED

IberiaBank

9870

350.00

10082/10082 865180 (10/14)



100821

- 4) Home-Based businesses pay a flat fee of \$90
- 5) All businesses are required by law to complete the Occupational Tax Rate Calculation on page 3. The INVOICE AMOUNT DUE for your 2016 Business License renewal is based on the number of employees reported last year by your business. If the NUMBER OF EMPLOYEES has changed RESULTING IN AN INCREASE OR DECREASE IN THE TOTAL TAX DUE, please email us at businesslicenses@alpharetta.ga.us.
- 6) The Occupational Tax calculation includes the owner plus the number of Full-Time Equivalent Employees (FTE's) working at your Alpharetta location. For the purposes of the form, two part-time employees shall constitute one Full-Time Equivalent Employee (FTE). A full-time employee shall be defined as anyone working a minimum of 30 hours per week.



Check this box if your business is no longer conducting business in the City of Alpharetta. In order for the City to update your records, please return this document in the enclosed envelope. Thank you.

CALPHA06-0451317-0000000-4994451-001-001283-#003693-0000

City of Alpharetta
Business Occupation Tax
PO Box 349
Alpharetta GA 30009-0349

Account ID: 9870

Invoice Number: 23252

Amount Due: ~~\$225.00~~ 350.00

Due Date: 02/15/2016

Visa, MasterCard, or American Express payments
accepted at www.alpharetta.ga.us



01231

EDGE SOLUTIONS
7 Old Roswell St
Alpharetta GA 30009-6203



City of Alpharetta
Business Occupation Tax
PO Box 349
Alpharetta GA 30009-0349

CITY OF ALPHARETTA
2016 OCCUPATIONAL TAX CALCULATION



Account Id: 9870
Invoice Number: 23252
Location Address: 7 OLD ROSWELL STREET

To renew your license, you MUST fill out the below information. Incomplete forms will be returned and no license issued.

2015
2015 TOTAL NUMBER EMPLOYEES: 10
SALES AND USE TAX NUMBER: 305-433856
NAICS CODE: 541519
E-Verification Number: ~~623647~~ 907364

2016
2016 TOTAL NUMBER EMPLOYEES: 12
SALES AND USE TAX NUMBER 305-433856
NAICS CODE 541519
www.census.gov/naics Enter description in : 2007 NAICS Search

E-Verification Number: 907364
(Required if there are 11 or more employees. E-Verify numbers are 4 to 6 digits in length.)

US Citizen YES
Applicant Name: JULIE HALEY

US Citizen Yes ✓ or No _____
Applicant Name(print): Julie Haley
If the applicant's name has changed, please email us;
businesslicenses@alpharetta.ga.us

Applicant Signature: _____

Total Number of Full-time Employees,
including the owner
(2 Part-time = 1 Full-time)

	Applicable Tax Rate		Administrative Fee	Total Tax Due
1-4 Employees	\$100	+	\$50	\$150
5-10 Employees	\$175	+	\$50	\$225
11-25 Employees	<u>12</u> \$300	+	\$50	<u>\$350</u>
26-49 Employees	\$450	+	\$50	\$500

50 Employees or above

*50 Employees and above \$150 + \$7 per Employee + \$50 Administrative Fee (The maximum fee is \$10,000)

Number of Full Time Employees _____ x \$7 = _____ + \$200 = _____

Please print clearly

Business Name: Edge Solutions LLC Business Owner Name: Julie Haley
Physical Address: 7 Old Roswell St. Business Owner Address: 10585 Aviary Dr. Johns Creek 30022
Local Telephone: 770-814-6523 Business Owner Telephone: 404-457-5785
Billing Address: 7 Old Roswell St Alpharetta GA 30009
Address City State Zip
Billing Telephone: 770-814-6523 Billing Contact: Lisa Brabham

BUSINESS STRUCTURE: (Select Only One):

☐ Sole Proprietor ☒ Partnership/Association ☐ Corporation ☐ Other _____

Description of business use at this location: This location is:

☒ Corporate Headquarters ☐ Regional Headquarters ☐ Franchise ☐ Corporate Branch ☐ Executive Office

By signing this form, I acknowledge my understanding and compliance with this requirement and state my awareness that the City may enter my property for inspection purposes. I also swear and attest that all information that I have supplied herein is true and accurate.

Company Providing Sanitation and Recycling Services: Waste Management

Signature: Julie Haley

Team Alpharetta THANKS YOU for conducting your business in the City of Alpharetta!

CITY OF ALPHARETTA TECHNOLOGY PURCHASE AGREEMENT
ITB #16-012; BID # _____, Edge Solutions, LLC

This agreement ("Agreement") is entered into on, _____ ("Effective Date"), by and between **the City of Alpharetta, Georgia** (hereinafter the "Customer"), and **Edge Solutions, LLC**, with address at 7 Old Roswell St., Alpharetta, Georgia 30009 (hereinafter the "Supplier").

RECITALS

WHEREAS, Supplier has experience and expertise in the business of supplying certain hardware and software products (respectively, "Hardware" and "Software"; collectively, "Products") and related technology services ("Services");

WHEREAS, Supplier supplies certain Hardware, Software, and Services that meet the needs and purposes of Customer;

WHEREAS, Customer desires to acquire certain Products and Services from Supplier; and,

WHEREAS, Supplier desires to supply Products and Services to Customer on the terms and conditions contained herein.

NOW THEREFORE, In consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, Supplier and Customer hereby agree as follows:

1. Purpose; Term. This Agreement sets forth the general terms and conditions under which Supplier agrees to supply and Customer agrees to purchase certain of Supplier's Products and Services. For specific purchases under this Agreement, the parties shall execute a mutually agreed upon Purchase Order, to be attached hereto and incorporated by reference (each, a "Purchase Order"). This Agreement commences on the Effective Date and, unless otherwise agreed in writing by the parties, continues until the later of: (1) the termination or expiration of the first Purchase Order executed under this Agreement, or (2) the termination or expiration of any subsequently executed Purchase Orders under this Agreement. The Agreement shall remain in effect unless terminated as provided herein; provided, however, that Customer shall have the right, at its sole election, to terminate this Agreement at any time by giving written notice thereof to Supplier.
2. Hardware Transfer of Title; Risk of Loss.
 - 2.1 Hardware Installed by Supplier. Title to the Hardware shall pass to Customer upon delivery of the Hardware to Customer, and Supplier shall furnish any necessary documentation evidencing same. Risk of loss in the Hardware shall remain vested in Supplier until the Hardware has been installed and Customer has provided notification of acceptance to Supplier. Upon Customer's notification of acceptance to Supplier, risk of loss shall pass to Customer.
 - 2.2 Hardware Installed by Customer. Title to and risk of loss in the Hardware shall remain vested in Supplier until delivery of the Hardware to Customer. Upon delivery of the Hardware to Customer, title to and risk of loss in the Hardware shall pass to Customer, and Supplier shall furnish any necessary documentation evidencing the transfer of title.
 - 2.3 Clear Title. Upon transfer of title, Supplier represents and warrants that Customer shall acquire good and clear title to the Hardware, free and clear of all liens and encumbrances. Where title has transferred to Customer and such title is subsequently disputed by a third party, such claim shall be treated as a claim of proprietary right infringement; in which case, the Supplier shall have the same obligations of indemnification and Customer shall have the same remedies, as further described in Sections 2 and 16.
3. Authorized Uses of Hardware. Unless otherwise specified in a Purchase Schedule, upon transfer of title to the Hardware described in the applicable Purchase Order, Customer shall be entitled to quiet enjoyment and possession of such Hardware to include: (a) use of such Hardware as Customer deems appropriate (where such use may constitute purposes other than for which the Hardware was

- intended); (b) self- or third-party maintenance or modifications; and, (c) disposing of such Hardware (including re-sale).
4. Software License. Where the Product is Software, including without limitation Software that is imbedded and integral to the Hardware ("Firmware," and in such case, the term "Hardware" also includes Firmware), Supplier shall grant Customer a license to use the Software as specified in the terms and conditions of the applicable Purchase Order.
 5. Delivery of Product. Supplier shall deliver or provide the Product to Customer as soon as possible after receiving a signed Purchase Order. In the case of Software, Supplier shall deliver the Software to Customer via an electronic method (such as Internet download). Unless otherwise agreed to by Customer and Supplier, Customer shall not accept non-electronic delivery of Software. Where applicable, Supplier shall deliver all Hardware ordered hereunder F.O.B. destination freight pre-paid and absorbed, with such destination being the "ship to" address as specified on the applicable Purchase Order. Unless otherwise set forth in the applicable Purchase Order, Supplier shall arrange and pay for all transportation and insurance sufficient to fully protect the Hardware while in transit. Each shipment shall include a packing slip indicating a description of the Hardware shipped, and the quantity shipped.
 6. Product Fee and Billing Procedure. Customer shall pay to Supplier the Product fee set forth on the applicable Purchase Order (the "Product Fee"). Unless otherwise specified in the applicable Purchase Schedule, all payment terms are net thirty (30) days after receipt by Customer of invoice. In no event shall Customer be invoiced for the Product Fee until the Product has been accepted by Customer pursuant to Section 8. Supplier shall render all invoices, such invoices being provided separately by Customer purchase order number to such address as Customer specifies in writing to Supplier.
 7. Training and Professional Services. As requested by Customer, Supplier shall make training available to Customer to train Customer's personnel in the use of the Product, as further described in the applicable Purchase Order. In addition, at Customer's request, Supplier shall make professional services available to Customer on matters pertaining to the installation, use, operation, and modification of the Product as more specifically described the applicable Purchase Order or in a separate professional services agreement.
 8. Acceptance Period. Unless otherwise specified in the applicable Purchase Order, Products are deemed accepted by Customer seven (7) days after delivery of the Products to Customer, unless Customer notifies Supplier in writing of Product shortages, damage, or defects. No returns may be made for any reason without a return authorization form issued by Supplier.
 9. Representations and Warranties by Supplier. Supplier represents and warrants that:
 - 9.1 It is a corporation duly incorporated, validly existing, and in good standing under the laws of Georgia.
 - 9.2 Supplier has fully complied with O.C.G.A 13-10-91 and Chapter 300-10-1 of the Rules of the Georgia Department of Labor, and Suppliers certifies to Customer 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, Supplier certifies that any subcontractor is in compliance with O.C.G.A 13-10-91 and participates in the federal work authorization program to verify employment eligibility of all newly hired employees. Supplier understands that this Agreement may be suspended or terminated if it is determined that Supplier has made a false certification or has violated such certification by failure to care out this requirement.
 - 9.3 Supplier has maintained the types and amounts of insurance as set forth in the ITB and the General Conditions, and as otherwise reasonable required by Customer from time to time. Supplier shall provide proof of such insurance to the Customer contemporaneously with the execution of the Purchase Order, and as and when requested by the Customer. Acceptance of certificate of proof of insurance by Customer does not constitute approval or agreement by the Customer that the insurance requirements have been satisfied.
 - 9.4 The Product and any other work performed or provided by Supplier hereunder shall not infringe upon any United States or foreign copyright, patent, trade secret, or other proprietary right, or misappropriate any trade secret, of any third party, and Supplier further

represents and warrants that it has neither assigned nor otherwise entered into an agreement by which it purports to assign or transfer any right, title, or interest to any technology or intellectual property right that would conflict with its obligations under this Agreement.

- 9.5 There are no legal proceedings threatened or pending against Supplier by other users of the Product based upon problems with the Product or Supplier's performance.

11. Product Maintenance. Supplier shall provide technical support and maintenance services (collectively, "Product Maintenance") as set forth on the applicable Purchase Order for the maintenance fees set forth therein, together with all new releases, upgrades, modifications, and enhancements to the Product.

12. General Indemnity. Supplier agrees to indemnify, defend, and hold Customer, its officers, directors, agents, and employees (each, an "Indemnitee" and collectively, the "Indemnities") harmless from and against any and all liabilities, damages, losses, expenses, claims, demands, suits, fines, attorneys fees or judgments, 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 Customer or its employees. Nothing in this paragraph or the Agreement shall be deemed to constitute a waiver of Customer's sovereign immunity, create rights in any third party, or create any third party beneficiaries.

13. General.

- 18.1 Relationship between Customer and Supplier. Supplier represents and warrants that it is an independent contractor with no authority to contract for Customer or in any way to bind or to commit Customer to any agreement of any kind or to assume any liabilities of any nature in the name of or on behalf of Customer. Under no circumstances shall Supplier, or any of its staff, if any, hold itself out as or be considered an agent employee, joint venture, or partner of Customer. In recognition of Supplier's status as independent contractor, Customer shall carry no Workers' Compensation insurance or any health or accident insurance to cover Supplier or Supplier's agents or staff, if any. Customer shall not pay any contributions to Social Security, unemployment insurance, federal or state withholding taxes, any other applicable taxes whether federal, state, or local, nor provide any other contributions or benefits which might be expected in an employer-employee relationship.

- 18.2 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia and the federal laws of the United States of America. Any dispute arising in connection with the interpretation of this Agreement or the performance of any party under this Agreement or any claim or dispute under this Agreement or otherwise relations to this Agreement shall, at the sole option of the Customer, be referred to binding arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association.

- 18.3 Cumulative Remedies. All rights and remedies of Customer herein shall be in addition to all other rights and remedies available at law or in equity, including, without limitation, specific performance against Supplier for the enforcement of this Agreement, and temporary and permanent injunctive relief.

- 18.4 Force Majeure. Neither party shall be liable for delays or any failure to perform under this Agreement due to causes beyond its reasonable control. Such delays include, but are not limited to, fire, explosion, flood or other natural catastrophe, governmental legislation, acts, orders, or regulation, strikes or labor difficulties, to the extent not occasioned by the fault or negligence of the delayed party ("Force Majeure Event"). Any such excuse for delay shall last only as long as the event remains beyond the reasonable control of the delayed party. However, the delayed party shall use its best efforts to minimize the delays caused by any such event beyond its reasonable control. The delayed party must notify the other party

promptly but no later than ten (10) days upon the occurrence of any such event, or performance by the delayed party will not be considered excused pursuant to this Section, and inform the other party of its plans to resume performance.

