



City Council Meeting OCTOBER 5, 2015

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

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE TO THE FLAG**
- IV. CONSENT AGENDA**
 - A. Council Meeting Minutes (Meeting of 09/28/2015)**
 - B. Alcoholic Beverage License Applications**
 - C. Financial Management Report for the month ending August 31, 2015.**
- V. PROJECT UPDATES**
 - A. Convention Center**
 - B. City Center - Private**
 - C. City Center - Public**
- VI. PUBLIC HEARING**
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A. Stormwater Structure (MS4) Inventory Inspections**
 - B. Stormwater Ordinance Revision**
 - C. Watershed Improvement Plan - Long Indian Creek**
 - D. Pine Shavings for City's Equestrian Center Stalls, Bid 16-004**
 - E. Consideration of alternate appointment to Design Review Board**
- IX. WORKSHOP**
 - A. Presentation and Discussion of Capital Project Financing Options**
- X. PUBLIC COMMENT**
- XI. REPORTS**
- XII. ADJOURNMENT TO EXECUTIVE SESSION**



PUBLIC HEARING AND COUNCIL MEETING

OFFICIAL MINUTES

SEPTEMBER 28, 2015

CITY HALL
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 7:30 p.m.*

II. ROLL CALL

Members Present:

Mayor Belle Isle, Mayor Pro Tem Aiken (left at 9:04), Council Members Cross (*arrived at 7:41 p.m.), Gilvin, Owens (*arrived at 7:59 pm) and Kennedy

Members Absent:

Council Member Mitchell

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, Senior Engineer Eric Graves, Director of Public Works Pete Sewczwicz, Director of Finance Tom Harris

III. PLEDGE TO THE FLAG

IV. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 9/16/2015 and 9/21/2015)

- ❖ *Council Member Kennedy offered a motion to approve the Consent Agenda*
 - *The motion was seconded by Council Member Gilvin*
 - *Motion approved (4-0)*

V. PROJECT UPDATES

A. Convention Center

- Mr. Regus reported on the Schematic design – Fred Bautista of Jones Lang LaSalle will make a presentation on the design at the Council Meeting on October 19th

B. City Center - Private

C. City Center - Public

- Mr. Regus reported that the City is having a 3rd party coming to check elevators and is also working on a few outstanding issues in regard to the fountain in the Town Green.

Public Comment

None

VI. PUBLIC HEARING

A. CLUP-15-07/PH-15-16 CLUP Update for Downtown Master Plan

- Director of Community Development, Kathi Cook, came forward to present this item on behalf of staff
- State regulations require that community comprehensive plans be adopted and updated on a regular basis in order to ensure compliance with regional plans and maintain eligibility for grants and other funding. Alpharetta adopted a 2030 Comprehensive Plan in 2011 and due to the adoption of Downtown Master Plan an update is required. Guided by the City's consultants, Kimley-Horn and TSW, several of the public meetings were held including 'visioning' sessions. In addition, a steering committee was formed that met over the course of half a year to provide the consultants with more detailed input.
- Updates have been incorporated into the Central Neighborhood, Old Milton Corridor, North Main Corridor, South Main Corridor, Downtown Activity Center, and Kimball Bridge Activity Center areas of the city, in order to include adoption of the Downtown Master Plan.
- In the Future Development Matrices, Table 1 puts checks on high lot coverage and shallow building setback to show greater building coverage. In Table 2, R-8A/D is introduced as well as the DT-C, DT-MU, DT-LW, and DT-R in the Central Neighborhoods, Old Milton Corridor, North Main Corridor, South Main Corridor, Downtown Activity Center, and Kimball Bridge Activity Center.
- City Attorney, Sam Thomas, read the Resolution aloud

Public Comment

- ❖ *Council Member Kennedy offered a motion to approve the Resolution*
 - *The motion was seconded by Council Member Aiken*
 - *Motion approved (4-0)*

B. PH-15-22 Development Impact Fee Ordinance (2nd reading)

- Senior Engineer, Eric Graves, presented the item on behalf of staff and reported that there had only been one minor change since the 1st reading concerning the deletion of a redundant paragraph
- ❖ *Council Member Kennedy offered a motion to approve the Ordinance*
 - *The motion was seconded by Council Member Gilvin*
 - *Motion approved (4-0)*

C. Telecommunications Ordinance (2nd reading)

- ❖ *Council Member Cross joined the meeting*
- Assistant City Attorney, Scott Hastey, came forward to provide a brief overview of this item and reported that there have been no changes since 1st reading.
- City Attorney, Sam Thomas, read the Ordinance aloud constituting a 2nd and final reading
- ❖ *Council Member Kennedy offered a motion to approve the Ordinance*
 - *The motion was seconded by Council Member Cross*
 - *Motion approved (5-0)*

D. PH-15-23 UDC Changes-Sign Ordinance (2nd reading)

- Assistant City Attorney, Scott Hastey, came forward to provide a brief overview of this item and reported that there have been no changes since 1st reading.
- City Attorney, Sam Thomas, read the Ordinance aloud constituting a 2nd and final reading
- ❖ *Council Member Kennedy offered a motion to approve the Ordinance*
 - *The motion was seconded by Council Member Aiken*
 - *Motion approved (5-0)*

VII. NEW BUSINESS

(NOTE: The following item was moved up on the agenda and the public hearing portion will be resumed later in the meeting)

A. Bus Arm Enforcement Program

- Director of Public Safety, Gary George, came forward to present this item on behalf of staff
- Staff requests that Mayor and Council approve entering into a partnership with Fulton County Schools for the operation of a photo enforcement system to reduce the illegal passing of school buses, and authorize the mayor to execute an intergovernmental agreement for the purpose.
- Fulton County Schools has entered into an agreement with a vendor (ATS) to provide the camera systems and to provide processing services. In the agreement no capital expense will be required of the City or the School District and the equipment and program operation will be paid by violation revenue. The City would be responsible for reviewing all potential violations, and the vendor (ATS) is responsible for retrieving the owner information and vehicle description and printing and mailing the citation.
- The objective of the automated stop arm enforcement program will be to reduce the number of vehicles that violate the law and run flashing stop arms, thereby reducing violations of traffic laws and thus, reducing the chance of a child being injured or killed. In addition, this would supplement police traffic enforcement with a more efficient, effective and safe alternative to patrol unit enforcement; and, to increase the general public's awareness of student vulnerability while loading and unloading their bus. Patrol unit enforcement is of limited effectiveness since violators don't pass stopped buses when a patrol car is visible.
- The City is responsible for reviewing all potential violations, and the vendor (ATS) is responsible for retrieving the owner information and vehicle description and printing and mailing the citation. Based on the expected violation rate, this should require less than 15 minutes a day of officer review time. As drivers become more familiar with the system, it is anticipated that violations will be reduced by 30-50%. Municipal court will be responsible for adjudication of those violations which are contested.

Public Comment

- Alexander Williamson, 12535 Wexcroft Ln, Alpharetta, GA, came forward to speak on this item
 - ❖ *Mayor Pro Tem Aiken offered a motion to approve the bus arm enforcement program as presented by the Director of Public Safety*
 - *The motion was seconded by Council Member Gilvin*
 - *Motion approved (6-0)*

VIII. PUBLIC HEARING (con't)

A. MP-15-05/Z-15-08/-CU-15-08/V-15-19 METLIFE

- Director of Community Development, Kathi Cook, came forward to present this item on behalf of staff

(NOTE: The original application was heard at the September 9 Planning Commission meeting and was tabled. On September 16 the applicant amended their application to withdraw their request to allow "for-rent" residential on the property and requested only a modification to the previous 2011 conditions of zoning. Specifically they requested:

Existing 2011 Condition Number 29: Master Plan approval shall be subject to reconsideration if a building permit is not issued by 2/28/2016.

Proposed Amended Condition Number 29: Master Plan approval shall be subject to reconsideration if a building permit is not issued by 2/28/2018.

The Planning Commission removed the item from the table on September 17 and after consideration unanimously recommended approval of the request to change the condition and added that the architecture shall be similar to the renderings submitted with the 2015 application (Condition 13).)

- Staff recommends approval of MP-15-05 Metropolitan Life/Innovation request for change to a previous condition of zoning with the following recommended conditions (Original 2011 conditions with changes only to Numbers 1, 13 and 29:

1. The property shall be zoned MU. Site shall be developed substantially similar to plans dated 11/16/10 and substantially similar to architectural renderings designed by POH Architects, submitted June 2015, subject to approved conditions.
2. Development regulations shall be as follows:
 - a) Office – 447,200 square foot maximum. Building height shall be limited as depicted on site plan dated November 16, 2010 with 1 building up to 12 stories, remaining office limited to a maximum 5 stories. Mixed use buildings shall be limited to a maximum of 60’
 - b) 25 townhome units (83,400 square feet) in six, 3 story buildings with a maximum height of 45 ft., townhome units located along Lakeview Parkway will be for-sale residential.
 - c) Retail –Maximum of 70,035 square feet. 2 stories or 35 ft., whichever is less; mixed use buildings shall be limited to a maximum of 60’. Retail – two free standing retail buildings be permitted as shown on site plan.
 - d) Hotel – One hotel only with 211 rooms (123,000 square feet) maximum. Hotel may not be an extended stay type facility. Restaurant - A maximum of two, free standing restaurants with a combined square footage of not less than 5,000 square feet and not more than 20,000 square feet with no drive-thru or pick up windows. Maximum height of 2 stories (or 35 ft., whichever is less). One additional "event" restaurant shall also be permitted

adjacent to the lake with a maximum of 20,000 square feet.

- e) Residential - attached 'for-sale' units only permitted above office or retail uses- building maximum height of 5 stories or 60 feet, whichever is less. At least 90% of dwelling, for-sale units shall be owner occupied. This occupancy restriction shall be included in the deed conveyance for the property. This restriction shall be included in the recorded condominium declaration. The declaration shall provide that the restriction may not be amended without the approval of the Alpharetta City Council. 470 total units maximum (10 units/ac. based on 47 acres attributed to Pods 'A', 'B', and a portion of 'C' as shown on original master plan)
- 3. Building Setbacks along Haynes Bridge Road shall be as follows: 30' building setback with a 20' landscape strip; building setbacks along Lakeview Parkway shall be 20' with a 15' landscape strip.
- 4. Building setbacks along internal streets shall be 0 ft. for the first sixty feet of building height. Above sixty feet in height, a 10 ft. setback shall be provided.
Sidewalks and street trees shall be incorporated throughout. Pedestrian bridges, stairs, elevators and escalators may encroach over and into public spaces provided that they don't impede pedestrian circulation or safety.
- 5. Retail / Restaurant/Office and Residential uses shall be developed concurrently. Therefore, no building permit shall be issued for more than one (1) building of a particular use before a building permit is issued for another building of a different use.
- 6. If stream piping occurs prior to building development, only the minimum disturbance necessary to perform the work will be allowed. No mass grading or clearing will be permitted. A plan to do such work shall be approved by Staff and shall incorporate adequate buffers, tree save areas and other screening provisions to ensure that disturbed areas will not be visible from external roadways after piping work is completed. At a minimum, mitigation equal to the required by State and Army Corps of Engineer shall be required. Additional water quality or stream restoration in the same basin or other environmental benefit project by developer may be considered for this mitigation.
- 7. Specimen trees on the site shall be given special consideration and every attempt to incorporate them into the applicant's site plan shall be made as stipulated in the Tree ordinance. In addition, specimen trees along Haynes Bridge Road at Georgia 400, number 701, 803, 804 and 805 will be saved.
- 8. At-grade pedestrian crossings shall be provided between buildings and across roadway to existing office development. Pedestrian crossings throughout development shall be ramped and the surface materials shall be pedestrian friendly, as approved by Staff.
- 9. No detention facility shall be visible from Haynes Bridge Road or Lakeview Parkway except a decorative water feature approved by Staff.

10. Parking decks and retaining walls shall be heavily landscaped. Retaining walls visible from developed areas exceeding 16' in height shall be terraced. In areas where the parking decks are visible to the public, the decks will be screened by landscaping or materials approved by Staff.
11. Commercial buildings over 3 stories in height shall be designed in keeping with sustainable practice standards as required by City ordinance.
12. Priority parking spaces shall be provided for alternative fuel vehicles along with accommodation for a vehicle charging station.
13. Prior to LDP for development, the applicant shall submit for approval a document to be entitled 'MetLife (or name TBD) Design Standards'. This document shall include elevations or architectural themes of buildings, specifications for street furniture including benches, trash receptacles, lighting, and bicycle racks, bus shelter, signage landscaping themes, and focal point features and shall be **substantially similar to the renderings from June 26, 2015. Building architectural style shall be Mercantile/warehouse style similar to renderings submitted with the 2015 application. Design standards will be presented to Staff and the Design Review Board for review and approval.**
14. Plans for buildings, landscaping and signage (in the form of a 'sign package') shall be subject to review and approval by the Design Review Board.
15. Awnings shall be provided on buildings at street level where reasonably appropriate in order to protect pedestrians from inclement weather.
16. Surface parking areas shall be screened from Haynes Bridge Road and Lakeview Parkway. A decorative, short wall shall be located along Lakeview Parkway where needed in order to obscure views of surface parking from Lakeview Parkway.
17. All buildings along Haynes Bridge Road and Lakeview Parkway must face those streets or appear to face those streets. No backside of buildings or "back of house" functions (such as loading or dumpster area), shall be visible from those streets.
18. Measurement of building heights shall not include spires or other decorative architectural features.
19. Focal point features should be incorporated into the development at project entrances and at the corner of Lakeview Parkway and Haynes Bridge Road.
20. Prior to the first LDP for development other than stream piping, applicant shall submit a construction phasing plan which shall demonstrate how construction will be staged and implemented in a manner that screens construction views from adjacent roadways.
21. Prior to the first LDP for development other than stream piping, applicant shall submit a revised master plan for the entire parcel to the City which shall incorporate the approved conditions, as well as the following:
 - a) Approved specifications and standards identified for each use within the total

- development.
- b) Pedestrian network.
 - c) Overall planned green space areas.
- 22. Every plan submitted for a development permit shall include an on- going density and acreage tabulation.
 - 23. All site plans and civil design plans hereafter submitted to the City of Alpharetta shall state as the first note: "This plan reflects conditions stipulated through public hearing regarding case MP-10-01/Z-10-02/V-10- 11 Metropolitan Life/Peridot"
 - 24. Provide detailed street planting for Haynes Bridge Road and Lakeview Parkway. Landscape plan shall be approved by Staff prior to a Land Disturbance Permit for development other than stream piping. The landscape plan should include retention of the current mature street trees where reasonably possible (except at curb cuts and in accordance with an approved stream piping plan) along Lakeview Parkway and Haynes Bridge Road with final approval by Staff.
 - 25. The developer and/or property owner shall be responsible for the planting and maintenance of medians within the development site and for the medians located on Lakeview Parkway which are contiguous to the development site. The planting and maintenance shall be in accordance with a plan approved by Staff.
 - 26. Landscaping areas shall not contain any parking, water detention area or buildings, or portion thereof, except that a detention pond or ponds may be located within the landscaping area if decorative and will provide amenity..
 - 27. Parking lot islands shall be planted with shrubs and or ground covers (not with mulch only). Provide sufficient green space to provide screening for parking decks. Investigate the possibility of adding shade structures on the top floor of parking deck to cover a minimum 15% of this surface.
 - 28. A bus drop-off area with shelter shall be provided along, Morrison Parkway, Lakeview Parkway or at an alternative location acceptable to MARTA, if requested by MARTA.
 - 29. Master plan approval shall be subject to reconsideration by City Council if a building permit for a building is not issued by 2/28/2018.
 - 30. Curb cuts and internal circulation should be considered concept only. Final curb cut locations will need to be approved by the Department of Engineering and Public Works.
 - 31. A 50 ft. easement extending the length of the property within the GA 400 tree buffer shall be dedicated to the City toward the development of an express bikeway.
 - 32. Development Intensity and Use
 - a) Provide a mix of residential, office and retail uses.
 - 33. Improve the intersection at Lakeview Pkwy and Haynes Bridge Rd to include the

following: Add a new EB right turn lane along Lakeview (creating dual right turn lanes); extend the existing right turn lane along Haynes Bridge Rd from GA 400 SB Ramp to Lakeview Pkwy; and, construct an additional NB left turn lane along Haynes Bridge Rd at Lakeview Pkwy within the existing median to create dual left turn lanes. Improvements to be implemented as deemed necessary by the Director of Engineering / Public Works.

34. Access Management

- a) Signalized intersections along Lakeview Parkway shall be a minimum of 1,000 feet from the existing signal at the intersection of Haynes Bridge Road and Lakeview Parkway.
- b) Provide a maximum of four site driveways on Lakeview Parkway.
- c) Align driveways on Lakeview Parkway with driveways across the street or offset by a minimum of 150 feet.
- d) Any full movement site driveway on Lakeview Parkway must be 450 feet minimum from Haynes Bridge Road.
- e) Any right-in/ right-out site driveway on Lakeview Parkway must be 200 feet minimum from Haynes Bridge Road.
- f) No site access is allowed onto Haynes Bridge Road.
- g) No outparcels are allowed direct access on Haynes Bridge Road or Lakeview Parkway.
- h) Provide shared driveway between adjacent property (shown as "MetLife") and the proposed development, as shown on plan.
- i) All internal intersections shall be a minimum of 100 feet from Lakeview Parkway.

35. Pedestrian Facilities

- a) Provide a system of sidewalks throughout the development that accommodates pedestrian access to all uses and building entrances.
 - b) Provide continuous pedestrian access around the proposed traffic circle on Lakeview Parkway.
-
- The subject property is a 47.05-acre tract of land zoned MU and situated within the MetLife Master Plan (Georgia 400 Center) together with a small, separate piece of property, all located at the southwest corner of Morrison Parkway and Haynes Bridge Road. The applicant is requesting a master plan amendment in order to revise a previous condition of zoning (Condition 29) in order to extend the time allowed for a building permit from 2/28/16 to 2/28/18.
 - The project consists of 40,000 square feet of restaurant space, 70,035 square feet of retail, a 211 room hotel, 447,200 square feet of office use, and 495 "for-sale" dwelling units.

- The applicant is requesting to change a previous condition of zoning for the 47.05 acres of land that was zoned MU in 2011. In 2011, approval of a Master Plan, entitled Peridot at that time, and a stream buffer variance were requested and approved. The 2010 Master Plan did not require another DRI review. GRTA Submitted a "Notice of Decision" stating the project is approved as submitted with recommended conditions. The Master Plan was approved by the City with 35 conditions in February 2011.
- The applicant withdrew their request for a conditional use to allow "for-rent" residential on the property as well as requested variances and rezoning of the remaining O-I parcel.
- The project meets the Future Land Use Plan designation for a Mixed Use development and provides onsite "for-sale" residential units in order to promote a live work community.
- Conditions have been recommended to require the warehouse/mercantile architecture which is important to brand this particular mixed use development and differentiate it from other mixed use developments. Concurrent construction of the retail, hotel, office and residential was previously required in order to ensure the reduction in vehicular trips is realized on site
- Kathy Zickart, of Smith Gambrel and Russell, came forward on behalf of the applicant

Public Comment

None

- ❖ *Council Member Kennedy offered a motion to approve MP-15-05 Metlife innovation request for change to a previous condition of zoning with the recommended conditions as outlined with changes to the 2011 conditions: numbers 1, 13 and 29. However, in regard to Condition #29, propose changing date to February 28, 2019.*
 - *The motion was seconded by Council Member Owens*
 - *Motion approved (4-2); Gilvin and Cross voting no*

B. V-15-24 Old Milton Holdings Variance to the UDC

- Eric Graves came forward to present this item on behalf of Council
- Staff recommends approval of V-15-24 Old Milton Holdings Variance subject to the following conditions:
 1. No later than six (6) months from the issuance of the Land Disturbance Permit for grading activity a Land Disturbance Permit shall be obtained for the entire site per the March, 2015 zoning action, incorporating any future council action; or

- the disturbed area shall be replanted to a minimum twenty (20) units per acre with plan approved by Staff.
2. A tree replacement plan and a performance bond shall be submitted subject to approval by Staff prior to the issuance of the permit authorizing the grading activities. Plan shall include replanting disturbed areas as well as enhancing site perimeter where sparse.
 3. Stockpile of barrow material and limits of disturbance shall substantially comply with the plan included with the application prepared by AEC, Inc., however an increased buffer along Thompson Road shall be provided, subject to Staff approval.
 4. Maximum stockpile elevation shall be 1,100 ft.
- The subject site is located north of Old Milton Parkway and west of Westside Parkway. The applicant, Old Milton Holdings, LLC., is requesting a variance to section 3.2.5 of the Unified Development Code in order to allow grading on a site that is not under active development.
 - The property has significant topographic fluctuations and a significant amount of fill material is required to develop the plan recently approved at the March, 2015 Public Hearing. The applicant has an opportunity to obtain a large portion of the dirt needed to balance the site from the adjacent Avalon Development. At this time, however, they have not submitted for their full Land Disturbance Permit for the proposed development.
 - Generally, tree removal and grading is not allowed on a site without a Land Disturbance Permit. However, the UDC does allow issuing grading permits for the sole purpose of site balancing if several conditions are met. These restrictions are designed to protect the City's natural resources by limiting speculative predevelopment activity such as pad grading a property prior to having an approved site plan. The applicant can meet the requirements within Section 3.2.5 with the exception that the site is not under common ownership or common development control (3.2.5. C.2) since Avalon is owned by North American Properties and the Thompson Street site is owned by Old Milton Holdings.
 - The site plan submitted depicts a 100' buffer to remain around the perimeter of the graded storage area. The top of the fill at completion will be at 1,100 feet which will be level with surrounding topography as opposed to mounding the dirt above street grade. If approved, the site plan should be amended in order to provide a 100' buffer also along Thompson Street. The homes within the proposed development have been demolished and the applicant plans to use an existing concrete drive off of Thompson Street to access the site. There are numerous trees within the proposed 100' buffer setback along Thompson Street that could be maintained in order to provide additional screening and meet the buffer requirements.
 - In this particular case, the applicant has a recently approved zoning plan and

suggests they are actively working on their construction plans in pursuit of obtaining a full Land Disturbance Permit. Failure to approve this variance will require the applicant to obtain fill material from other sources as well as forcing Avalon to find new locations to dispose of their excess soil. Doubling the heavy truck trips and exposing the City's streets to more wear and tear.

- After analysis, Staff finds that the variance can be justified; however additional protections should be conditioned prior to granting a Grading Permit. The proposed conditions limit the period of time between obtaining the Grading Permit and beginning work on the full Land Disturbance Permit. Provisions are also included to limit the height of the stockpile and ensure tree canopy restoration should the development not proceed as planned.
- Duke Realty was approved for a similar variance in 2011 on a site located on Webb Bridge within Pod 66 of Windward Master Plan in order to allow dirt storage on a site not under active development. Their proposal maintained the 100' buffer and they planned to move approximately 130,000 cubic yards of dirt. However, they did not move forward with the development or temporary storage.
- Steve Rowe, with AEC, and Jill Arnold, attorney, came forward on behalf of applicant

Public Comment

- Steve Stolle, 2459 Claystone Ln, Alpharetta, came forward to speak on this item
- Alexander Williamson, 12535 Wexcroft Lane, Alpharetta, GA, came forward to speak on this item
- ❖ *Council Member Kennedy offered a motion to approve V-15-24 Old Milton Holdings Variance subject to the 4 conditions as outlined, changing condition #4 to 1105 feet*
 - *The motion was seconded by Council Member Owens, with a proposed amendment to condition #1, that shall read, "Within 30 days of the variance approval of V-15-24 for grading activity, applicant shall file a master infrastructure land disturbance permit. Applicant, through its engineers at AEC, shall work diligently with the City to expedite issuance thereof. If applicant fails to submit a master infrastructure land disturbance permit within 3 months of the variance approval or if a land disturbance permit is not obtained within 6 months from issuance of a permit for grading activity, the property shall be replanted to a minimum of 20 units per acre with plan approved by staff."*
 - *Amendment accepted by Kennedy*
 - *Council Member Owens also offered an amendment to condition #4, in addition to the revision of the 1105 foot elevation, add "however, grade elevation shall*

be kept uniform and to a minimum such to minimize visibility from public roadways with final approval subject to Community Development staff."

