

**TUESDAY, DECEMBER 6, 2016**  
**CITY COUNCIL REVISED AGENDA**  
**6:00 PM**

- I. Call to Order.
- II. Pledge of Allegiance/Invocation (Councilman Grohn).
- III. Minute Approval.
- IV. Special Presentation.

**“Heritage Park Petition”**  
**By Ron Littlefield**

V. **Ordinances – Final Reading:**

**PUBLIC WORKS AND TRANSPORTATION**

- a. [MR-2016-141 Jamarillo Gilberto Para \(Abandonment\). An ordinance closing and abandoning a portion of the right-of-way at the intersection of the 1600 block of Rossville Avenue and the 200 block of East 17th Street to allow for new building construction, as detailed on the attached map, and subject to certain conditions. \(Recommended for approval by Transportation\) \(District 7\)](#)

VI. **Ordinances – First Reading:**

**PLANNING**

- a. [2016-149 Asa Engineering % Allen Jones and Doug Battaglia \(R-2 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 6107 Hixson Pike, more particularly described herein, from R-2 Residential Zone to C-2 Convenience Commercial Zone, subject to certain conditions. \(District 3\) \(Recommended for approval by Planning and Staff\)](#)

**POLICE**

- b. [An ordinance to amend Chattanooga City Code, Part II, Chapter 5 and Chapter 35, by substituting “five percent \(5%\)” with “eight percent \(8%\)” to reflect the change of the definition of beer in the State of Tennessee.](#)

[An ordinance to amend Chattanooga City Code, Part II, Chapter 5 and Chapter 35 to reflect the change of the definition of beer in the State of Tennessee. \(Alternate Version\)](#)

VII. **Resolutions:**

**ECONOMIC AND COMMUNITY DEVELOPMENT**

- a. [A resolution to make certain findings relating to the Standard Coosa Loft Project, to delegate certain authority to the Health, Educational, and Housing Facility Board, and to authorize the Mayor to enter into and execute an agreement for payments in lieu of ad valorem taxes. \(Revised\)](#)

**FIRE**

- b. [A resolution authorizing the Chief of the Chattanooga Fire Department to apply for and, if awarded, accept a grant from the 2016 Assistance to Firefighters Grant \(AFG\) which is funded through the Federal Emergency Management Agency \(FEMA\), in the amount of \\$133,046.00.](#)

**HUMAN RESOURCES**

- c. [A resolution authorizing Collins and Company to pay an on-the-job injury settlement to City Employee, Vernon Lane, in the amount of \\$100,000.00 for a permanent partial impairment rating in accordance with the City's injury on duty policy.](#)

**POLICE**

- d. [A resolution authorizing the Chief of the Chattanooga Police Department to enter into a contract with Taser International for body worn cameras and storage over a five \(5\) year term ending December 15, 2021, in the amount of \\$2,191,544.00; and to accept a U.S. Department of Justice 2016 Body-Worn Camera Policy and Implementation Program Grant for the purchase of body-worn camera policy and procedure for the Chattanooga Police Department, in the amount of \\$299,992.00. \(Revised\)](#)

**PUBLIC WORKS AND TRANSPORTATION**

**Public Works**

- e. [A resolution authorizing the Administrator for the Department of Public Works to award Contract No. R-14-010-201 to P & C Construction, Inc. of Chattanooga, TN, Charles A. Bell Park Project, in the amount of \\$881,647.82, with a contingency amount of \\$5,362.18, for an amount not to exceed \\$887,010.00. \(District 7\)](#)
- f. [A resolution authorizing the Administrator for the Department of Public Works to award Contract No. P-16-002-201 to Raines Brothers, Inc. of Chattanooga, TN, Real Time Investigation Center \(RTIC\) Renovation Projects, in the amount of \\$132,050.00, with a contingency amount of \\$13,250.00, for an amount not to exceed \\$145,300.00. \(District 8\)](#)
- g. [A resolution authorizing the Administrator for the Department of Public Works to accept a 2016 Coca-Cola/Keep America Beautiful Public Space Recycling Bin Grant for the purpose of supplying the City of Chattanooga with public space recycling containers.](#)

- h. [A resolution authorizing the waiver of East Lake Park event fees in the amount of \\$227.50 for a holiday, community-wide Posada to be held on December 16, 2016 between the hours of 2:30 p.m. and 9:00 p.m. hosted by the East Lake Neighborhood Association. \(Districts 6 & 7\) \(Added by permission of Chairman Freeman\)](#)

**Transportation**

- i. [A resolution authorizing the Administrator for the Department of Transportation to enter into a Partnership Agreement with Lawson Electric Company, Inc., Project No. T-16-007-809, for LDP #14-40561 Office Space Renovation located at 427 Cherokee Boulevard and to accept a contribution towards the cost of seven \(7\) pedestrian light poles, conduits, and installation, in the amount of \\$17,708.11. \(District 1\)](#)
- j. [A resolution authorizing Michael E. Phillips, property owner, to use temporarily the right-of-way located at the unopened alley extending beyond Lanoka Street for the purpose of improving the unopened alley for public use, as shown on the maps attached hereto and made a part hereof by reference, subject to certain conditions. \(District 2\)](#)
- k. [A resolution authorizing Gretchen Davis, property owner, to use temporarily the right-of-way located along Goodwin Road for the purpose of installing a fence, as shown on the maps attached hereto and made a part hereof by reference, subject to certain conditions. \(District 4\)](#)
- l. [A resolution authorizing the Simpson Group % Gail L. Porfilio, on behalf of the property owner, A. Boyd Simpson, to use temporarily the right-of-way located along 728 Market Street for the purpose of installing a sidewalk seating area for restaurant patrons, as shown on the maps attached hereto and made a part hereof by reference, subject to certain conditions. \(District 7\)](#)

**YOUTH AND FAMILY DEVELOPMENT**

- m. [A resolution authorizing the Administrator for the Department of Youth and Family Development to accept a donation of a playground from Kaboom for the Tyner Youth and Family Development Center with an estimated value of \\$125,000.00. \(District 6\)](#)

VIII. Departmental Reports:

- a) Police.
- b) Fire.
- c) Economic and Community Development.
- d) Youth and Family Development.
- e) Transportation.
- f) Public Works.
- g) Finance.
- h) IT.

**Revised Agenda for Tuesday, December 6, 2016**

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- i) Human Resources.
- j) General Services.

IX. Purchases.

X. Other Business.

XI. Committee Reports.

XII. Agenda Session for Tuesday, December 13, 2016.

XIII. Recognition of Persons Wishing to Address the Council on Non-Agenda Matters.

XIV. Adjournment.

**TUESDAY, DECEMBER 13, 2016**  
**CITY COUNCIL AGENDA**  
**6:00 PM**

1. Call to Order.
2. Pledge of Allegiance/Invocation (Councilman Gilbert).
3. Minute Approval.
4. Special Presentation.

**“Youth Presentation”**  
**By Councilman Russell Gilbert**

5. **Ordinances – Final Reading:**

**PLANNING**

- a. [2016-149 Asa Engineering % Allen Jones and Doug Battaglia \(R-2 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 6107 Hixson Pike, more particularly described herein, from R-2 Residential Zone to C-2 Convenience Commercial Zone, subject to certain conditions. \(District 3\) \(Recommended for approval by Planning and Staff\)](#)

**POLICE**

- b. [An ordinance to amend Chattanooga City Code, Part II, Chapter 5 and Chapter 35, by substituting “five percent \(5%\)” with “eight percent \(8%\)” to reflect the change of the definition of beer in the State of Tennessee.](#)

[An ordinance to amend Chattanooga City Code, Part II, Chapter 5 and Chapter 35 to reflect the change of the definition of beer in the State of Tennessee. \(Alternate Version\)](#)

6. **Ordinances – First Reading:**

**ECONOMIC AND COMMUNITY DEVELOPMENT**

- a. [An ordinance granting a franchise to Zayo Group, LLC for the purpose of allowing it to construct, install, and operate certain telecommunications wires and cabling within the public rights-of-way in order to provide telecommunications services within the City; setting forth conditions accompanying the grant of the franchise; providing for regulation and use of the system and the public rights-of-way in conjunction with the City’s right-of-way ordinance; and prescribing penalties for the violations of the provisions herein. \(Deferred from 7/15/2016 and revised after 1st Reading\)](#)

**PLANNING**

- b. [2016-177 David Kelly and Estate of George Edwards Rogers and Valleybrook Presbyterian Church, Inc. \(R-1 Residential Zone to C-2 Convenience Commercial Zone and O-1 Office Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 5933 Hixson Pike and a portion of 6001 Hixson Pike, more particularly described herein, from R-2 Residential Zone to C-2 Convenience Commercial Zone and O-1 Office Zone, subject to certain conditions. \(District 3\) \(Planning Version\)](#)

[2016-177 David Kelly and Estate of George Edwards Rogers and Valleybrook Presbyterian Church, Inc. \(R-1 Residential Zone to C-2 Convenience Commercial Zone and O-1 Office Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 5933 Hixson Pike and a portion of 6001 Hixson Pike, more particularly described herein, from R-2 Residential Zone to C-2 Convenience Commercial Zone and O-1 Office Zone, subject to certain conditions. \(Staff Version\)](#)