- 18.5 Severability. In the event that any one or more of the provisions of this Agreement is determined by a court of competent jurisdiction to be invalid, unenforceable, or illegal, such invalidity, unenforceability, or illegality shall not affect any other provisions of this Agreement, and the Agreement shall be construed as if the challenged provision had never been contained herein. The parties further agree that in the event such provision is an essential part of this Agreement, they will immediately begin negotiations for a suitable replacement provision.
- 18.6 Facsimile/Scanned Signatures and Counterparts. The parties agree that this Agreement will be considered signed when the signature of a party is delivered by facsimile transmission or when the signature of a party is delivered as a scanned original transmitted via electronic mail. Such facsimile or scanned signature shall be treated in all respects as having the same effect as an original signature. This Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which, taken together, shall constitute one and the same instrument.
- 18.7 Entire Agreement. This Agreement and its attached exhibits, if any, constitute the entire agreement between the parties and supersede any and all previous representations, understandings, discussions, or agreements between Customer and Supplier as to the subject matter hereof. This Agreement may only be amended by an instrument in writing signed by Customer and Supplier. Customer and Supplier each acknowledge that it has had the opportunity to review this Agreement with its legal counsel.

2

[INTENTIONALLY BLANK. SIGNATURE PAGE FOLLOWS.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers effective as of the Effective Date.

THE CITY OF ALPHARETTA, GA (Customer)

By: _____

Name: David Belle Isle

Title: Mayor, City of Alpharetta

Date: _____

Address for Notice:

ATT: _____

Alpharetta City Hall

2 Park Plaza

Alpharetta, Georgia 30009

EDGE SOLUTIONS, LLC (Supplier)

By: _____

Name: Julie Ison Haley

Title: CEO

Date: _____

Address for Notice:

ATT: Julie Haley

Edge Solutions, LLC

7 Old Roswell St.

Alpharetta, Georgia 30009

Approved as to Content:

Stephanie Cochran

Approved as to form:

C. Sam Thomas, P.C.
City Attorney

SCHEDULE OF ITEMS
CITY NETOWRK EQUIPMENT 2016
ITB #16-012

Line Item	Quantity	Part Number	Description	Unit Cost	Total Cost
1.A	2	J9738A	HP X332 575W 100-240VAC to 54VDC PS	292.00	584.00
1.B	2	J9738A ABA	U.S. - English localization		-
1.C	13	J9727A	HP 2920-24G-POE+ Switch	1,502.00	19,526.00
1.D	13	J9727A ABA	U.S. - English localization		-
1.E	3	J9729A	HP 2920-48G-POE+ Switch 1	2,032.00	6,096.00
1.F	3	J9729A ABA	U.S. - English localization		-
1.G	8	J4859C	HP X121 1G SFP LC LX Transceiver	306.00	2,448.00
1.H	4	J9731A	HP 2920 2-port 10GbE SFP+ Module	538.00	2,152.00
1.I	2	J9151A	HP X132 10G SFP+ LC LR Transceiver	1,230.00	2,460.00
1.J	6	JL001A	HP 5412R 92GT PoE+ / 4SFP+ v3 zl2 Swch	7,358.00	44,148.00
1.K	6	JL001A 0D1	Factory integrated		-
1.L	18	J9986A	INCLUDED: HP 24p 10/100/1000BASE-T PoE+ v3 zl2 Mod		-
1.M	6	J9990A	INCLUDED: HP 20p PoE+ / 4p SFP+ v3 zl2 Mod		-
1.N	6	J9827A	HP 5400R zl2 Management Module	1,144.00	6,864.00
1.O	6	J9827A 0D1	Factory integrated		-
1.P	22	J9829A	HP 5400R 1100W PoE+ zl2 Power Supply	796.00	17,512.00
1.Q	22	J9829A 0D1	Factory integrated		-
1.R	22	J9829A ABA	U.S. - English localization		-
1.S	1	JL003A	HP 5406R 44GT PoE+ / 4SFP+ v3 zl2 Swch	3,512.00	3,512.00
1.T	1	JL003A 0D1	Factory integrated		-
1.U	1	J9986A	INCLUDED: HP 24p 10/100/1000BASE-T PoE+ v3 zl2 Mod		-
1.V	1	J9990A	INCLUDED: HP 20p PoE+ / 4p SFP+ v3 zl2 Mod		-
1.W	2	J9829A	HP 5400R 1100W PoE+ zl2 Power Supply	796.00	1,592.00
1.X	2	J9829A 0D1	Factory integrated		-
1.Y	2	J9829A ABA	U.S. - English localization		-
1.Z	1	J9827A	HP 5400R zl2 Management Module	1,144.00	1,144.00
1.AA	1	J9827A 0D1	Factory integrated		-
1.AB	12	J9150A	HP X132 10G SFP+ LC SR Transceiver	464.00	5,568.00
1.AC	5	J9990A	HP 20p PoE+ / 4p SFP+ v3 zl2 Mod	1,872.00	9,360.00
1.AD	3	J9986A	HP 24p 10/100/1000BASE-T PoE+ v3 zl2 Mod	1,816.00	5,448.00
1.AE	10	HH245A1	HPE Training Credits for Networking SVC	800.00	8,000.00
Cisco Transceivers					
1.AF	2	SFP-10G-LR=	10GBASE-LR SFP Module	458	916.00
Grand Total				\$	137,330.00

Bid Price Certification for ITB #16-002

In compliance with Section 3 Scope of Project/Specifications, the undersigned offers and agrees that if this Bid is accepted by the City Council within one hundred twenty (120) days of the date of ITB Response Due Date and Bid opening, that the undersigned will furnish any or all of the deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified.

Company Name: Edge Solutions LLC

Company Address: 7018 Roswell St. Alpharetta, GA 30009

Authorized Signature(s): [Signature]

Print/Type Name(s) & Title(s): Nicole Stephens Account Manager

Contact Info - Phone Number: 404-1668-1489

Contact Info - E-mail Address: nstephens@edge-solutions.com



Austin TeleServices
4209 S. Industrial Dr., Suite 300
Austin, TX 78744
(512) 437-3003 Office
(512) 497-8002 Mobile
(512) 329-8091 Fax

SUBMIT PURCHASE ORDER TO:

jgrodhaus@austints.com

ORIGINAL

Quote Number: City of Alph-GA-HP16012-

Customer: 66085-ALPHARETTA, CITY OF

Site Name

Site Address

Contact Info: 678-297-6052

Contact Name: Stephanie Cochran

purchasing@alpharetta.ga.us

Revision: 1

Revision Date: 2/18/2016

Quote Type: Equipment

Service Type: HP Equipment

Payment Term n30

SCOPE OF WORK: City Network Equipment 2016 - BID NO. 16-012

Pricing Summary:

Part Number	Description	QTY	Unit Price	Extended Price
J9727A	HP 2920-24G-POE+ Switch	13	\$1,489.76	\$19,366.82
J9727A#ABA	HP 2920-24G-POE+ Switch	13	\$0.00	\$0.00
J9738A	HP X332 575W 100-240VAC to 54V	2	\$372.10	\$744.20
J9738A#ABA	HP X332 575W 100-240VAC to 54V	2	\$0.00	\$0.00
J9729A	HP 2920-48G-POE+ Switch	3	\$2,629.10	\$7,887.30
J9729A#ABA	HP 2920-48G-POE+ Switch	3	\$0.00	\$0.00
J9731A	HP 2920 2-port 10GbE SFP+ Module	4	\$677.10	\$2,708.40
J4859C	ProCurve Gigabit LX-LC Mini-GBIC	8	\$347.50	\$2,780.00
J9151A	ProCurve 10-GbE SFP+ LR Transceiver	2	\$1,395.00	\$2,790.00
JL001A	HP 5412R 92GT PoE+ / 4SFP+ v3 zl2	6	\$10,823.43	\$64,940.60
J9827A	HP 5400R zl2 Management Module	6	\$1,693.77	\$10,162.60
J9829A	HP 5400R 1100W PoE+ zl2 Power S	22	\$832.99	\$18,325.76
J9829A#ABA	HP 5400R 1100W PoE+ zl2 Power S	22	\$0.00	\$0.00
J9990A	HP 20p PoE+ / 4p SFP+ v3 zl2 Mod	5	\$2,710.43	\$13,552.17
JL003A	HP 5406R 44GT PoE+ / 4SFP+ v3 zl2	1	\$5,130.10	\$5,130.10
J9827A	HP 5400R zl2 Management Module	1	\$1,693.77	\$1,693.77
J9986A	HP 24p 10/100/1000BASE-T PoE+ v3	3	\$2,439.32	\$7,317.97
J9829A	HP 5400R 1100W PoE+ zl2 Power S	2	\$832.99	\$1,665.98
J9829A#ABA	HP 5400R 1100W PoE+ zl2 Power S	2	\$0.00	\$0.00
J9150A	ProCurve 10-GbE SFP+ SR Transceiver	12	\$520.00	\$6,240.00
J9151A	ProCurve 10-GbE SFP+ LR Transceiver	2	\$1,395.00	\$2,790.00
HH245A1	HP CP Svc for Networking Training	10	\$648.89	\$6,488.89
				\$174,584.54

NOTES / ASSUMPTIONS:

1. ATS requires a Purchase Order prior to shipment or work start.
2. Part numbers, quantity and pricing assumed to be provided and/or accepted by client upon acceptance of this quote.

- 3. Actual start dates should be coordinated with ATS to verify that dates can be met.
- 4. Client to provide or procure any required software and/or licences directly from OEM.
- 5. Client to provide Equipment Engineering & Design services, including identifying any system or external cabling required.
- 6. Pricing does not include any applicable taxes.
- 7. Pricing does not include the cost associated with shipment of materials or equipment - method and schedule TBD by client
- 8. This quotation is based on current availability and valid through:
- 9. Equipment to be secured by ATS upon receipt of PO or LOI.
- 10. Warranty Period: 1 year with 24 hr advanced replacement

678-743-4530

ATS Contact Info:

512-437-3062

Telephone

**CITY OF ALPHARETTA
INVITATION TO BID (ITB)
(THIS IS NOT AN ORDER)**



Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

ITB TITLE: CITY NETWORK EQUIPMENT 2016
ITB #: 16-012
ITB RESPONSE DUE DATE/TIME: FEBRUARY 18, 2016 AT 2:00PM
ITB ISSUE DATE: JANUARY 28, 2016
NUMBER OF PAGES: 36

CONTACT INFORMATION

PROCUREMENT AGENT AND ITB CONTACT:

City of Alpharetta
Finance Department
Budget & Procurement Team
2 Park Plaza
Alpharetta, GA 30009

Stephanie Cochran

Phone: 678-297-6052

FAX: 678-297-6093

Email: purchasing@alpharetta.ga.us

Website: <https://www.ebidexchange.com/alpharetta>

INSTRUCTIONS TO BIDDERS

RETURN SEALED BID TO:

CITY OF ALPHARETTA
FINANCE DEPARTMENT
CITY HALL 1ST FLOOR GREETER STATION
2 PARK PLAZA
ALPHARETTA, GA 30009
ATTN: DEBORA WESTBROOK

EXTERIOR OF SEALED ENVELOPE/PACKAGE MUST NOTE:

Bidder's Name and Address
ITB Title & Number as noted on top of this page
ITB Due Date & Time as noted on top of this page
(or as may be changed by Official Written Addendum)

SPECIAL INSTRUCTIONS:

THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH EACH RESPONSE

By signing and returning this form with a Bid, the authorized signer and represented firm have read, understand, and agree to information within this Invitation to Bid:

Firm/Bidder Name: ABUNDANT INDUSTRIES INC.
Firm/Bidder Mailing Address: 76 MERIDIAN WAY, #808 LADERA RANCHO, CA 92694
Firm/Bidder Phone Number(s): 949.584.8842
Firm/Bidder FAX Number(s): N/A
Email Address for Bidder's Contact: CHRIS@ABUNDANT INDUSTRIES.COM
Authorized Bidder Signature: [Signature]
Printed Name of Signer: CHRIS FRANKS
Bidder Federal I.D. Number: 45-5183687
Bidder DUNS Number: 78519534

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SCHEDULE OF EVENTS**EVENT****DATE**

ITB Issue Date January 28, 2016

Deadline for Receipt of Written Questions February 9, 2016 at 4:00PM

Deadline for Posting of Written Answers February 12, 2016 at 4:00PM

ITB Response (Bid) Due Date/Time February 18, 2016 at 2:00PM

(All time references in this document are to be understood as local, Eastern Time for our City, Alpharetta, GA.)

SECTION 1: ITB INSTRUCTIONS

1.0 Single Point of Contact

- Bidders are not allowed to communicate with any City staff or elected officials regarding this procurement, except for communication with or at the direction of the City Procurement Agent in charge of this solicitation as designated by the City Procurement Officer and, if applicable, authorized communications at the Pre-Bid Conference.
- Any unauthorized contact may disqualify the Bidder from further consideration.
- Contact information for the single point of contact is as follows:

Procurement Agent:	<u>Stephanie Cochran</u>
Address:	City of Alpharetta Finance Department Budget & Procurement Team 2 Park Plaza Alpharetta, GA 30009
Telephone Number:	<u>678-297-6052</u>
Fax Number:	<u>678-297-6093</u>
E-mail Address:	<u>purchasing@alpharetta.ga.us</u>

1.1 Required Review

1.1.1 Definitions of Certain Terms: Appendix C of this document contains definitions to a list of procurement terms that may be used in the ITB and procurement process. Bidders are encouraged to review these terms for intent and meaning used throughout the ITB and contracting process.

The City also offers a Vendor Guide containing information about doing business with our City. Among other information, the Guide contains definitions to terms used in the procurement processes along with the basic steps within each process. The Guide can be found online at <https://www.ebidexchange.com/alpharetta>.

1.1.2 Review of ITB: Bidders should carefully review this ITB in its entirety including all instructions, requirements, specifications, and terms/conditions, and promptly notify the Procurement Agent, identified above, in writing or via e-mail of any ambiguity, inconsistency, unduly restrictive specifications, or error that may be discovered upon examination of this ITB.