- *Amendment accepted by Kennedy*
- *Council Member Owens offered a friendly amendment to add a 5th condition, "Plan submitted by AEC, the 100 foot minimum buffer shall apply along the full entirety of Thompson Street and sediment storage shall be maintained inside that disturbed area."*
- *Amendment accepted by Kennedy*
- *Council Member Kennedy withdrew his motion*
- *Council Member Owens offered a motion to approve V-15-24 Old Milton Holdings Variance subject to staff conditions with the following exceptions:*
 - *Condition #1- "Within 30 days of the variance approval of V-15-24 for grading activity, applicant shall file a master infrastructure land disturbance permit. Applicant, through its engineers at AEC, shall work diligently with the City to expedite issuance thereof. If applicant fails to submit a master infrastructure land disturbance permit within 3 months of the variance approval or if a land disturbance permit is not obtained within 6 months from issuance of a permit for grading activity, the property shall be replanted to a minimum of 20 units per acre with plan approved by staff."*
 - *Amend Condition #4 to read, "Maximum stockpile elevation shall be 1105 feet; however, overall grade elevation shall be kept uniform and to a minimum, such as to minimize visibility from public roadways with final approval subject to Community Development staff."*
 - *Addition of Condition #5 that shall read, "Applicant shall maintain a minimum 100 foot tree buffer along the entirety of Thompson Street frontage."*
- *The motion was seconded by Council Member Kennedy*
- *Motion approved (6-0)*

IX. OLD BUSINESS

X. WORKSHOP

A. Foe Killer Creek Watershed Study and Wills Park Drainage and Water Quality Study - Update

- Director of Public Works, Pete Sewczwicz, came forward to present the item and introduce the City's consultants
- Julie Kaplan, of Tetra Tech, came forward to present recommendations as highlighted in their study

B. Presentation And Discussion Of Capital Project Financing Options

- Director of Finance, Tom Harris, came forward to present various financing options for proposed capital projects

XI. PUBLIC COMMENT - None

XII. REPORTS - None

XIII. ADJOURNMENT

❖ *Mayor Belle Isle adjourned the meeting at 9:52 p.m.*

Respectfully Submitted,


Coty Thigpen, City Clerk



CITY COUNCIL MEETING AGENDA ITEM ROUTING FORM

DEPARTMENT DIRECTOR: COTY THIGPEN
PREPARED BY: LYN KENNEDY
COUNCIL MEETING DATE: October 5, 2015
AGENDA ITEM TITLE: ALCOHOL BEVERAGE LICENSE
RFP / Bid # (IF APPLICABLE): PH-15-AB-09 - THE PARRY GROUP, INC. D/B/A ANABELLE'S TABLE

CHECK ONE: ☐ BUSINESS ☒ CONSENT ☐ PUBLIC HEARING ☐ WORKSHOP

After approval by the director of the submitting department, please attach this form to your report and related / supporting items and route the full packet to the following departments in the order listed below. The initiating department is responsible for obtaining all necessary signatures prior to submittal of the report to the City Clerk; however, each reviewer is asked to forward the packet to the next reviewer following approval. All items must be received by the City Clerk a minimum of ten (10) business days before the scheduled Council Meeting.

DEPARTMENT	DATE IN	DATE OUT	APPROVED YES / NO		INITIAL
INFORMATION TECHNOLOGY ¹	_____	_____	☐ YES	☐ NO	_____
PUBLIC WORKS ²	_____	_____	☐ YES	☐ NO	_____
FINANCE	_____	_____	☐ YES	☐ NO	_____
CITY ATTORNEY	_____	_____	☐ YES	☐ NO	_____
CITY CLERK	_____	_____	☒ YES	☐ NO	_____
ASSISTANT CITY ADMINISTRATOR	_____	_____	☐ YES	☐ NO	_____
CITY ADMINISTRATOR	_____	_____	☐ YES	☐ NO	_____

¹ Required of all items involving software, computer systems, network resources, communication devices, etc.

² Required of all items involving facilities, infrastructure, etc.



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: City Clerk
SUBMITTED BY: Lyn Kennedy

I. AGENDA ITEM TITLE: ALCOHOL BEVERAGE LICENSE

II. RECOMMENDATION:

Please approve PH-15-AB-09, The Parry Group, Inc. d/b/a Anabelle's Table

III. BUDGET IMPLICATIONS:

N/A

IV. REPORT IN BRIEF:

A Public Hearing was held on Thursday, October 1, 2015 and after review by staff and a thorough background check by the Public Safety Department, staff recommends approval. No one came forward to speak in favor or against the application.

V. ALTERNATIVES:

N/A

VI. ATTACHMENT

AGENDA



*CITY OF ALPHARETTA
PUBLIC HEARING
ALCOHOL BEVERAGE LICENSE*

*DATE: OCTOBER 1, 2015
TIME: 3:00 P.M.
LOCATION: CITY HALL
COUNCIL CHAMBERS*

AGENDA

I. Call to order

II. License Applications:

A. PH-15-AB-09

*The Parry Group, Inc.
d/b/a Anabelle's Table
5530 Windward Parkway
Suite 101-105
Alpharetta, Ga. 30004*

*Consumption on Premises
Liquor, Beer & Wine, Sunday Sales*

*Owner : The Parry Group, Inc.
Registered Agent: Anabelle Ardid-Parry*

III. Adjournment



City Council Meeting STAFF REPORT

Submitting Department: Finance
Submitted By: Thomas Harris, Finance Director
Meeting Date: October 5, 2015

I. AGENDA ITEM TITLE: FINANCIAL MANAGEMENT REPORT FOR THE MONTH ENDING AUGUST 31, 2015.

II. RECOMMENDATION:

Approve the Financial Management Reports for the month ending August 31, 2015 (period 2 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 (August 2015)

Financial Management Reports



for the month ending
August 31, 2015
(Period 2 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 *TH*
DATE: OCTOBER 5, 2015
RE: FINANCIAL MANAGEMENT REPORTS AS OF AUGUST 31, 2015

The documents contained herein represent the financial management reports for the City of Alpharetta ("city") as of the period ending August 31, 2015.

The Finance Department is currently in the process of closing the accounting books for Fiscal Year (FY 2015). The figures represented herein are subject to change in accordance with accounting entries made during the closing process.

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 August 31, 2015, actual revenue collections total 6.4% or \$3.7 million.

Revenue collection percentages are typically low for the first several months of the fiscal year due to various factors including: (a) property tax billings mailed in October that carry a December due date; and (b) accrual entries aimed at ensuring the city's revenues accurately reflect the period in which they were earned.

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 \$4.3 billion (net of all exemptions/motor vehicle values). However, roughly 22%, or \$923 million, of the digest value is under appeal.

MAYOR
DAVID BELLE ISLE

COUNCIL MEMBERS
D.C. AIKEN
MICHAEL CROSS
JIM GILVIN
MIKE KENNEDY
DONALD F. MITCHELL
CHRIS OWENS

CITY ADMINISTRATOR
ROBERT J. REGUS

Preliminary billing data indicates a potential gain of \$1 million to \$1.3 million in property tax collections above budget based on historical collection rates and estimated value erosion due to appeals.

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 August 31, 2015, city departments (not including General Government¹) have encumbered and expensed 24%, or \$12.5 million, of their FY 2016 budget appropriations. On a pure expenditure trend basis, FY 2016 is trending lower than FY 2015. City Administration is trending higher than FY 2015 due to an advance payment to Fulton County for the 2015 municipal election. The election has been cancelled as the qualified candidates are running unopposed and a refund will be issued to the City by Fulton County in the near future.

Contingency: The General Fund contingency balance as of August 31, 2015 totals \$535,160.

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 of August 31, 2015, the city has collected 11% or \$488,108 (one month of collections). All collections have been distributed to the participating entities based on their proportionate share.

Effective October 1st 2015, the Hotel/Motel Tax is changed to 8% to fund tourist development including construction of a new convention center at the Avalon development.

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 August 31, 2015, the city has collected 4% or \$158,042. Between accrual entries aimed at ensuring the city's revenues accurately reflect the period in which they were earned (i.e. moving revenue collections from FY 2016 to FY 2015) and the inherent delay in collections, a true reflection of the monthly revenue trend will not be available until the September financial management reports.

Expenditures/encumbrances during the same time period total \$1.8 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.

¹ General Government is utilized to account for non-operating transactions such as transfers-out to other city funds, contingency, etc.

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 \$847,232). As of August 31, 2015, actual revenue totaled less than 1% of budget and will remain low until property tax collections in December.

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 \$4.8 billion (net of all exemptions/motor vehicle values). However, roughly 19%, or \$922 million, of the digest value is under appeal.

Preliminary billing data indicates a potential gain of \$160,000 to \$200,000 in property tax collections above budget based on historical collection rates and estimated value erosion due to appeals.

Grant Funds

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

Operating Grant Fund Detail (Fund 220): Available funding totals \$98,007 and represents unspent project appropriations of \$80,172 and an unallocated reserve for future projects (grant matches) of \$17,835.

Capital Grants Fund Detail (Fund 340): Available funding totals \$4.4 million and represents unspent capital project appropriations of \$4.2 million and an unallocated reserve for future capital projects (grant matches) of \$234,423.

Capital Project Funds

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

General Capital Project Fund Detail (Fund 301): Available city funding totals \$14.3 million and represents unencumbered/unspent capital project appropriations of \$13.1 million and an unallocated reserve for future capital projects of \$1.3 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 \$1.8 million 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 \$75,514 and represents unencumbered/unspent capital project appropriations.

Enterprise Fund

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

Solid Waste Fund: FY 2015 revenues are currently budgeted at \$3.3 million. As of August 31, 2015, the city has collected \$1.6 million which represents the 1st-2nd quarter billings and associated investment earnings. Expenditures/encumbrances during the same time period total \$3.1 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 August 31, 2015 are as follows:

	Budget	Expenditures (year-to-date)	Available Balance
Mayor: David Belle Isle	\$ 9,000	\$ 147	\$ 8,853
Post #1: Donald Mitchell	\$ 5,000	\$ 1,687	\$ 3,313
Post #2: Mike Kennedy	\$ 5,000	\$ 5	\$ 4,995
Post #3: Chris Owens	\$ 5,000	\$ 43	\$ 4,957
Post #4: Jim Gilvin	\$ 5,000	\$ 618	\$ 4,382
Post #5: Michael Cross	\$ 5,000	\$ 43	\$ 4,957
Post #6: D.C. Aiken	\$ 5,000	\$ 103	\$ 4,897

Alpharetta Business Community (ABC)

ABC is a private sector non-profit organization which is governed by three directors (one of which is the City Administrator). Approximately 16.7% of hotel/motel taxes generated within the city are remitted to ABC for the express purposes of investing in system improvements to bicycle or pedestrian greenways, trails, walkways or any combination thereof that connect hotels to downtown. For eligible projects, the city provides the staff resources and ABC funds the design/construction costs. As such, ABC projects are specifically reported in its own section within the attached General Capital Project Fund Detail (Fund 301) report. As of August 31, 2015, the city reflects ABC projects totaling \$2.9 million in appropriations.

Effective October 1st 2015, the Hotel/Motel Tax is changed to 8% to fund tourist development including construction of a new convention center at the Avalon development. As a result of this change, ABC funding will cease effective with the September distribution.

Development Authority (Component Reporting Unit)

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.

The following section pertains to information detailed within the attached Alpharetta Development Authority Financial Statements. As of August 31, 2015, the Development Authority has \$58,514 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 of Alpharetta.

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

Cc: Printed Distribution (City Council Agenda)
 Electronic Distribution (city's website)



GENERAL FUND

Revenue Report



CITY OF ALPHARETTA
 Financial Management Reports
 General Fund (Unaudited)
Revenue Summary and Collection Comparison
 For the month ended August 31, 2015

	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	\$ -	0.0%	\$ 18,800,000	\$ -	\$ 18,627,480	\$ -	0.0%
Delinquent	249,500	(25,418)	-10.2%	249,500	-	291,154	3,716	1.3%
Motor Vehicle Tax	300,000	39,229	13.1%	300,000	-	535,898	(6,127)	-1.1%
Motor Vehicle Title Fee	1,000,000	128,815	12.9%	1,000,000	-	1,311,317	167,563	12.8%
Local Option Sales Tax	14,700,000	1,265,741	8.6%	14,700,000	-	14,757,780	1,221,362	8.3%
Franchise Tax	6,440,000	35,497	0.6%	6,440,000	-	6,682,041	33,668	0.5%
Insurance Premium Tax	3,150,000	-	0.0%	3,150,000	-	3,101,250	-	0.0%
Alcohol Beverage Excise Tax	1,850,000	167,124	9.0%	1,850,000	-	1,998,770	171,561	8.6%
Building Permit Fees	1,100,000	439,421	39.9%	1,100,000	-	1,891,794	277,763	14.7%
Business and Occupational Tax	1,000,000	23,981	2.4%	1,000,000	-	1,058,279	16,923	1.6%
Municipal Court Fines	2,400,000	411,998	17.2%	2,400,000	-	2,418,607	513,855	21.2%
Recreation/Special Event Fees	2,007,000	559,532	27.9%	2,018,135	11,135	2,065,397	508,989	24.6%
Hotel/Motel Tax (City portion)	1,780,000	195,243	11.0%	1,780,000	-	1,858,068	162,915	8.8%
subtotal	\$ 54,776,500	\$ 3,241,161	5.9%	\$ 54,787,635	\$ 11,135	\$ 56,597,835	\$ 3,072,187	5.4%
Other Revenues	3,701,383	498,627	13.5%	3,724,367	22,984	4,411,113	413,245	9.4%
Total Revenues	\$ 58,477,883	\$ 3,739,788	6.4%	\$ 58,512,003	\$ 34,120	\$ 61,008,948	\$ 3,485,432	5.7%
Carryforward Fund Balance	5,018,236							



GENERAL FUND

Expenditure Reports



CITY OF ALPHARETTA
 Financial Management Reports
 General Fund (unaudited)
Expenditure Summary by Department
 For the month ended August 31, 2015

	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	\$ 1,025	\$ 59,283	\$ 289,761	17.2%	16.9%	\$ 306,739	\$ 58,600	19.1%
City Administration	2,056,082	53,698	460,252	1,542,132	25.0%	22.4%	2,718,207	477,559	17.6%
Finance	3,160,975	116,849	728,012	2,316,114	26.7%	23.0%	2,948,175	723,811	24.6%
City Attorney	525,000	-	-	525,000	0.0%	0.0%	198,767	-	0.0%
Information Technology	1,523,355	25,327	291,837	1,206,192	20.8%	19.2%	1,463,556	292,452	20.0%
Human Resources	395,114	14,805	51,571	328,738	16.8%	13.1%	376,096	48,089	12.8%
Municipal Court	1,052,500	200,784	173,967	677,749	35.6%	16.5%	967,613	179,343	18.5%
Public Safety	25,385,562	969,299	4,641,531	19,774,732	22.1%	18.3%	24,200,563	4,485,650	18.5%
Public Works	7,941,386	658,456	1,099,357	6,183,574	22.1%	13.8%	7,074,701	1,076,534	15.2%
Recreation & Parks	8,289,015	1,160,932	1,333,111	5,794,972	30.1%	16.1%	6,658,547	1,161,728	17.4%
Community Development	2,391,485	68,941	405,957	1,916,587	19.9%	17.0%	2,335,239	465,749	19.9%
subtotal	\$ 53,070,543	\$ 3,270,115	\$ 9,244,877	\$ 40,555,551	23.6%	17.4%	\$ 49,248,203	\$ 8,969,515	18.2%
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	-	101,167	505,833	16.7%	16.7%	545,000	90,833	16.7%
Gwinnett Tech Bond P&I	290,340	-	-	290,340	0.0%	0.0%	288,640	-	0.0%
Transfer(s) to other Funds	8,943,236	-	1,490,539	7,452,697	16.7%	16.7%	7,467,112	1,244,519	16.7%
Contingency	540,000	-	4,840	535,160	0.9%	0.9%	224,249	(9,595)	-4.3%
subtotal	\$ 10,425,576	\$ -	\$ 1,606,546	\$ 8,819,030	15.4%	15.4%	\$ 8,570,001	\$ 1,335,757	15.6%
Total Expenditures	\$ 63,496,119	\$ 3,270,115	\$ 10,851,424	\$ 49,374,580	22.2%	17.1%	\$ 57,818,204	\$ 10,305,271	17.8%



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CITY OF ALPHARETTA
Financial Management Reports
General Fund (unaudited)
Expenditure Summary by Category
For the month ended August 31, 2015

	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	\$ 23,485,649	\$ -	\$ 2,970,852	\$ 20,514,797	12.6%	12.6%	\$ 22,419,078	\$ 2,957,658	13.2%
Holiday Leave	1,013,494	-	93,761	919,733	9.3%	9.3%	905,464	96,420	10.6%
Overtime	974,999	-	169,151	805,848	17.3%	17.3%	1,118,654	129,240	11.6%
Group Insurance	7,155,526	-	1,363,313	5,792,213	19.1%	19.1%	6,159,203	1,328,500	21.6%
FICA and Social Security	1,945,279	-	229,278	1,716,001	11.8%	11.8%	1,758,684	226,586	12.9%
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	-	221,551	1,156,175	16.1%	16.1%	1,354,743	200,909	14.8%
(2) Other	771,021	-	127,608	643,413	16.6%	16.6%	690,420	112,999	16.4%
subtotal	\$ 39,000,164	\$ -	\$ 7,451,984	\$ 31,548,180	19.1%	19.1%	\$ 36,582,901	\$ 7,228,966	19.8%
Maintenance & Operations:									
Professional Services	\$ 2,143,065	\$ 811,558	\$ 355,198	\$ 976,310	54.4%	16.6%	\$ 1,976,278	\$ 244,665	12.4%
Legal Services	525,000	-	-	525,000	0.0%	0.0%	198,767	-	0.0%
Vehicle Fuel/Maintenance	1,254,300	-	134,501	1,119,799	10.7%	10.7%	1,069,796	149,483	14.0%
Maintenance Contracts	2,219,380	1,531,676	159,958	527,746	76.2%	7.2%	1,921,391	136,143	7.1%
IT Professional Services	1,312,726	536,947	365,519	410,260	68.7%	27.8%	1,183,702	456,513	38.6%
General Supplies	978,619	114,222	170,848	693,549	29.1%	17.5%	989,606	149,727	15.1%
Utilities	2,629,275	-	220,063	2,409,212	8.4%	8.4%	2,409,093	215,160	8.9%
Other	2,409,440	271,517	391,277	1,746,646	27.5%	16.2%	2,389,341	388,857	16.3%
subtotal	\$ 13,471,805	\$ 3,265,920	\$ 1,797,364	\$ 8,408,521	37.6%	13.3%	\$ 12,137,973	\$ 1,740,548	14.3%
Capital:									
OSSI/Fire Truck Leases	\$ 357,676	\$ -	\$ -	\$ 357,676	0.0%	0.0%	\$ 295,926	\$ -	0.0%
Software Leases	183,698	-	-	183,698	0.0%	0.0%	181,877	-	0.0%
Other	57,200	4,195	(4,471)	57,476	-0.5%	-7.8%	49,526	-	0.0%
subtotal	\$ 598,574	\$ 4,195	\$ (4,471)	\$ 598,850	0.0%	-0.7%	\$ 527,329	\$ -	0.0%
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	-	101,167	505,833	16.7%	16.7%	545,000	90,833	16.7%
Gwinnett Tech Bond P&I	290,340	-	-	290,340	0.0%	0.0%	288,640	-	0.0%
Transfer(s) to other Funds	8,943,236	-	1,490,539	7,452,697	16.7%	16.7%	7,467,112	1,244,519	16.7%
Contingency	540,000	-	4,840	535,160	0.9%	0.9%	224,249	(9,595)	-4.3%
subtotal	\$ 10,425,576	\$ -	\$ 1,606,546	\$ 8,819,030	15.4%	15.4%	\$ 8,570,001	\$ 1,335,757	15.6%
Total Expenditures	\$ 63,496,119	\$ 3,270,115	\$ 10,851,424	\$ 49,374,580	22.2%	17.1%	\$ 57,818,204	\$ 10,305,271	17.8%

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 August 31, 2015

			Project Snapshot		FY 2015							
			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	\$	-	\$	-	\$	-
22031150-3311150-	G1301	Bicycle Safety (GOHS 2013)		27,900		23,029		4,871		-		4,871
22031150-3311150-	G1402	Bicycle Safety (GOHS 2014)		14,701		14,550		151		-		151
22031150-3311110-	G1404	2014 Electronic Crime Taskforce		1,750		-		1,750		-		1,750
22031150-371000-	G1407	BAC Pedal Car Walmart 2013		2,500		2,500		-		-		-
22031150-3311110-	G1500	2014 Bulletproof Vest Grant (DOJ)		10,869		-		10,869		-		10,869
22031150-3311110-	C1617	2015 Bulletproof Vest Grant (DOJ)		9,935		-		-		9,935		9,935
subtotal			\$	70,655	\$	43,079	\$	17,641	\$	9,935	\$	27,576
Recreation and Parks												
22061150-371000-	G1105	Camp Happy Hearts	\$	30,145	\$	29,825	\$	320	\$	-	\$	300
22061150-334150	G1401	Fresh Grant Special Needs		28,520		21,520		7,000		-		-
22061150-3334150	G1601	Camp Happy Hearts		8,000		-		8,000		8,000		-
subtotal			\$	66,665	\$	51,345	\$	15,320	\$	-	\$	300
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 August 31, 2015

Account #	Project	Project Snapshot		FY 2015					
		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)	26,210	21,564	4,646	-	4,646	-	-	4,646
22031150-523500-	G1301 Bicycle Safety (GOHS 2013) - Employee Travel	1,090	1,090	-	-	-	-	-	-
22031150-523700-	G1301 Bicycle Safety (GOHS 2013) - Employee Training	600	450	150	-	150	-	-	150
22031150-531100-	G1402 Supplies (GOHS 2014)	10,486	10,484	2	-	2	-	-	2
22031150-523700-	G1402 Training (GOHS 2014)	995	848	147	-	147	-	-	147
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	-	-	1,979
22031150-542100-	G1500 2014 Bulletproof Vext Grant (DOJ)	24,988	4,550	20,438	-	20,438	1,793	-	18,645
22031150-542100	C1617 2015 Bulletproof Vext Grant (DOJ)	19,870	-	-	19,870	19,870	-	-	19,870
	subtotal	\$ 94,709	\$ 46,276	\$ 28,563	\$ 19,870	\$ 48,433	\$ 1,793	\$ -	\$ 46,640
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	463	-	463	-	463	383	-	80
22061150-522310	G1600 Camp Happy Hearts District 1	297	-	297	-	297	754	-	(457)
22061150-522320	G1600 Camp Happy Hearts District 1	2,062	-	2,062	-	2,062	1,435	-	627
22061150-531100	G1600 Camp Happy Hearts District 1	718	-	718	-	718	95	-	623
22061150-521200	G1601 Camp Happy Hearts District 2	541	-	541	-	541	-	-	541
22061150-522310	G1601 Camp Happy Hearts District 2	346	-	346	-	346	512	-	(166)
22061150-522320	G1601 Camp Happy Hearts District 2	2,406	-	2,406	-	2,406	1,072	-	1,334
22061150-531100	G1601 Camp Happy Hearts District 2	671	-	671	-	671	151	-	520
	subtotal	\$ 59,704	\$ 21,771	\$ 37,933	\$ -	\$ 37,933	\$ 4,402	\$ -	\$ 33,531
Non-Allocated									
(1) 22090200-579000	Reserve for City Grant Matches			\$ 27,770	\$ (9,935)	\$ 17,835	\$ -	\$ -	\$ 17,835
	(2) FRESH Grant			-	-	-	-	-	-
	(3) FY 2013 UASI Citizens Corps Grant			-	-	-	-	-	-
	subtotal			\$ 27,770	\$ (9,935)	\$ 17,835	\$ -	\$ -	\$ 17,835
	Total			\$ 94,266	\$ 9,935	\$ 104,201	\$ 6,194	\$ -	\$ 98,007

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).