[2016-177 David Kelly and Estate of George Edwards Rogers and Valleybrook Presbyterian Church, Inc. \(R-1 Residential Zone to C-2 Convenience Commercial Zone and O-1 Office Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 5933 Hixson Pike and a portion of 6001 Hixson Pike, more particularly described herein, from R-2 Residential Zone to C-2 Convenience Commercial Zone and O-1 Office Zone. \(Applicant Version\)](#)

- c. [2016-163 Legends Holding, LLC % Clint Wofford and Hamilton County Department of Education \(R-1 Residential and C-2 Convenience Commercial Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 7453 East Brainerd Road, more particularly described herein, from R-1 Residential and C-2 Convenience Commercial Zone to C-2 Convenience Commercial Zone, subject to certain conditions. \(District 4\) \(Planning Version\)](#)

[2016-163 Legends Holding, LLC % Clint Wofford and Hamilton County Department of Education \(R-1 Residential and C-2 Convenience Commercial Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 7453 East Brainerd Road, more particularly described herein, from R-1 Residential and C-2 Convenience Commercial Zone to C-2 Convenience Commercial Zone, subject to certain conditions. \(Staff Version\)](#)

- [2016-163 Legends Holding, LLC % Clint Wofford and Hamilton County Department of Education \(R-1 Residential and C-2 Convenience Commercial Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 7453 East Brainerd Road, more particularly described herein, from R-1 Residential and C-2 Convenience Commercial Zone to C-2 Convenience Commercial Zone. \(Applicant Version\)](#)
- d. [2016-170 Flournoy Development Company and Pinnacle Point Partners, LLC \(R-1 Residential Zone to R-4 Special Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 7978 and 8012 Shallowford Road, more particularly described herein, from R-1 Residential Zone to R-4 Special Zone, subject to certain conditions. \(District 4\) \(Recommended for approval by Planning and denial by Staff\)](#)  
[2016-170 Flournoy Development Company and Pinnacle Point Partners, LLC \(R-1 Residential Zone to R-4 Special Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 7978 and 8012 Shallowford Road, more particularly described herein, from R-1 Residential Zone to R-4 Special Zone. \(Applicant Version\)](#)
- e. [2016-176 Craig Kronenberg and Bobby Joe Adamson \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 4975 Patsy Place and 8210 Apison Pike, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone. \(District 4\) \(Recommended for approval by Planning and Staff\)](#)
- f. [2016-164 Charles Penn and Mayse Properties, LLC \(R-1 Residential Zone to M-2 Light Industrial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 4132 and 4136 Caine Lane, more particularly described herein, from R-1 Residential Zone to M-2 Light Industrial Zone. \(District 5\) \(Recommended for approval by Planning and Staff\)](#)
- g. [2016-165 Attorney Mark A. Ramsey, Denise Furland, and Executrix of Estate of Barbara Newton \(R-1 Residential Zone and C-2 Convenience Commercial Zone to R-4 Special Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 6684 East Brainerd Road, more particularly described herein, from R-1 Residential Zone and C-2 Convenience Commercial Zone to R-4 Special Zone. \(District 6\) \(Recommended for approval by Planning and Staff\)](#)

- h. [2016-175 ASA Engineering % Allen Jones and 6401 Shallowford Road Partners, GP \(R-1 Residential Zone, R-2 Residential Zone, and R-4 Special Zone to R-4 Special Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 6401 and 6421 Shallowford Road, more particularly described herein, from R-1 Residential Zone, R-2 Residential Zone, and R-4 Special Zone to R-4 Special Zone, subject to certain conditions. \(District 6\) \(Planning Version\)](#)

[2016-175 ASA Engineering % Allen Jones and 6401 Shallowford Road Partners, GP \(R-1 Residential Zone, R-2 Residential Zone, and R-4 Special Zone to R-4 Special Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 6401 and 6421 Shallowford Road, more particularly described herein, from R-1 Residential Zone, R-2 Residential Zone, and R-4 Special Zone to R-4 Special Zone, subject to certain conditions. \(Staff Version\)](#)

[2016-175 ASA Engineering % Allen Jones and 6401 Shallowford Road Partners, GP \(R-1 Residential Zone, R-2 Residential Zone, and R-4 Special Zone to R-4 Special Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 6401 and 6421 Shallowford Road, more particularly described herein, from R-1 Residential Zone, R-2 Residential Zone, and R-4 Special Zone to R-4 Special Zone. \(Applicant Version\)](#)

- i. [2016-171 Donovan McLeon \(M-1 Manufacturing Zone to R-3 Residential Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 300 West 41st Street, more particularly described herein, from M-1 Manufacturing Zone to R-3 Residential Zone. \(District 7\) \(Recommended for approval by Planning and Staff\)](#)
- j. [2016-172 Renew and Randy Johnston/Mr. T's Tire, Inc. \(M-1 Manufacturing Zone to UGC Urban General Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1155 East Main Street, more particularly described herein, from M-1 Manufacturing Zone to UGC Urban General Commercial Zone. \(District 8\) \(Recommended for approval by Planning and Staff\)](#)
- k. [2016-156 Sean S. Daniels \(R-1 Residential Zone and C-5 Neighborhood Commercial Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 3630 Ridgeside Road, more particularly described herein, from R-1 Residential Zone and C-5 Neighborhood Commercial Zone to C-2 Convenience Commercial Zone. \(District 9\) \(Recommended for denial by Planning and Staff\)](#)
- l. [An ordinance to amend Chattanooga City Code, Part II, Chapter 38, by amending Article V, Division 1, R-1 Residential Zone, Section 38-44\(3\), relative to side building setbacks.](#)

## **PUBLIC WORKS AND TRANSPORTATION**

### **Transportation**

- m. [MR-2016-137 Taylor Vickers \(Abandonment\). An ordinance closing and abandoning an alley off of the 300 and 400 blocks of Beck Avenue, as detailed on the attached map. \(Recommended for denial by Planning and Transportation\) \(District 2\) \(Deferred from 11/15/2016\)](#)

## 7. **Resolutions:**

### **GENERAL SERVICES**

- a. [A resolution authorizing the Mayor to execute a Lease Agreement, in substantially the form attached, with Hixson United Methodist Church for use of the athletic fields by the City of Chattanooga for the purpose of the site being used as a public park, recreation grounds or athletic fields, subject to the terms of the agreement, for a term of four \(4\) years. \(District 3\)](#)

### **HUMAN RESOURCES**

- b. [A resolution authorizing the Director of Human Resources to extend an existing agreement with Collins and Co., Inc. to provide third party administrative services for the City's on-the-job injury program at the rate of \\$6,200.00 per month for the first renewal of a three \(3\) year term and two \(2\) additional one \(1\) year terms, in the amount of \\$2.2 million.](#)
- c. [A resolution authorizing the appointment of Kenneth Foster as a special police officer \(unarmed\) for McKamey Animal Center, to do special duty as prescribed herein, subject to certain conditions.](#)

### **MAYOR'S OFFICE**

- d. [A resolution to adjust the Mayor's appointment terms of James Sattler to June 2, 2013 to June 1, 2018; Wilbert Roberts to June 1, 2014 to May 31, 2019; Edna Varner to June 2, 2014 to June 1, 2019; Eddie Holmes to June 1, 2016 to May 31, 2021; to reappoint James Levine with term dates of June 2, 2016 to June 1, 2021; and to appoint Carl Henderson with a term end date of October 10, 2020, with all to the Chattanooga Housing Authority Board.](#)

### **PLANNING**

- e. [2016-169 David Gardner \(Special Exceptions Permit\). A resolution approving a Special Exceptions Permit for a Residential Planned Unit Development for property located at 1063 Shallowford Road. \(District 9\) \(Recommended for approval by Planning\)](#)

[2016-169 David Gardner \(Special Exceptions Permit\). A resolution approving a Special Exceptions Permit for a Residential Planned Unit Development for property located at 1063 Shallowford Road, subject to certain conditions. \(Staff Version\)](#)

**PUBLIC WORKS AND TRANSPORTATION**

**Public Works**

- f. [A resolution authorizing the approval of Change Order No. 1 \(Final\) for Tower Construction Co., Inc. of Chattanooga, TN, relative to Contract No. R-16-005-201, Utility Shed Conversion Project, to release the remaining contingency amount of \\$1,481.00, for a revised contract amount not to exceed \\$127,030.00. \(Districts 1 & 2\)](#)

**Transportation**

- g. [A resolution authorizing EPB % Robert M. Hutcherson to use temporarily the right-of-way located at 137 N. Greenwood Avenue for the purpose of constructing a solar farm, as shown on the maps attached hereto and made a part hereof by reference, subject to certain conditions. \(District 8\)](#)

8. Departmental Reports:

- a) Police.
- b) **Fire.**
- c) Economic and Community Development.
- d) Youth and Family Development.
- e) Transportation.
- f) Public Works.
- g) Finance.
- h) IT.
- i) Human Resources.
- j) General Services.