1.1.3 Addenda: The City may revise this ITB by issuing an addendum prior to the ITB Response Due Date/Time. The addendum will be posted on the City's website alongside the posting of the ITB at <https://www.ebidexchange.com/alpharetta>. Any publicly issued addendum will become part of the bid documents and subsequent contract.

- Bidders must sign and return any addendum acknowledgement page with their Bid response.
- Failure to submit Bid in accordance with an addendum may be cause for rejection.
- In unusual circumstances, the City may postpone an opening/due date and time in order to notify vendors of an addendum and to give Bidders sufficient time to respond to the addendum.
- It is the Bidder's responsibility to review the Schedule of Events and the web page for additional documents and/or addenda issued for this project.

1.1.4 Form of Questions: Bidders with questions, requiring clarification, or interpretation of any section within this ITB must address these questions in writing using the question tab and entry field found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. Registration and login is required to view documents, ask questions, and view the City's responses.

- Questions must be received by the City on or before **4:00PM, February 9, 2016**.
- Each question shall be submitted separately.
- Each question must provide clear reference to the section, page, and item in question.
- Questions received after the deadline may not be considered.

1.1.5 City's Answers: The City will provide official written answers to all written questions received on or before Question Deadline noted above in *Section 1.1.4*.

- Answers to questions for clarification can be found within the question tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. Registration and login is required to view documents, ask questions, and view the City's responses.
- All questions will be answered either within the question tab for the solicitation or in an officially posted addendum by or before **4:00PM, February 12, 2016**.
- Any material changes to the ITB, including changes to the Scope of Project/Specifications, Calendar of Events, etc., will be formally communicated through an addendum that will be added to the solicitation posting, which can be found at <https://www.ebidexchange.com/alpharetta>.
- Bidders must sign and return any addendum acknowledgement page with their bid (see Section 1.1.3).
- Any other form of interpretation, correction, or change to this ITB will not be binding upon the City.

1.2 (section not used)

1.3 Submitting a Bid

1.3.1 Failure to Comply with Instructions: The City may choose not to evaluate, may deem non-responsive, and/or may disqualify from further consideration any responses that fail to comply with these instructions, are difficult to understand, are difficult to read, or are missing any requested information.

1.3.2 Standard Forms: Bidders **must** respond to this ITB by completing the standard forms set forth under *Appendix A*. The standard forms include legal requirements that must be met before the contract award process commences. See *Appendix A* for further instructions.

1.3.3 Standard Contract: By submitting a Bid in response to this ITB, Bidders agree to execute a contract materially incorporating those certain provisions set forth in *Section 6 Terms and Conditions* upon contract award by the City Council. Bidders acknowledge that *Section 6 Terms and Conditions* does not define the total extent of the contract language.

1.3.4 Bidder's Signature:

- The first page of this ITB and any other pages requiring signatures must be signed in ink by an individual authorized to legally bind the legal entity submitting the Bid and must be submitted with the Response.
- The Bidder's signature on a Bid in response to this ITB represents, warrants, and guarantees that the prices quoted have been established without collusion and without effort to preclude the City from obtaining the best possible supply or service.
- By signing and submitting a response to this ITB, Bidder acknowledges and agrees that the Bidder has carefully examined and fully understands the provisions and requirements of this ITB; has made a personal examination of the Project site (if applicable); is satisfied as to the actual conditions, specifications/scope of work, and requirements; and hereby agrees that if Bidder's Bid is accepted, Bidder will enter into a contract with the City and perform same in full conformance with the Contract Documents.

- Proof of authority of the person signing the Bid response must be furnished upon request.

1.3.5 Organization of Bid: Each Bid response must be organized in the order set forth in Section 3 of this ITB. The original bid document and each bid document copy shall have tabs separating each response section.

1.3.6 Late Submissions, Withdrawals, and Corrections:

Late Bid: Regardless of cause, late Bids will not be accepted and will automatically be disqualified from further consideration. It shall be the Bidder's sole risk to assure delivery to the receptionist's desk at the designated office by the designated ITB Response (Bid) Due Date/Time. Late Bids will not be opened and may be returned to the Bidder at the expense of the Bidder or destroyed if requested.

Bid Withdrawal: A Bidder requesting to withdraw their Bid prior to the ITB Response (Bid) Due Date/Time may submit a letter to the Procurement Agent requesting to withdraw. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm.

A Bidder requesting to withdraw after the Bid has been opened will be required to submit a letter with documented facts supporting the reason for withdrawal within two (2) business days of the opening. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm. The Bidder must present clear and convincing evidence that an unintentional error was made. The Procurement Officer will review the withdrawal request and a judgment will be made. Generally, Bid withdrawal after Bids are opened for reasons other than obvious clerical errors is not permitted.

Bid Correction: If an error is discovered prior to the opening, the Bidder can submit a corrected Bid. The corrected Bid should be clearly marked to indicate that it replaces the Bid originally submitted.

If an obvious clerical error not involving unit pricing is discovered after the Bid has been opened, the Bidder may submit a letter to the designated Procurement Agent within two (2) business days of opening requesting that the error be corrected. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm or subject legal entity. The Bidder must present clear and convincing evidence that an unintentional error was made. The Procurement Officer will review the correction request and a judgment will be made. Generally, modifications to opened Bids for reasons other than obvious clerical errors are not permitted. No changes to any unit price will be made after the bids are opened. Errors in the mathematical extension of the quantities and unit prices will be corrected by the City and the revised total bid amounts are then to be used to determine the lowest reliable bidder.

1.3.7 Notice of "No Bid": It is important to the City of Alpharetta to receive a reply from all invited Bidders. There is no obligation to submit a Bid, quotation, or proposal; however, if you are unable or do not wish to participate in this ITB and this "Notice of No Bid" is not executed and returned, your firm may be deleted from our list of qualified Bidders/Offerors. This form is located in Appendix A (Standard Forms).

1.4 Cost of Preparing a Bid

1.4.1 City Not Responsible for Preparation Costs: The costs for developing and delivering Bids, responses, or submissions to this ITB and any subsequent presentations of the Bid as requested by the City are entirely the responsibility of the Bidder. The City is not liable for any expense incurred by the Bidder in the preparation and presentation of their Bid.

1.4.2 All Timely Submitted Materials Become City Property: All materials submitted, including those from awarded Offeror as well as those from unsuccessful Offerors, in response to this ITB become the property of the City and are to be appended to any formal documentation, which would further define or expand any contractual relationship between the City and Bidder resulting from this ITB process.

1.5 Accessing Procurement Opportunities and Vendor Registration

1.5.1 Accessing Procurement Opportunities Online: Bidders interested in responding to this ITB can locate all associated documents at <https://www.ebidexchange.com/alpharetta>. Registration and login at this eBid Systems site is required to view/download documents and view/ask questions.

1.5.2 Vendor Registration: Bidders may also register as a vendor with the City by going to www.alpharetta.ga.us, select the **Business** dropdown, and then choose **Vendors**. Web based registration is the method of registration used by the City for all transactions such as contracts, purchase orders, payments, etc. A Bidder may submit a Bid without first entering vendor registration, but online registration is required of an awarded contractor.

1.6 Alpharetta Vendor Preference (a.k.a. Local Vendor)

It is the policy of the City to invest in the local community when appropriate through securing goods/services from local businesses at competitive pricing and terms. This is to encourage local businesses to compete for City Business for formal procurement with a contract value of \$50,000.01 to \$500,000.00.

To apply for the Alpharetta Vendor Preference the Vendor must meet the following requirements:

- Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which said business is responding;
- The permanent place of business must distribute goods/services and cannot be a post office box or a residence;
- Has a valid business license from the City; and
- Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, etc.).

Vendors must complete the **Local Vendor Certification** form located in Appendix A, Standard Forms of this ITB. Every Vendor seeking qualification for local preference must include the completed form and all required documentation noted on the form in the Vendor's response to this ITB.

SECTION 2: BID RECEIPT AND EVALUATION PROCESS

2.0 Authority

This ITB is issued under the authority of the City of Alpharetta Procurement Policy and applicable law. The City has the authority to reject any and all Bids and to waive technicalities and informalities as further set forth in Section 2.3.

2.1 Receipt of Bids and Public Inspection

2.1.1 Public Information:

During the opening of Bids, the Bidder's name, Bid amount and other pertinent information will be read aloud and recorded. No other information will be disclosed at that time. Each Bid and all information received in response to this ITB, including copyrighted material, is deemed "public record" in accordance with O.C.G.A. § 50-18-70, et seq., and will be subject to Public inspection and copying shortly after Bid opening with the following four exceptions:

1. bona fide trade secrets that have been specifically identified, properly marked, separated, and documented and to which the Bidder has attached an affidavit declaring that such specific information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated, will not be disclosed; provided however, if the City determines that such specifically identified information does not in fact constitute a trade secret, the City will notify the Bidder of its intent to disclose such information prior to its initial disclosure as required by law;
2. matters involving individual safety, as determined by the City, may be withheld from disclosure;
3. any company financial information in the form of records containing tax matters or tax information that is confidential under state or federal law, which has been requested by the City to determine vendor responsibility, unless prior written consent has been given by the Bidder will not be disclosed;
4. any document or record, or portion thereof, containing information exempt from disclosure pursuant to O.C.G.A. § 50-18-70, et seq., may be withheld from disclosure as determined by the City; and
5. any other document or record, or portion thereof, mandated by law to be kept confidential, as determined by the City.

All open records requests must be presented in writing along with specific items requested. The Open Records Request form is available from the City's main website and requested through the City Clerk's office.

2.1.2 Procurement Agent's Review of Bids: The Procurement Agent in charge of the solicitation will open and review the Bids and separate out any information that meets the referenced exceptions in *Section 2.1.1* above, providing the following conditions have been met:

1. Documents or records containing information that the Bidder wishes to keep confidential must be specifically identified and clearly marked and separated from the rest of the Bid;
2. The Bid does not contain any such confidential material in the cost/price section; and
3. An affidavit from the Bidder specifically identifying information as a trade secret and declaring that such information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated is attached to each

separated document or record in the Bid that Bidder wishes to be kept confidential because it contains trade secrets.

Information separated out under this process will be available for initial review only by the Procurement Officer, Procurement Agent, and limited other designees. Bidders acknowledge that the act of separating out such information by the Procurement Agent does not operate to exempt such information from disclosure as a public record; rather, the disclosure of such information is governed by O.C.G.A. § 50-18-70, et seq. Bidders should be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event an (open records) request is submitted by another party and the City determines that such information is subject to disclosure.

2.2 Classification and Evaluation of Bids

2.2.1 Initial Classification of Bids as Responsive and Responsible:

All Bids will initially be classified as either "responsive" or "nonresponsive".

1. Bids may be found nonresponsive any time during the evaluation process if
 - any of the required information is not provided;
 - the submitted price is found to be excessive or inadequate; or
 - the Bid does not comply with the plans and specifications as described and required in this ITB.
 - Submissions found nonresponsive will not be considered further.
2. The Procurement Officer or designee will determine whether a Bidder has met the standards of responsibility – i.e., whether the Bidder has the capability in all respects to perform fully and reliably the requirements of this ITB and resulting contract based on the factors below. Such a determination may be made at any time during the evaluation of a Bid response if information surfaces that would result in a determination of non-responsibility.
 - If a Bidder is found non-responsible, the determination must be in writing, made a part of the procurement file, and mailed to the affected Bidder.

2.2.2 Evaluation of Bids: During the evaluation of the Bids, the City reserves the right to request clarification of Bid responses and the right to request the submission of references, if deemed necessary for a complete evaluation of Bids.

Award will be made to the responsive and responsible Bidder whose Bid is most economical according to designated criteria.

The determination of the lowest responsive and responsible Bidder may involve all or some of the following factors:

- price;
- conformity to specifications;
- financial ability to meet the contract;
- previous performance;
- facilities and equipment;
- availability of repair parts;
- and other objective and accountable factors, if any.
- experience;
- delivery promise;
- terms of payment;
- compatibility as required;
- other costs;

The City shall be the judge of the factors and will make the award in the best interest of the City.

2.2.3 Completeness of Bid: Selection and award will be based on the Bidder's Bid. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested.

2.2.4 Contract Award: Contract award, if any, will be made by City Council upon recommendation, to the Bidder providing the lowest responsive and responsible Bid and who provides all required documents. The City of Alpharetta may elect to electronically deliver contracts to the awarded contractor for digital signing. Both State of Georgia and Federal law recognize and uphold the use of electronic signatures. DocuSign is the City's current electronic signature solution allowing users to route and sign contracts and agreements securely.

2.3 City's Rights Reserved

While the City has every intention to award a contract as a result of this ITB, issuance of the ITB in no way constitutes a commitment by the City to award and execute a contract. Upon a determination such actions would be in its best interest, the City, in its sole discretion, reserves the right to:

- cancel or terminate this ITB at any time. A notice of cancellation will be issued on the City's website. If the ITB is cancelled, the City will not reimburse any vendor for the preparation of their Bid. Bids may be returned, at Bidder's expense, upon request if unopened;
- reject any or all Bids, responses, or submissions received in response to this ITB;
- waive and/or amend any technicalities or informalities, or undesirable, inconsequential, or inconsistent provisions or specifications of this ITB which would not have significant impact on any Bid or submission;
- not award a contract if it is in the best interest of the City not to proceed with contract execution; and
- terminate any contract if the City determines adequate funds are not available.

SECTION 3: SCOPE OF PROJECT/SPECIFICATIONS

3.0 Organization of Bid

Each Bid must be organized in the order set forth below. Paper Original and Copy section shall have tabs separating each section. Each Bid and Copies must be submitted in a sealed envelope/package.