(3) City Council accepted the grant funding. Awaiting award documentation from Grantor. Total Grant = \$6,929.77 (no local match).



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Account #	Project	Project Snapshot		FY 2016					Remaining
		Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	
Revenue									
Public Works									
34041100-334310-	C1219 Milling & Resurfacing (LMIG)	\$ 839,179	\$ 839,179	\$ -	\$ -	\$ -	\$ -		\$ -
34041100-334310-	C1439 SR 400/Old Milton Pkwy Turn Lane (2014 LMIG)	200,000	200,000	-	-	-	-		-
34041100-331350-	C1525 SR9 Operational Improvements	978,229	25,289	952,940	-	952,940	356,271		596,669
34041100-331350-	G0018 Encore Parkway Greenway Connection (Transportation Enhancement Grant)	800,000	-	800,000	-	800,000	-		800,000
34041100-336101-	G1107 LCI Main Street Improvements (MARTA Offset Fund)	1,050,003	430,901	619,102	-	619,102	14,710		604,392
34041100-331350-	G1220 SR9 @ Vaughn Drive (FED/PFA0010870)	440,000	69,399	370,601	-	370,601	-		370,601
34041100-334310-	G1220 SR9 @ Vaughan Drive (GDOT/PFA0010870)	107,001	2,886	104,115	-	104,115	-		104,115
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			
34041100-331310	G1602 EPA Stormwater Equipment	29,100	-	29,100	-	29,100	-		29,100
	subtotal	\$ 6,367,335	\$ 1,622,124	\$ 2,875,858	\$ 1,869,353	\$ 4,745,211	\$ 370,980		\$ 2,504,878
Recreation and Parks									
34061150-331350-	G1217 GA 400 Bicycle Expressway Project	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -		\$ 500,000
34061150-331350-	G1502 Land/Water Conservation Fund (2013)	80,000	-	80,000	-	80,000	-		80,000
	subtotal	\$ 580,000	\$ -	\$ 580,000	\$ -	\$ 580,000	\$ -		\$ 580,000
General Government									
34090200-391100	Transfer-In from the General Fund (Match)			\$ -	\$ -	\$ -			\$ -
34090200-395000	Carryforward Fund Balance			265,106	-	265,106	-		265,106
	subtotal			\$ 265,106	\$ -	\$ 265,106	\$ -		\$ 265,106
	Total			\$ 3,720,964	\$ 1,869,353	\$ 5,590,317	\$ 370,980		\$ 3,349,984



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Account #	Project	Project Snapshot		FY 2016					Remaining
		Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	
Expenditures									
Public Works									
34041100-541410-	C1219 Milling & Resurfacing (LMIG)	\$ 801,558	\$ 801,558	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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	707,925	111,256	596,669	-	596,669	-	596,669	0
34041100-541410-	C1620 Northwinds Parkway	2,119,353	-	-	2,119,353	2,119,353	-	-	2,119,353
34041100-541510-	G0018 Encore Parkway Greenway Connection (Transportation Enhancement Grant)	800,000	-	800,000	-	800,000	-	-	800,000
34041100-521200-	G1107 LCI Main Street Improvements (MARTA Offset Fund)	447,401	432,901	14,500	-	14,500	-	-	14,500
34041100-541420-	G1107 LCI Main Street Improvements	590,454	4,412	586,042	-	586,042	-	586,042	0
34041100-541410-	G1109 Encore Pkwy Improvements (LCI Transportation Implementation Grant)	54,469	-	54,469	-	54,469	-	-	54,469
34041100-541410-	G1220 SR9 @ Vaughan Drive (PFA 0010870)	550,001	75,285	474,716	-	474,716	-	-	474,716
34041100-542100	G1602 EPA Stormwater Equipment	52,910	-	52,910	-	52,910	-	-	52,910
	subtotal	\$ 6,324,072	\$ 1,624,833	\$ 2,579,886	\$ 2,119,353	\$ 4,699,239	\$ -	\$ 1,182,710	\$ 3,516,529
Recreation and Parks									
34061150-541420-	G1217 GA 400 Bicycle Expressway Project	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000
34061150-541510	G1502 Land/Water Conservation Fund (2013)	160,000	3,345	156,655	-	156,655	-	-	156,655
	subtotal	\$ 660,000	\$ 3,345	\$ 656,655	\$ -	\$ 656,655	\$ -	\$ -	\$ 656,655
Non-Allocated									
(1) 34090200-579000	Reserve for City Grant Matches			\$ 464,068	\$ (250,000)	\$ 214,068	\$ -	\$ -	\$ 214,068
	(2) Encore Parkway Improvements (LCI Transportation Implementation)			-	-	-	-	-	-
	(3) Downtown Sidewalk Improvements (ADA Compliance; 2015-17 CDBG)			-	-	-	-	-	-
	(4) Cardiac Monitors/Ballistic Protective Equip. (Assistance to FF Grant)			20,355	-	20,355	-	-	20,355
	(5) Milling & Resurfacing (2016 LMIG)			-	-	-	-	-	-
	subtotal			\$ 484,423	\$ (250,000)	\$ 234,423	\$ -	\$ -	\$ 234,423
	Total			\$ 3,720,964	\$ 1,869,353	\$ 5,590,317	\$ -	\$ 1,182,710	\$ 4,407,607

Notes:

- (1) Represents funding available for City matches to City Council approved Grants.
- (2) City Council approved the application for submission. Application approved by Grantor. Total Project Construction = \$11,000,000 (\$4,400,000 from the North Fulton CID; \$4,000,000 in LCI grant funding; \$800,000 in Transportation Enhancement grant funding, and \$1,800,000 in City match funding (City/ABC).
- (3) 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).
- (4) City Council approved the application for submission. Awaiting award determination by Grantor. Total Project = \$203,550 (\$183,195 in grant funding from the Federal Emergency Management Agency; \$20,355 in City match funding).
- (5) City Council approved the application for submission. Awaiting award determination by Grantor. Total Project = \$538,115.99 (\$413,935.38 from LMIG; \$124,180.61 match in Capital Project Fund).



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CAPITAL PROJECT FUNDS

Expenditure Reports



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			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	\$ -	\$ -	\$ 61,043
30113230-544100-	C1300	Economic Development Initiatives	63,759	34,435	4,324	25,000	29,324	2,170	-	27,154
30113230-544100-	C1301	Community Branding Initiatives	100,001	88,872	11,129	-	11,129	-	-	11,129
30113230-544200-	C1328	Downtown Banners	15,000	12,161	2,839	-	2,839	-	-	2,839
30113230-544400-	C1404	Website Upgrade	130,001	96,647	33,354	-	33,354	-	-	33,354
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)	40,000	-	40,000	-	40,000	-	-	40,000
30113230-544100-	C1502	Shop-Local Initiative for Downtown	7,501	4,857	2,644	-	2,644	-	-	2,644
30113230-544200-	C1527	Veterans Memorial	95,130	46,277	48,853	-	48,853	-	-	48,853
30113230-544100-	C1538	Arts Center Feasibility Study	27,212	-	27,212	-	27,212	10,000	9,772	7,440
30113230-544100-	C1600	Downtown Sculpture	90,000	-	15,000	75,000	90,000	-	-	90,000
30113230-544100	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	2,500	22,500	-
30113230-541300	C1618	Convention Center (Design)	1,000,000	-	-	1,000,000	1,000,000	-	-	1,000,000
30113230-541300	C1619	Convention Center (Consulting)	150,000	-	-	150,000	150,000	-	-	150,000
	subtotal		\$ 1,988,196	\$ 391,292	\$ 196,904	\$ 1,400,000	\$ 1,596,904	\$ 14,670	\$ 32,778	\$ 1,549,456
Finance										
30115150-542400-	C1101	Archive Filing & Scanning	\$ 25,000	\$ 14,191	\$ 10,809	\$ -	\$ 10,809	\$ -	\$ -	\$ 10,809
30115150-542400-	C1102	Finance Software Improvement	94,122	56,885	37,237	-	37,237	5,706	14,576	16,955
30115150-542400-	C1141	Tyler ERP System	805,000	742,082	62,918	-	62,918	-	8,613	54,305
	subtotal		\$ 924,122	\$ 813,158	\$ 110,964	\$ -	\$ 110,964	\$ 5,706	\$ 23,189	\$ 82,069



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			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	3,785	600	2,939
30117400-542400-	C1312	Backup Data Storage Management	290,000	120,000	-	170,000	170,000	-	-	170,000
30117400-542400-	C1313	Technology Replacement (recurring)	1,062,363	649,838	112,525	300,000	412,525	335	27,592	384,598
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	-	3,569
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	-	-	90,000
		subtotal	\$ 2,731,149	\$ 1,689,664	\$ 181,485	\$ 860,000	\$ 1,041,485	\$ 20,573	\$ 33,770	\$ 987,142
Public Safety										
30131150-542200-	C1202	Public Safety Fleet (recurring)	\$ 6,444,034	\$ 5,295,688	\$ 463,346	\$ 685,000	\$ 1,148,346	\$ 19,681	\$ 113,023	\$ 1,015,642
30131150-542400-	C1205	Security Camera System Expansion	50,001	1,092	48,909	-	48,909	-	4,419	44,490
30131150-541300	C1229	PS Roof Repair/Replacement	32,000	-	-	32,000	32,000	-	-	32,000
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	-	30,455	63,144
30131150-541300	C1609	PS Headquarters Improvements	221,000	-	-	221,000	221,000	-	-	221,000
		subtotal	\$ 7,598,504	\$ 5,467,651	\$ 568,854	\$ 1,561,999	\$ 2,130,853	\$ 19,681	\$ 147,898	\$ 1,963,274
Public Works										
30141100-541510-	C0005	Encore Parkway Greenway Connection	\$ 202,811	\$ 107,180	\$ 95,631	\$ -	\$ 95,631	\$ -	\$ -	\$ 95,631
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	-	7,980	262,953
30141100-541200-	C1008	Cemetery Authority - Maintenance	521,498	112,607	408,891	-	408,891	843	9,278	398,771
30141100-541410-	C1207	Bridge Maintenance (recurring)	1,084,989	950,994	133,995	-	133,995	-	11,040	122,955
30141100-541410-	C1208	Mast Arm Maintenance (recurring)	463,558	445,174	18,384	-	18,384	-	10	18,374
30141100-541410-	C1215	Striping & Signage (recurring)	1,736,135	1,441,727	119,408	175,000	294,408	2,769	85,467	206,172
30141100-541430-	C1216	Storm/Drainage Repair & Maintenance (recurring)	901,213	611,049	90,164	200,000	290,164	190	64,205	225,769
30141100-541410-	C1217	Traffic Calming Equipment/Intersection Safety Improvements (recurring)	480,165	435,003	10,162	35,000	45,162	-	284	44,878
30141100-541410-	C1218	Traffic Signal System Maintenance (recurring)	246,491	198,991	12,500	35,000	47,500	53	11,767	35,680



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		Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	
30141100-541410-	C1219 Milling & Resurfacing (recurring)	12,291,752	10,740,408	51,344	1,500,000	1,551,344	186	13,106	1,538,052
30141100-541410-	C1220 Traffic Control Equipment (recurring)	1,414,000	1,267,730	71,270	75,000	146,270	1,961	32,575	111,734
30141100-541410-	C1221 Design Services (recurring)	681,119	545,826	25,293	110,000	135,293	358	11,170	123,766
30141100-542400-	C1222 Records Management	13,282	12,106	1,176	-	1,176	-	-	1,176
30141100-542200	C1223 Fleet Replacement	237,001	32,620	89,381	115,000	204,381	-	199,267	5,114
30141100-541200-	C1302 Tree Planting & Landscaping Improvements (recurring)	400,000	264,783	35,217	100,000	135,217	-	9,695	125,522
30141100-541430-	C1306 Cumming St/Jayne Ellen Way Drainage	35,000	20,329	14,671	-	14,671	-	-	14,671
30141100-541430-	C1307 Church St Drainage	128,436	7,576	120,860	-	120,860	68,000	52,860	-
30141100-541430	C1308 Pipe/Stpre Structure Replacement	750,000	-	-	750,000	750,000	-	-	750,000
30141100-541200-	C1311 Downtown Improvements (Jones Alley) Charlotte Drive @ Rucker Rd Intersection	115,001	64,878	15,123	35,000	50,123	-	-	50,123
30141100-541410-	C1324 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	506,333	489,954	16,379	-	16,379	1,441	14,937	0
30141100-541410-	C1407 Minor Intersection Upgrades	112,168	24,791	87,377	-	87,377	-	-	87,377
30141100-541200-	C1408 Haynes Bridge Road Landscaping	142,762	136,404	6,358	-	6,358	-	6,357	1
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
30141100-541420-	C1413 Marietta Street Sidewalk	196,722	195,072	1,650	-	1,650	-	-	1,650
30141100-541420-	C1414 Haynes Bridge Road Sidewalk Extension	142,042	142,042	-	-	-	-	-	-
30141100-541430-	C1416 Clairborne Drive Culvert Design	52,762	41,033	11,729	-	11,729	-	11,729	0
30141100-541410-	C1439 SR400/OMP Turn Lane (NFCID)	150,489	150,489	-	-	-	-	-	-
30141100-541420-	C1442 Main St. Improvements	81,757	28,296	53,461	-	53,461	-	53,460	1
30141100-541420-	C1443 Avalon Pedestrian Poles	255,515	315	255,200	-	255,200	17,000	238,200	-
30141100-541410-	C1444 Davis Drive Extension (Design)	89,585	23,415	66,170	-	66,170	-	60,170	6,000
30141100-541430-	C1503 Stormwater Studies/Design	500,000	144,064	155,936	200,000	355,936	271	46,200	309,465
30141100-541410-	C1504 Broadwell@Rucker Intersection Imp. Vehicle Detection Equip.(Windward Pkwy Interchange)	141,402	21,769	119,633	-	119,633	81,889	22,906	14,838
30141100-541410-	C1506 Rucker Rd Corridor Improvements (ROW)	30,383	27,753	2,630	-	2,630	-	-	2,630
30141100-541410-	C1507 Sidewalk Improvements	50,000	19,100	30,900	-	30,900	-	-	30,900
30141100-541420-	C1512 Stormwater Inventory & GIS Update	1,000,000	-	687,000	313,000	1,000,000	-	27,530	972,470
30141100-541430-	C1513 SR9 Operational Improvements	442,924	133,539	309,385	-	309,385	31,606	277,780	-
30141100-541410-	C1525 Main St. Watermain (Fulton County)	175,284	155,970	19,314	-	19,314	-	19,314	0
30141100-541410-	C1533 Old Roswell/Jones Alley Improvement	175,444	61,957	113,487	-	113,487	-	113,486	1
30141100-541410-	C1536 Stormwater Inspections	272,076	-	272,076	-	272,076	-	272,076	0
30141100-541430-	C1604	100,000	-	-	100,000	100,000	286	-	99,714



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Account #	Project	Project Snapshot		FY 2016					Funds Available
		Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	
30141100-542100-	C1605 Variable Messge Boards	60,000	-	-	60,000	60,000	-	49,960	10,040
30141100-541410-	C1606 Major Intersection Improvements	250,000	-	-	250,000	250,000	-	14,335	235,665
30141100-541410-	C1607 Signal @ Westside (Fiserv)	250,000	-	-	250,000	250,000	-	-	250,000
30141100-542100-	C1608 Lowboy Trailer	75,000	-	-	75,000	75,000	-	27,799	47,201
30141100-541430-	C1616 Stormwater Ordinance	100,000	-	-	100,000	100,000	257	-	99,743
30141100-541410-	C1620 Northwinds Parkway	429,515	-	-	429,515	429,515	-	-	429,515
	subtotal	\$ 29,677,915	\$ 20,601,286	\$ 4,117,602	\$ 4,959,027	\$ 9,076,629	\$ 207,110	\$ 1,795,727	\$ 7,073,793
Recreation and Parks									
30161150-541500	C1221 Design Services	\$ 52,501	\$ 24,140	\$ 3,361	\$ 25,000	\$ 28,361	\$ -	\$ -	\$ 28,361
30161150-541500-	C1225 Athletic Scoreboards (maint/replacement)	163,208	108,299	34,909	20,000	54,909	-	28,844	26,065
30161150-541300-	C1229 Rec & Parks Building Re-Roof	490,752	306,856	896	183,000	183,896	-	-	183,896
30161150-542200-	C1232 Recreation/Parks Fleet (recurring)	341,808	156,057	25,751	160,000	185,751	-	-	185,751
30161150-541430-	C1316 Miracle Field Drainage	150,000	-	-	150,000	150,000	-	-	150,000
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	614,778	253,654	166,124	195,000	361,124	41,927	-	319,197
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	-	-	20,223
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 Pavillon	25,000	-	-	25,000	25,000	-	6,500	18,500
	subtotal	\$ 2,380,222	\$ 1,102,388	\$ 321,611	\$ 956,223	\$ 1,277,834	\$ 90,070	\$ 62,794	\$ 1,124,970



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of August 31, 2015

			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	\$ -	\$ -	\$ 144,250
30174150-542400	C1222	Records Management	50,000	4,989	45,011	-	45,011	-	13,300	31,711
30174150-544100-	C1406	Downtown Master Plan	317,700	297,895	19,805	-	19,805	(16,505)	18,505	17,805
30174150-542200-	C1433	Fleet Replacement	95,001	44,465	536	50,000	50,536	-	38,564	11,972
30174150-541410	C1602	Lilly Garden Terrace	40,000	-	-	40,000	40,000	-	-	40,000
30174150-541410	C1603	Design Services	50,000	-	-	50,000	50,000	-	-	50,000
	subtotal		\$ 815,951	\$ 466,349	\$ 209,602	\$ 140,000	\$ 349,602	\$ (16,505)	\$ 70,369	\$ 295,738
Alpharetta Business Community Sidewalk Projects										
30176100-541420-	C0005	Encore Parkway Sidewalk	\$ 1,705,000	\$ -	\$ 1,705,000	\$ -	\$ 1,705,000	\$ -	\$ -	\$ 1,705,000
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	-	81,430	25,176
30176100-541420-	C1442	Main St. Improvements	1,789,379	842,229	947,150	-	947,150	-	947,148	2
	subtotal		\$ 5,672,091	\$ 2,796,131	\$ 2,875,960	\$ -	\$ 2,875,960	\$ -	\$ 1,085,188	\$ 1,790,772
Non-Departmental										
30190200-579000	Non-Allocated				\$ 121,486	\$ 1,140,724	\$ 1,262,210	\$ -	\$ -	\$ 1,262,210
	subtotal				\$ 121,486	\$ 1,140,724	\$ 1,262,210	\$ -	\$ -	\$ 1,262,210
	Total		\$ 51,788,151	\$ 33,327,920	\$ 8,704,468	\$ 11,017,973	\$ 19,722,441	\$ 341,305	\$ 3,251,713	\$ 16,129,423



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 August 31, 2015

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	1,707,707	1,690,992	16,715	-	16,715	-	16,687	28
31541100-541300-C1250	City Center Construction Manager @ Risk	44,634	44,634	-	-	-	-	-	-
31541100-541300-C1251	City Center Geotechnical Services	244,635	243,461	1,174	-	1,174	-	1,174	0
31541100-541300-C1252	City Center Civil Engineering Services	190,969	190,969	-	-	-	-	-	-
31541100-541300-C1253	City Center Project Management	811,500	802,746	8,754	-	8,754	-	8,754	0
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	20,663,810	18,486	-	18,486	-	0	18,486
31541100-542100-C1432	City Center FF&E	684,750	681,930	2,820	-	2,820	-	2,820	0
31541100-579000-C1437	City Center Contingency (owners)	54,604	5,670	48,934	-	48,934	-	-	48,934
31541100-541300-C1438	City Center Contingency (uncommitted)	-	-	-	-	-	-	-	-
31541100-542400-C1440	City Center (IT)	200,001	189,743	10,258	-	10,258	-	2,192	8,066
31541100-542400-C1529	City Center Pedestrian Lighting	344,120	341,764	2,356	-	2,356	-	2,356	-
31541100-541300-C1530	City Center Parking	51,121	51,121	-	-	-	-	-	-
31541100-541300-C1537	City Center Bandstand	7,500	2,500	5,000	-	5,000	1,500	3,500	-
31541100-541300-C1621	City Center Garden Drainage	68,206	-	-	68,206	68,206	-	68,206	0
31541100-541500-C1622	Veterans Memorial Pedestal	49,967	-	-	49,967	49,967	28,192	21,775	-
	Total	\$ 29,541,764	\$ 29,309,094	\$ 114,497	\$ 118,173	\$ 232,670	\$ 29,692	\$ 127,464	\$ 75,514



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OTHER REPORTS

Payments \$5,000 and Greater



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended August 31, 2015

Vendor	Description	Department	\$ Amount
Ace American Insurance Company	July 2015 Monthly Invoice	Risk Management	\$ 41,520.78
ACL Computers and Software Inc.	Annual SolarWinds Maintenance Renewal	Information Technology	\$ 7,690.96
AECOM Technical Services Inc.	Rucker Road Bridge Report thru June 30, 2015	Public Works	\$ 6,000.00
AFLAC	July 2015 Premiums	Finance	\$ 10,414.30
Allan Vigil Ford Lincoln Inc.	2016 Ford F250	Risk Management	\$ 21,730.00
Alpharetta Convention & Visitors Bureau	Hotel/Motel Tax for July 2015	Finance	\$ 211,497.39
Alpharetta Technology Commission Inc.	September 2015 ATC CEO Pay	Development Authority	\$ 7,500.00
American Facility Services Inc.	July 2015 Janitorial Services	Public Works	\$ 8,287.02
Ashley Banan	Team Gymnastics and Late Adds	Recreation & Parks	\$ 8,293.50
AT&T	July 2015 GLS Monitoring & Support	Information Technology	\$ 6,612.60
AT&T E911 Cost Recovery	May 2015 E911 Recurring Cost	Public Safety	\$ 10,297.50
AT&T/Bellsouth @ 85 Annex	Phone Services - 7/11/15 thru 8/10/15	Public Safety	\$ 24,695.96
AT&T/Bellsouth @ 85 Annex	August 2015 Voice and Data	Information Technology	\$ 8,415.19
AT&T/Bellsouth @ 85 Annex	Phone Services - 8/11/15 thru 9/10/15	Public Safety	\$ 24,671.93
Atlanta Softball Umpires Assn	July 2015 Umpires	Recreation & Parks	\$ 5,566.00
August OPEB (wire)	Monthly wire	Finance	\$ 7,083.30
Benny card (wire)	Payroll funds	Finance	\$ 6,258.10
Blount Construction Co Inc.	Webb Bridge Park Pavement Preservation	Recreation & Parks	\$ 41,927.00
Blount Construction Co Inc.	Retainage Released	Public Works	\$ 22,361.40
Business Information Systems Inc.	Hosted Agenda Management Annual Subscription Enterprise	City Administration	\$ 5,988.00
Caldwell Electrical Contractors	Generator/HVAC @ City Building - Labor and Material	Information Technology	\$ 12,106.00
Capital City Mechanical	Westside Parkway Street Lighting	Public Works	\$ 15,300.00
CH Johnson Consulting Inc.	Arts Center Feasibility Study and Performing Arts Center	City Administration	\$ 22,788.33
CHOATE Construction Company	Partial Retainage Released for City Center	Public Works	\$ 1,124,276.19
CHOATE Construction Company	Alpharetta City Center thru June 17, 2015	Public Works	\$ 18,485.18
Cigna premiums (wire)	Premiums	Finance	\$ 33,965.71
Cigna premiums (wire)	Premiums	Finance	\$ 106,654.51
Cigna premiums (wire)	Premiums	Finance	\$ 32,946.24
Collective Data Inc.	Annual Renewal Support and Maintenance	Finance	\$ 7,073.75