9. Purchases.

10. Other Business.

11. Committee Reports.

12. Agenda Session for Tuesday, December 20, 2016.

13. Recognition of Persons Wishing to Address the Council on Non-Agenda Matters.

14. Adjournment.

**Proposed City Council Purchases 12-06-16**

DEPARTMENT REQUISITION NO.	ITEM DESCRIPTION	BIDS REQUESTED	BIDS RETURNED	LOWEST/BEST BIDDER	COST	FUND NAME	NOTES
R129110 PO 536784 Economic and Community Development	Increase to the Authorized PO Limit for Accela Annual Subscription & Professional Services ECD	-	-	Accela Inc 4375 Solutions Center Chicago, IL 60677-4003	\$230,996.60	General Fund	Increase to the Authorized PO Limit for Accela Annual Subscription & Professional Services, due to extension of the project term. TCA 6-56-304.2 allows for this sole source purchase, exempted from the usual advertising and bidding requirements.
R146761 Information Technology	Payment of Invoices for Timeclock Plus Information Technology	-	-	TimeClock Plus By Data Management Inc. 1 Time Clock Drive San Angelo, TX 76904	\$48,020.59	General Fund	Payment of Invoices to TimeClock Plus for purchase of software and hardware support. TCA 6-56-304.2 allows for this sole source purchase, exempted from the usual advertising and bidding requirements.
R146809 Mayor's Office	Payment of Invoices for Chattanooga 2016 Assessment Dues and Regional Tourism Initiative Mayor's Office	-	-	Southeast Tennessee Development District 1000 Riverfront Parkway, Chattanooga, TN 37402	\$38,534.80	General Fund	Payment of Invoices to Southeast Tennessee Development District for Chattanooga 2016 Assessment Dues and Regional Tourism Initiative. TCA 6-56-304.2 allows for this sole source purchase, exempted from the usual advertising and bidding requirements.
PO 530086 Public Works	Blanket Contract Renewal for CCTV Parts & Repair Services Waste Resources Division	7	1	Cues Inc 3600 Rio Vista Ave Orlando, FL 32805	Estimated \$80,000 Annually	Interceptor Sewer Operations	Blanket Contract Renewal for CCTV Parts & Repair Services. There were 7 direct bid solicitations and we received 1 response in the originally publically advertised bid proceedings. The solicitation was re-advertised, but no further bids were received. City Ordinance 10913 allows the award of the contract to Cues Inc based upon receipt of only "one" bid after the requirement has been rebid.
PO 535886 Public Works	Blanket Contract Renewal for Joy Compressor Parts, Repair, Recondition and Replacement Services Waste Resources Division	10	1	Centrifugal Technologies, Inc. 330 CenTech Drive Hickory, KY 42051	Estimated \$250,000 Annually	Interceptor Sewer Operations	Blanket Contract Renewal for Joy Compressor Parts, Repair, Recondition and Replacement Services. Only one (1) renewal option remains per the original contract. There were 10 direct bid solicitations and we received 1 response in the originally publically advertised bid proceedings. The solicitation was re-advertised, but no further bids were received. City Ordinance 10913 allows the award of the contract to Centrifugal Technologies, Inc. based upon receipt of only "one" bid after the requirement has been rebid.
R137423 General Services	New Blanket Contract for Truck/Trailer Accessories & Trailer Maintenance Fleet Management	4	1	Truck N' Trailers USA 4591 N. Access Road, Chattanooga, TN 37415	Estimated \$75,000 Annually	General Fund	New Blanket Contract for Truck/Trailer Accessories & Trailer Maintenance. There were 4 direct bid solicitations and we received 1 response in the originally publically advertised bid proceedings. The solicitation was re-advertised, but no further bids were received. City Ordinance 10913 allows the award of the contract to Centrifugal Technologies, Inc. based upon receipt of only "one" bid after the requirement has been rebid.
PO 525753 General Services	Increase to the Authorized PO Limit for Card Access 3000 Support Services & Hardware General Services	8	2	Gallaher & Associates, Inc. 3351 Regal Drive Alcoa, TN 37701	Estimated \$125,000 Annually	General Fund	Increase to the Authorized PO Limit for Card Access 3000 Support Services & Hardware, due to installation of a Card Access system at the Family Justice Center. There were 8 direct bid solicitations and we received 2 response in the originally publically advertised bid proceedings. Gallaher & Associates, Inc. was the best bid meeting specifications.



**City of Chattanooga**  
**Mayor Andy Berke**

November 30, 2016

Ms. Donna Williams, Administrator  
Economic and Community Development Department  
101 East 11<sup>th</sup> Street, Suite 200  
Chattanooga, TN 37402

**Subject: Req. 129110 – Accela Annual Subscription and Professional Services – Economic and Community Development Department**

Dear Ms. Williams:

Council approval is recommended to increase a previously approved Purchase Order by an additional amount of \$7,800.00, for a new total of \$230,996.06. This increase will expand the project term from four months to eight months and add forty hours of billable time.

This sole source purchase from Accela Government Software is required to support the proprietary Accela Permit System Software utilized by the Land Development Division of Economic and Community Development.

TCA 6-56-304.2 allows for this sole source purchase exempted from the usual advertising and bidding requirements.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/sl  
Attachments

# Change Order



Agency: Chattanooga, TN  
Project Code: CHATTMIGRCC  
Contract ID:  
Initiating Department: Chattanooga, TN  
Initiated By: Services  
PO 536784

CO #: 001  
Date: 11/14/16  
PO: 536784

## A. PROJECT CHANGE DESCRIPTION/TASK SUMMARY:

1. This Change Order is to modify the scope of the Chattanooga, TN – Migrate to Subscription SOW. The SOW scope included 313 hours of professional services at the rate of \$195 per hour for migrating to Subscription over a 4-month max term. With this Change Order we are expanding the Project term from four months to eight months and adding 40 hours of to be billed as Time and Material if needed.

The Project schedule was delayed by due to a scoping exercise requested for a potential Change Order to include additional scope with the Treasury department. This scope was ultimately determined not to be needed but a number of project hours were consumed in the exercise.

The two-month extension is needed to accommodate the City of Chattanooga's new go-live schedule. The 40 hours of T&M are being included to ensure we have enough hours to handle Post Go-Live support.

- Schedule impact: Extending Project term from Aug 25<sup>th</sup> 2016 to Dec 25<sup>th</sup> 2016
- Resource impact: None; Current project team is booked and able to perform the up to 40 hours of T&M tasks as needed.
- Cost impact: Accela will perform the Services on an hourly payment basis, at a rate of \$195.00 per hour to not exceed 40 hours. The total cost impact is an increase of \$7,800.

## B. BILLING TERMS:

40 hours of T&M at rate of \$195 per hour. Accela will send invoices to the agency monthly for the completed Services work.

## C. EXPIRATION:

This change order expires after 30 days of delivery to the Agency.

# Change Order



## Signature and Acceptance

The above Services will be performed in accordance with this Change Order/Work Authorization and the provisions of the Contract for the purchase, modification, and maintenance of the Accela systems. The approval of this Change Order will act as a Work Authorization for Accela and/or Agency to perform work in accordance with this Change Order, including any new payment terms identified in this Change Order. This Change Order takes precedent and supercedes all other documents and discussions regarding this subject matter.

Accepted By: Chattanooga, TN	Accepted By: Accela, Inc.
By:	By:
Print Name:	Print Name:
Title:	Title:
Date:	Date:

# Purchase Order STANDARD



City of Chattanooga  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: 747183 Vendor Alternate ID: 4087  Accela Inc #7743754375 Solutions Center Chicago, IL 60677-4003
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PO Date: 04-FEB-16 Buyer: Sharon Lea FOB: DESTINATION Terms: Immediate
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<b>Purchase Order Number 536784</b>
INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.

<b>S H I P T O</b>	Development Resource Center 1250 Market Street Chattanooga  TN  37402
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor	Requisition Number	Bid Number
Susan Smith	129110	

Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
***** THIS IS AN ORDER ***** ***** PLEASE DELIVER AS REQUESTED *****					
Attn: Jeffrey Reese jreese@accela.com  Refer to Enclosed Chattanooga, TN - Move to Accela Hosted Accela Subscription Scenario & Accela Professional Services  Department Contact: Gary Hilbert, ghilbert@chattanooga.gov  Approved by City Council 01/12/2016 ***Total Not to Exceed \$223,196.06***  The undersigned hereby agrees to perform the services in accordance with the terms and conditions as set forth in this Purchase Order, the City of Chattanooga Standard Terms & Conditions, and the bid or quotation.					
Representative: _____		Agreed to and accepted by:			
Title: _____		CITY OF CHATTANOOGA, TENNESSEE			
Date: _____		Name/Title: <i>Sharon M. Lea, Buyer</i> Department: <i>Purchasing</i> <i>Bonnie Woodard, Director</i> <i>Purchasing</i>			

\*\*\*\*\* NOTICE \*\*\*\*\*

This Purchase Order ("Agreement") is a binding agreement between the City of Chattanooga and the Vendor. This Purchase Order shall be governed by the following documents: (1) Purchase Order; (2) City of Chattanooga Purchase Order Standard Terms and Conditions; (3) Vendor's response to the bid or quotation; and (4) terms and conditions set forth in the bid or quotation, each of which is hereby incorporated herein by reference and becomes a part of this Agreement. In the event any conflict of terms arises, the terms controlling the Agreement shall be in the order provided hereinabove. This Purchase Order is valid only when signed or electronically approved by the Finance Officer.

Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order, and further authorizes payment upon proper certification of receipt of goods and/or services.

# Purchase Order STANDARD



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: 747183 Vendor Alternate ID: 4087  Accela Inc #7743754375 Solutions Center Chicago, IL 60677-4003
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PO Date: 04-FEB-16 Buyer: Sharon Lea FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>536784</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
---	---

<b>S H I P T O</b>	Development Resource Center 1250 Market Street Chattanooga  TN  37402
--	---

<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor		Requisition Number		Bid Number	
Susan Smith		129110			
Line Nbr.	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	ACCELA CIVIC PLATFORM SUBSCRIPTION	131937.00	Dollar	\$ 1.0000	\$ 131,937.00
2	ACCELA CITIZEN ACCESS SUBSCRIPTION	5138.37	Dollar	\$ 1.0000	\$ 5,138.37
3	ACCELA IVR SUBSCRIPTION	18840.69	Dollar	\$ 1.0000	\$ 18,840.69
4	ACCELA PROFESSIONAL SERVICES - ENVIRONMENT MIGRATION	35280.00	Dollar	\$ 1.0000	\$ 35,280.00
5	ACCELA PROFESSIONAL SERVICES - REPORT DEPLOYMENT	32000.00	Dollar	\$ 1.0000	\$ 32,000.00

**TOTAL: \$ 223,196.06**

\*\*\*\*\* NOTICE \*\*\*\*\*

This Purchase Order ("Agreement") is a binding agreement between the City of Chattanooga and the Vendor. This Purchase Order shall be governed by the following documents: (1) Purchase Order, (2) City of Chattanooga Purchase Order Standard Terms and Conditions; (3) Vendor's response to the bid or quotation; and (4) terms and conditions set forth in the bid or quotation, each of which is hereby incorporated herein by reference and becomes a part of this Agreement. In the event any conflict of terms arises, the terms controlling the Agreement shall be in the order provided hereinabove. This Purchase Order is void only when signed or electronically approved by the Finance Officer.

Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order, and further authorizes payment upon proper certification of receipt of goods and/or services.



Gary Hilbert <ghilbert@chattanooga.gov>

**RE: Accela Follow-up**

1 message

Fri, Aug 14, 2015 at 5:32 PM

Jeffrey Reese <jreese@accela.com>  
 To: Hilbert Gary <ghilbert@chattanooga.gov>, Carmody David <dcarmody@chattanooga.gov>

Hi Gary and David -- Happy Friday!

Well, we made it to the weekend. I wanted to provide you a table that shows what it will take to go to Accela-Hosted...but as mentioned on the phone the other day, I have two options for you to consider. One is a Managed Services deployment where we simply host your environment using the perpetual licenses that you already own. This scenario is outlined in the area in blue. The second option would be to move to a pure subscription model, highlighted in the green area. What you get for this is for every license, you also get GIS and Mobile. If you were to purchase mobile, I would assume a quarter to half of your folks would use it, and it would roughly be around \$100K, which you get for the additional \$14K. There would be some configuration, but the licensing is the main cost with mobile. Regardless of which method you choose, you would need some professional services to get it migrated and up and running which is the area in orange. If you're color blind...I apologize, I can walk you through it. Until then, have a wonderful weekend.

Chattanooga, TN - Move to Accela Hosted							
Accela Managed Services Scenario							
Maintenance and Support (Already Paying)	Quantity	Unit Price	Maint Y1	Maint Y2	Maint Y3	Maint Y4	Maint Y5
Accela Land Management Annual Maintenance and Supp Initial	65	1,211.88	78,772.20	21,135.37	23,568.67	26,076.91	28,658.31
Accela GIS Annual Maintenance and Supp Initial	15	692.71	9,790.61	10,084.33	10,386.85	10,695.45	11,013.42
Accela Citizen Access Annual Maintenance and Supp Initial	171,279	0.04	7,320.50	7,320.12	7,766.32	7,959.21	8,239.29
Accela ITR Annual Maintenance and Supp Initial	8	1,423.52	11,711.34	12,062.65	12,424.58	12,797.90	13,181.22
<b>Subtotal Maintenance and Support</b>			<b>\$ 107,594.65</b>	<b>\$ 110,622.49</b>	<b>\$ 114,147.16</b>	<b>\$ 117,571.58</b>	<b>\$ 121,038.73</b>
Managed Services	Quantity	Unit Price	Hosting Y1	Hosting Y2	Hosting Y3	Hosting Y4	Hosting Y5
Accela Land Management Managed Service Fees Initial	65	76.92	5,000.00	5,150.00	5,304.50	5,463.64	5,627.54
Accela GIS Annual Managed Service Fee Initial	15	16.67	250.00	257.50	265.22	273.18	281.39
Accela Citizen Access Population Fee Hosted	171,279	0.12	20,533.48	21,119.48	21,703.57	22,297.49	22,891.61
Accela ITR Managed Service Fees Initial	8	1,070.43	8,563.95	8,620.87	9,085.48	9,258.06	9,638.20
<b>Subtotal Managed Services Fees</b>			<b>\$ 34,347.43</b>	<b>\$ 35,377.85</b>	<b>\$ 36,439.19</b>	<b>\$ 37,532.36</b>	<b>\$ 38,658.34</b>
<b>Total Accela Hosted Annual Fees</b>			<b>\$ 141,942.08</b>	<b>\$ 146,200.34</b>	<b>\$ 150,586.35</b>	<b>\$ 155,103.94</b>	<b>\$ 159,757.06</b>

OR

Accela Subscription Scenario							
Subscription Model	Quantity	Unit Price	Subscription Y1	Subscription Y2	Subscription Y3	Subscription Y4	Subscription Y5
Accela Civic Platform Subscription	65	2,388.00	131,937.00	135,895.11	139,971.96	144,171.12	148,496.28
Accela Citizen Access Subscription	171,279	0.03	5,138.37	5,292.52	5,451.32	5,614.04	5,781.28
Accela ITR Subscription	171,279	0.11	18,840.69	19,405.91	19,986.09	20,587.73	21,206.98
<b>Total Subscription Fees</b>			<b>\$ 155,916.06</b>	<b>\$ 160,593.54</b>	<b>\$ 165,411.35</b>	<b>\$ 170,373.89</b>	<b>\$ 175,484.90</b>
<b>Total Accela Subscription Annual Fees</b>			<b>\$ 155,916.06</b>	<b>\$ 160,593.54</b>	<b>\$ 165,411.35</b>	<b>\$ 170,373.89</b>	<b>\$ 175,484.90</b>

AND

Accela Professional Services				
Professional Services	Quantity	Unit Price	Net Total	Services Description
Professional Services - Environment Migration	168	210.00	35,280.00	2 iterations, upgrade to latest version, all interfaces, ITR PC redirect
Professional Services - Report Deployment	100	320.00	32,000.00	Assumes 100 Reports @ 2 hours per report @ 5160/hour
<b>Subtotal Professional Services</b>			<b>\$ 67,280.00</b>	
<b>Total Professional Services Engagement</b>			<b>\$ 67,280.00</b>	



City Council Building  
Chattanooga, Tennessee  
**COUNCIL MEETING MINUTES**  
January 12, 2016  
6:00 PM

**CALL TO ORDER**

Council Chairwoman Carol Berz called the meeting to order with Vice Chair Moses Freeman and Council members Chris Anderson, Russell Gilbert, Larry Grohn, Yusuf Hakeem, Chip Henderson, Jerry Mitchell and Ken Smith all present. City Attorney Wade Hinton and Council Clerk Nicole Gwyn, CMC, were also present.

**PLEDGE OF ALLEGIANCE**

Councilman Smith led the Assembly in the Pledge of Allegiance. He invited Pastor Darryl Davenport, Senior Executive Pastor of Stuart Heights Baptist Church, to give the invocation.

**APPROVAL OF LAST MINUTES**

On motion of Councilman Anderson and seconded by Councilman Gilbert, the minutes of the last meeting (January 5, 2016) were approved as published.

**ORDINANCES – FINAL READING: (NONE)**

**ORDINANCES – FIRST READING:**

On motion of Vice Chair Freeman and seconded by Councilman Grohn,

**ORDINANCE #13020**

**AN ORDINANCE TO AMEND CHATTANOOGA CITY CODE, PART II, CHAPTER 38, ZONING ORDINANCE, SECTION 38-361 TO UPDATE THE FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBERS.**

**ACTION: PASSED ON FIRST READING**

**AGENDA ITEM VI(b):**

**AN ORDINANCE TO AMEND CHATTANOOGA CITY CODE, PART II, CHAPTER 38, ZONING ORDINANCE, SO AS TO REZONE PROPERTY LOCATED A 1335 O'GRADY DRIVE, MORE PARTICULARLY DESCRIBED HEREIN, FROM R-1 RESIDENTIAL ZONE TO R-3 RESIDENTIAL ZONE.**

The Applicant, Tennessee Riverplace, was represented by Attorney Mark Litchford (of Grant, Konvalinka & Harrison, P.C.). On behalf of the Applicant, Mr. Litchford asked to withdraw the

**R129082 – Public Works** \$45,000.00  
Emergency Purchase of one (1) Replacement Pump Impeller  
due to an emergency at the 19<sup>th</sup> St. pump station  
Supplier: Chase Services, LLC

**Proposed Purchases**

Mr. Carmody also briefed the Council on the following proposed purchases:

**R129110 - Economic and Community Development** \$223,196.06  
Purchase Order for an Accela Annual Subscription  
and Professional Services  
Lowest/Best Bidder: Accela Government Software

**R125221 - Fire Department** \$42,753.75  
Two Purchase Orders for Fire Hoses  
Lowest/Best Bidder: Tactical Fire Equipment and  
Municipal Services, Inc.