Sealed Bid envelope/package must be marked on the exterior with the following:

- Bidder's Name,
 - ITB #,
 - ITB Title, and
 - ITB Response (Bid) Due Date/Time.
1. **Cover Page** – Bidder's authorized official to complete, sign, and return with Bid response;
 - a. By submitting a response to this ITB, Bidder acknowledges and agrees that Bidder has carefully examined and fully understands the provisions and requirements of this ITB, has made a personal examination of the site of the proposed work (if applicable), is satisfied as to the actual conditions and requirement of the proposed Work, and hereby proposes and agrees that if Bidder's Bid is accepted, Bidder will contract with the City in full conformance with the Contract Documents. Bidders should include a listing of any exceptions to *Sections 1, 2, and 6* (including subsections).
 2. **Section 3, Scope of Project/Specifications** – include all requested documents, information, exceptions, clarifications, etc.;
 3. **Section 4, Bidder Qualification** – include all requested documents and information;
 4. **Section 5, Cost Submission Form with Bid Price Certification** – Bidder's authorized official to complete, sign, and return with Bid response;
 - a. Bidders **must** respond to this ITB by utilizing the Cost Submission Form found in Section 5. (This form may also be provided as a separate, fillable Excel worksheet.)
 - b. Except in rare cases as described in Section 1.3.6, a Bid may not be corrected, withdrawn, or canceled by the Bidder for a 120-day period following the deadline for Bid submission as defined in the Schedule of Events (ITB Response (Bid) Due Date/Time), or receipt of best and final offer, if required, and Bidder so agrees in submitting the bid.
 - c. The Cost Submission Form will be used as the primary representation of each Bidder's cost/price, and will be used extensively during Bid evaluations.
 - d. Additional information should be included as necessary to explain in detail the Bidder's cost/price.
 5. **Appendix A, Standard Forms**– Complete each of the following as directed on each form, sign, and return with Bid response:
 - a. Disclosure Form – complete, sign, and return with Bid response;

- b. Bid Bond or Certified Check
 - c. E-Verify, Affidavit Verifying Compliance with Illegal Immigration Reform and Enforcement Act, Contractor Affidavit only to be returned with proposal;
 - d. W-9, Request for Taxpayer Identification Number and Certification;
6. **Additional Appendices** (ONLY if applicable) – include all requested documents and information;
7. **Addenda** – if any addenda are formally issued by the City, Bidder must complete, sign, and return Page 1 Addendum Acknowledgement with Bid acknowledging receipt and adherence to any changes in the ITB.

3.1 Bid Copies Required, Deadline for Receipt

1. Each Bid must be received in sealed, opaque packaging.
2. Bids must be at the location noted below prior to the ITB Response (Bid) Due Date/Time **2:00PM (EDT), on February 18, 2016**. Each bid response received must be delivered to this location and Time/Date stamped upon delivery.

City of Alpharetta City Hall 1 st Floor Greeter Station 2 Park Plaza Alpharetta, GA 30009 Attn: Stephanie Cochran
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3. Faxed or e-mailed responses to Requests for Bids are NOT accepted and will not be reviewed.
4. Bidders must submit the following number of copies to the address set forth on the Cover Page:
 - **One (1) Hard Original Copy Unbound** (3-ring binder OK), marked "Original" with original signatures;
 - **One (1) Hard Copies Unbound** (3-ring binder OK), marked "Copy";
 - **One (1) CD-ROM or Flash Drive Copies.**
 - a. Mark all CD's or Flash Drives with Bidder's name and ITB name and number.
 - b. All digital files must be in either (unless otherwise specified within this document):
 - i. Microsoft Office file format or
 - ii. Portable Document Format (PDF).
 - c. Use caution in creating the electronic files. If the City is unable to open files due to data-corruption, the Bidder's Bid may be considered incomplete.
 - d. **NOTE:** All digital and hard copies must include exactly the same information as provided in the hard "Original" copy.

3.2 Bid Opening

For all that wish to attend, the public Bid Opening will be held at:

City of Alpharetta
City Hall 2nd Floor
Conference Room #240
2 Park Plaza
Alpharetta, GA 30009

3.3 City's Intent

The City of Alpharetta is accepting bids for the purchase of **HEWLETT PACKARD (HP) NETWORK EQUIPMENT**. This equipment is for replacement of existing network equipment at the City of Alpharetta.

3.4 Required Information

Complete all items on the equipment and service list cost sheet in Section 5.

SECTION 4: BIDDER QUALIFICATIONS

4.0 City's Right to Investigate

The City may make such investigations as deemed necessary to determine the ability of the Bidder to provide the supplies and/or perform the services specified.

4.1 Bidder Informational Requirements

In determining the capabilities of a Bidder to perform the services specified herein, the following informational requirements must be met by the Bidder. Note: Each item must be thoroughly addressed. Bidders taking exception to any requirements listed in this section may be found non-responsive.

Each bid shall provide the following information:

4.1.1 References: Bidder shall provide a minimum of (3) three references for each item/service specified in this ITB. The references may include any government, agency or similar entity where the Bidder, preferably within the last (2) two years, has successfully completed (supplying HEWLETT PACKARD (HP) components for networks and/or data centers).

At a minimum, the Bidder shall provide:

- the company name,
- the location where the service was provided or item was installed/delivered,
- contact person(s),
- customer's telephone number,
- contact person's email address, and
- a complete description of the item/service type, and dates provided.

These references may be contacted to verify Bidder's ability to perform the contract. The City reserves the right to use any information or additional references deemed necessary to establish the ability of the Bidder to perform the conditions of this request. Negative references may be grounds for Bid disqualification.

4.1.2 Resumes/Company Profile and Experience:

Bidder shall specify how long the individual/company submitting the Bid has been in the business of providing services similar to those requested in this ITB.

Bidder shall provide:

- A brief business profile.
- Name, telephone number, and email address of the Bidder's designated contact.
- A brief resume or summary of qualifications, work experience, education, skills, etc., for the proposed project manager and for all key personnel who will be involved with any aspect of the Work.

4.1.3 Method of Providing Services: Bidder should provide a description of the work plan and the methods to be used that will convincingly demonstrate to the City what the Bidder intends to do, the timeframes necessary to accomplish the Work, and how the Work will be accomplished.

SECTION 5: COST SUBMISSION

Please see Schedule of Items, this is a separate document.

Alpharetta (Local) Vendor Preference: An Alpharetta vendor that has submitted the Local Vendor Certification Form with all required information and has been confirmed as eligible by City personnel will be given preference in contract award if their responsive and responsible bid is within 3.00% of the lowest responsive and responsible bid. (See section 1.6 for more information.)

Bid Price Certification

In compliance with Section 3 Scope of Project/Specifications, the undersigned offers and agrees that if this Bid is accepted by the City Council within one hundred twenty (120) days of the date of ITB Response Due Date and Bid opening, that the undersigned will furnish any or all of the deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified.

COMPANY

ABUNDANT INDUSTRIES INC.

ADDRESS

76 MERCANTILE WAY #808, LAOERA RANCH CA. 92694

AUTHORIZED SIGNATURES



PRINT / TYPE NAME(S) AND TITLE(S)

CHRIS FRANKOS, CEO

CONTACT INFO: PHONE NUMBER

949-584.8842

CONTACT INFO: E-MAIL ADDRESS

CHRIS@ABUNDANTINDUSTRIES.COM

SECTION 6: TERMS AND CONDITIONS

The City's standard terms and conditions, which will be incorporated into the Contract, are set forth below ("Terms and Conditions"). Bidders should notify the City of any Terms and Conditions that either preclude them from responding to this ITB or add unnecessary cost. This notification must be made by the deadline for receipt of written/e-mailed questions or with the Bidder's Bid. Any requests for material, substantive, important exceptions to the Terms and Conditions will be addressed by formal written addendum issued by the designated Procurement Agent. The City reserves the right to address any non-material, minor, and/or insubstantial exceptions to the Terms and Conditions.

6.0 Additional Contract Provisions and Terms

This ITB, including all documents and appendices attached hereto, referenced herein and/or incorporated herein, and any addenda hereto, and the Bid of the awarded Contractor, including any amendments thereto, will be incorporated into the Contract (as previously set forth, all of such documents are collectively referred to as the "Contract Documents"). The Terms and Conditions set forth herein do not define the total extent of the contract language. In the event of a conflict or dispute as to the duties and responsibilities of the City and Contractor under any resulting Contract Documents, the Contract, will govern in accordance to the order of precedence set forth therein.

6.1 Performance Prior to Contract Execution

The successful Bidder shall not begin performance of the Project prior to the execution of a formal written contract by the City and the successful Bidder. Any Bidder beginning performance prior to the execution of the Contract shall be deemed to be proceeding at the Bidder's risk, and shall not be entitled to any compensation for such performance. In addition, the City reserves the right to withdraw or cancel the award of this ITB.

6.2 Contract Term

The term of the Contract commences upon execution by both parties and shall terminate upon the completion of the Project, as further provided for in the Contract and in accordance with O.C.G.A. § 36-60-13.

The Contract price(s) and/or rates for the above-stated contract term will remain as offered in the Contractor's Bid cost proposal and accepted/awarded by the City Council. Any contract extension beyond the above-stated contract term shall be based on the same terms and conditions as the original term with the exception of the price(s) or rates. The price(s) or rates for any extended term are guaranteed for a minimum of twelve (12) months. Any increase (or decrease) in prices or rates after the above-stated term, which includes any renewal term(s), shall be limited to three percent (3%) or the Consumer Price Index (US City Average – All Items; most recent month) factor, whichever is the lesser.

For any automatic renewal of the contract required pursuant to O.C.G.A. § 36-60-13, notice of intent to not renew will be given to the Contractor in writing by the City, no less than thirty (30) days before the expiration date of the initial term of the contract.

6.3 Subcontractors

The lowest responsive and responsible Bidder will be the prime contractor if a contract is awarded and executed and shall be responsible, in total, for all work of any subcontractors. All subcontractors, if any, must be listed in the Bid. The City reserves the right to approve all subcontractors. The Contractor shall be responsible to the City for the negligent acts and negligent omissions of all subcontractors or agents and of persons directly or indirectly employed by such subcontractors, and for the acts and omissions of persons employed directly by the Contractor. Further, nothing contained within this ITB, or otherwise in the Contract Documents created as a result of any contract award derived from this ITB, shall create any contractual relationships between any subcontractor of the Contractor and the City.

6.4 (section not used)

6.5 (section not used)

6.6 General Insurance Requirements

The following is informational for this ITB. Upon Council approval, the awarded Contractor shall provide the City with a Certificate of Insurance to the address listed under *Section 1.0* indicating the existence of the policies prior to the beginning of the contract work or term. Thereafter, a renewal certificate shall be delivered to the City at least thirty (30) days prior to the expiration date of each expiring policy. If at any time, any of the policies shall be or become unsatisfactory to the City as to form or substance, or any of the carries issuing such policies shall be or become unsatisfactory to the City, the Contractor shall deliver to the City representative upon demand a certified copy of any policy required herein for review. The Certificates of Insurance shall state that the City of Alpharetta is additionally insured.

- **Workers Compensation:** Workers Compensation \$500,000 per accident per employee with waiver of subrogation. Required documentation includes certificate from insurance company showing issuance of workmen's compensation coverage for the State of Georgia.
- **Comprehensive General Liability Insurance:**

Commercial General Liability	\$1,000,000 each occurrence
	\$1,000,000 aggregate
- **Comprehensive Auto Liability Insurance:**

Bodily Injury Liability	\$1,000,000 each occurrence
Property Damage Liability	\$ 100,000 each occurrence
- **Excess Umbrella Liability:**

Combined Single Limit Bodily Injury and / or Property Damage	\$1,000,000 each occurrence
	\$1,000,000 aggregate

Insurance; Indemnification. The awarded Contractor shall maintain the types and amounts of insurance set forth as from time to time reasonably shall be requested by the City. The awarded Contractor shall provide proof of such insurance to the City at the same time as the execution of any resulting Contract and/or purchase order, 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 awarded Contractor shall indemnify and hold the City harmless from all claims, demands, losses, attorneys' fees and liabilities of any type or nature arising out of or related to the Contractor's, or Contractor's agents', employees' or subcontractors', negligent performance or non-performance of any resulting Contract and/or purchase order, 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 any resulting Contract and/or purchase order 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.

6.7 Independent Contractor

The Contractor shall at all times be acting as an independent contractor and not be considered or deemed to be an agent, employee, joint venture, or partner of the City. The Contractor shall have no authority to contract for or bind City in any manner. Neither the Contractor nor its employees are employees of the City. The Contractor shall have and maintain the responsibility for and control of the rendition of the Work (including, the services performed) under the Contract, the discipline of its employees, and other matters incident to the performance of the Work (services, duties, and

responsibilities as described and contemplated in the Contract). The Contractor is required to supply the City with proof of compliance with the Workers' Compensation Act while performing work for the City. Proof of compliance must be received at the address listed under *Section 1.0* with the original Bid.

6.8 Compliance with Illegal Immigration Reform and Enforcement Act

E-Verify Program:

The City of Alpharetta 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 shall not enter into a contract for the physical performance of services unless the Contractor registers and participates in a federal work authorization program (E-Verify). Further, Bidders submitting a Bid for the physical performance of service shall include a fully executed E-Verify affidavit as part of their Bid.

Requirement to Participate in a Federal Work Authorization Program (E-Verify):

No Bidder shall submit a Bid for the physical performance of service unless the Bidder participates in a Federal Work Authorization Program and complies with the requirements of O.C.G.A. § 13-10-91.

- (1) Pursuant to O.C.G.A. § 13-10-91, the Contractor represents, warrants, acknowledges, and/or agrees that:
 - a. The Contractor has registered and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees;
 - b. Subcontractors shall not enter into any contract with the Contractor 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
 - c. Sub-subcontractors shall 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.
- (2) 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 such website address.

Contractor, Subcontractor, and Sub-subcontractor Evidence of Compliance:

- (1) The Contractor, if entering a contract with the City providing the physical performance of services, shall comply with the requirements of O.C.G.A. § 13-10-91.
- (2) Pursuant to O.C.G.A. § 13-10-91, in the event the Contractor employs or contracts with a subcontractor in connection with a covered contract, Contractor shall 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 provided in *Appendix A* hereof, and maintain records of such attestation for inspection by the City at any time. Such subcontractor affidavit shall become a part of the contractor/subcontractor agreement.
- (3) Pursuant to O.C.G.A. § 13-10-91, in the event the Contractor 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 also provided in *Appendix A* hereof, and maintain records of such attestation for

inspection by the City at any time. Such sub-subcontractor affidavit shall become a part of the subcontractor/sub-subcontractor agreement.