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended August 31, 2015

Vendor	Description	Department	\$ Amount
Control Technologies Inc.	Traffic Controls and Equipment	Public Works	\$ 9,617.10
Courtview Justice Solutions Inc.	Annual Software Maintenance and Support	Municipal Court	\$ 5,244.00
Dana Safety Supply Inc.	Police Protection Equipment	Public Safety	\$ 22,860.28
David Eristavi	Payment 1 of 4 Soccer	Recreation & Parks	\$ 8,840.00
David M Schwarz Architects Inc.	Alpharetta City Center Bandstand	Public Works	\$ 10,000.00
Dell Marketing LP	Annual Enterprise Licensing	Information Technology	\$ 115,361.90
Downey Trees Inc.	Tree Removal Services	Various	\$ 6,340.00
Elite Ergonomics LLC	Ironhorse 400 HD	Public Safety	\$ 12,700.72
Filemaker Inc.	Software Annual Maintenance and Support	Information Technology	\$ 6,406.00
Friends of the Alpharetta Library	FY2016 Donation	City Administration	\$ 10,000.00
Fulton County Board of Commissioners	June 2015 State Reports	Municipal Court	\$ 10,315.25
Fulton County Board of Education	June 2015 Fuel Bill	Finance	\$ 41,268.63
Fulton County Board of Education	July 2015 Fuel Bill	Finance	\$ 40,198.27
Fulton County Director of Finance	Advance - Conduct General Municipal Election	City Administration	\$ 83,904.70
Fulton County-Dept. of Finance	Water Bills	Finance	\$ 10,610.89
Fulton County-Dept. of Finance	Water Bills	Finance	\$ 8,161.26
Garland/DBS Inc.	Wills Park Rec Center Roofing	Recreation & Parks	\$ 192,090.00
Georgia Bureau of Investigation	July 2015 Alcohol/Liquor Licenses, Pistol Permits and Georgia Check	Public Safety	\$ 17,918.50
Georgia Development Partners	Veterans Memorial Monument	Public Works	\$ 28,192.00
Georgia Power Co	Power Bills	Finance	\$ 171,781.19
Georgia Superior Court Clerks	July 2015 State Reports	Municipal Courts	\$ 44,715.89
Gulf States Distributors Inc.	Ammunition	Public Safety	\$ 62,440.00
IK9 Holdings LLC	K9 Police Dog and Training	Public Safety	\$ 13,495.00
Interceptor Public Safety Products Inc.	Vehicle Upgrade	Public Safety	\$ 8,899.00
J&J Computer Connection Inc.	PagePack	Finance	\$ 8,014.76
Mass Services Inc.	July 2015 Wills Park Equestrian Center Cleaning	Recreation & Parks	\$ 7,704.53
More to Hoopz, LLC	Instructor - Summer Basketball and Soccer Camp Session 3	Recreation & Parks	\$ 6,910.50
North Fulton Regional Radio Sys Auth	Funding Request 8 - Operating Funds Request	Public Safety	\$ 300,430.00
Peace Officer's Annuity & Benefit Fund of GA	July 2015 State Reports	Municipal Courts	\$ 10,314.00



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended August 31, 2015

Vendor	Description	Department	\$ Amount
Pitney Bowes Inc.	Postage Meter Refill	City Administration	\$ 5,017.00
Priority Dispatch Consultants Inc.	Annual Renewal ESP/Annual Maintenance	Public Safety	\$ 27,631.00
Republic Services #800	May 2015 Sanitation Service and July 2015 City Sanitation Service	Finance	\$ 258,876.03
Republic Services #800	July 2015 Sanitation Service and On Call Service	Finance	\$ 254,858.95
Ruppert Landscape	July 2015 Landscape Management	Public Works	\$ 24,393.58
Russell Landscape Georgia LLC	SR400 @ 4 Interchanges Maintenance	Public Works	\$ 10,800.00
Sawnee Electric Membership Corp	Power Bill	Finance	\$ 30,398.26
Snowkings LLC	Deposit - December 4th/5th 2015 Snow Scene and Xmas Tree Lighting	Recreation & Parks	\$ 6,750.00
Sunbelt Structures Inc.	Retainage Released	Public Works	\$ 13,994.00
SunGard Public Sector	OSSI Law ProQA Interface License and CAD Project Management Services	Public Safety	\$ 6,815.00
SunTrust Merchant Services	PD130 Duo w/FD35 Pinpad	Finance	\$ 5,706.00
SunTrust Pcard	Procurement Card	Finance	\$ 152,229.32
Team Chevrolet at North Point	Vehicle Maintenance and Repairs	Public Safety	\$ 6,347.42
Team Chevrolet at North Point	Vehicle Maintenance and Repairs	Public Safety	\$ 14,462.72
Ten 8 Fire & Safety Equipment of Georgia	Truck 11 Repairs and Maintenance	Public Safety	\$ 17,258.33
Tople Construction and Engineering Inc.	Rucker Road @ Broadwell Rd Intersection Improvement	Public Works	\$ 73,700.19
Tri Scapes Inc.	Monthly Lawn Maintenance	Recreation & Parks	\$ 30,412.92
URS Corp	FY15 Signal Timing and GA400 Bicycle Expressway Thru 6/30/15	Public Works	\$ 16,832.50



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 August 31, 2015

Purchase Order #	Vendor	Department	Purchase Order Amt.	Description
16000112	SnowKings LLC	Recreation & Parks	\$ 13,500.00	Artificial snow for (2) special events
16000114	Landair Surveying Co of Georgia	Public Works	\$ 6,770.00	Surveying services
16000115	Interceptor Public Safety Products	Public Safety	\$ 8,899.00	Upfitting of (3) public safety vehicles
16000116	Georgia Technology Authority	Public Safety	\$ 8,000.00	GCIC terminal fees for background checks
16000117	Atlanta Softball Umpires Association	Recreation & Parks	\$ 42,000.00	Officials for 2015/2016 softball season
16000118	Georgia State Soccer Association Inc.	Recreation & Parks	\$ 22,000.00	Liability insurance for soccer players
16000119	Bennett Fire Products Co Inc.	Public Safety	\$ 14,710.00	(58) Firefighter helmets
16000120	Innovative Fitness Solutions Inc.	Public Safety	\$ 7,160.00	(2) Treadmills for Fire Station 1
16000121	Critical Components Inc.	Information Technologies	\$ 5,125.00	Annual maintenance for data center's battery backup
16000122	Stone McElroy & Associates	Human Resources	\$ 13,000.00	Psychological evaluations for pre-hire candidates and post accidents
16000126	Medical Priority Consultants Inc.	Public Safety	\$ 49,574.00	Police protocols/dispatch software module
16000127	Electro-Mech Scoreboard Co	Recreation & Parks	\$ 28,844.20	(2) Scoreboard replacements for Wills Park
16000129	DLT Solutions LLC	Information Technologies	\$ 5,511.22	AutoCAD software maintenance and support services
16000130	Wade Ford Inc.	Public Works	\$ 28,687.00	(2) SUV type vehicles, including (1) accident-related replacement vehicle
16000132	MJM Film and Video Inc.	Administration	\$ 22,500.00	Historical stories video project
16000133	AAA Signs & Safety Products Inc.	Public Works	\$ 49,960.00	(4) Variable message sign trailers
16000135	Georgia Development Partners	Public Works	\$ 49,967.00	Pedestal for veterans memorial
16000138	Filemaker Inc.	Information Technologies	\$ 6,406.00	Filemaker software annual maintenance and support services
16000139	Veristor Systems Inc.	Information Technologies	\$ 27,551.38	CommVault software annual maintenance and support services
16000143	IK9 Holdings LLC	Public Safety	\$ 26,990.00	(2) Canines and trainers' courses
16000144	Manny P Zafiros	Recreation & Parks	\$ 27,500.00	Officials for recreation, teen, and adult basketball seasons
16000145	JJ Soccer	Recreation & Parks	\$ 42,000.00	Officials for recreation and select soccer games
16000147	R Design Works Inc.	Recreation & Parks	\$ 6,500.00	Architectural & site work for Wills Park batting cages redesign
16000149	CDW LLC	Information Technologies	\$ 9,403.23	Web filter, link balancer and spam filter
16000150	Presidio Networked Solutions Inc.	Information Technologies	\$ 34,894.06	Smartnet annual maintenance and support services of CISCO network and VOIP equipment
16000156	Insight Public Sector	Information Technologies	\$ 11,911.00	Mobility XE software maintenance and support services
16000159	GEM Car Sales and Service	Public Safety	\$ 12,597.77	(1) Electric vehicle for parking enforcement



CITY OF ALPHARETTA
Financial Management Reports
Listing of PO's between \$5,000.01 and \$50,000.00
for the month ended August 31, 2015

Purchase Order #	Vendor	Department	Purchase Order Amt.	Description
16000161	Mason Tractor Co Inc.	Recreation & Parks	\$ 25,650.00	(1) Kubota tractor with equestrian-related accessories
16000162	Accela Inc.	Information Technologies	\$ 5,866.94	Permits Plus software annual maintenance and support services
16000163	Rollmo LLC	Recreation & Parks	\$ 9,636.00	Printing of (30) pole banners for each of the (8) special events
16000164	Mikyong Kim	Recreation & Parks	\$ 15,327.69	Park restroom cleaning (3) times a week for (9) months



OTHER REPORTS

Bid/RFP Status



CITY OF ALPHARETTA
Financial Management Reports
Bid/RFP Status
for the month ended August 31, 2015

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	\$6,600,000.00	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						
15-013		Public Works	Webb Bridge Park Water Quality Pond	5/28/2012	4	8/10/2015	Tri Scapes, Inc.	\$ 238,443.27			
15-015		Public Works	Big Creek Greenway Drainage Improvement	6/18/2015	4	8/24/2015	Tri Scapes, Inc.	\$ 176,877.08			
	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			
16-001		Public Works	FY 2016 Milling and Resurfacing	8/20/2015	6	9/8/2015	Northwest Georgia Paving, Inc.	\$2,009,757.10			
	16-101	Recreation and Parks	Mayfield Arts Center Design, Phase 1	7/22/2015	7						
	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			
16-002		Information Technology	Annual CISCO SmartNet Maintenance	8/13/2015	1	8/24/2015	Presidio	\$ 34,894.06			
	16-1001 RFQ	Public Works	MS4 Inventory Inspections	8/6/2015	10	8/27/2015	Shortlisted 4 Bidders for ITB 16-003				
	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				
	16-1003 RFQ	Public Works	Stormwater Ordinance Revision	8/20/2015	7	8/27/2015	Shortlisted 4 Offerors for RFP 16-103				
	16-1004 RFQ	Public Works	City Center Bandstand Design - Build	9/3/2015	3	9/4/2015	Shortlisted 2 Offerors for RFP 16-105				
	16-103 RFP	Public Works	Stormwater Ordinance Revision	9/9/2015	4						
	16-104 RFP	Public Works	Watershed Improvement Plan - Long Indian Creek	9/9/2015	3						
16-003		Public Works	MS4 Inventory Inspections	9/9/2015	4						

Notes:

- 1 Sale of City Center Out Parcels to MidCity Real Estate Partners



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OTHER REPORTS

GAAP Financial Statements

**City of Alpharetta
Balance Sheet
Governmental Funds
August 31, 2015**

	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	\$ 17,501,569	\$ 8,039,665	\$ 637,780	\$ 427,678	\$ 6,503,310	\$ 33,110,001
Receivables (net of allowance for uncollectibles)						
Taxes Receivable						-
Property Taxes	220,191	-		-	32,210	252,402
Other Taxes	-	-		-	-	-
Interest	-	-		-	-	-
Accounts	140,744	204,153	202	-	7,577	352,675
Due from Other Funds	317,579	-	-	-	-	317,579
Prepaid Items	-	-		-	-	-
Cash - Restricted	-	-		-	-	-
Intergovernmental Receivable	-	-		-	-	-
Restricted	-	-		-	-	-
Total Assets	18,180,083	8,243,818	637,982	427,678	6,543,097	34,032,657
LIABILITIES AND FUND BALANCES						
Liabilities						
Current						
Accounts Payable	932,751	183,960	-	-	407,505	1,524,216
Retainage Payable	-	169,670	2,870	211,320	-	383,860
Intergovernmental Payable			1,634	-	-	1,634
Arbitrage Payable	-	-	-	-	-	-
Accounts payable/AR Suspense acct	-	-		-	-	-
Claims Payable	-	-		-	-	-
Payroll Payable	8,411	-		-	666	9,077
Due to Other Funds	-	-	-	31,515	64	31,579
Deferred Revenue	299,931	150,489	202	-	43,167	493,788
Unearned Revenue	-	-		-	-	-
Teen Driving/Donation	-	-		-	-	-
T.A.D Payment to County	-	-		-	-	-
Compensated Absences	-	-		-	-	-
Non-Current						
Unclaimed Property	-	-		-	-	-
Claims Payable	-	-		-	-	-
Total Liabilities	1,241,093	504,119	4,707	242,835	451,403	2,444,155
Fund Balances:						
Restricted for:						
Capital Projects	-	469,560	633,275	184,844	1,876,802	3,164,481
Law Enforcement	-	-		-	1,956,187	1,956,187
Emergency Telephone Activities	-	-		-	1,354,603	1,354,603
Grant Projects	-	-		-	-	-
Debt Service	-	-		-	854,747	854,747
Promotion of Tourism	-	-		-	-	-
Assigned for:						
Grant Projects	-			-	49,355	49,355
Capital Projects		7,270,139				7,270,139
2015 Fiscal year Expenditures	5,018,236	-		-	-	5,018,236
Unassigned	11,920,754			-	-	11,920,754
Total Fund Balances	16,938,990	7,739,699	633,275	184,844	6,091,694	31,588,504
Total Liabilities and Fund Balances	\$ 18,180,083	\$ 8,243,818	\$ 637,982	\$ 427,678	\$ 6,543,097	\$ 34,032,657

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Period Ended August 31, 2015

	Major Governmental Funds				Non-Major	Total
	General	Capital	Capital	City Ctr Fund	Governmental	Governmental
	Fund	Project Fund	Grant Fund	Fund	Funds	Funds
REVENUES						
Taxes:						
Property Tax	\$ (25,418)	-		-	488,108	\$ 462,690
Local Option Sales Tax	1,265,741	-		-	2,577	1,268,318
Other Taxes	395,983	-		-	157,874	553,857
Licenses and permits	560,052	-		-	304,142	864,194
Intergovernmental	-	1,394	370,980	-	17,400	389,774
Charges for services	865,306	-		-	15,000	880,306
Impact Fees	-	-		-	20	20
Fines/Forfeitures	413,191	-		-	620	413,811
Investment earnings	1,973	755	58	377	-	3,164
Contributions and Donations	-	19,941	-	-	-	19,941
Other	19,927	-		-	-	19,927
Total revenues	3,496,754	22,090	371,039	377	985,742	4,876,001
EXPENDITURES						
Current:						
Unallocated	-				292,865	292,865
General government	1,778,483	82,005		-	10,999	1,871,487
Public safety	4,645,662	19,681	-	-	924,592	5,589,934
Public works	1,100,614	207,110	2,870	48,204	-	1,358,799
Economic and community development	404,279	-		-	-	404,279
Alpharetta Business Community	-	-		-	-	-
Culture and recreation	1,332,752	90,070	-	-	4,402	1,427,223
Debt service:						
Principal	-	-		-	-	-
Interest	-	-		-	-	-
Other Costs	116,007	-		-	-	116,007
Bond issuance costs	-	-		-	-	-
Capital outlay				-	-	-
Total expenditures	9,377,797	398,866	2,870	48,204	1,232,858	11,060,595
Excess (deficiency) of revenues over (under) expenditures	(5,881,044)	(376,776)	368,169	(47,827)	(247,116)	(6,184,593)
OTHER FINANCING SOURCES (USES)						
Transfers in	195,243	1,490,539		-	-	1,685,783
Transfers out	(1,490,539)	-		-	(195,243)	(1,685,783)
Loan Proceeds	-			-	-	-
Capital Leases	-	-		-	-	-
Sale of capital assets	28,312	-		-	-	28,312
Sale of non-capital assets	1,763	-		-	-	1,763
Insurance Proceeds		-		-	-	-
Bond Proceeds		-		-	-	-
Total other financing sources and (uses)	(1,265,221)	1,490,539	-	-	(195,243)	30,075
Net change in fund balances	(7,146,265)	1,113,763	368,169	(47,827)	(442,360)	(6,154,518)
Fund balances - beginning	24,085,254	6,625,936	265,106	232,671	6,534,055	37,743,022
Fund balances - ending	\$ 16,938,990	\$ 7,739,699	\$ 633,275	\$ 184,844	\$ 6,091,694	\$ 31,588,504

City of Alpharetta
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Taxes:			
Property Tax	\$ 19,049,500	\$ (25,418)	\$ (19,074,918)
Local Option Sales Tax	14,700,000	1,265,741	(13,434,259)
Other Taxes	14,529,500	395,983	(14,133,517)
Licenses and Permits	1,493,550	560,052	(933,498)
Intergovernmental	380,000		(380,000)
Charges for Service	3,463,500	865,306	(2,598,194)
Fines/Forfeitures	2,779,000	413,191	(2,365,809)
Investment Earnings	50,000	1,973	(48,027)
Contributions and Donations	-		-
Other	192,833	19,927	(172,906)
Total revenues	56,637,883	3,496,754	(53,141,129)
EXPENDITURES			
Current:			
General government			
City Administration	2,056,082	522,535	1,533,547
Finance	3,160,975	851,330	2,309,645
Human Resources	395,114	66,394	328,720
Legal	525,000	-	525,000
Mayor and Council	350,069	60,436	289,633
Municipal Court	1,052,500	372,983	679,517
Information Technology	1,523,355	317,293	1,206,062
Non-Departmental	652,000	111,167	540,833
Contingency	540,000	4,840	535,160
Total general government	10,255,095	2,306,978	7,948,117
Public Safety	25,385,562	5,614,961	19,770,601
Public works	7,941,386	1,759,070	6,182,316
Economic and community development	2,391,485	473,220	1,918,265
Culture and recreation	8,289,002	2,493,684	5,795,318
Debt Service			
Principal	170,000	-	170,000
Interest	120,340	-	120,340
Total expenditures	54,262,530	12,647,913	41,614,617
Excess (Deficiency) of revenues over expenditures	2,375,353	(9,151,159)	(11,526,512)
OTHER FINANCING SOURCES (USES)			
Transfers in	1,780,000	195,243	(1,584,757)
Transfers out	(8,943,236)	(1,490,539)	7,452,697
Capital leases	-		-
Sale of capital assets	50,000	28,312	(21,688)
Sale of non-capital assets	10,000	1,763	(8,237)
Total other financing sources and uses	(7,103,236)	(1,265,221)	5,838,015
Net change in fund balances	(4,727,883)	(10,416,380)	(5,688,497)
Fund balances - beginning		24,085,254	
Fund balances - ending		\$ 13,668,874	
Adjustments to GAAP basis:			
Encumbrances		3,270,115	
Misc adj			
Fund balances-ending		\$ 16,938,990	

City of Alpharetta
Capital Project Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Intergovernmental	\$ 437,503	\$ 1,394	\$ (436,109)
Contributions & Donations	3,124,279	19,941	(3,104,338)
Investment earnings	-	755	755
Misc Revenue	-	-	-
Other	200,000	-	(200,000)
Total revenues	3,761,782	22,090	(3,739,692)
EXPENDITURES			
Capital Outlay			
General Government:			
City Administration	444,609	80,602	364,007
Finance	110,964	32,484	78,480
Information Technology	1,041,485	58,656	982,829
Non-departmental	1,262,210	-	1,262,210
Total general government	2,859,268	171,742	2,687,526
Public Safety	1,655,854	167,579	1,488,275
Engineering & Public Works	8,946,458	2,002,837	6,943,621
Alpharetta Business Community	2,794,820	1,085,188	1,709,632
Economic and community development	349,602	70,369	279,233
Culture and recreation	1,279,956	152,864	1,127,092
Total Capital Outlay	17,885,958	3,650,579	14,235,379
Excess (Deficiency) revenue over expenditures	(14,124,176)	(3,628,489)	10,495,687
OTHER FINANCING SOURCES (USES)			
Transfers in	8,943,236	1,490,539	(7,452,697)
Capital leases			
Budgeted Fund Balance	-	-	-
Total other financing sources and uses	8,943,236	1,490,539	(7,452,697)
Net change in fund balances	(5,180,940)	(2,137,949)	3,042,991
Fund balances - beginning		6,625,936	
Fund balances - ending		\$ 4,487,987	
Adjustments to GAAP basis:			
Encumbrances		3,251,713	
Misc adj-			
Fund balances-ending		\$ 7,739,699	

City of Alpharetta
Capital Grant Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
Revenues:			
Intergovernmental	\$ 3,455,858	370,980	\$ (3,084,878)
Contributions & Donations	-	-	-
Interest Earnings	-	58	58
Total	<u>3,455,858</u>	<u>371,039</u>	<u>(3,084,819)</u>
Expenditures:			
Public Safety	-	-	-
General Government	234,423	-	234,423
Community Development	-	-	-
Public Works	4,699,239	1,185,580	3,513,659
Recreation & Parks	656,655	-	656,655
Non-Departmental	-	-	-
Total	<u>5,590,317</u>	<u>1,185,580</u>	<u>4,404,737</u>
Excess (Deficiency) revenue over expenditures	<u>(2,134,459)</u>	<u>(814,542)</u>	<u>1,319,917</u>
Other Financing Sources & Uses:			
Transfers in	-	-	-
Budgeted Fund Balance	-	-	-
Subtotal:	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>(2,134,459)</u>	<u>(814,542)</u>	<u>1,319,917</u>
Fund balance - beginning		<u>265,106</u>	
Fund balance - ending		<u><u>\$ (549,436)</u></u>	
Adjustments to GAAP basis:			
Misc adj			
Encumbrances		1,182,710	
Fund balances - ending		<u><u>\$ 633,275</u></u>	