**R86158 - General Services** Estimated \$2,000,000 Annually  
Blanket Contract Renewal for Electrical Services  
Lowest/Best Bidder: Triad Electric

**R119418 - General Services** Estimated \$160,000 Annually  
A New Blanket Contract for Vehicle Oils, Lubricants and Fluids  
Lowest/Best Bidder: Parman Energy

**R45591 - General Services** Estimated \$305,000 Annually  
Increase to the Authorized Annual Expenditure  
for Fueling Station Repair Services  
Lowest/Best Bidder: SPATCO

**R127360 - Public Works** \$44,485.00  
The Purchase of one (1) Generator  
Lowest/Best Bidder: Trinity Contracting Services, LLC

**R125926 - Public Works** \$254,918.42  
The Purchase of two (2) Mini - Excavators  
Lowest/Best Bidder: Stowers Machinery

**R125927 - Public Works** \$149,923.00  
The Purchase of one (1) Excavator  
Lowest/Best Bidder: ASC Construction Equipment

**R52230 - Public Works** Estimated \$200,000 Annually  
Blanket Contract Renewal for Sodium Hypochlorite  
Lowest/Best Bidder: Brenntag Mid-South Inc.

**R127358 - Public Works** \$91,072.00  
The Purchase of One (1) Electric Motor  
Lowest/Best Bidder: Gexpro

**R127606 - Public Works** \$42,800.00  
The Purchase of One (1) Electric Motor  
Lowest/Best Bidder: Louis Allis

**R127772 - Public Works** \$91,166.00  
The Purchase of two (2) Fairbanks Morse  
10" Fairbanks Morse 10" Pumps  
Lowest/Best Bidder: Guthrie Sales & Service Inc.

**R126359 - Youth and Family Development** \$62,087.85  
New Blanket Contract for Disposable Baby Diapers  
and Wipes  
Lowest/Best Bidder: Global Infinity Enterprise

A discussion ensued with Justin Holland, Public Works Deputy Administrator, on the emergency purchases and why they were needed. (Councilman Hakeem stepped out of the meeting momentarily during this discussion.) Mr. Carmody responded to questions on R126359 and R129110.

Upon no further questions, **Councilman Anderson moved** to approve, seconded by Councilman Smith. The motion carried.

ACTION: APPROVED

## **OTHER BUSINESS:**

### **Board Appointments**

Councilman Hakeem appointed Sharon Cannon to represent District 9 on the *Office of Multicultural Affairs Advisory Board*.

Councilman Hakeem also appointed Mark Huth to represent District 9 on *Youth and Family Development's Human Services Board*.

## **COMMITTEE REPORTS:**

*Audit & I.T. Committee*  
Councilman Grohn  
(No report)

*Budget and Finance Committee*  
Councilman Mitchell  
(No report)

*Economic and Community Development Committee*  
Councilman Anderson

- The committee met today and heard about the Yanfeng PILOT (Payment in Lieu of Taxes). He noted that Attorney Hinton will make one more edit to the PILOT agreement before it is placed on the Council's agenda.
- The committee also heard a report today on the Tech Goes Home program.



# City of Chattanooga

## Mayor Andy Berke

December 1, 2016

Mr. Brent Messer  
Administrator of Information Technology  
Information Technology Department  
100 East 11<sup>th</sup> Street, 4th Floor  
Chattanooga, TN 37402

Subject: Req. 146761 – TimeClock Plus – Information Technology Department

Dear Mr. Messer:

Council approval is recommended for purchase of the attached quotations from TimeClock Plus. These quotations cover the purchase of software and hardware support, professional employee licenses, and additional multi-company modules.

This sole source purchase from TimeClock Plus will be in the amount of \$24,755.99. The quotes from the vendor and memorandum of justification are attached for your review. We are seeking Council approval due to additional spend with this vendor, causing total spend to be \$48,020.59 for the last twelve months.

TCA 6-56-304.2 allows this single source purchase exempted from the usual advertising and bidding requirements.

TimeClock Plus  
By Data Management, Inc.  
1 Time Clock Drive  
San Angelo, TX 76904

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/sl  
Attachments



Mayor Andy Berke

**City of Chattanooga**  
**Department of Information Technology**

D. Brent Messer, Chief Information Officer

December 1, 2016

Ms. Bonnie Woodward  
Director of Purchasing  
City of Chattanooga  
100 East 11th Street  
Chattanooga, TN 37402

**Subject: Department of Information Technology request for sole source purchase**

Dear Ms. Woodward,

DIT requests permission to renew a maintenance agreement for TimeClock Plus version 6 as the sole source. This software is used by all City departments to record clock times for non-exempt employees. The software utilizes proprietary 40+ time clock units installed many City facilities. We need to act quickly to renew support of the existing version 6 software until such time that we can complete a vendor search for a similar product.

In my opinion, the City's best interest is served by renewing the agreement with TimeClock Plus in the amount of \$24,755.99 for another 12 month period.

Respectfully yours,

A handwritten signature in black ink, appearing to read "D. Brent Messer".

D. Brent Messer, M.Sc.  
Department of Information Technology



## TimeClock Plus®

11/22/2016

To Whom It May Concern:

We hereby certify that the following TimeClock Plus software and hardware products are manufactured only by Data Management Inc.

TimeClock Plus v7, Express, Standard, and Professional Software  
6.0 Professional Software  
RDT 100 and 200 Series terminals  
RDT-G, 300 and 400 Series terminals

All primary repair and support services are performed by Data Management Inc. from our corporate offices in San Angelo, TX.

All RDT, and RDT-G Series terminals interact in *real-time* with the TimeClock Plus software, making the terminals completely interactive with the database.

TimeClock Plus products are designed to help control labor costs in today's fast paced and sometimes hectic work environment. The *real-time* aspect of TimeClock Plus allows for supervisors to more effectively manage their employees.

Sincerely,

Ernie R. Nabors  
Data Management Inc.  
Chief Operating Officer

TimeClock Plus  
 by Data Management, Inc.  
 1 Time Clock Drive, San Angelo, TX 76904  
 325 223-9500 800 749-8463  
 sales@timeclockplus.com

Quote	Customer	Quote Date
414974	44451	11/29/2016

CUSTOMER
City of Chattanooga Nancy Nason (423) 643-6337 101 E 11th St Room 101 Chattanooga, TN 37402-4226

Rep	Entry	Method of Shipment	Method of Payment
NSANCHEZ	CTHOMAS	TBD - Best Way	Pre-Paid

Stock No.	Ordered	Description	Unit Cost	Total
1099-210	1	Software Support (Premium) ↳ Hardware Support	16,639.32	16,639.32
Valid for 7 days. Expires 12/06/2016.				



Subtotal: 16,639.32  
 S & H: 0.00  
 Total: 16,639.32

TimeClock Plus  
 by Data Management, Inc.  
 1 Time Clock Drive, San Angelo, TX 76904  
 325 223-9500 800 749-8463  
 sales@timeclockplus.com

Quote	Customer	Quote Date
415073	44451	11/29/2016

CUSTOMER
City of Chattanooga Nancy Nason (423) 757-4812 101 E 11th St Room 101 Chattanooga, TN 37402-4226

Rep	Entry	Method of Shipment	Method of Payment
NSANCHEZ	CTHOMAS	TBD - Best Way	Pre-Paid

Stock No.	Ordered	Description	Unit Cost	Total
22-800	180	6.0 Professional Employee Licenses	15.00	2,700.00
30-306	2	Multi-Company Module (addl)	92.00	184.00
1099-310	1	Software Support (Product Addition)	42.67	42.67
Valid for 7 days. Expires 12/06/2016.				