- (4) The Contractor shall comply with any and all other applicable requirements and provisions of O.C.G.A. § 13-10-91 and other applicable rules and regulations promulgated in relation thereto.
- (5) All portions of contracts pertaining to compliance with O.C.G.A. § 13-10-91 and all other applicable rules and regulations promulgated in relation thereto, and any affidavit related hereto, shall be open for public inspection in this State at reasonable times during normal business hours.

Forms necessary to ensure compliance with this section are included under **Appendix A** and must be received at the address listed under **Section 1.0** prior to execution of any purchase order or contract.

6.9 Compliance with Laws

The Contractor shall, in performance of work under the Contract, fully comply with all applicable federal, state, or local laws, rules, and regulations, including, but not limited to, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Any subletting or subcontracting by the Contractor subjects subcontractors to the same provision. The Contractor agrees that the hiring of persons to perform the contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing the contract.

6.10 Title VI of the Civil Rights Act of 1964

The City of Alpharetta hereby gives public notice that it is the policy of the City to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. It is our policy that no person in the United States of America shall, on the grounds of race, color, national origin, sex, age, or disability be excluded from the participation in, be denied the benefits of or be otherwise subjected to discrimination under any of our programs or activities.

Any person who believes they have been subjected to unlawful discriminatory practice under Title VI has a right to file a formal complaint. Any such complaint must be filed in writing or in person with the City of Alpharetta's, Title VI Compliance Officer, within one hundred-eighty (180) days following the date of the alleged discriminatory action. Title VI Discrimination Complaint Forms may be obtained from the Title VI Compliance Officer by calling (678-297-6014) or emailing jdrinkard@alpharetta.ga.us.

6.11 Substitutions and Change Orders

NO substitutions of material, schedule cancellations, or Change Orders are permitted after Contract award without written approval by the Director of Information Technology or his authorized representative. Cumulative Change Orders in excess of \$50,000.00 or 10% of the original contract shall require the approval of the City Council.

Where specific employees are proposed by the Contractor for the work, those employees shall perform the work as long as those employees work for the Contractor, either as employees or subcontractors, unless the City agrees to a replacement or requests same based on an objective standard of review of past performance. Requests for any substitution will be reviewed and may be approved by the City at its sole discretion. Verbal agreements to the contrary will not be recognized. In the event a substitution of a Contractor employee is required due to termination of employment by Contractor, Contractor shall provide the City with prompt written notice of the need for such substitution and shall cooperate with the City in providing a replacement.

6.12 Contract Termination

The City may, by written notice to the Contractor, terminate the Contract without cause; provided, the City must give notice of termination to the Contractor at least 14 days prior to the effective date of termination.

6.13 Invoicing and Payment

The City agrees to pay the Contractor in current funds for the performance of the Contract subject to additions and deductions as provided in the Contract, and, if applicable, to make payments in the manner and on the periodic basis agreed to by the City during the pre-construction meeting or 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 Contractor shall submit an invoice detailing the appropriate charges as currently allowed.

The City will process approved payment requests under this Project to the awarded Contractor only. Payment to subcontractors and suppliers is the responsibility of the Contractor. The City will not entertain any other payment arrangements.

Invoices shall be submitted to:

City of Alpharetta
Department of Information Technology
2 Park Plaza
Alpharetta, GA 30009

Upon receipt of invoice and inspection and acceptance of the Work, the City will render payment. 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 Contractor will provide complete cooperation during any such investigation.

Bidders, who are individuals, shall provide their social security numbers on Page 1 of this ITB. Bidders, which are proprietorships, partnerships, limited liability companies, corporations, or other legal entities, shall provide their federal employer identification number on Page 1 of this ITB. All Bidders shall provide a completed and signed W-9 located in Appendix A: Standard Forms with Bid submission.

6.14 Miscellaneous

6.14.1 Deliveries: In the event there are to be deliveries on site, all goods and materials will be F.O.B. Destination, Freight Prepaid and Allowed. The onsite delivery/destination address is:

City of Alpharetta
Department of Information Technology
2 Park Plaza
Alpharetta, GA 30009

No freight or postage charges will be paid by the City of Alpharetta unless such charges are included and accepted in the Bid price and contract award by the City. The Contractor, at Contractor's expense, will arrange to have someone onsite to inspect and accept delivery. The Contractor has sole responsibility for securing all materials at the Project site.

6.14.2 Taxes: No sales tax will be charged on any orders.

Sales Tax Exempt# 301-682441

Federal Tax Identification# 58-6011454

Copies of the City's Sales and Use Tax Certificate of Exemption and Form W-9, Taxpayer Identification and Certification are included in Appendix B.

6.15 (section not used)

APPENDIX A: STANDARD FORMS

This section contains the forms necessary to ensure compliance with various laws as described within this ITB.

Instructions for Submitting Required Standard Forms

One completed original of each of the first three forms listed below is to be returned within the sealed Original Bid package. It is not required to include forms in Bid Copies.

- Forms Required to be Returned With Every Bid Submitted:

1. City of Alpharetta Disclosure Form and Certificate of Non-Collusion
2. Affidavit Verifying Contractor Participation in Federal Work Authorization Program (E-Verify/I-9)
3. Request for Taxpayer Identification Number and Certification (W-9)

- Forms to be held on file by Bidders/Contractors and available to City for review upon request:

4. Affidavit Verifying Subcontractor Participation in Federal Work Authorization Program (E-Verify/I-9) *(if using subcontractor(s) – Prime Contractor to retain on file)*
5. Affidavit Verifying Sub-Subcontractor Participation in Federal Work Authorization Program (E-Verify/I-9) *(if using sub-subcontractor(s) – Prime Contractor to retain on file)*

- Optional Forms

6. Local Vendor Certification Form
7. Only return the Notice of 'No Bid' if relevant.

City of Alpharetta Disclosure Form and Certificate of Non-Collusion



DISCLOSURE FORM and CERTIFICATE OF NON-COLLUSION

Bidder must disclose any possible conflict of interest with any City of Alpharetta (City) elected official and/or employee and if a known relationship exists between any principal or employee of your firm and any City elected official and/or employee. Relationship may consist of financial, personal, or family relations or may be in the form of campaign contributions to elected officials.

If, to your knowledge, no relationship exists, this should be stated in your response. Failure to disclose such a relationship (or lack thereof) may result in response being declared non-responsive and will not be considered further. If already awarded, may result in cancellation of a purchase and/or contract as a result of your response.

Check one of the following, as it applies to your firm and this request. Use additional forms if needed:

- ☒ **No known relationship exists.** If this box checked, skip to signature and firm information at bottom of form.
- ☐ **Relationship does exist.** If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.

Elected Official Name and position: _____

Amount/Value of Contribution _____

Description of Contribution including date of contribution _____

Any other Relationship Type _____

City of Alpharetta Employee's/Official's Name _____

This form must be completed and returned with response in order for your response to be eligible for consideration.

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, am duly authorized to certify the information provided herein are accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a state [City] employee to transact business with the agency by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative. Transacting business is defined as selling real property, personal property, or services, or purchasing surplus real or personal property.

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

ABUNDANT INDUSTRIES INC.
Chris FRANKOS

Authorized Signature:

Chris Frankos

Printed Name and Title of Person

Signing:

CHRIS FRANKOS

Date:

2.17.16

Firm's Address:

76 MERCANTILE WAY #808, LAKEVIEW CA. 92694

Contact's Email Address:

CHRIS@ABUNDANTINDUSTRIES.COM

***This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response.**

Request for Taxpayer Identification Number and Certification (W-9)

Form W-9 (Rev. December 2014) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	Give Form to the requester. Do not send to the IRS.																																																		
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. CHLS FRANKS																																																				
2 Business name/disregarded entity name, if different from above ABUNDANT INDUSTRIES																																																				
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ ☒ S Corporation ☐ Partnership ☐ Trust/estate ☐ Other (see instructions) ▶ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.																																																				
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3). Exempt payee code (if any) Exemption from FATCA reporting code (if any) (applicable to accounts maintained outside the U.S.)																																																				
5 Address (number, street, and apt. or suite no.) 76 MERCANTILE WAY, UNIT 808		Requester's name and address (optional)																																																		
6 City, state, and ZIP code LAUREL LANE, CA 92694																																																				
7 List account number(s) here (optional)																																																				
Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3. Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.																																																				
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4	5	-	5	1	8	3	6	8	7																																											
Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.																																																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Sign Here</td> <td style="width: 40%;">Signature of U.S. person ▶ </td> <td style="width: 45%;">Date ▶ 2-17-16</td> </tr> </table>			Sign Here	Signature of U.S. person ▶	Date ▶ 2-17-16																																															
Sign Here	Signature of U.S. person ▶	Date ▶ 2-17-16																																																		
General Instructions Section references are to the Internal Revenue Code unless otherwise noted. Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/irb . Purpose of Form An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following: • Form 1099-DIV (dividends, including those from stocks or mutual funds) • Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) • Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) • Form 1099-S (proceeds from real estate transactions) • Form 1099-K (merchant card and third party network transactions) • Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition) • Form 1099-C (canceled debt) • Form 1099-A (acquisition or abandonment of secured property) Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN. If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See <i>What is backup withholding?</i> on page 2. By signing the filled-out form, you: 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued). 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and 4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See <i>What is FATCA reporting?</i> on page 2 for further information.																																																				

APPENDIX B: CITY OF ALPHARETTA TAX FORMS

ST-5 (Rev. 9/2014)



STATE OF GEORGIA
DEPARTMENT OF REVENUE
SALES TAX CERTIFICATE OF EXEMPTION
GEORGIA PURCHASER OR DEALER

To: ABUNDANT INDUSTRIES (SUPPLIER) 2.17.16 (DATE)
76 MERCHANTILE WAY #808 (SUPPLIER'S ADDRESS) LAKEVIEW (CITY) GA (STATE) 92694 (ZIP CODE)

THE UNDERSIGNED DOES HEREBY CERTIFY that all tangible personal property purchased or leased after this date will be for the purpose indicated below and that this certificate shall remain in effect until revoked in writing. Any tangible personal property obtained under this certificate of exemption is subject to the sales and use tax if it is used or consumed by the purchaser in any manner other than that indicated on this certificate. (Check appropriate box.)

- ☐ 1. Purchases or leases of tangible personal property or services for resale. O.C.G.A. § 48-8-30
- ☒ 2. Purchases or leases of tangible personal property or services made by the Federal Government, The American Red Cross, Georgia State Government, any county, municipality, qualifying authority, or public school system of this state. When paid for by warrant on appropriated Government funds, A Georgia Sales and Use tax number is not required for this exemption. O.C.G.A. § 48-8-3(1)(6)(i)(6.2)
- ☐ 3. Purchases or leases of tangible personal property or services for RESALE ONLY by a church, qualifying nonprofit child caring institution, nonprofit parent teacher organization or association, nonprofit private school (grades K-12), nonprofit entity raising funds for a public library, member councils of the Boy Scouts of the U.S.A. or Girl Scouts of the U.S.A. **THIS EXEMPTION DOES NOT EXTEND TO ANY PURCHASE TO BE USED BY OR DONATED BY THE PURCHASING ENTITY.** A Georgia Sales and Use tax number is not required for this exemption. O.C.G.A. § 48-8-3(15)(39)(41)(56)(59)(71)
- ☐ 4. Materials used for packaging tangible personal property for shipment or sale. Such materials must be used solely for packaging and must not be purchased for reuse by the shipper or seller. A Georgia Sales and Use tax number is not required for this exemption. O.C.G.A. § 48-8-3(94)
- ☐ 5. Aircraft, watercraft, motor vehicles, and other transportation equipment manufactured or assembled in this state sold by the manufacturer or assembler for use exclusively outside of this state when possession is taken by the purchaser within this state for the sole purpose of removing the property from this state under its own power due to the fact that the equipment does not lend itself more reasonably to removal by other means. A Georgia Sales and Use tax number is not required for this exemption. O.C.G.A. § 48-8-3(32)
- ☐ 6. The sale of aircraft, watercraft, railroad locomotives and rolling stock, motor vehicles, and major components and replacement/repair parts of each, which will be used principally to cross the borders of this state in the service of transporting passengers or cargo by common carriers in interstate or foreign commerce under authority granted by the United States government. Private and contract carriers are not exempt. O.C.G.A. § 48-8-3(33)(A)
- ☐ 7. Purchases or leases of tangible personal property or services made by a federally chartered credit union, credit unions organized under the laws of this state, and credit unions organized under the laws of the United States and domiciled within this state. A Georgia Sales and Use tax number is not required for this exemption. 12 U.S.C.S. 1768; O.C.G.A. § 48-6-97

(Describe Purchaser's Business Activity)

Under penalties of perjury I declare that this certificate has been examined by me and to the best of my knowledge and belief is true and correct, made in good faith, pursuant to the sales and use tax laws of the State of Georgia.

Business Name: CITY OF ALPHARETTA Sales Tax Number: 301-682441
Business Address: 2 PARK PLAZA Alpharetta State: GA Zip Code: 30009
Purchaser's Name: THOMAS G. HARRIS Signature: Thomas G. Harris Title: FIN DIRECTOR

A dealer must secure one properly completed certificate of exemption from each buyer making purchases without payment of the tax. The dealer must maintain a copy of the certificate of exemption presented for audit purposes.

Form W-9
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line, do not leave this line blank.
City of Alpharetta

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
☐ Individual/sole proprietor or single-member LLC
☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C=S corporation, S=S corporation, P=partnership) **P**
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
☒ Other (see instructions) **Governmental Entity (Tax Exempt)**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) **3**
 Exemption from FATCA reporting code (if any) **C**
 (Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
2 Park Plaza

6 City, state, and ZIP code
Alpharetta, GA 30009

7 List account number(s) here (optional)

8 Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

5 8 - 6 0 1 1 4 5 4

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person *Thomas H. Harro*

Date *4/9/15*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

• Form 1099-C (canceled debt)

• Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filed-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

APPENDIX C: DEFINITIONS OF CERTAIN TERMS

The intent and meaning of the following terms, which may be used throughout the ITB process, shall be interpreted as follows:

Bid: the response submitted by a Bidder to an Invitation to Bid (ITB) to provide goods or services at the prices quoted.

Bidder: One who submits a response to an ITB.

