



City Council Meeting
November 11, 2019
Office of the City Clerk
CITY HALL 2 PARK PLAZA
6:30 PM

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 Gilvin called the meeting to order at 6:30 p.m.*

II. ROLL CALL

- Council Members
 - o Mayor Jim Gilvin
 - o Mayor Pro Tem Donald F. Mitchell
 - o Jason Binder
 - o Ben Burnett
 - o John Hipes
 - o Dan Merkel
 - o Karen Richard
- Staff
 - o Bob Regus, City Administrator
 - o Sam Thomas, City Attorney
 - o James Drinkard, Asst. City Administrator
 - o Peter Sewczwicz, Director of Public Works
 - o John Robison, Director of Public Safety
 - o Morgan Rodgers, Director of Recreation, Parks & Cultural Services
 - o Kathi Cook, Director of Community Development
 - o Michael Woodman, Senior Planner
 - o Tom Harris, Director of Finance
 - o Eric Graves, Senior Transportation Engineer
 - o Matthew Thomas, Economic Development Manager

III. PLEDGE TO THE FLAG

IV. PROCLAMATIONS

A. Veteran's Day

B. National Native American Heritage Month

V. CONSENT AGENDA

❖ *Mayor Gilvin amended the consent agenda in order to add the approval of the following alcoholic beverage license applications*

A. Council Meeting Minutes (Meeting of 11/04/2019)

B. Alcoholic Beverage License Applications

- | | |
|--------------------|---|
| PH-19-AB-22 | Georgia Fine Wine LLC
d/b/a Total Wine & More
6290 North Point Parkway
Alpharetta, GA 30022

Package Store
Retail Package Sales
Beer, Wine, Liquor

Owner: Georgia Fine Wine LLC
Registered Agent: Jeffrey Crockett |
| PH-19-AB-23 | Carson Georgia Holdings LLC
d/b/a Carson Kitchen
4 South Main Street
Alpharetta, GA 30009

Restaurant
Consumption on Premises
Beer, Wine, Liquor, Sunday Sales

Owner: Carson Georgia Holdings LLC
Registered Agent: Michael Sard |
| PH-19-AB-24 | IHG Management (Maryland) LLC
d/b/a EVEN Hotel Alpharetta
2715 Old Milton Parkway
Alpharetta, GA 30009

Hotel
Consumption on Premises
Beer, Wine, Liquor, Sunday Sales

Owner: IHG Management (Maryland) LLC
Registered Agent: Michael Sard |
| PH-19-AB-25 | Dog 57 Dining Group, Inc.
d/b/a Monkey 68 |

160 N. Main St.
Alpharetta, GA 30009

Restaurant
Consumption on Premises
Beer, Wine, Liquor, Sunday Sales

Owner: Dog 57 Dining Group, Inc.
Registered Agent: Kyun Muh

PH-19-AB-26 Aimbridge Hospitality LLC
d/b/a Hyatt Place Alpharetta North Point
7500 North Point Parkway
Alpharetta, GA 30022

Hotel
Consumption on Premises
Beer, Wine, Liquor, Sunday Sales

Owner: Aimbridge Hospitality LLC
Registered Agent: Michael Sard

❖ Council Member Merkel offered a motion to approve the consent agenda

- The motion received a second from Mayor Pro Tem Mitchell
- The motion was approved unanimously (7-0)

VI. PUBLIC HEARING

A. V-19-15/E-19-07 Swilley/Davis Drive Variance and Exception

- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff recommends Mayor and Council approve V-19-15/E-19-07 Swilley Davis Drive Variance and Exception and Deny variance request to allow two (2) rows of parking and a drive aisle between the primary building and Davis Drive, subject to the following conditions:
 1. The subject property shall be limited to the following LI (Light Industrial) uses:
 - a. New Auto Sales and Leasing/conditional use required
 - b. Office Building or Office Park
 - c. Restaurant
 - d. Retail Sales and Services Establishments
 - e. Storage, Inside Climate controlled
 2. Driveway separation requirements may be reduced along Davis Drive based on an evaluation of sight distance and safety, with final approval by the City's Transportation Engineer.