Subtotal: 2,926.67  
 S & H: 0.00  
 Total: 2,926.67

TimeClock Plus  
 by Data Management, Inc.  
 1 Time Clock Drive, San Angelo, TX 76904  
 325 223-9500 fax: 325 223-9104  
 sales@timeclockplus.com

Invoice	Customer	Invoice Date
403949	44451	10/12/2016

BILL TO
City of Chattanooga Nancy Nason (423) 643-6337 101 E 11th St Room 101 Chattanooga, TN 37402-4226

SHIP TO
City of Chattanooga Nancy Nason (423) 643-6337 101 E 11th St Room 101 Chattanooga, TN 37402-4226

Rep	Entry	Method of Shipment	Method of Payment	P.O. Number
CTHOMAS	BLACK	UPS Ground	Purchase Order Net30	Will Send

Stock No.	Ordered	Shipped	Description	Unit Cost	Total
			TimeClocks with Ethernet (\$6,507.00)		
244-105	3		RDT Touch 400	1,849.00	5,547.00
201-20	3		Power over Ethernet Module 802.3af	320.00	960.00
			Maintenance (\$789.39)		
1099-240	1		Hardware Maintenance (Exchange Replacement Service) (01/14/2018-01/13/2019)	789.39	789.39
<b>Customer Invoice</b>					
<b>This is the ONLY invoice you will receive.</b>					



Subtotal: 7,296.39  
 S & H: 38.06  
 Total: 7,334.45



Sharon Lea &lt;slea@chattanooga.gov&gt;

---

**Time Clock Plus - YTD Spend**

1 message

**Sharon Lea** <slea@chattanooga.gov>

Tue, Nov 15, 2016 at 11:27 AM

To: Bonnie Woodward-Weller &lt;woodward@chattanooga.gov&gt;

Cc: Donna Jeffery &lt;djeffery@chattanooga.gov&gt;

Bonnie,

We do not currently have a blanket contract with Time Clock Plus, and as part of the 12/01/16 FLSA compliance, I am a bit concerned with our spend (if there are additional licensing/hardware needs).

As of today, we have encumbered \$23,264.60. This spend is attached, and captures the last twelve months from today 11/15/16.

Thanks,

**Sharon M. Lea**  
Procurement Analyst

**City of Chattanooga**  
Purchasing Department

101 East 11<sup>th</sup> Street, Ste. G13  
Chattanooga, TN 37402  
(423) 643-7235 phone  
(423) 643-7244 fax

**Procurement Manual**

**2015 P-Card Policy & Procedure**

**Bids and Solicitations**

**Vendor Registry**

**Time Clock Plus - 12 Mth Spend.xlsx**

12K

Number	Description	Type	Approval Status	Order Date	Supplier	Supplier Site	Currency	Amount	Matched Amount	Buyer	Closure Status
540600	Timeclock Hardware - Citywide Services	Standard Purchase Order	Approved	10/20/2016 13:45	Time Clock Plus	1 TIME CLOCK DR	USD	7,334.25	0	Lea, Sharon Marie	Open
536555	2016 Annual Maintenance Renewal	Standard Purchase Order	Approved	1/21/2016 15:40	Time Clock Plus	3822 West Loop	USD	15,930.35	15,930.36	Lea, Sharon Marie	Closed
								23,264.60	15,930.36		



Preferences Help Close Window

Worklist >

Purchase Requisition 146761 for Pierce, Jodi (24,755.99 USD)

Approve Reject Send to IS Reassign Request Information

From **Pierce, Jodi** Description **TimeClock Plus- Purchase by 12/31/16**  
 To **Purchase Approval Pool** Requisition Total **24,755.99 USD**  
 Sent **30-Nov-2016 17:24:16** Estimated Tax **0.00 USD**  
 Due **07-Dec-2016 17:24:16** Attachments [Quote414974.pdf](#), [Quote415073.pdf](#), [Quote City of Chatt TimeClock Plus](#)  
 ID **1648839** [Quote 403949 October 11 2016.pdf](#)

**Requisition Lines**

Line	Description	Supplier	Cost Center	Unit	Quantity	Price (USD)	Amount (USD)
1	2 Company licenses	Time Clock Plus	A00501	Dollar	184	1	184.00
2	200 Employee licenses	Time Clock Plus	A00501	Dollar	3000	1	3,000.00
3	Additional Support	Time Clock Plus	A00501	Dollar	42.67	1	42.67
4	2 Hardware Replacement	Time Clock Plus	A00501	Dollar	4890	1	4,890.00
5	Software Support if paid by 12/31/16	Time Clock Plus	A00501	Dollar	16639.32	1	16,639.32

This Requisition requires Purchasing Approval or Rejection.

APPROVAL of this requisition will forward it to the next approval level.

REJECTION of this requisition will return it to the requestor with a rejection notification.

**Approval Sequence**



Num	Name	Action	Action Date	Note
1	Pierce, Jodi Ryan	Submitted	29-Nov-2016 15:07:29	
2	Lea, Sharon Marie	Approved	30-Nov-2016 09:09:12	In order to continue support of the version of TimeClock Plus that we are currently using, we must purchase support by 12/31/16. Because we no longer have a contract with the company, this purchase will put us over the \$25K annual limit for this year (Jan - annual support \$16K + Oct - hardware purchase \$7,334) Please enter a requisition for the following amounts to be used for a Council approval letter for purchase above \$25. Additional items are included for possible additio
3	Jeffery, Donna L	Approved	30-Nov-2016 10:26:56	
4	Messer, Derek Brent (Brent)	Approved	30-Nov-2016 12:52:50	In order to continue support of the version of TimeClock Plus that we are currently using, we must purchase support by 12/31/16. Because we no longer have a contract with the company, this purchase will put us over the \$25K annual limit for this year (Jan - annual support \$16K + Oct - hardware purchase \$7,334) Please enter a requisition for the following amounts to be used for a Council approval letter for purchase above \$25. Additional items are included for possible additio
5	Messer, Derek Brent (Brent)	Approved	30-Nov-2016 12:52:55	
6	White, Simone M	Approved	30-Nov-2016 17:24:16	In order to continue support of the version of TimeClock Plus that we are currently using, we must purchase support by 12/31/16. Because we no longer have a contract with the company, this purchase will put us over the \$25K annual limit for this year (Jan - annual support \$16K + Oct - hardware purchase \$7,334) Please enter a requisition for the following amounts to be used for a Council approval letter for purchase above \$25. Additional items are included for possible additio

**Related Applications**



Preferences Help Close Window

**10K Validation Approval : Purchase Requisition 146761 for Pierce, Jodi (24,755.99 USD)- NIGP Code: 208-71-50**

[Approve](#) [Reject](#) [Reassign](#) [Request Information](#)

From **Pierce, Jodi** Description **TimeClock Plus- Purchase by 12/31/16**  
 To **10K Excess Notification** Requisition Total **24,755.99 USD**  
 Sent **29-Nov-2016 15:07:29** Estimated Tax **0.00 USD**  
 Due **06-Dec-2016 15:07:29** Attachments [Quote414974.pdf](#), [Quote415073.pdf](#), [Quote City of Chatt TimeClock Plus Quote 403949 October 11 2016.pdf](#)  
 ID **1646901**

This Requisition will cause the total purchase of this commodity to exceed \$10,000 for the previous 12 months.

NOTE: If you want the Requestor to enter a requisition for a Blanket Agreement for this commodity, reject this requisition.

APPROVAL of this requisition will forward it to the next approver without a Blanket Agreement.

REJECTION of this requisition will return it to the requestor with a notification to create a requisition for a Blanket Agreement.

**Approval Sequence**



Num	Name	Action	Action Date	Note
1	Pierce, Jodi Ryan	Submitted	29-Nov-2016 15:07:29	

**Related Applications**

[Open Document](#)

**Response**

Note ^  
 In order to continue support of the version of TimeClock Plus that we are currently using, we must purchase support by 12/31/16. Because we no longer have a contract with the company, this purchase will put us over the \$25K annual limit for this year (Jan - annual support \$16K + Oct - hardware purchase \$7,334) Please enter a requisition for the following v

[Return to Worklist](#)

Display next notification after my response

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# City of Chattanooga

## Mayor Andy Berke

December 1, 2016

Ms. Maura Sullivan, Chief Operating Officer  
City of Chattanooga  
Mayor's Office  
101 East 11<sup>th</sup> Street  
Chattanooga, TN 37402

Subject: Req. 146809 – Southeast Tennessee Development District

Dear Ms. Sullivan:

Council approval is recommended to permit the payment of Southeast Tennessee Development District 2016 Assessment Dues in the amount of \$33,534.80 and the payment of a Regional Tourism Initiative Fee in the amount of \$5,000.00, for a total of \$38,534.80.

This sole source purchase from the Southeast Tennessee Development District is required for participation in the combined efforts of the municipal and county governments that comprise the SETDD. The Southeast Tennessee Development District/Chattanooga Area Regional Council of Governments is a special purpose unit of government created by executive order and comprised of municipal and county governments within the Southeast Tennessee and Northwest Georgia region. The SETDD plans, promotes, and implements programs that result in development and improvement throughout the southeast region of the Tennessee River Valley Basin.

TCA 6-56-304.2 allows for this sole source purchase exempted from the usual advertising and bidding requirements.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/dk  
Attachments

Southeast TN Development District  
Mailing address: P.O. Box 4757, Chattanooga, TN, 37405  
Physical address: 1000 Riverfront Parkway, Chattanooga, TN, 37402

### City Purchasing Buyer

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**10K Validation Approval : Purchase Requisition 146809 for Cooper, Mary (38,534.80 USD)- NIGP Code: 961-96-00**

Step 1 of 6

From **Cooper, Mary**  
To **10K Excess Notification**  
Sent **30-Nov-2016 13:59:51**  
Due **07-Dec-2016 13:59:51**  
ID **1648423**

Description **Southeast TN Development District Dues**  
Requisition Total **38,534.80 USD**  
Estimated Tax **0.00 USD**  
Attachments [Development District.pdf](#)

This Requisition will cause the total purchase of this commodity to exceed \$10,000 for the previous 12 months.