Bonds:

Bid Bond: An insurance agreement, accompanied by a monetary commitment, by which a third party (the surety) accepts liability and guarantees that the bidder will not withdraw the bid. The bidder will furnish bonds in the required amount and if the contract is awarded to the bonded bidder, the bidder will accept the contract as bid, or else the surety will pay a specific amount. A Bid Deposit may be accepted in lieu of the Bid Bond.

Labor and Materials Bond (Payment Bond): A financial or contractual instrument, issued by a surety that guarantees that subcontractors will be paid for labor and materials expended on the contract. Acceptable forms of payment bonds may include cashier's check, certified check, or irrevocable letter of credit issued by a financial institution; a surety or blanket bond; United States Treasury bond; or certificate of deposit.

Performance Bond: An instrument executed, subsequent to award, by a successful bidder that protects the public entity from loss due to the bidder's inability to complete the contract as agreed. A risk mechanism that secures the fulfillment of all contract requirements. *May be referred to as a Completion Bond.*

Contract: the formal written agreement executed by the City and the Contractor setting forth the obligations of the parties thereunder, including, but not limited to, the performance of the Work/Services and the basis of payment.

Contract Documents: collectively refer to the ITB, RFP, or RFQ as issued by the City and including all appendices attached, referenced, and/or incorporated in the request; addenda; and Bid or proposal of awarded contractor including any amendments thereto.

Contractor: the successful Bidder or Offeror to whom (or which) a contract resulting from the ITB, RFP, or RFQ is awarded by the City, and who (or which) has executed a formal written contract with the City to furnish goods, services, or construction for an agreed upon price.

DOAS: The State of Georgia's Department of Administrative Services.

Ineligible Vendor List: List maintained by the procurement team of vendors that are not eligible to provide any commodities or services to the City due to non-performance (see Penalties for Non-Performance section for more information). The length of time a vendor remains on the Ineligible Vendor List is dependent upon the severity of the performance problem(s), not to exceed three years

Invitation to Bid (also known as ITB, Competitive Sealed Bids, Request for Bids, or Bid): The method of procurement when the cost of goods and/or services is \$50,000.01 or greater, where there are clear and defined specifications available, and where cost is the primary basis of award. Evaluation is based solely on the response to the criteria set forth in the Bid document. This process does not include discussion or negotiations with bidders.

Legal Organ: The local newspaper selected for the posting of legal notices and advertisements for the City to reach the most citizens in an economical manner. At the time of this publication, our legal organ is the Alpharetta-Roswell Revue & News.

NIGP: National Institute of Governmental Purchasing whose mission is to develop, support and promote the public procurement profession through premier educational and research programs, professional support, and advocacy initiatives that benefit members and constituents.

Offeror: One who submits a response to a Request for Proposal (RFP).

Procurement Agent: Procurement team member representing the primary public contact for these procurement processes: facilitating, issuing, and receiving Bids, Proposals, and Statements of Qualifications.

Procurement Officer: Director of Finance or his/her designee.

Project: the entire services, function, construction, work product, improvement, repairs, deliverables, and/or goods to be performed, provided, and/or supplied as set forth in the ITB, RFP, or RFQ and the Contract Documents and as generally described in the title to this ITB, RFP, or RFQ.

Proposal: a document submitted by an Offeror in response to an RFP to be used as the basis for evaluation, for negotiations, for entering into a contract.

Request for Proposals (also called RFP, Formal Sealed Proposal, or Proposal): The method of procurement when the cost of goods and/or services is \$50,000.01 or greater and where the Competitive Sealed Bid method is neither practical nor advantageous and cost is not the primary consideration. This process does provide for the negotiation of terms, including price, prior to contract award.

Request for Qualifications (also called RFQ, Request for Qualified Contractors, or RFQC): The Formal Request for Qualifications is a prequalification process used to obtain statements of qualifications from contractors prior to issuing the solicitation. An RFQ is often Step 1 of a two-step process followed by an RFP or ITB to be issued only to Providers/Suppliers determined to be Qualified Providers/Suppliers.

Responsible: The contractor has the capacity in all respects to perform fully the contract requirements, and the experience, integrity, perseverance, reliability, facilities, equipment, and credit which will assure good faith performance. Must possess the full capability, including financial and technical, to perform as contractually required. Must be able to fully document the ability to provide good faith performance.

Responsive: The contractor has submitted a Bid/Proposal that conforms in all material respects to the requirements stated in the solicitation document, including all form and substance.

Scope of Work/Project: A detailed, written description of the contractual requirements for materials and services contained within a Competitive Sealed Bid/ Request for Proposal. A well-conceived and clearly written scope serves many purposes including:

- Establishing a clear understanding of what is needed;
- Encouraging competition in the marketplace and promoting economic stimulus;
- Satisfying a critical need of government; and
- Obtaining the best value for the taxpayer.

Specifications: A precise description of the physical or functional characteristics of a product, good, or construction item. A description of goods and/or services. A description of what the purchaser seeks to buy and what a bidder must be responsive to in order to be considered for award of a contract. Specifications generally fall under the following categories: design, performance, combination (design and performance), brand name or approved equal, qualified products list and samples. May also be known as a purchasing description.

Statement of Qualifications (also called SOQ): Response to an RFQ which includes the qualifications of the contractor to provide or supply the requested services.

Work: the furnishing of all labor, materials, equipment, superintendence, and other incidentals necessary or convenient to the successful completion of the Project, including the performance of all services and requirements set forth in the ITB, RFP, or RFQ hereof as the Scope of Work or Specification (in accordance with the specifications provided therein), and the carrying out of all obligations, duties, and responsibilities imposed by the Contract Documents in the provision thereof.

APPENDIX D: SAMPLE CONTRACT DOCUMENTS

This section contains the sample contract for this project and other documents required of the Bidder awarded the contract for this project.

SCHEDULE OF ITEMS
CITY NETOWRK EQUIPMENT 2016
ITB #16-012

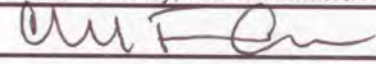
Line Item	Quantity	Part Number	Description	Unit Cost	Total Cost
1.A	2	J9738A	HP X332 575W 100-240VAC to 54VDC PS	330.00	660.00
1.B	2	J9738A ABA	U.S. - English localization	-	-
1.C	13	J9727A	HP 2920-24G-POE+ Switch	1,265.00	16,445.00
1.D	13	J9727A ABA	U.S. - English localization	-	-
1.E	3	J9729A	HP 2920-48G-POE+ Switch 1	2,125.00	6,375.00
1.F	3	J9729A ABA	U.S. - English localization	-	-
1.G	8	J4859C	HP X121 1G SFP LC LX Transceiver	195.00	1,560.00
1.H	4	J9731A	HP 2920 2-port 10GbE SFP+ Module	380.00	1,520.00
1.I	2	J9151A	HP X132 10G SFP+ LC LR Transceiver	495.00	990.00
1.J	6	JL001A	HP 5412R 92GT PoE+ / 4SFP+ v3 zl2 Swch	9,890.00	59,340.00
1.K	6	JL001A 0D1	Factory integrated	-	-
1.L	18	J9986A	INCLUDED: HP 24p 10/100/1000BASE-T PoE+ v3 zl2 Mod	1,780.00	32,040.00
1.M	6	J9990A	INCLUDED: HP 20p PoE+ / 4p SFP+ v3 zl2 Mod	2,125.00	12,750.00
1.N	6	J9827A	HP 5400R zl2 Management Module	1,295.00	7,770.00
1.O	6	J9827A 0D1	Factory integrated	-	-
1.P	22	J9829A	HP 5400R 1100W PoE+ zl2 Power Supply	695.00	15,290.00
1.Q	22	J9829A 0D1	Factory integrated	-	-
1.R	22	J9829A ABA	U.S. - English localization	-	-
1.S	1	JL003A	HP 5406R 44GT PoE+ / 4SFP+ v3 zl2 Swch	3,875.00	3,875.00
1.T	1	JL003A 0D1	Factory integrated	-	-
1.U	1	J9986A	INCLUDED: HP 24p 10/100/1000BASE-T PoE+ v3 zl2 Mod	1,780.00	1,780.00
1.V	1	J9990A	INCLUDED: HP 20p PoE+ / 4p SFP+ v3 zl2 Mod	2,125.00	2,125.00
1.W	2	J9829A	HP 5400R 1100W PoE+ zl2 Power Supply	695.00	1,390.00
1.X	2	J9829A 0D1	Factory integrated	-	-
1.Y	2	J9829A ABA	U.S. - English localization	-	-
1.Z	1	J9827A	HP 5400R zl2 Management Module	1,295.00	1,295.00
1.AA	1	J9827A 0D1	Factory integrated	-	-
1.AB	12	J9150A	HP X132 10G SFP+ LC SR Transceiver	215.00	2,580.00
1.AC	5	J9990A	HP 20p PoE+ / 4p SFP+ v3 zl2 Mod	2,125.00	10,625.00
1.AD	3	J9986A	HP 24p 10/100/1000BASE-T PoE+ v3 zl2 Mod	1,780.00	5,340.00
1.AE	10	HH245A1	HPE Training Credits for Networking SVC	905.00	9,050.00
Cisco Tranceivers					
1.AF	2	SFP-10G-LR=	10GBASE-LR SFP Module	895	1,790.00
Grand Total				\$	194,590.00

Bid Price Certification for ITB #16-002

In compliance with Section 3 Scope of Project/Specifications, the undersigned offers and agrees that if this Bid is accepted by the City Council within one hundred twenty (120) days of the date of ITB Response Due Date and Bid opening, that the undersigned will furnish any or all of the deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified.

Company Name: Abundant Industries

Company Address: 76 Mercantile Way, unit 808 Ladera Ranch, CA 92694

Authorized Signature(s): 

Print/Type Name(s) & Title(s): CHRIS FRANKS - CEO

Contact Info - Phone Number: 949.584.8842

Contact Info - E-mail Address: CHRIS@ABUNDANTINDUSTRIES.COM



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: PUBLIC WORKS
SUBMITTED BY: PETE SEWCZCZ
DRAFTED BY: RICHARD BOSTON

I. AGENDA ITEM TITLE: BURNETT WAY STORM PIPE REPAIRS, ITB 16-009

II. RECOMMENDATION:

Please award Bid No. 16-009 to Tople Construction & Engineering, Inc. in the amount of \$246,979.00 for the Burnett Way Storm Pipe Repairs Project and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

☐ NON-BUDGETED ITEM

☐ NO FISCAL IMPACT

☒ INCLUDED IN CURRENT FY CAPITAL BUDGET

☐ INCLUDED IN CURRENT FY OPERATING BUDGET

TOTAL PROJECT COST: \$ 246,979.00

INTERNAL FUNDING SOURCES:

ACCOUNT NUMBER	DOLLAR AMOUNT
30141100-541430-C1308	\$246,979.00

EXTERNAL FUNDING SOURCES (GRANTS, DONATIONS, ETC.):

SOURCE	DOLLAR AMOUNT
	\$ 0.00
	\$ 0.00

IV. REPORT IN BRIEF:

The life expectancy for corrugated metal pipes (CMP) is approximately 25 years. Through the City's stormwater inspections, it has been determined that approximately 675' of pipe along Burnett Way is in need of repair. This run of pipe runs through the front yards of residents residing at 140, 150, 160, 170 and 180 Burnett Way. It is imperative to make these repairs before the pipe collapses. To minimize the impacts, the majority of the pipe will be relined using the Cured-in-Place method. One 44' section located at 140 will have to be completely replaced due to the current condition of the pipe. Another 106' section located with the City's right-of-way will also need to be completely replaced. Replacement will be with reinforced concrete pipe (RCP). Other work entails replacing several drainage boxes located in the front yards of the residents.

The project was advertised for competitive bids on December 17, 2015. An addendum was issued on December 21, 2015 adding an alternative type of drainage inlet for the front yards. The residents decided to go with the alternative box because of its lower profile. Bids for the project were received on January 14, 2016 and the City received a total of five bids from the following:

Bidder	Base Bid	Alternate Bid
Tople Construction & Engineering, Inc.	\$243,229.00	\$246,979.00
Quantum-Mac International, Inc.	\$246,219.55	\$246,219.55
Chase Plumbing & Mechanical, Inc.	\$264,449.36	\$282,299.36
Layne Inliner, LLC	\$299,649.00	\$299,649.00

The low bidder for the alternate was Quantum-Mac International, Inc. Public Works checked references, met with the owner of Quantum-Mac and requested more information from them. The following our is Public Works' finding:

1. References were requested and checked by staff. While Quantum-Mac has performed storm drain work before, they have never performed pipe lining. The need for developing their skills and holding their hand regarding quality was also mentioned by more than one reference. One reference would not use them again for storm drain work.
2. Staff met with Mr. Okwu (owner) on February 1, 2016 and several issues came to the forefront.
 - a. He did not have a subcontractor for the asphalt or testing portion of the work.
 - b. He stated that North Georgia Grading would perform all of the pipe work including pipe lining, pipe replacement and drainage box replacement. We checked with Mr. Powell (President of NGG) and he was not aware that he was Quantum-Mac's subcontractor on this project. He also stated they have never performed pipe lining and was not interested in doing so. This showed that Mr. Okwu bid the job without a plan on how he was going to perform the work.
 - c. Based on the work Mr. Okwu said he was going to subcontract, it was evident that Quantum-Mac was not going to perform at least 30% of the work as required in Section 3.4 of the bid documents.
3. We requested the needed information from Mr. Okwu to include:
 - a. Subcontractors with experience in Cured-in-Place Pipe (CIPP) lining, asphalt and materials testing;
 - b. Informed him of the need for Quantum-Mac to perform at least 30% of the work.
4. He submitted the information listing Southern Industrial Lining as his subcontractor to perform pipe lining. In checking with them, they do not perform CIPP lining. Their product consists of a spray-on lining for the purposes of corrosion protection and is not designed to withstand the traffic loads. With the listed work for each subcontractor, it was still evident that Quantum-Mac was not going to perform 30% of the work as required.