3. Maximum building setback on Davis Drive shall be 30' and maximum building setback on Westside Parkway shall be 80'.
 4. Maximum height of office buildings shall not exceed 6 stories and 85'. Office buildings shall have exterior materials that are primarily brick and/or stone (at least 75% of all elevations), except that Certified Green Buildings may use other exterior materials, as approved by DRB. All proposed development shall require DRB review and approval.
 5. Maximum height of parking decks shall be 35', except that Certified Green Buildings shall have a maximum height of 60'. Parking decks shall be located to the side or behind the primary building and shall have exterior materials similar to the primary building, as approved by DRB.
 6. A 20' landscape strip shall be required along Westside Parkway, 10' landscape strip along Davis Drive.
 7. Applicant shall provide a 20' easement to the City for the future extension of the Alpha Loop within the Georgia 400 tree buffer.
- The applicant, Grover Swilley, is requesting variances and an exception to remove maximum building setbacks on Westside Parkway and Davis Drive, allow two (2) rows of parking between a primary building and Davis Drive, increase maximum building height from 35' to 85' for office buildings and parking decks, and reduce or eliminate minimum driveway spacing requirements on Davis Drive. The subject property is located on the south side of Westside Parkway at the intersection with Sanctuary Parkway.
 - The submitted request, if approved, would allow a property to be developed without maximum building setbacks on Westside Parkway and Davis Drive, with two (2) rows of parking between a primary building and Davis Drive, office buildings and parking decks with a maximum height of 85', and reduced or eliminated driveway spacing requirements on Davis Drive. The subject property is located on the south side of Westside Parkway at the intersection with Sanctuary Parkway.
 - The 14.71-acre undeveloped property is zoned LI (Light Industrial) and located within the North Point LCI. Surrounding properties are also zoned LI, including Top Golf to the east, Sanctuary Park to the north and The Cooler (Alpharetta Family Skate Center) to the west. The site is bound by Georgia 400 to the south. The Comprehensive Land Use Plan designation of the property is 'Mixed Use' and 'Corporate Office'.
 - UDC Subsection 2.10.3 (B), North Point Overlay, Site Regulation Table. Variance to eliminate the maximum building setbacks on Westside Parkway and Davis Drive. Westside Parkway is a Type B Corridor, which has a maximum setback of 60'. Davis Drive is a Type C Corridor, which has a maximum setback of 10'. The applicant states that variances are needed in order maintain consistency with existing development in this location.
 - UDC Subsection 2.10.3 (B), North Point Overlay, Site Regulation Table. Variance to allow up to two (2) rows of parking (including drive aisle) between the primary building and Davis Drive. Davis Drive is a Type C Corridor, which requires surface parking lots to be located behind or beside the primary building. Driveways/drive aisles parallel to the Davis Drive may not be located between the primary building and Davis Drive. The applicant states the variances are needed to maintain consistency with existing development in this location.
 - UDC Subsection 2.10.3 (D), North Point Overlay, Maximum Building Height and

UDC Subsection 2.2.17 (D), LI Light Industrial, District Regulations. Exception to increase the building height for office buildings and parking decks from 35' to 85'. The LI Light Industrial zoning district has a maximum building height of 35' and the North Point Overlay requires that maximum building heights be in accordance with the underlying zoning. The applicant states that the height would be consistent with approvals at the adjacent Sanctuary Park development also zoned LI.