NOTE: If you want the Requestor to enter a requisition for a Blanket Agreement for this commodity, reject this requisition.

APPROVAL of this requisition will forward it to the next approver without a Blanket Agreement.

REJECTION of this requisition will return it to the requestor with a notification to create a requisition for a Blanket Agreement.

#### Approval Sequence



Num	Name	Action	Action Date	Note
1	Cooper, Mary H.	Submitted	30-Nov-2016 13:59:51	

#### Related Applications

[Open Document](#)

#### Response

Note

[Return to Worklist](#) Step 1 of 6

[Home](#) [Logout](#) [Preferences](#) [Help](#)

[Privacy Statement](#)

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**Southeast TN Development District**  
**Chattanooga Area Regional Council Of Governments**  
P.O. Box 4757  
Chattanooga, TN 37405-0757

April 1, 2016

Bill To:

Invoice: Dues 2016

HONORABLE ANDY BERKE  
CITY HALL – 101 EAST 11TH ST.  
CHATTANOOGA, TN 37402

*OK to [Signature]*

Description and City or County Represented	2016 Charges	Prior Year(S) Charges	Credit	Balance
CHATTANOOGA 2016 ASSESSMENT DUES	33,534.80			33,534.80
REGIONAL TOURISM INITIATIVE	5,000.00			5,000.00
<b>Total</b>	<b>\$38,534.80</b>			<b>\$38,534.80</b>

*If you have any questions, please don't hesitate to contact Jolly Abraham or Don Kellerman in the finance department at 423-266-5781.*

*Thanks for your cooperation!*



# City of Chattanooga

Mayor Andy Berke

November 28, 2016

**Mr. Justin Holland, Administrator  
Public Works Department  
Development Resource Center  
1250 Market Street – Suite 2100  
Chattanooga, TN 37402**

**Subject: 530086 – Blanket Contract Renewal: CCTV Parts and Repair Services –  
Waste Resources Division - Public Works Department**

**Dear Mr. Holland:**

**Council approval is recommended to renew the blanket contract for CCTV Parts and Repair Services for the Waste Resources Division of the Public Works Department. This blanket contract with Cues, Inc. started in December 2014 and to date has provided \$125,282 of services for Waste Resources. Annual usage of this blanket contract is expected to remain approximately \$80,000 per year.**

**The original invitation to bid was sent to seven (7) vendors as well as formally advertised. One (1) response was received from Cues, Inc. A copy of the bid is retained on file and available for review in the Purchasing Office upon request.**

**I recommend renewing this blanket contract with Cues, Inc. for a one (1) year term through December 2017. There are no remaining contract renewal options beyond 2017.**

**Respectfully yours,**

**Bonnie Woodward  
Director of Purchasing**

CCTV Parts and Repair Service – Requisition 102733

Ingram Equipment Company  
P.O. Box 1907  
Pelham, AL 35124

Cues Inc.  
3600 Rio Vista Ave.  
Orlando, FL 32805

Adams Equipment Co.  
1431 Lanier Road  
White Plains, GA 30678

Spartan Tool  
1506 West Division Street  
Mendota, IL 61342

Atlas Inspection Technologies, Inc.  
117b Palmetto Road  
Tyrone, GA 30290

The Cable Center, Inc.  
8318 Olive Blvd.  
St. Louis, MO 63132

Atlantic Machinery, Inc.  
2628 Garfield Avenue  
Silver Spring, MD 20910

# Purchase Order BLANKET



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: 110081 Vendor Alternate ID: 2360  Cues Inc 3600 Rio Vista Ave Orlando, FL 32805
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PO Date: 22-DEC-14 Buyer: Geoffrey Hipp FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 530086</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
Requisition No.: 102733 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 ..... <b>DESCRIPTION:</b> This shall be a twelve (12) month blanket contract for CCTV Parts and Repair Services for the Waste Resources Division. The contract may be renewed for two (2) additional twelve (12) month terms under the same Terms and Conditions by Mutual Agreement. The City of Chattanooga and the Contractor may bilaterally extend the contract by Written Confirmation by both parties at least 30 days prior to the contract's current expiration date into any successive term as provided herein. ..... <b>NOTES:</b> The bid submitted by ELXSI d/b/a Cues dated 10-28-14 is hereby made a part of this contract. Payment Terms: Net 30 days Delivery Terms: As Needed ..... <b>PRICE ESCALATION CLAUSE:</b> All prices under this contract shall remain fixed during each twelve (12) month contract period. If as a result of a general change in prices or discounts, the contractor has changed prices to all of its customers, then, at the time of contract renewal, the price under this contract may be adjusted accordingly after acceptance. All price increases must be justified by providing a copy of the prevailing labor wage or material cost increases. Prompt notice of price changes (increases or reductions) must be furnished to the Purchasing Agent at least 30 days prior to the requested effective date and the prices for these services/materials shall remain firm for twelve (12) months. The effective date of price increases shall be the date the Purchasing Agent accepts the price changes or the effective date of increase stated by contractor's notice to Purchasing Agent, whichever is later. ..... APPROVED BY CITY COUNCIL ON DECEMBER 16, 2014 ..... <b>CONTRACT BEGINNING/ENDING DATES:</b> 12-22-2014 TO 12-22-2015 ..... Vendor Contact: Paul Stenzler Phone: 800-327-7791 Fax: 407-425-1569					

\*\*\*\*\* NOTICE \*\*\*\*\*

TERMS AND CONDITIONS set forth in our Bid or Quotation, see conditions attached or incorporated herein by reference become a part of this order. This Purchase Order valid only when signed or electronically approved by the Finance Officer.

Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order; and further authorizes payment upon proper certification of receipt of goods and/or services.

# Purchase Order BLANKET



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: 110081 Vendor Alternate ID: 2360  Cues Inc 3600 Rio Vista Ave Orlando, FL 32805
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PO Date: 22-DEC-14 Buyer: Geoffrey Hipp FOB: DESTINATION Terms: Immediate	Purchase Order Number <b>530086</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	Labor, hourly rate	0.00	Hour	\$ 95.0000	\$ 0.00
2	Specialty equipment, materials and services, and replacement parts (Standard cost plus 5% to cover shipping and handling.)	0.00	Each	\$ 1.0000	\$ 0.00
					<b>TOTAL: \$ .00</b>

\*\*\*\*\* NOTICE \*\*\*\*\*

TERMS AND CONDITIONS set forth in our Bid or Quotation, see conditions attached or incorporated herein by reference become a part of this order. This Purchase Order valid only when signed or electronically approved by the Finance Officer.

Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order; and further authorizes payment upon proper certification of receipt of goods and/or services.



# City of Chattanooga

Mayor Andy Berke

November 18, 2016

**Mr. Justin Holland, Administrator  
Public Works Department  
Development Resource Center  
1250 Market Street – Suite 2100  
Chattanooga, TN 37402**

**Subject: 535886 – Blanket Contract Renewal: Joy Compressor Parts, Repair,  
Recondition and Replacement Services – Waste Resources Division - Public  
Works Department**

**Dear Mr. Holland:**

**Council approval is recommended to renew the blanket contract for Joy Compressor Parts, Repair, Recondition and Replacement Services for the Waste Resources Division of the Public Works Department. This blanket contract with Centrifugal Technologies Inc. started in December 2015 and to date has provided \$141,624 of service for Waste Resources. Annual usage of this blanket contract is expected to remain approximately \$250,000 per year.**

**The original invitation to bid was sent to ten (10) vendors as well as formally advertised. One (1) response was received, from Centrifugal Technologies Inc. A copy of the bid is retained on file and available for review in the Purchasing Office upon request.**

**I recommend renewing this blanket contract with Centrifugal Technologies Inc. for a one (1) year term through December 2017. There is one (1) remaining option for contract renewal beyond 2017.**

**Respectfully yours,**

**Bonnie Woodward  
Director of Purchasing**

Joy Air Compressor Parts, Repair, Recondition & Replacement Services  
Requisition 123351

Centrifugal Technologies, Inc.  
330 CenTech Drive  
Hickory, KY 42051

Cameron Compression Systems  
11323 Tanner Road  
Houston, TX 77041

Fluid Energy  
6800 Woodview Dr.  
Knoxville, TN 37920

Air Compressor Services  
3 Custom Mill Court  
Greenville, SC 29609

SPECO | SoParts.com  
3200 Engineering Parkway  
Alpharetta, GA 30004

Air & Hydraulic Equipment Inc.  
821 E. 11th Street  
Chattanooga, TN 37403

IDG Tennessee Compressor  
5855 Fisk Avenue  
Chattanooga, TN 37421

John Bouchard & Sons Co.  
1024 Harrison St.  
Nashville, TN 37203

Southern Fluid Systems  
1785-B MacArthur Blvd  
Atlanta, Ga 30318

Blake and Pendleton  
47 Warehouse Way  
Rossville, GA 30741

# Purchase Order BLANKET



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 152055
	Centrifugal Technologies Inc PO Box 1028 Mayfield, KY 42066