City of Alpharetta
City Center Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Investment Earnings	\$ -	\$ 377	\$ 377
Discounts		-	-
Total revenues	-	377	377
EXPENDITURES			
General Government:			
Cost of Bond Issuance	-	-	-
Non-Departmental	-	-	-
Total general government	-	-	-
Engineering and Public Works	232,670	175,668	57,002
Public Safety	-	-	-
Excess (Deficiency) of Revenues Over expenditures	(232,670)	(175,291)	57,379
OTHER FINANCING SOURCES			
General Obligation Bond Proceeds	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(232,670)	(175,291)	57,379
Fund balances - beginning		232,671	
Fund balances - ending		\$ 57,380	
Adjustments to GAAP basis:			
Encumbrances		127,464	
Fund balances-ending		\$ 184,844	

City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Net Position
August 31,2015

ASSETS

Current Assets:

Cash and Cash Equivalents & Investments	\$ 860,126
Accounts Receivables (net of allowance for uncollectibles)	-
Total Current Assets	<u>860,126</u>

Noncurrent Assets:

Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	<u>-</u>
Total Noncurrent Assets	<u>-</u>
Total Assets	<u>860,126</u>

LIABILITIES

Current Liabilities:

Accounts Payable	-
Claims Payables	
Accrued Interest Payable	-
Due to Other Funds	286,000
Total Current Liabilities	286,000

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>286,000</u>

NET ASSETS

Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	574,112
Total Net Assets	<u>574,112</u>

Total Liabilities & Net Assets	<u>\$ 860,112</u>
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City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	\$ -	\$ -	\$ -
Employer Medical Contribution	5,952,922	970,240	(4,982,682)
Employee Medical Contribution	705,592	110,306	(595,286)
Insurance Proceeds	-	-	-
Total revenues	6,658,514	1,080,546	(5,577,968)
EXPENDITURES			
Medical Premiums	1,350,000	222,221	1,127,779
Medical Claims	4,620,000	284,213	4,335,787
Contingency	688,514	0	688,514
Total expenditures	6,658,514	506,434	6,152,080
Excess (Deficiency) of Revenues Over expenditures	-	574,112	574,112
OTHER FINANCING SOURCES			
Asset Disposition	-	-	-
Operating Transfers In	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	-	574,112	574,112
Fund balances - beginning			-
Fund balances - ending		\$ 574,112	
Adjustments to GAAP basis:			
Encumbrances		-	-
Misc adj			
Fund balances-ending		\$ 574,112	

City of Alpharetta
Enterprise Fund -Solid Waste
Statement of Net Position
August 31, 2015

	<u>Solid Waste</u>
ASSETS	
Current Assets:	
Cash and Cash Equivalents & Investments	\$ 1,594,719
Inventories, at cost	-
Accounts Receivables (net of allowance for uncollectibles)	782,426
Prepaid Insurance Expenses	-
Total Current Assets	<u>2,377,145</u>
Noncurrent Assets:	
Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	<u>-</u>
Other	2,056
Capital Assets	
Buildings and System	-
Machinery and Equipment	
Less Accumulated Depreciation	-
Total Capital Assets (net of accumulated depreciation)	<u>-</u>
Total Noncurrent Assets	<u>2,056</u>
Total Assets	<u>2,379,201</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	1,950
Accounts Payable/ Customer Credit Balances	2,393
Accounts Payable/ Customer Pre-Paid Service	-
Accounts Payable/ A/R Module Suspense Acct	-
Payroll Liabilities	55
Accrued Salaries	-
Accrued Interest Payable	-
Compensated Absences Payable	1,363
Notes Payable - Revenue Bonds	-
Due to Other Funds	-
Total Current Liabilities	<u>5,760</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>5,760</u>
NET ASSETS	
Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	2,373,441
Total Net Assets	<u>2,373,441</u>
Total Liabilities & Net Assets	<u>\$ 2,379,201</u>

City of Alpharetta
Enterprise Fund - Solid Waste
Statement of Revenues, Expenses, and Changes in Net Position
For the Period Ended August 31, 2015

Operating revenues:	
Charges for sales and services:	
Refuse Collection charges	\$ 1,623,358
Misc Revenue	
Total operating revenues	<u>1,623,358</u>
Operating expenses:	
Administration	3,145,877
Non-departmental	-
Total operating expenses	<u>3,145,877</u>
Operating Gain (loss)	(1,522,520)
Non-operating revenues (expenses):	
Investment earnings	<u>214</u>
Total non-operating revenue (expenses)	<u>214</u>
Income (loss) before transfers	(1,522,305)
Transfers In	-
Transfers Out	<u>-</u>
Change In Net Assets	(1,522,305)
Total net assets-beginning	<u>1,014,469</u>
Total net assets-ending (net of encumbrances)	<u>(507,836)</u>
Adjustments to GAAP basis:	
Encumbrances	2,881,277
Misc adj-Encumbrances Resv/Prior Year	-
Total net assets-ending	<u>\$ 2,373,441</u>

City of Alpharetta
Internal Service Fund - Risk Management
Statement of Net Position
August 31,2015

ASSETS

Current Assets:

Cash and Cash Equivalents & Investments	\$ 697,787
Accounts Receivables (net of allowance for uncollectibles)	-
Total Current Assets	<u>697,787</u>

Noncurrent Assets:

Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	<u>-</u>
Total Noncurrent Assets	<u>-</u>
Total Assets	<u>697,787</u>

LIABILITIES

Current Liabilities:

Accounts Payable	-
Claims Payables	298,748
Accrued Interest Payable	-
Due to Other Funds	-
Total Current Liabilities	<u>298,748</u>

Current Liabilities Payable from Restricted Assets:

Total Current Liabilities Payable from Restricted Assets	<u>-</u>
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Noncurrent Liabilities:

Other Non-Current Liabilities	500,974
Total Noncurrent Liabilities	<u>500,974</u>
Total Liabilities	<u>799,722</u>

NET ASSETS

Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	<u>(101,935)</u>
Total Net Assets	<u>(101,935)</u>

Total Liabilities & Net Assets	<u>\$ 697,787</u>
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City of Alpharetta
Internal Service Fund - Risk Management
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	\$ 2,200	\$ 86	\$ 2,114
Charges for Service	1,262,000	210,333	(1,051,667)
Discounts	-	-	-
Insurance Proceeds	-	-	-
Total revenues	1,264,200	210,420	(1,053,780)
EXPENDITURES			
Workers Compensation Admin	-	0	-
Professional Fees	125,000	65,367	59,633
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	0	100,000
Public Entity Liability	55,000	142,724	(87,724)
Workers Comp Excess Liability	90,000	87,050	2,950
Employee Benefits Liability	-	0	-
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	2,393	37,607
Claims/Judgements	551,730	91,185	460,545
Contingency	366,849	0	366,849
Total expenditures	1,652,779	727,165	925,614
Excess (Deficiency) of Revenues Over expenditures	(388,579)	(516,745)	(128,166)
OTHER FINANCING SOURCES			
Asset Disposition	-	-	-
Operating Transfers In	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(388,579)	(516,745)	(128,166)

Fund balances - beginning

388,580

Fund balances - ending

\$ (128,165)

Adjustments to GAAP basis:

Encumbrances

26,230

Misc adj

Fund balances-ending

\$ (101,935)

City of Alpharetta
Statement of Net Position
OPEB Trust Fund
August 31, 2015

	<u>OPEB Plan</u>
ASSETS	
Current Assets:	
Cash and Cash Equivalents	\$ 1,009,625
Investments	-
Accounts Receivables (net of allowance for uncollectibles)	-
Total Assets	<u>1,009,625</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>1,009,625</u>
Total Net Assets	<u>1,009,625</u>
Total Liabilities & Net Assets	<u><u>\$ 1,009,625</u></u>

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

	<u>Actual Amounts</u>
Additions:	
Employer Contribution	\$ 14,468
Employee Contribution	-
Total Contribution	<u>14,468</u>
Investment Income	-
Net appreciation in FMV	-
Interest and Dividends	
Total Investment Income	<u>-</u>
Total Additions (Deductions)	<u>14,468</u>
Deductions:	
Benefits payments	-
Professional Fees	-
Total deductions	<u>-</u>
Net Increase (Decrease)	<u>14,468</u>
Net Assets held in trust for pension benefits	
Beginning of year	995,157
Total net assets	<u>\$ 1,009,625</u>

**City of Alpharetta
Statement of Net Position
Pension Trust Fund
August 31,2015**

	Pension Trust Fund
ASSETS	
Current Assets:	
Cash and Cash Equivalents	\$ -
Investments	56,066,445
	-
Accounts Receivables (net of allowance for uncollectibles)	-
Total Assets	<u>56,066,445</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>56,066,445</u>
Total Net Assets	<u>56,066,445</u>
Total Liabilities & Net Assets	<u><u>\$ 56,066,445</u></u>

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

	<u>Actual Amounts</u>
Additions:	
Employer Contribution	\$ 2,400,000
Employee Contribution	56,681
Total Contribution	<u>2,456,681</u>
Investment Income	-
Net appreciation in FMV	(2,273,482)
Interest and Dividends	78,490
Total Investment Income	<u>(2,194,992)</u>
Total Additions (Deductions)	<u>261,689</u>
Deductions:	
Benefits payments	235,212
Professional Fees	32,950
Total deductions	<u>268,162</u>
Net Increase (Decrease)	<u>(6,473)</u>
Net Assets held in trust for pension benefits	
Beginning of year	56,072,917
Total net assets	<u>\$ 56,066,445</u>

City of Alpharetta
Combining Balance Sheet
Non-Major Governmental Funds
July 31, 2015

	Special Revenue						Total Non-major Governmental Funds
	Hotel Motel	Impact Fee	Confiscated Assets	Grant Operating	E911	Debt Service Fund	
ASSETS							
Cash / Cash Equivalents / Investments	\$ -	\$ 1,876,802	\$ 1,955,874	\$ 49,355	\$ 1,758,216	\$ 863,063	\$ 6,503,310
Taxes Receivable	-	-	-	-	-	-	-
Pre-Paid Expenditures	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	2,641	4,936	-	7,577
Property Taxes	-	-	-	-	-	32,210	32,210
Intergovernmental Receivable	-	-	-	-	-	-	-
Due From Other Funds	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-
Total Assets	-	1,876,802	1,955,874	51,996	1,763,153	895,273	6,543,097
LIABILITIES							
Accounts Payable	-	-	-	-	407,505	-	407,505
Retainage Payable	-	-	-	-	-	-	-
Intergovernmental Payable	-	-	-	-	-	-	-
Arbitrage Payable	-	-	-	-	-	-	-
Accounts payable/AR Suspense acct	-	-	-	-	-	-	-
Compensated Absences	-	-	-	-	-	-	-
Payroll Liabilities	-	-	(378)	-	1,044	-	666
Due to Other Fund	-	-	64	-	-	-	64
Deferred Revenue	-	-	-	2,641	-	40,526	43,167
Unearned Revenue	-	-	-	-	-	-	-
Total Liabilities	-	-	(314)	2,641	408,549	40,526	451,403
FUND BALANCES							
Restricted:							
Capital Projects	-	1,876,802	-	-	-	-	1,876,802
Law Enforcement	-	-	1,956,187	-	-	-	1,956,187
Promotion of Tourism	-	-	-	-	-	-	-
Emergency Telephone Activities	-	-	-	-	1,354,603	-	1,354,603
Debt Service	-	-	-	-	-	854,747	854,747
Assigned for: Grant Projects	-	-	-	-	-	-	-
Grant Projects	-	-	-	49,355	-	-	49,355
Unassigned:	-	-	-	-	-	-	-
Total Fund Balances	-	1,876,802	1,956,187	49,355	1,354,603	854,747	6,091,694
Total Liabilities and Fund Balances	\$ -	\$ 1,876,802	\$ 1,955,874	\$ 51,996	\$ 1,763,153	\$ 895,273	\$ 6,543,097

City of Alpharetta
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Non-major Governmental Funds
For the Period Ending August 31, 2015

	Special Revenue					Total Non-major Governmental Funds
	Hotel Motel	Impact Fee	Confiscated Assets	Grant Operations	E911 Fund	Debt Service Fund
REVENUES:						
Hotel Motel Tax	\$ 488,108	-	-	-		\$ 488,108
Property tax						2,577
Charges for Service	-	-	-	-	157,874	157,874
Impact Fees	-	304,142	-	-		304,142
Forfeiture Income	-	-	17,400	-		17,400
Intergovernmental	-	-	-	15,000	-	15,000
Contributions & Donations	-	-	-	20		20
Investment Earnings	-	161	202	6	168	83
Other	-		-			-
Total revenues	488,108	304,303	17,602	15,026	158,042	985,742
EXPENDITURES:						
Tourism	292,865	-	-	-	-	292,865
Community Development	-	10,999	-	-	-	10,999
Culture/Recreation	-	-	-	4,402	-	4,402
Public Safety	-	-	337,067	20,438	567,087	924,592
General Government	-	-	-	-	-	-
Debt Service:						-
Principal						-
Interest						-
Bond Issuance Costs						-
Total expenditures	292,865	10,999	337,067	24,840	567,087	1,232,859
Excess (deficiency) of revenues over expenditures	195,243	293,304	(319,465)	(9,813)	(409,045)	2,660
						(247,117)
OTHER FINANCING SOURCES (USES):						
Transfers in / out:						-
Debt service fund	-	-	-	-		-
Capital Projects						-
Operating grants fund	-	-	-	-		-
Capital grants fund	-	-	-	-		-
General fund	(195,243)	-	-	-	-	(195,243)
Budgeted Fund Balance:	-	-	-	-		-
Total other financing sources and (uses)	(195,243)	-	-	-	-	(195,243)
Net change in fund balances	-	293,304	(319,465)	(9,813)	(409,045)	2,660
						(442,360)
Fund balances - beginning	-	1,583,498	2,275,653	59,169	1,763,648	852,087
						6,534,055
Fund balances - ending	-	\$ 1,876,802	\$ 1,956,187	\$ 49,356	\$ 1,354,603	\$ 854,747
						\$ 6,091,694

City of Alpharetta
Hotel Motel Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Hotel Motel Tax	\$ 4,450,000	\$ 488,108	\$ (3,961,892)
Misc Revenue	-	-	-
Investment Earnings	-	-	-
Total revenues	4,450,000	488,108	(3,961,892)
EXPENDITURES:			
Alpharetta Convention & Visitor's Bureau	1,928,185	211,497	1,716,688
Alpharetta Business Community	741,815	81,368	660,447
Contingency	0	0	0
Total Expenditures	2,670,000	292,865	2,377,135
Excess of revenues over expenditures	1,780,000	195,243	(1,584,757)
OTHER FINANCING SOURCES (USES):			
Transfers Out	(1,780,000)	(195,243)	1,584,757
Total other financing sources and uses	(1,780,000)	(195,243)	1,584,757
Net change in fund balances	-	-	11,137
Fund balances - beginning	\$ -		
Fund balances - ending	\$ -		

City of Alpharetta
Impact Fee Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Impact Fees	\$ 45,000	\$ 304,142	\$ 259,142
Investment Earnings	1,350	161	(1,189)
Total Revenues	46,350	304,303	257,953
EXPENDITURES:			
General Government	1,629,847	\$ 14,124	1,615,723
Total expenditures	1,629,847	14,124	1,615,723
Excess (deficiency) of revenues over expenditures	(1,583,497)	290,179	1,873,676
OTHER FINANCING SOURCES (USES):			
Transfers Out	-	-	-
Total other financing sources and uses	-	-	-
Net change in fund balances	(1,583,497)	290,179	1,873,676
Fund balances - beginning		1,583,498	
Fund balances - ending		\$ 1,873,677	
Encumbrances		3,125	
Fund balances - ending		\$ 1,876,802	

City of Alpharetta
Confiscated Assets Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Forfeiture Income	\$ 448,500	\$ 17,400	\$ (431,100)
Investment Earnings	227	202	(25)
Misc Revenue	-		
Total Revenues	448,727	17,602	(431,125)
EXPENDITURES:			
Public Safety	2,724,379	1,015,128	1,709,251
Non-Departmental	-	-	-
Total expenditures	2,724,379	1,015,128	1,709,251
Excess (deficiency) of revenues over expenditures	(2,275,652)	(997,527)	1,278,127
OTHER FINANCING SOURCES (USES):	-	-	-
Net change in fund balances	(2,275,652)	(997,527)	1,278,127
Fund balances - beginning		2,275,653	
Fund balances - ending		\$ 1,278,126	
Adjustments to GAAP basis:			
Encumbrances		678,061	
Fund balances - ending		\$ 1,956,187	

City of Alpharetta
Grant Fund - Operating
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Intergovernmental	\$ 42,576	\$ 15,000	(27,576)
Contributions & Donations	320	20	(300)
Discounts Taken	-	-	-
Interest Earnings	-	6	6
Transfers in	-	-	-
Contingencies	-	-	-
Total	42,896	15,026	(27,870)
EXPENDITURES:			
General Government	17,835	-	17,835
Community Development	-	-	-
Engineering/Public Works	-	-	-
Public Safety	48,433	20,438	27,995
Recreation & Parks	37,933	4,402	33,531
Contingencies	-	-	-
Operating Transfers Out	-	-	-
Non-Allocated	-	-	-
Total	104,201	24,840	79,361
Excess (deficiency) of revenues over expenditures	(61,305)	(9,813)	51,492
OTHER FINANCING SOURCES (USES):			
Net change in fund balance	(61,305)	(9,813)	51,492
Fund balance - beginning		59,169	
Fund balance - ending		\$ 49,355	
Adjustments to GAAP basis:			
Encumbrances			
Fund balances - ending		\$ 49,355	

City of Alpharetta
Emergency 911 Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Charges for Service	\$ 3,790,000	\$ 157,874	\$ (3,632,126)
Misc Revenue	-	-	-
Investment Earnings	6,931	168	(6,763)
Total Revenues	3,796,931	158,042	(3,638,889)
EXPENDITURES:			
Public Safety	4,431,531	1,833,887	2,597,644
Total expenditures	4,431,531	1,833,887	2,597,644
Excess (deficiency) of revenues over expenditures	(634,600)	(1,675,845)	(1,041,245)
OTHER FINANCING SOURCES (USES):			
Transfers In	-	-	-
Transfers Out - Capital Project Fund	-	-	-
Total other financing sources and uses	-	-	-
Net change in fund balances	(634,600)	(1,675,845)	(1,041,245)
Fund balances - beginning		1,763,648	
Fund balances - ending		\$ 87,803	
Adjustments to GAAP basis:			
Encumbrances		1,266,800	
Fund balances - ending		\$ 1,354,603	

City of Alpharetta
Debt Service Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended August 31, 2015

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Property tax	\$ 3,260,000	\$ 2,577	\$ (3,257,423)
Misc Revenue		-	-
Investment earnings	9,000	83	(8,917)
Total revenues	3,269,000	2,660	(3,266,340)
EXPENDITURES:			
Current:			
General government			
Finance			-
Non-departmental		-	-
Total general government	-	-	-
Debt Service:			
Principal	2,230,600	-	2,230,600
Interest	1,329,398	-	1,329,398
Contingency	551,234	-	551,234
Bond issuance costs	5,000	-	5,000
Total debt service	4,116,232	-	4,116,232
Total expenditures	4,116,232	-	4,116,232
Excess (Deficiency) of revenues over expenditures	(847,232)	2,660	849,892
OTHER FINANCING SOURCES (USES):			
Transfers in			-
Transfers out			-
Total other financing sources and uses	-	-	-
	(847,232)	2,660	849,892
Fund balances - beginning		852,087	
Fund balances - ending		\$ 854,747	



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DEVELOPMENT AUTHORITY



Revenue & Expenditure Report GAAP Financial Statements



ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report

As of August 31, 2015

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Revenues					
99575100-361000	Investment Earnings	\$ -	\$ 40	\$ -	\$ (40)
	<i>subtotal</i>	<i>\$ -</i>	<i>\$ 40</i>	<i>\$ -</i>	<i>\$ (40)</i>
(1) 99575100-395000	Carryforward Fund Balance	\$ 398,030	\$ -	\$ -	\$ 398,030
	<i>subtotal</i>	<i>\$ 398,030</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 398,030</i>
	Total	\$ 398,030	\$ 40	\$ -	\$ 397,990
Expenditures					
99575100-571000-C1403	Local Job Creation Grant Program	\$ 60,000	\$ -	\$ -	\$ 60,000
99575100-544100-C1532	ATC Operational Funds	232,500	15,000	-	217,500
	<i>subtotal</i>	<i>\$ 292,500</i>	<i>\$ 15,000</i>	<i>\$ -</i>	<i>\$ 277,500</i>
99575100-522250-C1535	Innovation Center Operations (Facility R&M)	\$ 1,000	\$ 1,496	\$ -	\$ (496)
99575100-523860-C1535	Innovation Center Operations (Maintenance Contracts)	13,498	1,494	1,903	10,101
99575100-531100-C1535	Innovation Center Operations (Maintenance Supplies)	680	-	-	680
99575100-531200-C1535	Innovation Center Operations (Miscellaneous Utilities)	152	87	-	65
99575100-531210-C1535	Innovation Center Operations (Water/Sewer)	365	8	-	357
99575100-531220-C1535	Innovation Center Operations (Natural Gas)	1,849	172	-	1,677
99575100-531230-C1535	Innovation Center Operations (Electricity)	15,416	619	-	14,797
	<i>subtotal</i>	<i>\$ 32,960</i>	<i>\$ 3,876</i>	<i>\$ 1,903</i>	<i>\$ 27,180</i>
99575100-579000	Reserve	\$ 72,570	\$ -	\$ -	\$ 72,570
	<i>subtotal</i>	<i>\$ 72,570</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 72,570</i>
	Total	\$ 398,030	\$ 18,876	\$ 1,903	\$ 377,250

(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 August 31, 2015

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Fund Balance Reconciliation					
	Fund Balance (beginning of Fiscal Year)		\$ 398,030		
	Revenues collected to date		40		
	Expenditures incurred to date		(18,876)		
	Fund Balance (current)		\$ 379,195		
	Forecasted revenue collections		-		
	Fund Balance (forecasted)		\$ 379,195		
	Allocation of Forecasted Fund Balance:				
	Spendable (available for investment by the Board)		\$ 58,514		
	Non-Spendable (unspent/remaining project allocations)		304,680		
	Non-Spendable (Newsweek Advertising approved in September 2015)		16,000		
			\$ 379,195		

GAAP



Financial Statements

City of Alpharetta
Balance Sheet
COMPONENT UNIT-DEVELOPMENT AUTHORITY
August 31, 2015

ASSETS

Current Assets:

Cash and Cash Equivalents	\$	379,195
Investments		

Restricted Cash for Bond Issuance Costs		-
Total Assets		379,195

LIABILITIES

Current Liabilities:

Accounts Payable		-
Due to Other Funds		-
Total Current Liabilities		-

Current Liabilities Payable from Restricted Assets:

		-
Total Current Liabilities Payable from Restricted Assets		-

Noncurrent Liabilities:

		-
Total Noncurrent Liabilities		-
Total Liabilities		-

Fund Balance

Restricted		-
Unassigned		379,195
Total Fund Balance		379,195

Total Liabilities & Fund Balance	\$	379,195
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City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balance
COMPONENT UNIT-DEVELOPMENT AUTHORITY
For the Period Ended August 31, 2015

	<u>Actual Amounts</u>
Revenues	
Rent/Royalties	\$ -
Fees	-
Contributions & Donations	-
Miscellaneous Income-Interest	40
	<u>40</u>
Total Revenues	<u><u>40</u></u>
Expenditures	
Community Development	18,875
Debt Service:	
Principal	-
Interest	-
	<u>-</u>
Total Expenditures	<u><u>18,875</u></u>
Excess (deficiency) of revenues over (under) expenditures	(18,835)
Other Financing Sources (Uses)	
Sale of capital assets	<u>-</u>
Net Change in Fund Balances	(18,835)
Fund Balance, Beginning of Year	<u>398,030</u>
Fund Balance, End of Year	<u><u>\$ 379,195</u></u>





City Council Meeting STAFF REPORT

Submitting Department: Public Works
Submitted By: Jill Bazinet, Senior Engineer
Meeting Date: October 5, 2015

I. AGENDA ITEM TITLE: STORMWATER STRUCTURE (MS4) INVENTORY INSPECTIONS

II. RECOMMENDATION:

Please award Bid No. 16-003 in the amount of \$83,420.00 to Sustainable Water Planning & Engineering for the MS4 Inventory Inspections project and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

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

TOTAL PROJECT COST: \$83,420.00

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Stormwater Inspections 301 41100-541430-C1604	\$83,420.00

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
N/A	\$0.00

IV. REPORT IN BRIEF:

The award of this bid is for the inspection of publicly maintained storm structures, pipes, ditches, ponds, and stormwater management facilities and the inspection of potential runoff pollution from privately owned industrial facilities, carwashes, and autobody repair facilities. The City's National Pollutant Discharge Elimination System (NPDES) Permit requires that 20% of all publically maintained stormwater infrastructure and all ponds be inspected each year. This includes approximately 1640 structures and 170,000 linear feet of stormwater pipe and 65 stormwater management facilities including ponds, swales, bioretention, pervious pavement, etc. The City's NPDES permit further requires that 20% of all private industrial facilities, carwashes, and autobody repair shops be inspected for potential pollution to streams. The project includes input of all inspection data into our GIS mapping system, work order data entry into Cityworks (our asset management system), and follow up correspondence with private owners for maintenance requirements. This project will identify future capital projects and will create general maintenance work orders that are completed by current city staff. This project can potentially be a five year inspection contract to meet the requirements of the City's NPDES permit.