- UDC Subsection 2.10.6 (B)(2), North Point Overlay, Driveways, Spacing. Variance to reduce or eliminate driveway spacing regulations along Davis Drive, at the discretion of the City's Transportation Engineer. A site plan depicting driveway spacing along Davis Drive was not provided by the applicant.
- City Staff has reviewed the applicant's proposal and finds that it can generally support the requested variances and exception, except that Staff does not support the request to allow two (2) rows of parking and a drive aisle between the primary building and Davis Drive. A site plan with proposed uses and would be needed to review the hardship. While there are not unique conditions pertaining to the property due to its physical characteristics, the property will be impacted by the Davis Drive extension.
- The roadway project will require approximately 1.7 acres of land for right-of-way and will bisect the property into a north and south parcel. If approved, conditions are recommended limiting Light Industrial (LI) permitted uses on the property and requiring Staff and Design Review Board (DRB) approval. Sanctuary Park was approved for height variances in 2000 to allow up to 6 stories of office and in 2010 to allow up to 10 stories for office. The 10-story allowance reverted in 2015. The 2008 North Point LCI addressed the area as a commercial center recommending heights between 4 and 6 stories.
- The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.
- The CZIM was held on September 11, 2019. There was one (1) public comment on the sign-in sheet with a concern over driveway access to Ray's Steakhouse.
- Pond & Company's Senior Manager for Local Government Services, BJ Martin, came forward to speak on behalf of the applicant and requested the following additional uses; bakery, banking/savings and loan, daycare center, drug store and grocery store, additionally requesting to strike staff condition number 6.
- Sector Manager/Vice President at Atkins, Taylor Wright, came forward to answer questions from Mayor and Council.

Public Comment:

- No Public Comment
- ❖ Council Member Richard offered a motion to approve the V-19-15/E-19-07 Swilley Davis Drive Variance and Exception and Deny variance request to allow two (2) rows of parking and a drive aisle between the primary building and Davis Drive, subject to the following conditions:
 1. The subject property shall be limited to the following LI (Light Industrial) uses:
 - a. New Auto Sales and Leasing/conditional use required
 - b. Office Building or Office Park

- c. Restaurant
 - d. Retail Sales and Services Establishments
 - e. Storage, Inside Climate controlled
 - f. Bowling Alley/Recreation Facilities (indoor and outdoor)
 - g. Bakery
 - h. Banking/Savings and Loan
 - i. Daycare Center
 - j. Drug Store
 - k. Grocery Store
2. Driveway separation requirements may be reduced along Davis Drive based on an evaluation of sight distance and safety, with final approval by the City's Transportation Engineer.
 3. Maximum building setback on Davis Drive shall be 30' and maximum building setback on Westside Parkway shall be 80'.
 4. Maximum height of office buildings shall not exceed 6 stories and 85'. Office buildings shall have exterior materials that are primarily brick and/or stone (at least 75% of all elevations), except that Certified Green Buildings may use other exterior materials, as approved by DRB. All proposed development shall require DRB review and approval.
 5. Maximum height of parking decks shall be 35', except that Certified Green Buildings shall have a maximum height of 60'. Parking decks shall be located to the side or behind the primary building and shall have exterior materials similar to the primary building, as approved by DRB.
 6. ~~A 20' landscape strip shall be required along Westside Parkway, 10' landscape strip along Davis Drive.~~
 7. Applicant shall provide a 20' easement to the City for the future extension of the Alpha Loop within the Georgia 400 tree buffer.
 - The motion received a second from Council Member Binder with a friendly amendment to deny the variance request without prejudice
 - Council Member Richard accepted the friendly amendment
 - Council Member Burnett offered a substitute motion to table the item
 - Council Member Burnett's motion did not receive a second
 - The motion was approved (5-2); Council Member Burnett and Council Member Hipes voting in opposition

VII. NEW BUSINESS

A. Design Services Change Orders for Academy Street and Webb Bridge Road TSPLOST Improvements

- Director of Public Works, Pete Sewczwicz, came forward to present this item.

- Staff recommends Mayor and Council approve Pond & Company's proposal for Change Order #1 to Purchase Order 19000582 for design revisions to the Academy Street Improvements in the amount of \$47,400.00; Pond & Company's proposal for Change Order #1 to Purchase Order 19000583 for design revisions to the Webb Bridge Road Improvements in the amount of \$155,942.96; and authorize the Mayor to execute all necessary documents.
- On May 6, 2019, City Council approved Pond & Company's proposals for the design of improvements to Academy Street from Loxford Lane to Fire Station 81 and improvements to Webb Bridge Road from the Big Creek Greenway to Webb Bridge Way. Both proposals were approved as part of the City's On-Call Engineering services contract.