We concluded that Quantum-Mac was not qualified for this project based on information obtained through our research and specific requirements of the bid documents. With CIPP lining technology being new to the City of Alpharetta, the work being performed in the front yards of Alpharetta Citizens and the difference of less than 0.5% between bids, we do not feel it is in the best interest of the City to make this award to Quantum-Mac International, Inc. Upon consulting with Finance, it was decided to move to the second bidder for the alternate bid, Tople Construction & Engineering, Inc.

Staff met with Tople Construction on February 10, 2016 to review the scope of work and the City's expectations. There was not a significant difference in the bids for the project. They were the low bidder for the base bid and within 0.5% of the low bid for the alternate. Based on our discussion, it was evident that Tople Construction had visited the site and had subcontractors already on the team to perform the work while self-performing the storm structure replacement, erosion control, concrete, and landscaping work ensuring at least 30%. Tople's subcontractor, IPR Southeast, is very experienced at performing Cured-in-Place Pipe lining. Since this type of work is very specialized and new to the City, the contractor's plan and experience in executing the project was very important in determining the most responsible bidder for the project. Tople Construction verified that they could complete the project for the bid amount and within the allocated time frame of 60 days; therefore, staff determined Tople Construction to be the most responsible bidder for the project.

Once a contract with Tople Construction has been finalized, executed and an NTP is issued, work can begin immediately. The bid documents allow for the work to be completed within 60 days.

V. ALTERNATIVES:

- None.

VI. ATTACHMENTS:

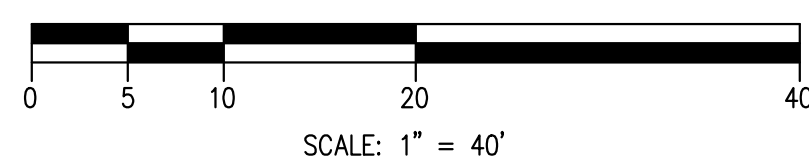
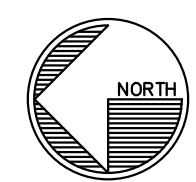
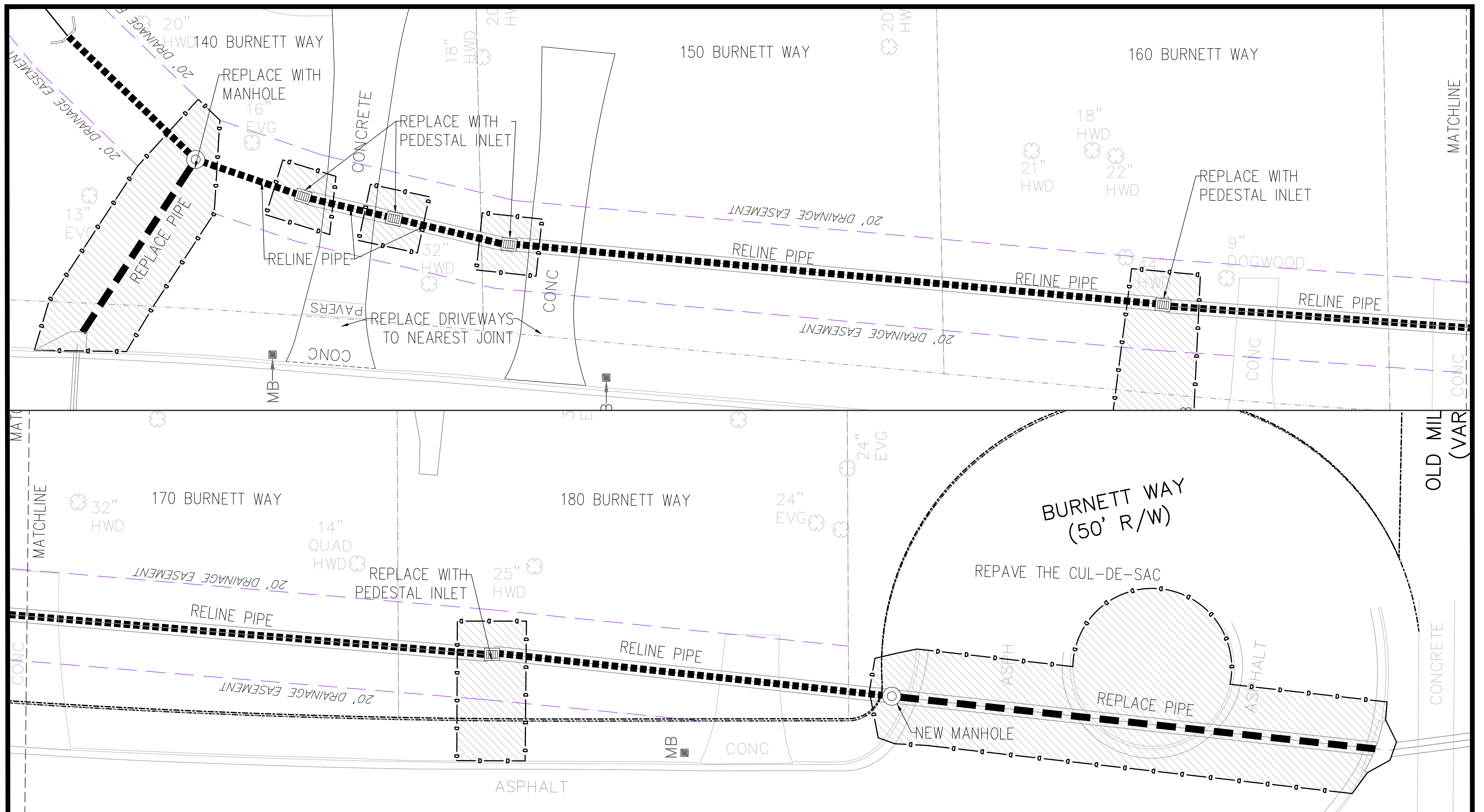
- Location Map.
- Site Plan showing pipe

Location Map

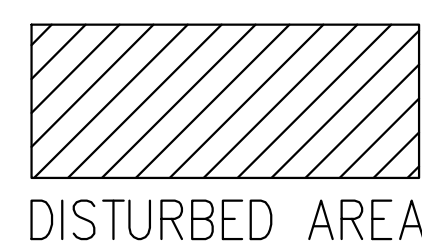
Burnett Way Storm Pipe Repairs

ITB #16-009





LOCAL CONTACT
 RICHARD BOSTON
 678-297-6200



BURNETT WAY - STORM PIPE REPAIRS

LAND LOT 1271, 2ND DISTRICT, 2ND SECTION
 CITY OF ALPHARETTA, FULTON COUNTY, GEORGIA

1790 Hembree Road
 Alpharetta, Georgia 30004





STAFF REPORT

Submitting Department: Public Works
Submitted By: Pete Sewczwicz, Public Works Director
Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: PROFESSIONAL DESIGN SERVICES CONTRACT: PUBLIC SAFETY HEADQUARTERS EXPANSION

II. RECOMMENDATION:

Please approved the Design Services Contract with Piper, O'Brien, and Herr in the amount of \$298,750.00 for the design of the Public Safety Headquarters Expansion.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$298,750

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Public Safety Headquarters Expansion (27031150-541300-C1630)	\$298,750.00
Public Safety Impact Fee Reserve (27074110-579003)	(\$298,750.00)

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
-	\$0.00
-	\$0.00

IV. REPORT IN BRIEF:

The existing Public Safety Headquarters (PS HQ) was completed and started servicing the citizens of Alpharetta in 2000. When PS HQ was designed, the City's Police and Fire functions were separate departments.

Public Safety staffing in 2000 was as follows:

- Police Department - 60 police officers and 10 communication officers (the 911 facility was operating from the second floor of the jail facility).
- Fire Department - 80 firefighters stationed over the 5 stations in the City, in addition to several individuals working out of the Fire Administration Building (currently where the Alpharetta Technology Commission resides).

Current Public Safety staffing is as follows:

- Police function - 110 police officers and 25 communication officers. Also added to the building are 25 reserve officers, 17 CAPS officers, and 18 police explorers.
- Fire function - 99 fire positions over 6 stations including staff in current Public Safety Building.

As detailed above, growth since 2000 has been significant which has resulted in space constraints at PS HQ.

The Department of Public Safety (combining Fire and Police) was implemented in July 2006. Combining administrative functions enabled the Department to place more individuals on the street to serve the citizens of Alpharetta. All of the necessary administrative functions for the newly created Department

were relocated to PS HQ. Additionally, the Department moved the 911 functions from the second floor of the jail facility to the existing location to make room for additional office space.

PS HQ is 23,200 sq. ft. in size, and due to the increased number of personnel working out of the office, space is significantly constrained. The Department contracted with Pieper, O'Brien, and Herr Architects (POH Architects) to conduct a needs assessment to determine viable solutions to the space needs. The study indicated the building is approximately 4,500-8,000 sq. ft. undersized.

Based on the needs assessment findings, City staff has been working with POH Architects to develop a detailed scope of work for professional services to design the expansion of PS HQ. POH Architects are the architects of record for the current PS HQ and have an understanding of the area where the expansion is to take place - the original plans even outlined where a future expansion should be located. Based on POH Architects' knowledge of the facility and the current needs of the Department, City staff requests that they be considered Single Source for this procurement. Specifically, POH Architects possesses the unique knowledge, skills, and/or performance necessary to ensure successful completion of the PS HQ expansion design project.

POH Architects provided the City a proposal for the necessary design services in the amount of \$298,750.00. This fee includes design services focusing on architecture, interior, mechanical, electrical, structural, fire protection, security, audio visual, fixture, and furniture coordination. In addition, the firm will perform bi-weekly site visits during construction and respond to all necessary inquiries from the contractor. When City staff met with POH Architects, the method of delivering construction was discussed. POH Architects believes Construction Manager at Risk is the best method to deliver the end product and City staff agrees. Utilizing the CM at Risk method will enable the project to be completed in a shorter time period and with better cost containment controls. City Staff also verified with POH Architects that their proposal included any and all necessary work associated with a CM at Risk delivery.

Several services associated with a building expansion will be handled by the City. These services included hiring a civil engineer to perform site develop services, geo-technical firm to perform a soil analysis where the proposed footing will be installed, and landscape architecture services associated with obtaining a land disturbance permit. The total dollar amount of these services has not been finalized, but a conservative range is \$20,000-\$30,000.

The Director of Public Works, Pete Sewczwicz, will lead the project and utilize Scott Campbell, Construction Manager, as a field resource when construction begins. Mr. Sewczwicz will be the main contact for the project and will bring in the necessary individuals from Public Safety and Information Technology when necessary to discuss project specifics with the design team. Once a contract has been finalized with the architect, a kick-off meeting with all of the necessary individuals will take place and specifics regarding communication, project deliverables, and updates will be discussed. Once a notice to proceed has been issued, the design of the expansion is anticipated to take approximately 6 months.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Fee Proposal



March 2, 2016

ARCHITECTURE

Mr. Pete Sewczwicz - Director
Alpharetta Public Works
1790 Hembree Road
Alpharetta, Georgia 30009

Re: Proposal for Professional Design Services – ADPS
Addition & Renovation (POH Job# 20-15178.20)

Pete,

PROGRAMMING

Thank you for the opportunity to present this Proposal for Professional Design Services. We truly appreciate the opportunity to continue our professional relationship with the City and Public Safety leadership. The following outlines our understanding of the 1) scope of work, 2) schedule, and 3) proposed compensation:

Scope and Project Approach

The City of Alpharetta wishes to expand the Public Safety Building. Having been the architect for the original building, we have the original design and engineering plans, and understand the context, site and history of the current complex. The design of the addition/renovation will be based upon the Needs Assessment we recently completed with the ADPS and the conceptual building and site plans, of which, we also provided a probable cost. Additional parking is not required at this time.

PLANNING

Our Team will provide full Basic Services (per the standard AIA Owner/Architect Agreement). This includes:

- Architectural and Interior Design
- Mechanical and Electrical Engineering
- Structural Engineering
- Fire Protection design

Along with:

- Low Voltage / Security design,
- Audio-Visual design,
- FF&E, and
- New building-applied signage

INTERIORS

It is our understanding that the City may pursue a project delivery method of Construction Manager @ Risk (CM@R). We will perform bi-weekly site visits during construction.

Schedule

We anticipate we can complete these design services within six (6) months after your acceptance of this proposal. We are ready to begin this work in two weeks from today.

Compensation Requirements

Our Project Team will provide the above listed services for the following lump sum fee of Two hundred and ninety-eight thousand, seven hundred and fifty dollars (\$298,750.00). Reimbursable expenses are included in this fee.

GRAPHICS

The Owner will provide Civil Engineering, Landscape Architecture, Surveying and Geotechnical services on an as-needed basis.

Additional Services

In the event that work outside of the described scope is required (by prior written authorization), we will perform these services on an hourly basis in accordance with our standard hourly rates listed below.

Principal	\$210 per hour
Project Manager	\$190 per hour
Project Architect.....	\$150 per hour
Clerical	\$60 per hour

Pete, we look forward to working with the City of Alpharetta on this project. Thank you again for this opportunity to continue our working relationship with you.

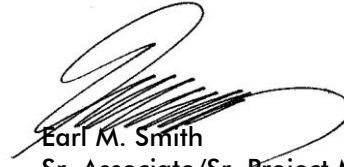
A City official's signature and return of one copy of this proposal will serve as our interim agreement until a formal AIA Doc. B133-2007 *Standard Form of Agreement Between Owner and Architect, Construction Manager as Constructor Edition*, can be executed with the City.

Sincerely,

PIEPER O'BRIEN HERR ARCHITECTS



Anthony J. Turpin AIA
Principal



Earl M. Smith
Sr. Associate/Sr. Project Manager

Enclosures: Standard Proposal Conditions – Attachment 'A'

The undersigned agrees to the terms and conditions outlined in this Proposal and Attachment A:

Authorized Signature for City of Alpharetta

Date

Standard Proposal Conditions – Attachment ‘A’

Owner's Responsibilities

Owner shall provide full information regarding the requirements for the Project and shall designate an Authorized Representative to act on the Owner's behalf. Decisions shall be rendered in a timely manner in order to avoid unreasonable delay of the Architect's services.

Architect's Responsibilities

Architect's services provided on this Project will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No additional warranties are provided either express or implied unless agreed to in writing.