The Department of Public Works, with guidance from the Finance Department, prepared a Request for Qualifications (RFQ) and advertised for Statement of Qualifications (SOQ) in July 2015. On August 6, 2015, the City received SOQs from a total of ten firms. Staff from the Department of Public Works reviewed and scored the qualifications and shortlisted four firms: Integrated Science & Engineering, Woolpert, Inc., Lowe Engineers, and Sustainable Water Planning & Engineering.

The shortlisted firms were then invited to participate in an Invitation to Bid (ITB). On September 9, 2015, the City received bids from all four shortlisted firms.

Sustainable Water Planning & Engineering \$83,420.00

Lowe Engineers \$96,794.27

Integrated Science & Engineering \$144,625.00

Woolpert, Inc. \$193,040.00

Staff met with Sustainable Water Planning & Engineering to confirm that they would hold their submitted prices. Sustainable Water Planning & Engineering has completed similar work for many local

municipalities including Dunwoody and Brookhaven. They have also worked with the Cityworks software program. Thus, Staff determined Sustainable Water Planning & Engineering to be the lowest responsive and responsible bidder.

Once a contract with Sustainable Water Planning & Engineering has been finalized and executed, Sustainable Water Planning & Engineering will begin work. The anticipated completion date is April 30, 2016.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Bid Tab

ITB 16-003 Stormwater Struture Inspections		Base Bid			Alt
		Price per structure	Price per pipe	Total	Price per facility
Sustainable Water Planning & Engineering		\$22.00	\$23.00	\$63,220.00	\$180.00
Lowe Engineers		\$17.80	\$24.92	\$58,597.60	\$337.00
Integrated Science & Engineering		\$30.00	\$30.00	\$84,600.00	\$175.00
Woolpert, Inc.		\$21.00	\$25.00	\$63,940.00	\$500.00

1	Alt 2		Alt 3		Alt 4		Alt 5	
Total	Price per facility	Total	Price per BMP	Total	Price per facility	Total	Price per BMP	Total
\$1,260.00	\$320.00	\$1,280.00	\$100.00	\$6,500.00	\$160.00	\$160.00	\$110.00	\$11,000.00
\$2,359.00	\$337.00	\$1,348.00	\$207.67	\$13,498.33	\$224.67	\$224.67	\$207.67	\$20,766.67
\$1,225.00	\$175.00	\$700.00	\$350.00	\$22,750.00	\$350.00	\$350.00	\$350.00	\$35,000.00
\$3,500.00	\$1,135.00	\$4,540.00	\$625.00	\$40,625.00	\$1,935.00	\$1,935.00	\$785.00	\$78,500.00

Grand Total
\$83,420.00
\$96,794.27
\$144,625.00
\$193,040.00



City Council Meeting STAFF REPORT

Submitting Department: Public Works
Submitted By: Jill Bazinet, Senior Engineer
Meeting Date: October 5, 2015

I. AGENDA ITEM TITLE: STORMWATER ORDINANCE REVISION

II. RECOMMENDATION:

Please approve Tetra Tech's proposal in the amount of \$80,000.00 for the professional services necessary to complete the Stormwater Ordinance Revision and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

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

TOTAL PROJECT COST: \$80,000.00

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Stormwater Ordinance Update 301 41100-541430-C1616	\$80,000.00

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
N/A	\$0.00

IV. REPORT IN BRIEF:

The downtown area of Alpharetta is undergoing revitalization. As such, the City intends to take a proactive plan for stormwater capacity, treatment, and flood control ahead of the anticipated redevelopment boom.

Alpharetta's downtown sits on a ridge that sheds runoff in various directions. Because of this unique topography, we anticipate a wide variety of stormwater solutions. Through this project, our consultant team will evaluate the current stormwater ordinances, MS4 Permit and Stormwater Management Plan (SWMP); present a variety of potential updates; suggest changes that would allow for innovative solutions for redevelopment; compose the new ordinance and policy language; and obtain all necessary state, federal, and local approvals.

The Department of Public Works, with guidance from the Finance Department, prepared a Request for Qualifications (RFQ) and advertised for Statement of Qualifications (SOQ) in July 2015. On August 20, 2014, the City received SOQs from a total of seven firms. Staff from the Department of Public Works reviewed and scored the qualifications and shortlisted four firms: Tetra Tech, Inc., Integrated Science and Engineering, AECOM, and Pond & Company.

The shortlisted firms were invited to participate in a Request for Proposals (RFP). On September 9, 2015, the City received proposals from all four shortlisted firms. On September 17, 2015, the four firms were invited to complete a presentation / interview with the review panel. Staff from the Department of Public Works reviewed the proposals and interviews and scored them on the basis of plan and approach (58 points), interview (29 points), local vendor (3 points), and cost (10 points). The resulting scores were as follows:

Tetra Tech Inc.	91.06
AECOM	78.49
Integrated Science & Engineering	73.12
Pond & Company	67.81

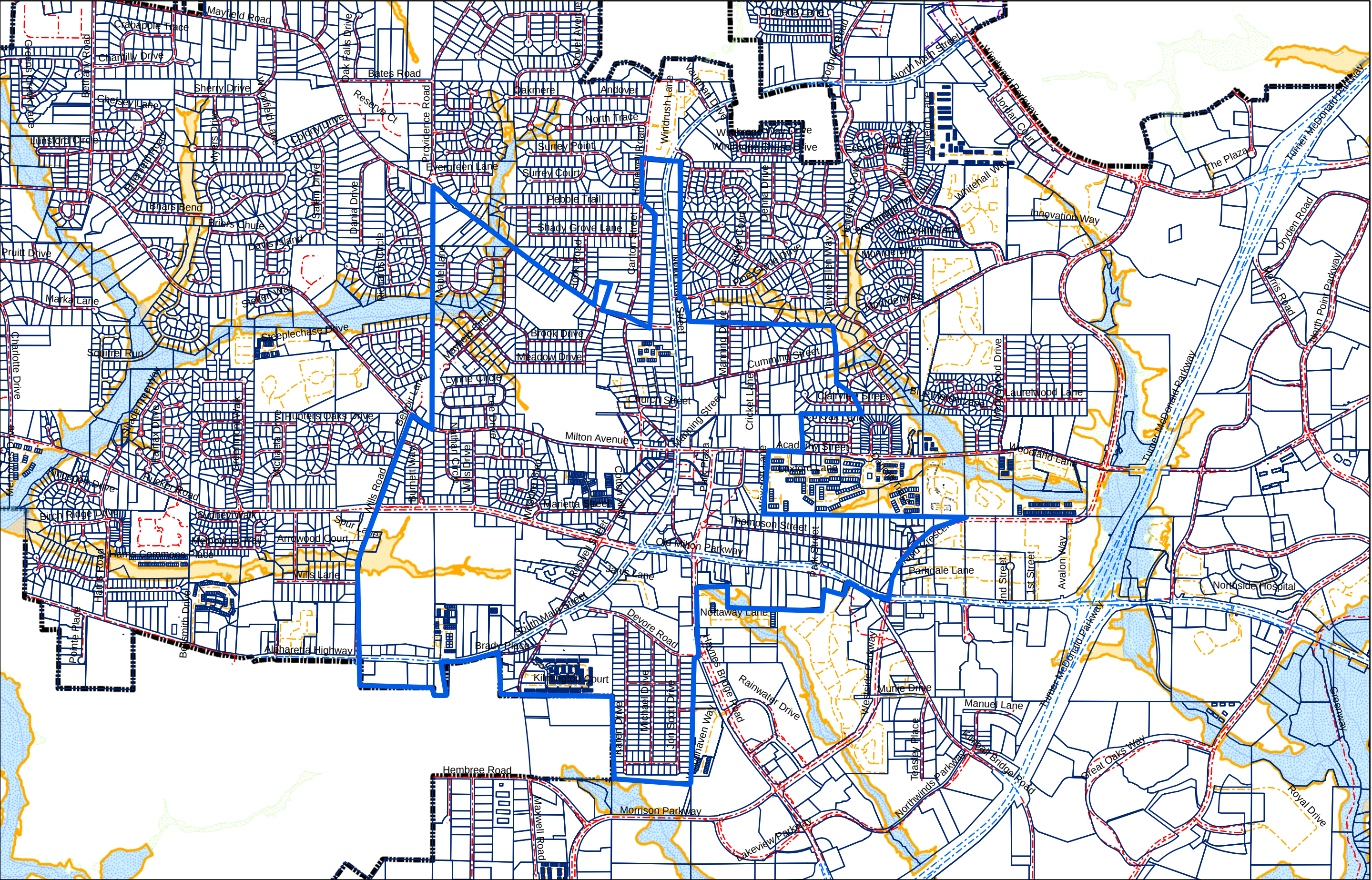
The high scoring firm, Tetra Tech, has completed similar work for City of Griffin, City of Clarksville, and for the U.S. Environmental Protection Agency. Tetra Tech has assured the City that they can perform all

the work required by the scope for \$80,000.00. This project is expected to be completed 300 days from Notice to Proceed. Staff recommends award for RFP#16-103 Stormwater Ordinance Revision to Tetra Tech.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Downtown Area Map



Downtown Area Map



City Council Meeting STAFF REPORT

Submitting Department: Public Works
Submitted By: Jill Bazinet, Senior Engineer
Meeting Date: October 5, 2015

I. AGENDA ITEM TITLE: WATERSHED IMPROVEMENT PLAN - LONG INDIAN CREEK

II. RECOMMENDATION:

Please approve Dewberry's proposal in the amount of \$131,000 for the professional services necessary to perform the Long Indian Creek Watershed Improvement Plan and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

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

TOTAL PROJECT COST: \$131,000.00

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Stormwater Studies (recurring) 301 41100-541430-C1503	\$131,000.00

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
N/A	\$0.00

IV. REPORT IN BRIEF:

Long Indian Creek extends from its headwaters in Johns Creek downstream to the confluence with Big Creek. Its watershed is split between the two cities and consists predominately of residential land use. Long Indian Creek is listed as an impaired stream segment on the Georgia Environmental Protection Division (EPD) 303(d) list for fecal coliform. EPD requires that the City conduct / update watershed studies for impaired streams through the City's National Pollutant Discharge Elimination System (NPDES) Permit and through the Metropolitan North Georgia Water Planning District Watershed Management Plan.

The purpose of this study is to analyze the portion of the watershed within the city limits, review data from sampling / monitoring stations, conduct field assessments of the watershed, complete a geospatial analysis, identify potential pollutant sources, characterize flooding and erosion problems, and develop mitigation / improvement projects to be prioritized and incorporated into the City's Capital Improvement Program.

The Department of Public Works, with guidance from the Finance Department, prepared a Request for Qualifications (RFQ) and advertised for Statement of Qualifications in July 2015. On August 20, 2014, the City received SOQs from a total of seven firms. Staff from the Department of Public Works reviewed and scored the qualifications and shortlisted three firms: Tetra Tech, Inc., Dewberry, and Sustainable Water Planning & Engineering, LLC.

The shortlisted firms were invited to participate in a Request for Proposals (RFP). On September 9, 2015, the City received proposals from all three shortlisted firms. On September 18, 2015, the three firms were invited to complete a presentation / interview with the review panel. Staff from the Department of Public Works reviewed the proposals and interviews and scored them on the basis of plan and approach (58 points), interview (29 points), local vendor (3 points), and cost (10 points). The resulting scores were as follows:

Dewberry	90.75
Tetra Tech Inc.	82.01

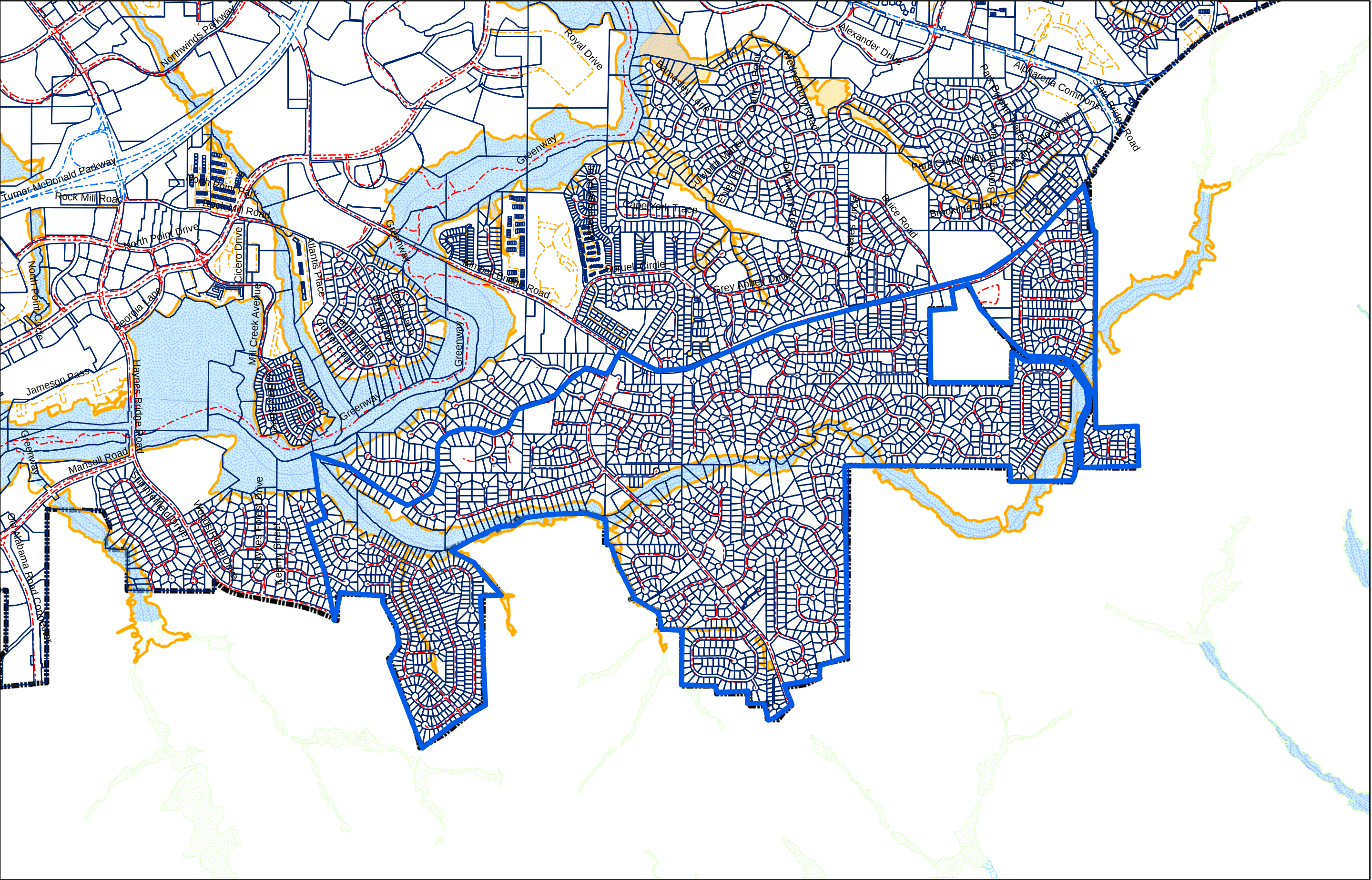
Sustainable Water Planning & Engineering 81.72

The high scoring firm, Dewberry, has completed similar work for City of Johns Creek, City of Roswell, and Gwinnet County. Dewberry has assured Alpharetta that they can complete the entire project scope for \$131,000.00. The project schedule allows for 300 days from Notice to Proceed. Staff recommends award for RFP#16-104 Watershed Improvement Plan - Long Indian Creek to Dewberry.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Location Map



Long Indian Creek Watershed Map



City Council Meeting STAFF REPORT

Submitting Department: Recreation and Parks

Submitted By:

Meeting Date: October 5, 2015

I. AGENDA ITEM TITLE: PINE SHAVINGS FOR CITY'S EQUESTRIAN CENTER STALLS, BID 16-004

II. RECOMMENDATION:

Please award Bid 16-004 to B&T Shavings, Inc. for a delivered cost of \$3.90 per bale and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST: \$85,000.00

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
General Supplies 10061500-531100	\$85,000.00

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
N/A	\$0.00

IV. REPORT IN BRIEF:

Please award Bid 16-004 to B&T Shavings, Inc. for a delivered cost of \$3.90 per bale and authorize the Mayor to execute all necessary documents.

The Equestrian Center User Agreement specifies that each stall occupied by a horse shall have two bales of shavings spread on the stall floor and those shavings are to be purchased at the Equestrian Center. The shavings are necessary to collect the waste from the horses.

The Recreation and Parks Department prepared specifications for the pine shavings provider and advertised for competitive bids during September 2015. Bids for the project were due on September 17, 2015 and the City received one bid as follows:

B&T Shavings, Inc. \$3.90 per bale (no delivery/storage charge)*

Carolina Shavings bid not received by deadline (price was higher)

* The City charges Equestrian Events \$7.00 per bale for shavings.

The bid was disseminated to over 90 contacts between the City/State procurement sites. However, bid activity in this market segment is typically low.

The Department has contacted multiple references which have verified that B&T Shavings, Inc. provides service in accordance with contracted specifications and recommends awarding them the pine shavings contract.

V. ALTERNATIVES:

The Department of Agriculture's Equine requires bedding to be provided and installed in each stall occupied

by a horse; therefore, there is no alternative.

VI. ATTACHMENTS:

Bid 16-004 Bid Tab, Pine Shavings Bid Doc ITB 16-004



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 #: 16-004 Due Date 9/17/2015

ITB NAME: Pine Shavings for City's Equestrian Center Stalls Due Time 10:00 AM

	BIDDER NAME (noted on bid package)	DATE RECEIVED	TIME RECEIVED	SIGNED BID PROPOSAL FORM	DISCLOSURE FORM		Per Bag Price with Delivery, including 53 foot enclosed trainer to be left onsite
1	B&T - Greentree Brand	9.10.2015	1:31 PM	✓	✓		\$ 3.90
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

**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:	PINE SHAVINGS FOR CITY'S EQUESTRIAN CENTER STALLS
ITB #:	16-004
ITB RESPONSE DUE DATE/TIME:	SEPTEMBER 17, 2015 10:00 AM
ITB ISSUE DATE:	SEPTEMBER 3, 2015
NUMBER OF PAGES:	38

CONTACT INFORMATION

PROCUREMENT AGENT AND ITB CONTACT:

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

Abigail Shipp

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: ABIGAIL SHIPP

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:

BIDDER MUST COMPLETE THE FOLLOWING, SIGN, AND RETURN THIS PAGE WITH EACH BID

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

Firm/Bidder Name:	_____
Firm/Bidder Mailing Address:	_____
Firm/Bidder Phone Number(s):	_____
Firm/Bidder FAX Number(s):	_____
Email Address for Bidder's Contact:	_____
Authorized Bidder Signature:	_____
Printed Name of Signer:	_____
Bidder Federal I.D. Number:	_____
Bidder DUNS Number:	_____

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SCHEDULE OF EVENTS

<u>EVENT</u>	<u>DATE</u>
ITB Issue Date	September 3, 2015
Deadline for Receipt of Written Questions.....	September 10, 2015 4:00 PM
Deadline for Posting of Written Answers	September 11, 2015 5:00 PM
ITB Response (Bid) Due Date/Time	September 17, 2015 10:00 AM

(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>Abigail Shipp</u>
Address:	City of Alpharetta City Hall 2 nd Floor, Finance Department 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 **September 10, 2015, 4:00 PM.**
- **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 **September 11, 2015, 5:00 PM.**
- 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 This Section Does Not Apply

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 is commenced. 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 supersedes 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 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 and choosing *City Hall Online – Online Services – Vendor Registration*. 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 as found in the General Ordinances of the City, (Ord. No. 395, § 3, 9-2-97). 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; | • experience; |
| • conformity to specifications; | • delivery promise; |
| • financial ability to meet the contract; | • terms of payment; |
| • previous performance; | • compatibility as required; |
| • facilities and equipment; | • other costs; |
| • availability of repair parts; | |
| • and other objective and accountable factors, if any. | |

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.

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 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. E-Verify, Affidavit Verifying Compliance with Illegal Immigration Reform and Enforcement Act, Contractor Affidavit only to be returned with proposal;
 - c. 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 10:00 AM, on **SEPTEMBER 17, 2015**. Each bid response received must be delivered to this location and Time/Date stamped upon delivery.

City of Alpharetta
City Hall 1st Floor Greeter Station
2 Park Plaza
Alpharetta, GA 30009
Attn: Abigail Shipp

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 Copy 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 intent of this Request is to procure bagged, new pine shavings bedding product for the City's Equestrian Center. The request is for on-demand delivery within twenty-four (24) hours of order. The successful bidder must be able to provide the products as described in Section 3.4.

3.4 Required Information

3.4.1 Pine Shavings Specifications: The successful bidder chosen to supply the following shall be able to provide consistency of quality throughout the length of the contract. Estimated quantity on the pricing page is for evaluation of bids only. City use is estimated and may be between 20,000 – 25,000 bags delivered in 14 -16 shipments per fiscal year (July 1 through June 30). Any quantities noted in this request or by any other representation shall not be construed to represent any amount which the City shall be obligated to purchase under the contract, nor relieve the chosen Contractor of its obligation to fill all orders placed by the City. Order volume and frequency will depend on facility requirements.