Academy Street from Loxford Lane to Fire Station 81 (PO 19000582)

- Change Order #1 for the Academy Street improvements incorporates two tasks. First, pedestrian lighting will be added to the 2' grass strip along the north side of Academy Street from the driveway of Alpharetta Presbyterian to Fire Station 81. Lights will be placed at approximately 80' intervals to match the spacing along the frontage of East of Main.
- Second, the previously approved typical section between Loxford Lane and Wedgewood Drive will be modified. In order to minimize impacts to private property and flood plain, it had become necessary to eliminate the 2' grass strip in some areas and utilize header curb in lieu of curb and gutter in others. By reducing the bicycle accommodations in both directions of travel from a 4' bike lane to a 3' striped shoulder, it becomes possible to shift the northern curb line to the south and maintain the 2' grass strip and use of curb and gutter between the driveway of Alpharetta Presbyterian and Wedgewood Lane. Additionally, these modifications will lessen the amount of construction easements and right of way needed to construct the project.
- The scope of Change Order #1 will require: These proposed modifications will require the revision of the curb line for approximately 3,450 linear feet of the project. Adjusting the curb line will then require:
 - o Revision of approximately 3,450 linear feet of curb line
 - o Revision of grading, retaining walls, driveway profiles, and cross-sections
 - o Revision of storm drain locations and associated profiles
 - o Revision of signing and marking plans
 - o Revision of utility plans
 - o Revision of erosion control plans
 - o Revision of right of way plans
 - o Creation of lighting/electrical plans
- If approved, Change Order #1 will increase Purchase Order 19000582 by \$47,400.00 (23.3%) from \$203,175.00 to \$250,575.00.

Webb Bridge Road from the Big Creek Greenway to Webb Bridge Way
(PO 19000583)

- On October 15th, the City hosted an open house meeting for residents along the Webb Bridge Corridor to view the plans under development and receive feedback. Two of the more common points mentioned to staff were the continuation of the multi-use trail from the proposed roundabout to Webb Bridge Park and continuation of wider sidewalks and bicycle accommodations from the proposed roundabout to the improvements recently constructed by Johns Creek at the Kimball Bridge Road intersection. Staff has also received feedback requesting enhancement of the pedestrian crossings at both Creekview Elementary School and Webb Bridge Middle School. Change Order #1 includes six tasks:
 - o Task 1 will expand the design scope to include continuation of the 10' wide multi-use trail from the proposed roundabout at Webb Bridge Way along the north side of Webb Bridge Road to the entrance of Webb Bridge Park and tie to the multi-use trail constructed by Johns Creek which currently ends in the cul-de-sac. This will include continuation of the proposed tree wells and pedestrian lighting along the multi-use trail. No roadway widening is proposed along this stretch. The cost for Task 1 is \$85,475.00.
 - o Task 2 will expand the design scope to include the extension of wide sidewalks and bike accommodations from the proposed roundabout to the improvements extending north from Kimball Bridge Road recently constructed by Johns Creek. This will include continuation of the proposed tree wells and pedestrian lighting as room permits. No roadway widening is proposed along this stretch. The cost for Task 2 is \$43,935.00.
 - o Task 3 is for the preparation of additional exhibits and revision of the existing exhibits for a future public meeting reflecting the design changes in Tasks 1 and 2 above. The cost for Task 3 is \$8,430.00.
 - o Task 4 is for the design of enhanced pedestrian crossings at the three signalized intersections at the school entrances. Enhancements will include the installation of in-pavement LED lights similar to what has been approved for the Alpha Loop crossing on Haynes Bridge Road. The cost for Task 4 is \$4,000.00.
 - o Task 5 is for survey updates. The original survey of the corridor was performed prior to the construction of the Shirley Estates subdivision. This task will collect current survey data in this area to reflect as-built roadway, storm drainage and shoulder improvements constructed as part of the subdivision. The cost for Task 5 is \$5,500.00.
 - o Task 6 is for the preparation of the conceptual exhibits utilized in the public meetings. The preparation of these exhibits was not included in the original design scope. The cost for Task 6 is \$8,602.96.

- If approved, Change Order #1 will increase Purchase Order 19000583 by \$155,942.96 (31.2%) from \$499,717.50 to \$648,660.46.