Use of Architect's Documents

Documents prepared by the Architect are Instruments of Service for use solely with respect to this Project and the Architect shall be deemed author of these documents and shall retain all common law, statutory and other reserved rights, including the copyright. The Owner shall be permitted to retain copies of the Architect's documents for information, reference and use in connection with the Project, subject to compensation of the Architect under the terms of this Proposal. The Owner or others shall not use the Architect's documents on other projects, for additions to this Project or for completion of this Project by others, unless the Architect is found to be in default under this Proposal by means of Dispute Resolution.

Dispute Resolution

Claims, disputes or other matters in question between the parties to this Proposal arising out of or relating to this Proposal or breach thereof shall be subject to mediation as a condition precedent to either arbitration or litigation. If such matter relates to or is the subject of a lien arising out of the Architect's services due to non-payment, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation, arbitration or litigation. The parties shall share mediation fees equally and agreements reached shall be enforceable as settlement agreements in any court. Failing mediation, the parties may mutually agree to arbitration or litigation and any awards determined by these processes shall be final and the non-prevailing party shall pay all reasonable costs incurred.

Termination or Suspension

Either party upon may terminate this Proposal not less than seven days' written notice should either party fail substantially to perform in accordance with the terms of this Proposal through no fault of the party initiating the termination. If the Owner fails to make payment when due the Architect for services and expenses, the Architect may, upon seven days' written notice, suspend performance of services under this Proposal. Unless Architect receives payment in full within seven days of the date of notice, the suspension shall take effect without further notice. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused as a result of the suspension of services.

Payment Terms

Payments are due and payable thirty (30) days from the date of Architect's invoice. Amounts unpaid forty-five (45) days after the invoice date shall bear a finance charge of one and one-half percent (1 ½) per month on all unpaid balances. In the event dispute resolution action is necessary to enforce the payment terms of this Proposal, the Architect shall be entitled to collect from the Owner any judgment or settlement sums due, plus reasonable attorneys' fees, court costs and other expenses incurred by the Architect in connection therewith and, in addition, the reasonable value of the Architects' time and expenses spent in connection with such collection action.

Time

The services covered by this Proposal shall be provided as expeditiously as is consistent with professional skill and care and the orderly progress of the Project. The Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services.

Definitions

Terms in this Proposal shall have the same meaning as those in the editions of the following AIA Documents, current as of the date of this Proposal:

AIA Document A201-2007, General Conditions of the Contract for Construction

AIA Document B101-2007, Standard Form of Proposal between Owner and Architect

Miscellaneous Provisions

The State laws of the location of the Project shall govern lien rights. The Laws of the State of Georgia shall govern all other issues of this Proposal.

Causes of action between the parties to this Proposal pertaining to acts or failures to act shall be deemed to have accrued and applicable statute of limitations shall commence to run not later than the date payment is due the Architect.

The Owner and Architect, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Proposal and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Proposal. Neither Owner nor Architect shall assign this Proposal without written consent of the other.

This Proposal may be amended only by written instrument signed by both Owner and Architect. The Interim Agreement established by acceptance of this Proposal shall expire upon execution of the formal Standard AIA Agreement, which may be modified for the terms and conditions of this Project. Upon expiration the Architect may suspend services until the formal agreement is executed without liability to the Owner for delay or damage caused as a result of suspension.

Nothing contained in this Proposal shall create a contractual relationship with or a cause of action in favor of a Third party against either the Owner or Architect.

Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

The Owner shall make no request of the Architect that, in the Architect's reasonable opinion, would be contrary to the Architect's professional responsibilities to protect the public. The Owner agrees the Architect has the right to exercise its professional judgment in reporting to appropriate public officials or taking other necessary action. The Owner agrees to take no action against or attempt to hold the Architect liable in any way for carrying out what the Architect reasonably believes to be its public responsibility. Furthermore, the Owner agrees the Architect shall not be held liable in any respect for reporting said conditions. Accordingly, the Owner agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Architect, its officers, directors, employees and subconsultants (collectively, Architect) against all damages, liabilities or costs arising out of or in any way connected with the Architect's notifying or failing to notify appropriate public officials.

END OF ATTACHMENT – PIEPER O'BRIEN HERR ARCHITECTS, LTD – Rev June 2013



STAFF REPORT

Submitting Department: Legal
Submitted By: Sam Thomas, City Attorney
Meeting Date: March 7, 2016

I. AGENDA ITEM TITLE: ORDINANCE AMENDMENT: CHAPTER 3 OF THE CODE OF THE CITY OF ALPHARETTA

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO AMEND CHAPTER 3 (ALCOHOLIC BEVERAGES) OF THE CODE OF THE CITY OF ALPHARETTA, GEORGIA TO DELETE, MODIFY, AND ADD PROVISIONS PERTAINING TO THE REGULATION AND LICENSING OF BREWPUBS AND RELATED PROVISIONS GOVERNING THE SALE OF ALCOHOLIC BEVERAGES BY THE PACKAGE, INCLUDING GROWLERS; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

II. RECOMMENDATION:

Approve the first reading of an ordinance of the Mayor and Council of the City of Alpharetta, Georgia to amend Chapter 3 (Alcoholic Beverages) of the Code of the City Of Alpharetta, Georgia to delete, modify, and add provisions pertaining to the regulation and licensing of brewpubs and related provisions governing the sale of alcoholic beverages by the package, including growlers; to provide for an effective date; and for other purposes.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY
OPRT. BUDGET: NO

TOTAL PROJECT COST: THERE ARE NO ANTICIPATED FISCAL IMPACTS RELATED TO THE ADOPTION OF THE RECOMMENDED ORDINANCE AMENDMENT.

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

The City Attorney will present for consideration an ordinance amending Chapter 3 of the City Code so as to allow for certain package sales by brewpubs located within the City of Alpharetta.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Recommended Ordinance Amendment

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO AMEND CHAPTER 3 (ALCOHOLIC BEVERAGES) OF THE CODE OF THE CITY OF ALPHARETTA, GEORGIA TO DELETE, MODIFY AND ADD PROVISIONS PERTAINING TO THE REGULATION AND LICENSING OF BREWPUBS AND RELATED PROVISIONS GOVERNING THE SALE OF ALCOHOLIC BEVERAGES BY THE PACKAGE, INCLUDING GROWLERS; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

WHEREAS, Chapter 3 (Alcoholic Beverages) of The Code of the City of Alpharetta, Georgia provides regulations governing the sale of alcoholic beverages within the City; and

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

WHEREAS, the City Council has determined that it is appropriate from time to time to modify alcoholic beverage regulations to comport with current conditions; and

WHEREAS, the City Council desires to amend Chapter 3 (Alcoholic Beverages) of The Code of the City of Alpharetta, Georgia in order to delete, modify and add certain provisions regulating the sale of alcoholic beverages by brewpubs;

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

Section 1: Section 3-1 of The Code of the City of Alpharetta, Georgia (the "Code") is hereby amended by adding the following terms and definitions in their appropriate alphabetical order:

"Brewpub: Any eating establishment in which malt beverages are manufactured, subject to the barrel production limitation prescribed in Section 3-90. In calculating the total annual gross food and beverage sales for any such establishment for the purpose of determining whether the establishment constitutes an 'eating establishment' as defined herein, barrels of malt beverages sold to licensed wholesale dealers, as authorized pursuant to subparagraph (4) of paragraph (b) of Section 3-90, or to the public for consumption off the premises in accordance with

subparagraphs (1) and (4) of paragraph (b), paragraph (c) and paragraph (d) of Section 3-90, shall not be used."

Section 2: Subparagraphs (1) and (2) of paragraph (b) of Section 3-29 of the Code is hereby amended by deleting same in their entirety and inserting in lieu thereof the following:

"(1) A licensee has failed to open for business within six (6) months after approval of the license; provided, however, prior to the expiration of such period, the City Clerk may extend the time in which a licensee is required to open for business by up to six (6) months upon the timely receipt of a written request from a licensee for such an extension.

(2) After opening for business, a licensee has ceased to operate the business for a period of three (3) consecutive months."

Section 3: Section 3-42 of the Code is hereby amended by deleting same in its entirety and inserting in lieu thereof the following:

"Sec. 3-42. Consumption sales only.

(a) Except as otherwise expressly provided in this chapter, persons holding a license to sell alcoholic beverages for consumption on the premises shall not hold a license for the sale of alcoholic beverages by the package except in supermarkets and brewpubs, as defined in Sec. 3-1; provided, however, no such license shall include the sale of distilled spirits by the package.

(b) Further, eating establishments, as defined in Sec. 3-1, may sell wine by the package for off-premises consumption, provided that no more than ten percent (10%) of the interior floor area of the establishment is devoted to the display of package wine and no more than ten percent (10%) of the establishment's revenues derived from the sale of alcoholic beverages is derived from package wine sales. Notwithstanding the foregoing, the sales of wine by the package for off-premises consumption shall not be used in calculating the total annual gross food and beverage sales for the

establishment for the purpose of determining whether the establishment constitutes an eating establishment as set forth in Sec. 3-1."

Section 4: Section 3-70 of the Code is hereby amended by deleting same in its entirety and inserting in lieu thereof the following:

"Sec. 3-70. Type of retail establishment.

No packaged beer, malt beverage or wine shall be sold at retail except in the following types of retail establishments, subject to such establishments holding a license to sell beer, malt beverages or wine (as applicable) by the package:

- (1) Establishments which meet the same requirements applicable to establishments where distilled spirits may be sold (section 3-60);
- (2) Establishments maintaining eighty (80) percent of the floor space and storage area in a manner which is devoted principally to the retail sale of other products and located in zoning districts in which these establishments are permitted as a conforming use or in districts where existing establishments exists as a non-conforming use;
- (3) Supermarkets, as defined in Sec. 3-1;
- (4) Establishments which are duly licensed by the city to operate as a brewpub; or
- (5) Eating establishments licensed to sell alcoholic beverages for consumption on the premises which sell wine by the package in accordance with the provisions set forth in Sec. 3-42(b); provided, however, package sales shall be limited to wine only.

Section 5: Paragraph (a) of Section 3-74 of the Code is hereby amended by deleting same in its entirety and inserting in lieu thereof the following:

- "(a) The sale of growlers in compliance with this article is authorized for those certain types of establishments designated in subsections (1), (3) and (4) of Section 3-70, which are licensed to sell malt beverages, but not distilled spirits, by the package. The filling of growlers by means of a capped keg shall not constitute the breaking of a package as

contemplated by O.C.G.A. § 3-3-26 or other provisions of this chapter. The term "growler" means a container made of a material customary to the industry provided that the container is capable of being sealed with a tamper-proof cap, top or other seal for the purpose of complying with open container laws, and further provided that the container does not exceed sixty-four (64) ounces and is filled by a licensee or employee of the licensed establishment with malt beverage drawn from a keg. Growlers may only be filled from kegs procured by the licensee from a person who is licensed or authorized to do business as a wholesaler under this chapter. Only professionally sanitized and sealed growlers may be filled and made available for retail sale. Each growler must be securely sealed and removed from the premises in its original sealed condition. Except as authorized in accordance with an ancillary tasting permit as hereinafter provided, consumption on the premises is strictly prohibited; however, this prohibition shall not apply with respect to sales pursuant to a license for consumption on the premises, provided that no filled growlers may be consumed on the premises."

Section 6: Section 3-90 of the Code is hereby amended by deleting same in its entirety and inserting in lieu thereof the following:

"Sec. 3-90. Exception for brewpubs.

A limited exception to the provisions of this chapter which implement and enforce the three-tier system for the manufacture, distribution and sale of malt beverages established under state law shall exist for owners and operators of brewpubs, subject to the following terms and conditions:

- (a) No individual or person shall be permitted to own or operate a brewpub without first obtaining a proper brewpub license from the council pursuant to the procedures set forth in Article I of this chapter, and each brewpub licensee shall comply with all other applicable state and local license requirements;
- (b) A brewpub license authorizes the holder of such license to:

- (1) Manufacture on the licensed premises not more than 10,000 barrels of malt beverages in a calendar year solely for retail sale;
 - (2) Operate an eating establishment that shall be the sole retail outlet for such malt beverages;
 - (3) Operate an eating establishment that may offer for sale for consumption on the premises any other alcoholic beverages produced by other manufacturers which are authorized for retail sale under this chapter, including wine, distilled spirits, and malt beverages, provided that such alcoholic beverages are purchased from a licensed wholesaler; and, provided, further, that in addition to draft beer manufactured on the premises, each brewpub licensee shall offer for sale commercially available canned or bottled malt beverages from licensed wholesalers; and
 - (4) Notwithstanding any other provision of this paragraph, sell up to a maximum of 5,000 barrels annually of such malt beverages to licensed wholesale dealers. Under no circumstances shall such malt beverages be sold by a brewpub licensee to any person holding a retail consumption dealer's license or a retailer's license for the purpose of resale;
- (c) Possession of a brewpub license shall not prevent the holder of such license from obtaining a license for the sale of alcoholic beverages by the package, excluding distilled spirits, for the same premises;
- (d) A brewpub license does not authorize the holder of such license to sell alcoholic beverages by the package for consumption off the premises; and
- (e) A brewpub licensee shall:
- (1) Pay all state and local license fees and excise taxes applicable to individuals or persons licensed as manufacturers, retailers, and, where applicable, wholesalers under this title; and
 - (2) Measure malt beverages manufactured on the premises and otherwise comply with applicable rules and

regulations respecting excise and enforcement tax determination of such malt beverages as required by state and local law."

Section 7: It is the intention of the City Council and it is hereby ordained by the authority of the City Council that the provisions of this Ordinance shall become and be made a part of The Code of the City of Alpharetta, Georgia, and the codifier is authorized to make the specified deletions, insertions, additions, and to insert headings, article numbers and section numbers as and where appropriate.

Section 8: All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 9: 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 10: This Ordinance shall become effective immediately upon adoption.

SO ORDAINED this _____ day of _____, 2016.

CITY OF ALPHARETTA, GEORGIA

By: _____
David C. Belle Isle, Mayor

COUNCIL MEMBERS

ORDINANCE NO. _____

(SEAL)
Attest:

City Clerk

First Reading_____

Second Reading_____

Adopted_____