- 100 % pure kiln dried pine shavings bedding material to be mini to medium size flakes.
- No fillers to be allowed.
- No mulch or bark type material will be ordered or accepted under this contract.
- Bidder shall include a Sample of pine shavings bedding with each bid submitted to the City in response to this request.
 - o The Sample shall be of equal quality to the product specified by City and as priced and supplied in response to this bid.
 - o The Sample shall be included with Bidder's response and shall be contained in a 1-gallon sized, zippered-type plastic storage bag.
 - o The Sample shall contain enough material to judge the product quality.
 - o Bidder's name and Contact information shall be written legibly on the Sample in such a way that the information cannot be removed from the bag.

3.4.2 Packaging Specifications:

- Each bag is to be 2.66 cubic feet compressed and 8 cubic feet expanded.
- Bags are to be sealed plastic; no paper bags allowed.

3.4.3 Delivery Specifications:

- Bags are to be on pallets with 45 - 50 bags per pallet.
- Pallets shall be turned facing out for forklift access.
- 53 foot enclosed trailer suitable for dry, secure storage is to be left on site. With next shavings order, the trailer will be changed out/replaced.
- 24-hour turn-around time from when ordered.
- All deliveries are F.O.B. Destination, Freight Prepaid and Allowed.

- Address for all deliveries:

City of Alpharetta
Recreation & Parks Department
Equestrian Center
11915 Wills Road
Alpharetta, GA 30009

Exact location of delivery within the Equestrian Center will be discussed with the successful bidder at the pre-and/or post-award meetings.

3.4.4 Representatives for this Contract:

- Contact information for City personnel (Director of Recreation and Parks and his authorized representatives) for ordering and delivery will be made available during pre-and/or post-award meetings with the successful Bidder.
- During pre- and/or post-award meetings with the City, the successful Bidder will supply contact information for firm's representatives to the City for all aspects of this service.
- The successful Bidder/Contactor shall not comply with requests and/or orders issued by anyone other than the Director of Recreation and Parks or his authorized representative(s) acting within their authority for the City.
- This contract is only for the provision and delivery of materials listed in this section (Section 3.4). No other product or services will be ordered or delivered under this contract.
- Deliveries will only be made to the address noted in Section 3.4.3.
- Any change to the resulting Contract must be approved in writing by the Director of Recreation and Parks, City of Alpharetta Mayor, and the Contractor. Execution of all contracts and agreements with the City will follow regulations, policies, and procedures established by the City of Alpharetta City Council.

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. Failure to include all of the elements specified may be cause for rejection. Additional information may be provided, but should be brief and relevant to the goals of this ITB.

Each bid shall provide the following information:

4.1.1 References: Bidder shall provide a minimum of three (3) references for each item/service specified in this ITB. The references may include any government, with the exception of the City of Alpharetta, agency or similar entity where the Bidder, preferably within the last three (3) years, has successfully supplied packaged pine shavings/large animal bedding products.

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

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.)

Per Bag Price with delivery, including 53 foot enclosed trailer to be left on site

\$ _____
(Time span between deliveries will vary)

If there is a Quantity Price Break, explain in detail and what the price break point(s) may be:

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 _____

ADDRESS _____

AUTHORIZED SIGNATURES _____

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

CONTACT INFO: PHONE NUMBER _____

CONTACT INFO: E-MAIL ADDRESS _____

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 Contract is for a term of five (5) years as further provided for in the Contract and in accordance with O.C.G.A. § 36-60-13. The term of the Contract may be extended by the City, with the written consent of the Contractor, for such additional period of time as may be necessary or advantageous to the City.

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 This Section Does Not Apply

6.5 This Section Does Not Apply

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 carriers 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 Recreation & Parks or his authorized representative. Cumulative Change Orders in excess of 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- and/or post-award 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
Recreation & Parks Department
Attn: Ruby Flynn
11915 Wills Road
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
Recreation & Parks Department
Equestrian Center
11915 Wills Road
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.

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)

Authorized Signature:

Printed Name and Title of Person

Signing:

Date:

Firm's Address:

Contact's Email Address:

***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:

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Contractor

Name of Project

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

Executed on _____, _____, 201__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE ____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires:

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.																																																							
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.																																																								
	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) ▶ _____ 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) _____ (Applies to accounts maintained outside the U.S.)																																																								
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)																																																							
	6 City, state, and ZIP code																																																								
	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.																																																									
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td colspan="11" style="text-align: center;">Social security number</td></tr><tr><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td></tr><tr><td colspan="11" style="text-align: center;">or</td></tr><tr><td colspan="11" style="text-align: center;">Employer identification number</td></tr><tr><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td><td style="width: 4%;"> </td></tr></table>			Social security number																						or											Employer identification number																					
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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.																																																									
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 15%;">Sign Here</td><td style="width: 60%;">Signature of U.S. person ▶ _____</td><td style="width: 25%;">Date ▶ _____</td></tr></table>			Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____																																																				
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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 1096 (home mortgage interest), 1096-E (student loan interest), 1096-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. <i>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.</i> By signing the filled-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 <i>What is FATCA reporting?</i> on page 2 for further information.																																																									
Cat. No. 10231X Form W-9 (Rev. 12-2014)																																																									

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



GEORGIA

AFFIDAVIT VERIFYING SUBCONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with _____ (contractor) 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 subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor to forward, within five business days of receipt, a copy of such notice to the contractor.

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Subcontractor

Name of Project

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

Executed on _____, _____, 201__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE ____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires

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



AFFIDAVIT VERIFYING SUB-SUBCONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

GEORGIA

By executing this affidavit, the undersigned sub-subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract for _____ (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract) and _____ (contractor) 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 sub-subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the sub-subcontractor with the information required by O.C.G.A. § 13-10-91(b). The undersigned sub-subcontractor shall submit, at the time of such contract, this affidavit to _____ (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Additionally, the undersigned sub-subcontractor will forward notice of receipt of any affidavit from a sub-subcontractor to _____ (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract).

Sub-subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Sub-subcontractor

Name of Project

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

Executed on _____, _____, 201__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 201__.

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: 678-297-6094
Fax: 678-297-6063
www.alpharetta.ga.us

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:

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 #

Please provide a copy of you 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):

Date:

Position Title:

Phone #:

Signature:

E-mail:

This Section is for City Use Only

Qualifications Verification:

Date:

Notice of "No Bid" Form

CITY OF ALPHARETTA NOTICE OF "NO BID"	 ALPHARETTA GEORGIA	Finance Department 2 Park Plaza Alpharetta, GA 30009 P: (678) 297-6052 F: (678) 297-6093 purchasing@alpharetta.ga.us
SOLICITATION # _____	CLOSING/DUE DATE _____	
IMPORTANT NOTICE – Please read		
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.		
INSTRUCTIONS:		
If you are unable, or do not wish to participate on this bid, quotation, or proposal, please complete this form in full and forward to the City's procurement division at the contact information provided below.		
State your reason for not participating by checking the applicable space(s) or by explaining briefly in the space provided. If submitting a Notice of "No Bid", it is not necessary to return any other bid/quotation/proposal information in connection with this solicitation.		
1. We do not manufacture/supply the commodity	_____	
2. We do not manufacture/supply to the specification	_____	
3. Cannot handle due to present work load	_____	
4. Quantity/job too large	_____	
5. Quantity/job too small	_____	
6. Cannot meet delivery/completion requirements	_____	
7. Agreements with distributors/dealers do not permit us to sell direct	_____	
8. Licensing restrictions	_____	
Other reasons/additional comments: _____		

Do you wish to bid on these goods/services in the future? Yes _____ No _____		

Firm Name _____		
Firm Address _____		
Signature of Person Authorized to Bind this Firm _____		
Date _____		
Typed or Printed Name and Title _____		
Phone Number and E-mail Address _____		
Email, Fax, or Mail to the Procurement Agent in charge of this solicitation at the contact number/address listed in Section 1.0. Mark the correspondence as "Notice of No Bid".		

APPENDIX B: CITY OF ALPHARETTA TAX FORMS

FormST-5 (Rev. 2/2012)



STATE OF GEORGIA
DEPARTMENT OF REVENUE
SALES TAX CERTIFICATE OF EXEMPTION
GEORGIA PURCHASER OR DEALER
EFFECTIVE OCTOBER 1, 2011

To: _____
(SUPPLIER) (DATE)

(SUPPLIER'S ADDRESS) (CITY) (STATE) (ZIP CODE)

THE UNDERSIGNED DOES HEREBY CERTIFIES 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. For use by the Federal Government, Georgia State Government, any county, municipality, qualifying authority or public school system of this state. Payment must be made 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).
- ☐ 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),and(71).
- ☐ 4. Non-returnable materials used to package tangible personal property for shipment or sale. These items shall be used solely for packaging and shall not be purchased for reuse. O.C.G.A. § 48-8-3(35).
- ☐ 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).

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.

Name of Purchaser: CITY OF ALPHARETTA, GEORGIA Sales Tax Number: 301-682441

Purchaser's Address: 2 PARK PLAZA City: ALPHARETTA State: GA ZIP Code: 30009

Name: THOMAS G HARRIS Signature: [Signature] Title: FIN DIRECTOR

A dealer must secure one completed certificate from each buyer making tax exempt purchases. The dealer must maintain a copy of the certificate presented for audit purposes. Certificates must be obtained within 90 days of the exempt sale being completed or within 120 days of the Department's request. Certificates obtained within 120 days of the Department's request must meet the good faith standard as defined in O.C.G.A. § 48-8-38. Exempt sales cannot be made to Taxpayers holding a "214" prefix sales and use tax number.

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.
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. 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=C corporation, S=S corporation, P=partnership) ▶ 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)	
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 <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.	
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:	
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 ▶ <i>Thomas L. Harro</i> 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 <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.
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Cat. No. 10231XForm **W-9** (Rev. 12-2014)

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.

Sample Contract Agreement

CONTRACT NAME: [TITLE]

CONTRACT NO. [CONTRACT # SHOULD BE SAME AS RFP #]

[TITLE]
(REQUEST FOR PROPOSAL NO. [RFP#])

THIS AGREEMENT made by, and between, CITY OF ALPHARETTA, GEORGIA, a municipal corporation of the State of Georgia (hereinafter, the "CITY"), and _____, a Georgia corporation with its principal office located at _____, _____, Georgia (hereinafter, "CONTRACTOR").

WITNESSETH: that for and in consideration of the payments to be made by the CITY, and for other good and valuable consideration, the receipt and legal sufficiency of which is hereby acknowledged, the CONTRACTOR hereby agrees to commence and complete the construction project described as follows:

[TITLE AND DESCRIPTION]

For CONTRACTOR'S performance and completion of the Project, CITY shall pay CONTRACTOR a fee in accordance with the unit costs established in CONTRACTOR'S Bid and as finally awarded by the City for a total sum not to exceed _____ DOLLARS (\$XXX.XX). At CONTRACTOR's own cost and expense, CONTRACTOR shall furnish all materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary or convenient to the successful completion of the Project and the carrying out of all duties and obligations in accordance with the terms and conditions set forth in RFP [RFP#], CONTRACTOR'S Proposal, the General Conditions, the Plans and Specifications, including all explanatory matter thereof, as prepared by the CITY, and the Contract Documents, all of which are made a part hereof and collectively constitute the Contract (hereinafter, the "Work"). The CITY agrees to pay the contractor in current funds for the performance of the Work subject to additions and deductions as provided in the Contract.

In the event of any delay which is not the fault or responsibility of the CONTRACTOR or any supplier to the CONTRACTOR, the CONTRACTOR is entitled to additional days for performance of this Contract (not to exceed fifteen (15) days from the date of completion set forth in this Contract). CONTRACTOR shall not be entitled to any additional money for any delay which it encounters. The CONTRACTOR's sole remedy shall be to obtain an extension of time within which this Contract is to be performed. Under no circumstances shall the CONTRACTOR be entitled to assert any claim of entitlement against the CITY for actual or consequential damages resulting from delays.

Upon CONTRACTOR's breach of any material provision of this Contract which breach remains uncured after ten (10) days written notice of default, CITY may terminate this Contract without liability for further payment of amounts due or to become due under this Contract. Termination shall be in addition to, and not in lieu of, any other remedies available to the CITY under this Contract or applicable law, including making of claims under CONTRACTOR's bonds. Upon CITY's breach of any material provision of this Contract, which breach remains uncured after ten (10) days written notice of default, CONTRACTOR shall be entitled to terminate this Contract or pursue such other remedies, not inconsistent with this Contract, as it may have in law or equity. This Contract may also be terminated or suspended by the CITY for CITY's convenience upon not less than seven (7) days written notice to the CONTRACTOR. In the event of such termination, the CONTRACTOR shall be compensated for services performed through the date of termination, together with any reimbursable expenses then due. Any termination of this Contract by CITY for an alleged default which is ultimately held unjustified shall automatically be deemed to be a termination for convenience.

This Contract was awarded and is contingent upon CONTRACTOR's compliance with O.C.G.A. § 13-10-91 and Chapter 300-10-1 of the Rules of the Georgia Department of Labor, and CONTRACTOR's certification to the CITY that it has registered and currently participates in the federal work authorization

program to verify employment eligibility of all newly hired employees. Further, as part of any approved subcontracting agreement, the Contractor has certified that any subcontractor entering into this Contract for the physical performance of services within this State is in compliance with O.C.G.A. § 13-10-91 and Chapter 300-10-1 of the Rules of the Georgia Department of Labor and has registered and currently participates in the federal work authorization program to verify employment eligibility of all newly hired employees. This Contract may be suspended or terminated if it is determined that the CONTRACTOR has made a false certification or has violated such certification by failure to carry out this requirement.

The CONTRACTOR shall maintain the types and amounts of insurance set forth in the RFP and the General Conditions, and as otherwise reasonably required by the CITY from time to time. CONTRACTOR shall provide proof of such insurance to the CITY contemporaneously with the execution of this Contract, and as and when requested by the CITY during the term hereof. Acceptance of a certificate or proof of insurance does not constitute approval or agreement by the CITY that the insurance requirements have been satisfied. 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 this Contract, including, but not limited to, claims for injury to person or property; provided, however, that this indemnification obligation shall not apply to claims arising from the sole negligence of the CITY or its employees. Nothing in this paragraph or this Contract shall be deemed to constitute a waiver of the CITY's sovereign immunity, create rights in any third party, or create any third party beneficiaries.

The provisions of this Contract and the Contract Documents constitute the entire Contract between the parties, and all prior discussions and agreements are merged herein. This Contract is expressly intended to supersede all provisions of the Georgia Prompt Pay Act.

Any dispute arising in connection with the interpretation of this Contract, or the performance of any party under this Contract or any claim or dispute under this Contract or otherwise related to this Contract shall, at the sole option of the CITY, be referred to binding arbitration in Atlanta, Georgia in accordance with the Commercial Arbitration Rules of the American Arbitration Association.

The CONTRACTOR shall promptly commence the Work with adequate force and equipment within ten (10) calendar days from receipt of Notice to Proceed, or as may be specified by Special Provision, continuously pursue the Work without interruption to completion, and fully complete the Work by **(Date TO Be Determined) 60 calendar days from Notice to Proceed.**

IN WITNESS WHEREOF, the parties to these presents have executed this Contract in three counterparts, each of which shall be deemed an original.

Executed this _____ day of _____, 2015.
CITY OF ALPHARETTA, GEORGIA

By: _____
David Belle Isle, Mayor

Approved as to Content:

[DEPARTMENT DIRECTOR NAME AND TITLE]

Approved as to form:

C. Sam Thomas, P.C.
City Attorney

CONTRACTOR NAME

By: _____
Title: _____



City Council Meeting STAFF REPORT

Submitting Department: Finance

Submitted By:

Meeting Date: October 5, 2015

I. AGENDA ITEM TITLE:

PRESENTATION AND DISCUSSION OF CAPITAL PROJECT FINANCING OPTIONS

II. RECOMMENDATION:

The purpose of this workshop is to provide an overview of capital project financing options and allow for a question and answer dialogue.

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:

Tom Harris, Finance Director, will discuss options for the financing of unfunded capital project requests.

Workshop backup includes: (1) Summary of Unfunded Capital Requests (unfunded capital listing); (2) Compilation of Similar Projects from Working Group; (3) 10-Year CIP/Funding Development Process (discussion of capital needs and funding alternatives); (4) Stormwater Study Synopsis (including associated annual maintenance costs).

V. ALTERNATIVES:

VI. ATTACHMENTS:

Summary of Unfunded Capital Requests, Compilation of Similar Capital Requests from Working Group, 10-Year CIP/Funding Development Process, Stormwater Study Synopsis

CITY OF ALPHARETTA

Unfunded Capital Requests

Fiscal Years 2017 - 2026

		Capital Improvement	Dept	CIP	10-Year Total	
Project/Initiative		Category	Priority	Form Page #		
Uses (1)						
Capital Investment:						
Community Development	CD	Haynes Bridge Road Extension to Cumming Street	Roadway Improvements	3	2U	\$ 3,125,000
	CD	Lily Garden Terrace (Trailer St) Extension (Construction)	Roadway Improvements	2	3U	1,350,000
	CD	Old Milton Parkway Widening (GA400 to State Bridge Rd)	Roadway Improvements	1	4U	37,000,000
	CD	Canton Street Improvements	Roadway Improvements	3	5U	2,500,000
	CD	Alpharetta Downtown Streets	Roadway Improvements	3	6U	1,500,000
	CD	McGinnis Ferry Road Widening	Roadway Improvements	1	7U	2,700,000
	CD	Downtown Parking and Wayfinding Signage	Facility Improvements	3	8U	125,000
	CD	Parking Garage (West Side of Main Street)	Facility Improvements	2	9U	6,500,000
					\$ 54,800,000	
TIER 1						
Public Works	PW	Kimball Bridge Rd Widening (North Point Pkwy to Waters Rd; design in 2017)	Roadway Improvements	1	21U	\$ 9,000,000
	PW	Windward Pkwy Widening (S.R. 9 to Westside; design/ROW in 2017)	Roadway Improvements	1	29U	3,700,000
	PW	Kimball Bridge Rd Widening (Westside Pkwy to North Point Pkwy; design in 2017)	Roadway Improvements	2	20U	12,300,000
	PW	Webb Bridge Rd Widening (Westside Pkwy to NP Pkwy; design in 2017)	Roadway Improvements	1	19U	6,750,000
	PW	Webb Bridge Rd at Webb Bridge Way Intersection Imp. (design in 2017)	Roadway Improvements	3	18U	1,000,000
	PW	Bethany Rd at Mayfield Rd/Mid-Broadwell Rd Intersection Imp. (design/ROW in 2017)	Roadway Improvements	1	34U	1,500,000
	PW	Morris Road Roadway Expansion (design/ROW in 2017)	Roadway Improvements	1	23U	1,000,000
	PW	Davis Road Extension to Westside Parkway	Roadway Improvements	1	22U	1,500,000
	PW	Connector Road (North Point Pkwy to Edison Dr; design/ROW in 2017)	Roadway Improvements	1	25U	875,000
	PW	Major Intersection Improvements	Roadway Improvements	2	11U	2,500,000
	PW	Fiber Interconnect Signalization Citywide (design in 2017)	Roadway Improvements	1	15U	2,500,000
	PW	Traffic Camera Expansion	Roadway Improvements	1	17U	500,000
	PW	Charlotte Rd at Rucker Rd Intersection Improvements	Roadway Improvements	1	50U	1,325,000
	PW	Fairfax Lane at Rucker Rd Intersection Improvements	Roadway Improvements	1	52U	1,100,000
	PW	Windward Parkway over Big Creek Pedestrian Bridges (design in 2017)	Sidewalk Improvements	2	57U	1,350,000
	PW	Windward Parkway over Big Creek Tributary Pedestrian Bridges (design in 2017)	Sidewalk Improvements	2	58U	950,000
	PW	Windward Parkway over Camp Creek Pedestrian Bridges (design in 2017)	Sidewalk Improvements	2	59U	2,700,000
	PW	Adaptive Traffic Signal Control Citywide (design in 2017)	Roadway Improvements	3	12U	2,000,000
	PW	Rucker Rd Corridor Improvements - Wills Road to Charlotte Drive (ROW in 2017)	Roadway Improvements	1	36U	8,200,000
	PW	Rucker Rd Corridor Improvements -Charlotte Drive to City Limits (ROW in 2017)	Roadway Improvements	1	37U	7,350,000
	PW	Mayfield Road Sidewalk	Sidewalk Improvements	1	54U	3,200,000
	PW	Windward Pkwy Widening (GA400 to Union Hill Rd; design/ROW in 2017)	Roadway Improvements	1	30U	12,000,000
	PW	Haynes Bridge Road Widening (Mansell Rd to Jones Bridge Rd)	Roadway Improvements	1	33U	8,500,000

	Project/Initiative	Capital Improvement Category	Dept Priority	CIP Form Page #	10-Year Total
Uses (1)					
Capital Investment:					
PW	Union Hill Rd Widening (Windward Pkwy to McGinnis Ferry Rd; design/ROW in 2017)	Roadway Improvements	1	31U	2,000,000
PW	Webb Bridge Rd Bike Lanes/Multi-use Trail (design/ROW in 2017)	Sidewalk Improvements	3	55U	2,682,500
PW	Webb Bridge Rd Pedestrian Bridge over GA 400 and Greenway Connection	Sidewalk Improvements	3	56U	2,500,000
					\$ 98,982,500
TIER 2					
PW	City Bike Lane System	Roadway Improvements	2	10U	\$ 1,094,900
PW	Audible Pedestrian Systems	Roadway Improvements	3	13U	40,000
PW	Decorative Bridge Treatments over GA 400 (design in 2017)	Roadway Improvements	3	14U	4,500,000
PW	Flashing Yellow Signals	Roadway Improvements	1	16U	900,000
PW	City Center Decorative Sign Posts	Roadway Improvements	1	24U	180,000
PW	Georgia 400 Bicycle Expressway and Greenway	Roadway Improvements	2	26U	16,000,000
PW	Emergency Traffic Signal Equipment	Roadway Improvements	2	27U	160,000
PW	Downtown West	Roadway Improvements	2	28U	250,000
PW	Hembree Road Turn Lanes	Roadway Improvements	1	32U	625,000
PW	Mayfield Rd Bike Route (Mayfield Cir to Upshaw Dr)	Roadway Improvements	1	35U	450,000
PW	Morris Road Roadway Expansion	Roadway Improvements	1	38U	1,000,000
PW	Westside/Morrison Parkway Improvements	Roadway Improvements	3	39U	2,300,000
PW	Old Milton Parkway Intersection Improvements	Roadway Improvements	1	40U	50,000
PW	Old Milton Parkway at Park Bridge Parkway Intersection Imp.	Roadway Improvements	3	41U	100,000
PW	Old Milton Parkway at Southbridge Parkway Intersection Imp.	Roadway Improvements	3	42U	100,000
PW	Old Milton Parkway at Vista Forest Drive Intersection Imp.	Roadway Improvements	3	43U	100,000
PW	Southlake Drive Intersection Improvements	Roadway Improvements	1	44U	500,000
PW	Southlake Drive at Westchester Way Intersection Improvements	Roadway Improvements	3	45U	500,000
PW	Southlake Drive at Schooner Ridge Intersection Improvements	Roadway Improvements	1	46U	500,000
PW	Southlake Drive at Intrepid Cut Intersection Improvements	Roadway Improvements	3	47U	500,000
PW	Southlake Drive at Courageous Wake Intersection Imp.	Roadway Improvements	3	48U	500,000
PW	North Point Drive Corridor Improvements (design in 2017)	Roadway Improvements	1	49U	350,000
PW	Mansell Road Intersection Improvements	Roadway Improvements	2	51U	75,000
PW	Sidewalk Improvements (Unallocated)	Sidewalk Improvements	1	53U	10,949,100
PW	Stormwater Flood Control	Drainage Improvements	2	60U	7,500,000
PW	Stormwater Stream Restoration and Water Quality Projects (design in 2017)	Drainage Improvements	1	61U	9,800,000
PW	Pole Barn Extension	Facility Improvements	2	62U	30,000
PW	Compact Mini Excavator (new)	Machinery & Equipment (New Fleet)	2	63U	45,000
					\$ 59,099,000