Public Comment:

- No Public Comment
- ❖ Mayor Pro Tem Mitchell offered a motion to approve the Pond & Company's proposal for Change Order #1 to Purchase Order 19000582 for design revisions to the Academy Street Improvements in the amount of \$47,400.00; Pond & Company's proposal for Change Order #1 to Purchase Order 19000583 for design revisions to the Webb Bridge Road Improvements in the amount of \$155,942.96; and authorize the Mayor to execute all necessary documents
 - The motion received a second from Council Member Richard
 - The motion was approved (6-1); Council Member Binder voting in opposition

B. Morrison Parkway Sidewalk Improvements, ITB 20-005

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff recommends Mayor and Council Please award ITB 20-005 to A1 Contracting LLC in the amount of \$1,005,000.00 for the Morrison Parkway Sidewalk Improvements; allocate funds in the amount of \$30,000.00 for utility relocations; and authorize the Mayor to execute all necessary documents.
- The award of this bid is for the construction of approximately 3,300 linear feet of 8' wide sidewalk along the south side of Morrison Parkway from Hembree Road to Haynes Bridge Road. Included in the project scope is the installation of curb and gutter, installation of storm drainage, and construction of retaining walls.
- The Department of Public Works prepared plans and specifications for the project and advertised for competitive bids during September and October 2019. Bids for the project were received on October 24, 2019, and the City received a total of seven bids from the following:

1. A1 Contracting LLC	\$1,005,000.00
2. Sol Construction LLC	\$1,038,741.17
3. Excellere Construction LLC	\$1,228,800.00
4. CMES, Inc.	\$1,261,624.00
5. Ohmshiv Construction LLC	\$1,299,360.00
6. Precision 2000, Inc.	\$1,517,206.50
7. Autaco Development	\$1,659,129.00
- The apparent low bidder, A1 Contracting LLC, is an experienced contractor which has worked on several projects with similar elements in Georgia for multiple governmental agencies including Gwinnett County and the City of Duluth. The contacted references stated that A1 Contracting LLC provided reliable work on time and within budget and would utilize their services again. Additionally, A1

Contracting LLC was awarded City's Fiscal Year 2019 Bond Sidewalks - Multiple Sidewalk Segments project which included construction of sidewalks along Providence Road and Charlotte Road.

- Staff met with representatives of A1 Contracting LLC to review the scope of work and the City's expectations. The representatives assured staff that they had visited the site and reviewed the plans and specifications. A1 Contracting LLC assured staff that they could complete the project for the submitted bid amount and within the allocated time frame. Thus, staff determined A1 Contracting LLC to be the lowest responsive and responsible bidder.
- The construction of this sidewalk segment will necessitate the relocation of one utility pole and two light poles. Additionally, there are a number of underground utilities within the project limits. While efforts have been made to design around the underground utilities, it is not uncommon in this situation for unmarked utilities to be encountered or utility depths to vary. Costs for utility relocations will be paid by the City directly to the utility owner. The costs of these relocations are anticipated to be no more than \$30,000.00.
- Once a contract with A1 Contracting LLC has been finalized and executed, construction may begin immediately. The anticipated completion date is no more than 150 days from notice to proceed.

Public Comment:

- No Public Comment
- ❖ Mayor Pro Tem Mitchell offered a motion to award ITB 20-005 to A1 Contracting LLC in an amount not to exceed \$1,005,000.00 for the Morrison Parkway Sidewalk Improvements; allocate funds in the amount of \$30,000.00 for utility relocations; and authorize the Mayor to execute all necessary documents
 - The motion received a second from Council Member Binder
 - The motion was approved unanimously (7-0)

C. North Point Area and Alpha Loop Trail Connectivity Feasibility Study (RFP 20-107)

- Senior Planner, Michael Woodman, came forward to present this item.
- Staff recommends Mayor and Council Award RFP 20-107 to MKSK for the North Point Area and Alpha Loop Trail Connectivity Feasibility Study and authorize the Mayor to execute all necessary documents.
- The recent update to the North Point LCI identifies greenspace/trail connectivity as an area-wide initiative to enhance development and reinvestment into the North Point area through the creation of a system of connected multi-use trails and greenspaces. In accordance with this initiative, the Mayor and City Council authorized Staff to apply to the Atlanta Regional Commission's (ARC) Livable Centers Initiative (LCI) Program in March 2019 seeking grant funding for a North Point Area and Alpha Loop Trail Connectivity Feasibility Study. ARC awarded the City \$120,000 to complete the Feasibility Study, with the City committed to a 20% match in the amount of \$30,000 (total funding of \$150,000).
- The Feasibility Study will develop a scoping concept plan for a multi-use path

connecting the Alpha Loop to the Big Creek Greenway, North Point Mall, and across Haynes Bridge Road. The plan will include an alignment, typical section, environmental impacts, and cost estimates for constructing the multi-use path and crossing Haynes Bridge road to connect into another segment of the Alpha Loop.

- To this end, Community Development staff, in conjunction with Finance staff, prepared RFP 20-107 and advertised in August/September 2019. Proposals were received on September 12, 2019 and consisted of 7 responses which were submitted to an Evaluation Committee for review and ranking. This Committee consisted of staff members from Community Development, Recreation, Parks and Cultural Services, Mayor and City Council.
- Phase 1 evaluation consisted of the following criteria: Firm Experience and References (35%); Firm Organization and Staffing Qualifications (20%); Proposed Project Approach and Timeline (35%); and Firm Capabilities (10%).
- The Phase 1 evaluation scores were as follows (scale of “1” to “100” with “100” being the highest):
 - o 87 MKSK
 - o 85 Pond
 - o 77 AECOM
 - o 63 Greenberg Farrow
 - o 61 EHI Consultants
 - o 56 Prime Engineering Inc.
 - o 52 The Collaborative, Inc.
- The top 3 firms were shortlisted for Interviews (Phase 2) which were held on October 23, 2019. Upon conclusion of this phase, the rankings were as follows (Phase 1 scores + max of “100” for Phase 2 Interviews):
 - o 172 MKSK
 - o 168 Pond
 - o 135 AECOM
- All cost proposals were structured at the \$150,000 project budget.
- Staff recommends awarding MKSK the North Point Area and Alpha Loop Trail Connectivity Feasibility Study (RFP 20-107) as the high-ranking firm.
- MKSK Principal, Darren Meyer, came forward to speak on behalf of the applicant.

Public Comment:

- No Public Comment
- ❖ Council Member Richard offered a motion to award RFP 20-107 to MKSK for the North Point Area and Alpha Loop Trail Connectivity Feasibility Study and authorize the Mayor to execute all necessary documents.
 - The motion received a second from Council Member Binder
 - The motion was approved unanimously (7-0)

D. FY20 Community Development Fleet Purchase

- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff recommends Mayor and Council authorize the purchase of three 2020 Ford F-150 Trucks and one 2020 Ford Escape in the amount of \$95,620 from Allan Vigil Ford Government Sales on State Contract # 9999-SPD-ES40199373-002.
- As approved in the FY20 Budget, Community Development seeks approval to purchase three Ford F-150 Trucks and one Ford Escape in the amount of \$95,620.00. Two of these vehicles will be replacements for 2007 Ford F150's that warrant replacement based on age and maintenance/repair costs, and two of these vehicles will support the two new budgeted Full-Time Code Enforcement Licensing Officers tasked to licensing of Alcohol and Spa Services/Massage, moved from the Public Safety Department.
- Community Development did put this out for bid and did not receive any responses. The bid was sent out to (32) vendors.
- Since there were no bid responses, all the above vehicles will be purchased from Allan Vigil Ford Government Sales on State Contract # 9999-SPD-ES40199373-002.