Public Works

		Capital Improvement	Dept	CIP	10-Year Total	
Project/Initiative		Category	Priority	Form Page #		
Uses (1)						
Capital Investment:						
Public Safety	TIER 1					
	PS	Public Safety Headquarters Parking Lot Expansion	Facility Improvements	1	66U	\$ 300,000
	PS	Public Safety Headquarters Expansion	Facility Improvements	2	67U	1,700,000
						\$ 2,000,000
	TIER 2					
	PS	Reserve Unit Fleet (new; Qty: 1)	Machinery & Equipment (New Fleet)	3	68U	\$ 80,000
	PS	High-Risk Incident Equipment (new)	Machinery & Equipment (Other)	3	69U	165,000
	PS	License Plate Recognition Equipment (new)	Machinery & Equipment (Other)	3	70U	125,600
					\$ 370,600	
Recreation and Parks	TIER 1					
	R&P	Wills Park Drainage and Water Quality Imp.	Drainage Improvements	1	71U	\$ 500,000
	R&P	Greenway Extension (Windward Pkwy to Union Hill Rd; design in 2017)	Greenway Improvements	2	103U	6,750,000
	R&P	Wills Park Pool Renovation (construction plans in FY 2017)	Recreation Improvements	2	76U	6,500,000
	R&P	Eastside Adult Activity Center (design in 2017)	Recreation Improvements	3	96U	2,850,000
	R&P	Alpharetta Community Ctr Expansion Ph. III (design in 2017)	Recreation Improvements	2	79U	4,815,000
	R&P	Alpharetta Library at Mayfield Road (Construction)	Recreation Improvements	2	100U	1,070,000
	R&P	Park Land Acquisition	Recreation Improvements	2	99U	15,000,000
	R&P	North Park Concession/Restroom Buildings (design in 2017)	Recreation Improvements	2	80U	600,000
	R&P	Union Hill Park - Demolition of Outdoor Rink	Recreation Improvements	2	89U	108,000
	R&P	Windward Complex Conversion	Recreation Improvements	1	90U	745,000
	R&P	Webb Bridge Park Synthetic Turf (Baseball Field 4; design in 2017)	Recreation Improvements	1	85U	550,000
	R&P	Pocket Park Development	Recreation Improvements	1	93U	1,250,000
	R&P	Linear Park (Avalon to City Center connectivity)	Recreation Improvements	3	98U	5,000,000
	R&P	Wills Park Baseball Fence (replacements)	Recreation Improvements	2	75U	200,000
	R&P	Playground Equipment Replacement	Recreation Improvements	3	88U	300,000
	R&P	Observation Deck at Big Creek Greenway	Greenway Improvements	3	102U	60,000
	R&P	Greenway Linkages	Greenway Improvements	3	104U	500,000
	R&P	Eastside Dog Park	Recreation Improvements	3	97U	300,000
						\$ 47,098,000
	TIER 2					
	R&P	Community Center Generator	Facility Improvements	2	72U	\$ 200,000
	R&P	Alpharetta Community Center Interior Makeover (design in 2017)	Facility Improvements	2	73U	1,230,000
	R&P	Wills Park Restroom Renovation/Replacement	Recreation Improvements	3	74U	175,000
	R&P	Wills Park Equestrian Center Ring Addition (design in 2017)	Recreation Improvements	3	77U	85,000
	R&P	Wills Park Maintenance Barn (replacement)	Recreation Improvements	2	78U	550,000
	R&P	North Park Trail System	Recreation Improvements	1	81U	250,000
	R&P	North Park Softball Turf Fields	Recreation Improvements	3	82U	375,500
R&P	North Park Field 5 Re-Design (design in 2017)	Recreation Improvements	2	83U	485,000	
R&P	Webb Bridge Park Community Center	Recreation Improvements	3	84U	17,750,000	

		Capital Improvement	Dept	CIP	10-Year
Project/Initiative		Category	Priority	Form Page #	Total
Uses (1)					
Capital Investment:					
Recreation and Parks	R&P	Webb Bridge Park Soccer Master Plan	Recreation Improvements	2 86U	25,000
	R&P	Webb Bridge Park Spectator Seating	Recreation Improvements	3 87U	135,000
	R&P	Expand Westside Parkway Pocket Park	Recreation Improvements	3 91U	100,000
	R&P	Park Master Plan Projects	Recreation Improvements	3 92U	80,000
	R&P	Regional Aquatic Facility	Recreation Improvements	3 94U	15,050,000
	R&P	Botanical Garden	Recreation Improvements	3 95U	2,000,000
	R&P	Synthetic Turf Field Replacement	Recreation Improvements	2 101U	1,000,000
	R&P	Big Creek Stream Bank Restoration	Greenway Improvements	2 105U	475,000
	R&P	Greenway Boardwalk Repair	Greenway Improvements	3 106U	75,000
	R&P	GIS Parks Software	Technology Improvements	3 107U	25,000
	R&P	Utility Vehicle for Greenway (4x4 Gator)	Machinery & Equipment (New Fleet)	3 108U	8,000
					\$ 40,073,500
	Admin	Downtown Business Lending Program	Economic Development	2 1U	\$ 750,000
					\$ 750,000
	IT	GIS Parcel Corrections	Technology Improvements	1 64U	\$ 80,000
	IT	Fiber Connectivity Project Phase II	Technology Improvements	2 65U	300,000
					\$ 380,000
Total Unfunded Capital Requests:					\$ 303,553,600

Notes:

(1) This listing is based on departmental capital meetings conducted during the FY 2016 budget process (February 2015).

CITY OF ALPHARETTA

Unfunded Capital Requests

Compilation of Similar Capital Requests from Working Group

Project/Initiative	Mayor David Belle Isle	City Council, Post 3 Chris Owens	City Council, Post 4 Jim Gilvin	Unfunded Capital Requests Document Page #
Top Tier (Projects on All Lists)				
Rucker Rd Corridor Improvements (Wills Road to Charlotte Drive)	\$ 8,200,000	\$ 8,200,000	\$ 8,200,000	36U
Kimball Bridge Rd Widening (North Point Pkwy to Waters Rd)	9,000,000	9,000,000	9,000,000	21U
Sidewalk Improvements (Unallocated)	10,949,100	10,949,100	6,200,000	53U
Greenway Extension (Windward Pkwy to Union Hill Rd)	6,750,000	6,750,000	6,750,000	103U
Wills Park Pool Renovation	6,500,000	6,500,000	6,500,000	76U
	<u>\$ 41,399,100</u>	<u>\$ 41,399,100</u>	<u>\$ 36,650,000</u>	
Top Tier (Projects on Two Lists)				
Alpharetta Library at Mayfield Road (Construction)	-	1,070,000	1,070,000	100U
Alpharetta Community Center Interior Makeover	-	1,230,000	1,230,000	73U
	<u>\$ 41,399,100</u>	<u>\$ 43,699,100</u>	<u>\$ 38,950,000</u>	
2nd Tier (Projects on All Lists)				
Rucker Rd Corridor Improvements (Charlotte Drive to City Limits)	7,350,000	7,350,000	7,350,000	37U
	<u>\$ 48,749,100</u>	<u>\$ 51,049,100</u>	<u>\$ 46,300,000</u>	
2nd Tier (Projects on Two Lists)				
Eastside Adult Activity Center	2,850,000	<i>pursue partnership</i>	2,850,000	96U
Greenway Linkages	500,000	500,000	-	104U
City Bike Lane System	1,094,900	1,094,900	-	10U
Total	<u>\$ 53,194,000</u>	<u>\$ 52,644,000</u>	<u>\$ 49,150,000</u>	

10-Year CIP/Funding Development Process

✓ Started with a 10-Year Forecast of General Fund Revenue/Expenditure/Fund Balance

Results in the following Net Revenue Flow¹:

- \$75 million (over 10-years) Pay-As-You Go Capital Program
 - *generated from \$2.4 million in appropriations programmed into the annual budget and approximately \$5 million in annual funding from projected Fund Balance surplus*
- \$2.5 million available annually for Bond Financing or and/or Additional Pay-As-You-Go Capital Investment²

✓ 10-Year Capital Plan

Funded

- \$75 million available over 10-Year CIP for Pay-As-You Go Capital Investment (CIP)
 - *represents approximately 70 capital project line-items including milling & resurfacing, fleet replacement, technology/equipment replacement, etc.*
 - *also includes an average of \$1.2 million annually for stormwater maintenance*
- \$2.5 million available annually for Bonding and/or Additional Pay-As-You-Go Capital Investment

Remaining Capital List

- \$300 million

✓ Open Issues – Stormwater Maintenance³

- \$2 million annual funding shortfall (not including enhancement projects)
 - \$3.2 million annual funding needed per Study (see whitepaper) less \$1.2 million annual funding included in CIP for stormwater maintenance as noted above
- Bonding capital maintenance projects is not a best practice (should be covered through existing revenue structure)
- Solutions (should establish a funding plan prior to initiating the public GO Bond process)
 - reallocate all/portion of the annual \$2.5 million set aside for debt service
 - dedicate future revenue growth above what is forecasted towards building a recurring revenue source to fund stormwater system maintenance⁴
 - stormwater fee

✓ Open Issues – Development of Bond Priorities

✓ Open Issues – Development of Bond Sizing⁵

Bond Sizing Matrix				
Bond Payment	Bond Size			
	20-Yr	Wrap 20-Yr	25-Yr	Wrap 25-Yr
\$1M	\$ 14M	\$ 21M	\$ 16M	\$ 31M
\$1.5M	\$ 22M	\$ 29M	\$ 25M	\$ 40M
\$2M	\$ 29M	\$ 36M	\$ 33M	\$ 48M
\$2.5M	\$ 37M	\$ 44M	\$ 41M	\$ 56M
\$3M	\$ 44M	\$ 51M	\$ 49M	\$ 64M

Millage Impact on CIP/Homeowner Matrix						
Mill	Bond Payment	Annual Impact to Homeowner				
		\$ 100K	\$ 300K	\$ 500K	\$ 1M	
0.10	\$ 440,000	\$ 4	\$ 12	\$ 20	\$ 40	
0.15	\$ 660,000	\$ 6	\$ 18	\$ 30	\$ 60	
0.20	\$ 880,000	\$ 8	\$ 24	\$ 40	\$ 80	
0.25	\$ 1,100,000	\$ 10	\$ 30	\$ 50	\$ 100	
0.50	\$ 2,200,000	\$ 20	\$ 60	\$ 100	\$ 200	
0.57	\$ 2,500,000	\$ 23	\$ 68	\$ 114	\$ 228	
1.00	\$ 4,400,000	\$ 40	\$ 120	\$ 200	\$ 400	

Sampling of Options:

1. \$56M Bond; No Tax Increase; No immediate Stormwater Solution
 - a. \$2.5M Level Debt; 25-yr; wrap
 - b. dedicate future revenue growth above what is forecasted towards building a recurring revenue source to fund stormwater system maintenance/or implement a Stormwater Fee
2. \$40M to \$48M Bond
 - a. \$1.5M to \$2M Level Debt; 25-yr; wrap
 - b. \$1M to \$500K in additional funding towards Stormwater
 - i. Brings annual Stormwater funding to \$2.2M to \$1.7M
3. \$56M Bond; 0.25 mill Tax Increase; additional \$1.1M towards Stormwater
 - a. \$2.5M Level Debt; 25-yr; wrap
 - b. \$30 impact to Average Homeowner
 - c. Brings annual Stormwater funding to \$2.3M

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¹ Funded from forecasted growth in Property Values (3% annually), new construction (conservative), other revenues (based on historical trends), grants, expenditures (including growth drivers such as health insurance as well as known needs such as programming the two remaining fire truck lease replacements into the budget), all while maintaining the millage rate structure at 5.75 mills (forecast assumes shifting of the millage rate from debt service to operations as property values grow).

² FY 2016 budget includes \$1.5 million and, as noted during the budget adoption process, the digest reflects additional revenues above budget of \$1 million.

³ City owns and maintains approximately 10,000 stormwater structures (catch basins, manholes, and headwalls), 700,000 linear feet of pipe (133 miles), and 70 stormwater management facilities (ponds, swales, etc.). Each year the City completes inspections of 20% of both the structures and pipes and all of the stormwater management facilities. Of those inspections about 20% of the structures (400/year) and 10% of the pipes (140,000 linear feet) need repairs and maintenance.

⁴ Roswell spends \$3 million annually on stormwater related expenditures (funded via a stormwater fee).

⁵ The “20-Yr” and “25-Yr” schedules represent level debt service for the individual bond issue through maturity. The “Wrap 20-Yr” and “Wrap 25-Yr” schedules represent level debt service for all City GO debt through maturity (i.e. new bond is structured to wrap around existing debt service to ensure an overall level debt service payment). The wrap debt service structure involves the deferring of principal which results in increased interest costs over the life of the issue versus a level structure of the same par amount.

Stormwater Summary Needs:

Infrastructure maintenance

Structures (catch basins, manholes, headwalls)

- The City maintains approximately 10,000 stormwater structures
- The City inspects 20% of 10,000 each year = 2,000 structures
- Of the 2,000 structures, historically 20% need repairs = 400 structures
- Each structure repair costs \$4,000 (historical average)
- Total cost for structure repairs = 400 structures x \$4000 each = \$1,600,000

Pipes (closed conduits, culverts)

- The City maintains approximately 700,000 linear feet of pipe
- The City inspects 20% of 700,000 each year = 140,000 linear feet of pipe
- Of the 140,000 linear feet, historically 10% needs repairs = 14,000 linear feet
- Repairs are broken out into 3 types:
 - Unclog – Approximately 13,000 linear feet at \$5 / lf = \$65,000
 - Line – Approximately 500 linear feet at \$250 / lf = \$125,000
 - Replace – Approximately 500 linear feet at \$2,000/lf = \$1,000,000
- Total cost for pipe repairs = \$1,190,000

Stormwater management facilities (ponds, swales, bioretention, pervious pavers, oil/water separators)

- The City maintains approximately 70 facilities
- Each facility costs on average \$1,000 for repairs (historical average)
- Total cost for stormwater management facilities = 70 facilities x \$1000 each = \$70,000

Infrastructure inspections, testing, studies

- The City contracts the 20% inspections (listed above) at a cost of \$100,000 annually
- The City completes water quality testing, staff run maintenance items, etc. at a cost of \$130,000
- The City completes regulatory and drainage studies/designs at a cost of \$100,000 annually.
- Total cost of these items is \$330,000

GRAND TOTAL = \$3,190,000.00 (not including enhancement projects which vary by year and can cost between \$100,000.00 and \$3,000,000.00 each)

Stormwater Funding

Alpharetta's stormwater infrastructure has real, growing, and unresolved problems. The Department of Public Works has studied these challenges and developed a plan to address them.

General maintenance, aging, and failing infrastructure:

The City owns and maintains approximately 10,000 stormwater structures (catch basins, manholes, headwalls) and 700,000 linear feet of pipe (133 miles). Each year the City completes inspections of 20% of both the structures and pipes. Of those inspections about 20% of the structures (400 / year) and 10% of the pipes (140,000 linear feet) need repairs and maintenance.

Structure repairs can include cleaning out debris, grouting to prevent seepage, replacement of crushed tops, etc. Based on a recent competitive bid FY15 capital stormwater structure maintenance project, the average cost to repair a single stormwater structure is \$4,000. With 400 structures / year needing repair, the projected annual funds necessary to complete structure maintenance is \$1.6 million.

Pipe repairs generally fall into three categories: unclog, line, or replace. Clogged pipes are the most common maintenance need and the least costly of the pipe repairs. Of the 14,000 linear feet of pipe requiring maintenance each year, we find about 13,000 linear feet need to be flushed. At a rate of about \$5 / linear foot, we estimate \$65,000 per year needed for pipe flushing.

Stormwater pipes (especially metal pipe) have a life expectancy of 25-30 years. If caught early enough in the deterioration (and without compression or full failures), pipe repair technology allows for lining the pipe from the inside to rehabilitate the structural integrity. Failure to repair during this phase has extreme cost disadvantages. Lining a pipe typically runs about \$250 - \$500 / linear foot where replacement averages about \$2,000 / linear foot. Alpharetta is at the cusp of the aging out infrastructure. It is financially important to get ahead of this problem. Based on our inspection results approximately 500 linear feet per year can be lined and approximately 500 linear feet per year must be replaced. (500 linear feet x \$250/Lf to line = \$125,000; 500 linear feet x \$2,000/ Lf to replace = \$1,000,000).

Pipe repairs for the year cost \$1.2 million dollars. It is important to note that pipe repairs will only increase as pipes age. Each new development in the City adds new structures and pipes to the maintenance list. Note that this model only accounts for 500 Lf of lining / repair and 500 Lf of replacement a year.

The City also has a responsibility to perform pond and stormwater management facility maintenance every year on publicly owned facilities. Our current inventory includes approximately 70 of these facilities. While maintenance requirements can vary year to year, a good estimate for maintenance when not expecting full dredging or excessive repairs is \$1,000 / facility. This is a total of \$70,000. As we add new facilities due to expanded public infrastructure (intersections, roadways, master detention, parking decks, buildings, etc.) we increase the cost for repairs and maintenance.

On-going inspections, stream testing, regulatory impaired waters studies, floodplain updates, etc.

To understand the ever-changing condition of our infrastructure requires yearly inspections and water quality monitoring of the streams and waterways. State regulations require a minimum of 20% of all publically-owned storm structures and pipes and all publically-owned stormwater management facilities get inspected each year. City recurring capital funds include \$100,000 for a consultant to perform these inspections, update our computer maps, create work orders and collect data to help in the prioritization of maintenance and repair work. Stream testing is done both in-house by staff and through a consulting firm and laboratory. Certain maintenance items are completed by Public Works crews. The lab costs and in-house crew material costs total \$130,000 per year of recurring capital funding.

State regulations also require the City to complete studies of the impaired streams to identify potential pollutant sources and propose future capital improvement enhancement projects that would positively impact the water quality deficiencies. They also periodically require studies of our floodplains and emergency evacuation plans, studies of our ordinance compliance with new permits, etc. These studies and design work is anticipated to cost \$100,000 / year.

Enhancement Projects

Alpharetta is a city that likes to be ahead of the curve and a leader in the southeast if not the nation. To do this with stormwater requires a commitment to work beyond the minimum standards to keep the status quo for infrastructure maintenance. Projects in this category include:

- Upgrading culverts that are not in poor condition, but are not large enough to handle heavy rainstorms. When a culvert is undersized there is a risk that residents could become stranded when the roadway above it floods or washes away. There is also a risk that properties and buildings could flood because the water cannot move downstream fast enough.
- Installation of master detention facilities to alleviate existing downstream flooding or provide flood protection for new development in a more urban or densely populated area.
- Stream restoration to prevent channel erosion and loss of yards, trees, or greenways.
- Low impact development projects like installation of bioretention ponds at park facilities to reduce the impacts of new artificial ballfields, parking lots, or building facilities on streams and downstream lakes.
- Property buy-outs due to repetitive flooding.

These projects are typically identified in a study (watershed improvement, hazard mitigation plan, floodplain updates) or through analysis of repetitive work orders and requests in certain areas of town. These projects can run from \$100,000 to over \$3,000,000. The City maintains a list of these projects and ranks them in priority based on the magnitude of their impact, the urgency of the need, the ability to obtain alternate funding sources or partnerships, etc.

Yearly Funding for Stormwater:

Infrastructure maintenance

Structures (400 structures x \$4,000 each) = \$1,600,000

Pipes (14,000 linear feet)

Unclog (13,000 linear feet x \$5 / linear foot) = \$65,000

Line (500 linear feet x \$250 / linear foot) = \$125,000

Replacement (500 linear feet x \$2,000 / linear foot) = \$1,000,000

Total = \$1,190,000

Stormwater management facilities (70 facilities x \$1,000 each) = \$70,000

Infrastructure inspections, testing, studies

Inspections = \$100,000

Testing = \$130,000

Studies = \$100,000

Total = \$330,000

GRAND TOTAL = \$3,190,000

Enhancement projects

Capital Improvement Projects = \$ varies yearly

Enhancement Projects List

Lake Windward Dam Breach Analysis
Bacterial Source Testing for Fecal Coliform Identification
GIS Parcel Data Updates
Webb Bridge Park Water Quality Testing
Emergency Detour Planning
HAZUS-MH Study
Southlake Drive Drainage Improvements
Mayfield Circle at Foe Killer Tributary
Clairborne Drive Culvert
North Hickory Trace
Birch Rill Drive at Long Indian Creek Tributary
Rucker Road at Foe Killer Creek Tributary
Lynne Circle Drainage Pipe Replacement
MidBroadwell Road Culvert at Foe Killer Creek Tributary 7.1
Mayfield Road at Foe Killer Creek
Maple Lane at Foe Killer Creek
Arrowood Lane at Foe Killer Tributary
Cape York Trace at Big Creek Tributary
Glenn Knolle Court at Long Indian Creek Tributary
Morrison Parkway at Big Creek Tributary
McGinnis Ferry Road at Big Creek Tributary
Newport Bay Passage at Caney Creek Tributary (Location 2)
Watermills Falls at Foe Killer Tributary
Squirrel Run at Foe Killer Tributary
Wills Road at Foe Killer Tributary
Webb Bridge Court at Big Creek Tributary
Jamestowne Trail at Big Creek Tributary
Pine Grove Drive at Big Creek Tributary
Little Creek Crossing at Big Creek Tributary
Mid Broadwell Road at Foe Killer Creek
Mid Broadwell Road at Foe Killer Creek Tributary 7
Windward Parkway at Camp Creek
Rucker Road at Hughes Branch
Jayne Ellen Way at Big Creek Tributary
Academy Street at Big Creek Tributary
Northwinds Parkway at Big Creek Tributary
Newport Bay Passage at Caney Creek Tributary
Lauren Hall Court at Long Indian Creek Tributary
Dancliff Trace at Big Creek Tributary
Union Hill Road at Big Creek Tributary
Brookhill Crossing Lane at Hughes Branch
Providence Place Drive at Cooper Sandy Creek
Walnut Creek Drive at Big Creek Tributary
Grey Abbey Drive at Big Creek Tributary
Rock Mill Road at Big Creek Tributary
Fairways Drainage
Wills Lane Drainage - Goda and Biggs
EPW- Water Quality Retrofit and Demonstration
Stormceptor Testing

Big Creek Stream Restoration at Webb Bridge Road
Big Creek Stream Bank Restoration at Haynes Bridge Road
Foe Killer Creek Stream Bank Restoration at Squirrel Run
Wills Park – Vault and Step pools at Main Parking Lot
Wills Park – Underground storage at baseball fields
Wills Park – Multiple outfalls below baseball fields
Wills Park – Dry detention for Northwest parking lot
Wills Park – Cistern at Equestrian Arena
Wills Park – Rock Filter Dams by Equestrian parking
Wills Park – Stream Restoration
Wills Park – Waste Containment
Wills Park – Buffer Enhancement and trail management
Nutrient water quality testing in Foe Killer Creek
Old Milton High School - Detention
Flood-Prone Property Buyout
Tributary C Detention Facility

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