Public Comment:

- No Public Comment
- ❖ Council Member Richard offered a motion to approve the purchase of three 2020 Ford F-150 Trucks and one 2020 Ford Escape in an amount not to exceed \$95,620.00 from Allan Vigil Ford Government Sales on State Contract # 9999-SPD-ES40199373-002
 - The motion received a second from Council Member Merkel
 - The motion was approved unanimously (7-0)

E. Community Development (Code Enforcement) Office Buildout (ITB 20-006)

- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff recommends Mayor and Council Award ITB 20-107 to Rick B. General Contractors for the Code Enforcement Office Buildout in an amount totaling \$57,000 and authorize the Mayor to execute all necessary documents.
- The FY 2020 Budget included the transfer of licensing duties (Alcohol, spa services, massage, etc.) from Public Safety to Community Development (Code Enforcement). Accordingly, funding was allocated for the addition of two Code Enforcement Officer positions as well as the build-out of office space for the entire Code Enforcement division including an area for servicing our customers.
- To this end, Community Development staff, in conjunction with Finance staff, prepared ITB 20-006 for the Office Build-out. The selected contractor is to provide

all materials, labor, and equipment for the Office Build-out (excluding security and IT equipment – discussed below) within the existing shell area on the ground floor of City Hall.

- ITB 20-006 was advertised in September and October 2019, and bids were due on October 25, 2019. The City received a total of four (4) responses:
 - o \$57,000 Rick B. General Contractors
 - o \$82,212 Ujamaa Construction
 - o \$104,029 Traditional Contractors Inc.
 - o \$125,334 WEBMyers Construction
- The bid prices above include the base bid scope and an alternate for adding a sidelight window to the customer door. For the low bid by Rick B. General Contractors, the base bid was \$54,000 and the alternate was an additional \$3,000.
- Rick B. General Contractors was selected by the City for its Fire Station renovation project currently underway. Staff has found Rick B. General Contractors to be professional and responsive and recommends them for award of the office build-out.
- While the current agenda item relates only to award of a \$57,000 contract for the build-out of the office space, the total costs to build-out and equip the subject space are approximately \$100,000 and include the following components:
 - o \$57,000 Office Build-out (ITB 20-006)
 - o \$26,200 Office Furniture/Miscellaneous
 - o \$8,000 Security (cameras, badge readers, etc.)
 - o \$8,800 IT Infrastructure Equipment and Data Cabling
 - o \$100,000
- Funding is provided through Community Development and Information Technology capital accounts.

Public Comment:

- No Public Comment

❖ Council Member Richard offered a motion to award ITB 20-107 to Rick B. General Contractors for the Code Enforcement Office Buildout in an amount not to exceed \$57,000.00 and authorize the Mayor to execute all necessary documents

- The motion received a second from Mayor Pro Tem Mitchell
- The motion was approved unanimously (7-0)

VIII. PUBLIC COMMENT

- No Public Comment

IX. REPORTS

- Council Member Hipes announced the opening of the following restaurants; Minnie Olivia Pizzeria, Jekyll Brewery, and the Jinya Ramen Bar. Additionally, the Alpharetta Arts Center hosted a successful Jazz night on Saturday, November 9th with the City's Economic Development Manager playing in the ensemble and well over 100 attendees.
- Council Member Binder commented on the November 2019 General Election and is looking forward to working with this Mayor and Council for the upcoming years. Additionally, the Georgia Recreation and Parks Association awarded the Alpharetta's Recreation, Parks and Cultural Services December with Agency of the Year and an official announcement will be made in December.
- Mayor Pro Tem Mitchell announced the Household Hazardous Waste and Paint Collection that is offered to Alpharetta residents on Saturday, November 16th from 9:00 AM to 1:00 PM. Registration forms can be found on the City website.
- Council Member Burnett announced that Flexential wrote Tech Alpharetta a check for \$10,000.00 and Council Member Burnett thanked CEO of Tech Alpharetta, Karen Cashion, for her continued support and leadership.
- Council Member Richard announced the monthly CZIM Meeting taking place on Wednesday, November 13th at 6:00 PM.
- Mayor Gilvin announced the winners of the November 2019 General Election and is also looking forward to working with this Council for the upcoming years.

X. ADJOURNMENT

- ❖ With no further business to discuss or items to be heard, Mayor Gilvin adjourned the meeting at 8:06 PM

Respectfully submitted,



Erin Cobb, City Clerk