PO Date: 30-NOV-15 Buyer: Geoffrey Hipp FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>535886</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Requisition No.: 123351 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 ..... DESCRIPTION: This shall be a twelve (12) month blanket contract for Joy Compressor Parts, Repair, Recondition and Replacement Services for the Waste Resources Division. The contract may be renewed for two (2) additional twelve (12) month terms under the same Terms and Conditions by Mutual Agreement. The City of Chattanooga and the Contractor may bilaterally extend the contract by Written Confirmation by both parties at least 30 days prior to the contract's current expiration date into any successive term as provided herein. ..... NOTES: The bid submitted by Centrifugal Technologies, Inc. dated 10-22-15 is hereby made a part of this contract. Payment Terms: Net 30 days Delivery Terms: As Needed ..... PRICE ESCALATION CLAUSE: All prices under this contract shall remain fixed during each twelve (12) month contract period. If as a result of a general change in prices or discounts, the contractor has changed prices to all of its customers, then, at the time of contract renewal, the price under this contract may be adjusted accordingly after acceptance. All price increases must be justified by providing a copy of the prevailing labor wage or material cost increases. Prompt notice of price changes (increases or reductions) must be furnished to the Purchasing Agent at least 30 days prior to the requested effective date and the prices for these services/materials shall remain firm for twelve (12) months. The effective date of price increases shall be the date the Purchasing Agent accepts the price changes or the effective date of increase stated by contractor's notice to Purchasing Agent, whichever is later. ..... APPROVED BY CITY COUNCIL ON NOVEMBER 24, 2015 ..... CONTRACT BEGINNING/ENDING DATES: 12-1-2015 TO 12-1-2016 ..... Vendor Contact: Sherrie Hansen Phone: 800-515-1160 Fax: 270-856-4310					

\*\*\*\*\* NOTICE \*\*\*\*\*

This Purchase Order ("Agreement") is a binding agreement between the City of Chattanooga and the Vendor. This Purchase Order shall be governed by the following documents: (1) Purchase Order; (2) City of Chattanooga Purchase Order Standard Terms and Conditions; (3) Vendor's response to the bid or quotation; and (4) terms and conditions set forth in the bid or quotation, each of which is hereby incorporated herein by reference and becomes a part of this Agreement. In the event any conflict of terms arises, the terms controlling the Agreement shall be in the order provided hereinabove. This Purchase Order is valid only when signed or electronically approved by the Finance Officer.

Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order; and further authorizes payment upon proper certification of receipt of goods and/or services.

# Purchase Order BLANKET



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 152055
	Centrifugal Technologies Inc PO Box 1028 Mayfield, KY 42066

PO Date: 30-NOV-15 Buyer: Geoffrey Hipp FOB: DESTINATION Terms: Immediate	Purchase Order Number <b>535886</b>
INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.	

<b>S H I P T O</b>	

<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402

Requestor		Requisition Number			Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	Labor, Service Technician at vendors' shop	0.00	Hour	\$ 75.0000	\$ 0.00
2	Labor, Service Technician, overtime	0.00	Hour	\$ 225.0000	\$ 0.00
3	Labor, Service Technician, overtime / Holiday	0.00	Hour	\$ 225.0000	\$ 0.00
4	Labor, Field Service at MBWWTP	0.00	Hour	\$ 150.0000	\$ 0.00
5	Labor, Field Service, overtime	0.00	Hour	\$ 225.0000	\$ 0.00
6	Labor, Field Service, overtime / Holiday	0.00	Hour	\$ 225.0000	\$ 0.00
7	Repair parts and material, 15 percent markup	0.00	Each	\$ 1.0000	\$ 0.00
8	Replacement parts, 15 percent markup	0.00	Each	\$ 1.0000	\$ 0.00
9	Unanticipated / Unexpected Services	0.00	Each	\$ 1.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

November 30, 2016

Mr. Cary Bohannon  
Director of General Services  
General Services Department  
274 East 10th Street  
Chattanooga, TN 37402

**Subject: 137423/304306 – Truck/Trailer Accessories & Trailer Maintenance – Fleet Management –  
General Services Department**

Dear Mr. Bohannon:

Council approval is recommended to issue a blanket contract for Truck/Trailer Accessories & Trailer Maintenance, Fleet Management, General Services Department. The contract will be for twelve (12) months with the option to renew for two (2) additional twelve (12) month terms. The estimated annual expenditure for this contract is \$75,000 annually.

The invitation to bid was sent to four (4) vendors as well as formally advertised. Bids were received from one (1) vendor shown below on original bid open date of November 17, 2016. The solicitation was re-advertised with new bid opening on November 23, 2016. No further bids were received. Bid is retained on file in the Purchasing Office for your review upon request.

#### Vendors

Truck N' Trailers USA

I recommend awarding the blanket contract for Truck/Trailer Accessories & Trailer Maintenance to Truck N' Trailers USA as the best complete bid meeting specifications for the City of Chattanooga.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments



**Truck 'n Trailers USA**  
4591 N. Access Road  
Chattanooga, TN 37415

**Allstate Utility Trailers, Inc.**  
2123 Storage Road  
Chattanooga, TN 37421

**Boss Van Accessory**  
8155 E. Brainerd Road  
Chattanooga, TN 37421

**Chattanooga Trailer & Rental**  
7445 Lee Hwy.  
Chattanooga, TN 37421



# City of Chattanooga

Mayor Andy Berke

November 30, 2016

Mr. Cary Bohannon  
Director of General Services  
General Services Department  
274 East 10<sup>th</sup> Street  
Chattanooga, TN 37402

**Subject: R90719 / Blanket PO No 525753 – Card Access 3000 Support Services & Hardware – General Services Department**

Dear Mr. Bohannon:

Council approval is recommended to issue Change Order 3 to the subject contract. The change order will increase the estimated annual expenditure amount from \$75,000.00 to \$125,000.00, due to Capital Projects for the Police Department installing new Card Access system at the Family Justice Center.

This contract change with General Services increases the total contract by \$50,000.00 and is necessary for the above reasons.

Second (2 <sup>nd</sup> ) Contract Renewal (Council approval April 5, 2016)	\$ 75,000.00
Change Order 3 Increase Amount	\$ 50,000.00
New Annual Expenditure Amount	\$ 125,000.00

I recommend issuing Change Order 3 to increase the present contract amount by \$50,000.00. General Services has requested and approved this change.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Operating Unit **City of Chattanooga Operatin**

PO, Rev 525753 5

Release 74 0

Created 23-NOV-2016 07:54

Supplier Gallaher & Associates,

Site 3351 Regal Driv

Contact

Buyer McKeel, Mark L. (Mark)

Status Incomplete

Currency USD

Total 42,144.33

[ ]

Shipments More Status Item

Source

Num	Line	Shipment	Org	Ship-To	UOM	Quantity	Price	Promised	[ ]
1	17		WRD	Police Services	Each	3	147		
2	16		WRD	Police Services	Each	24931.58	1		
3	14		WRD	Police Services	Hour	253	57.75		
4	7		WRD	Police Services	Each	2	135		
5	9		WRD	Police Services	Each	3	61		

Item

Electromagnetic Lock 1200 lbs. Field Selectable

Receiving Controls...

Agreement

Distributions

Approve...

# Purchase Order BLANKET



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: 737087 Vendor Alternate ID: 13738  Gallaher & Associates, Inc 3351 Regal Drive Alcoa, TN 37701
--	--

PO Date: 04-APR-14 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>525753</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 90719 / 303236 Ordering Dept.: General Services Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Card Access 3000 Version 2.8.2 (Build 229) Support Services and Hardware  ATTACHMENTS: City of Chattanooga (COC) Terms and Conditions posted on Website <a href="http://www.chattanooga.gov/general-services/purchasing/standard-terms-and-conditions">http://www.chattanooga.gov/general-services/purchasing/standard-terms-and-conditions</a> If you can't download call buyer for a copy.  This Shall Be A Twelve (12) Month Blanket Contract To Supply Card Access 3000 Version 2.8.2 (Build 229) Support Services and Hardware.  The Contract Term May Be Renewed For An Additional Two (2) Twelve (12) Month Term Under The Same Terms And Conditions By Mutual Agreement. The City Of Chattanooga And The Contractor May Bilaterally Extend The Contract By Providing Written Confirmation Of Agreement By Both Parties At Least 30 Days Prior To The Contract's Current Expiration Date Into Any Successive Term As Provided Herein.  Price Escalation Clause: If as a result of a general change in prices or discounts, the Contractor has changed prices to all of its customers, the price under this contract may be adjusted accordingly. Contractor may be requested to show proof of alleged price changes prior to approval of any price adjustments.  Purchase Order issued in accordance with Gallaher & Associates bid received on March 19, 2014 is hereby made part of this contract.  Approved by City Council on April 1, 2014  Contract begin/end date: 04/07/14 to 04/06/15  Vendor Contact: Chuck Gallton Phone No.: 706-806-0958 Fax No.: 706-806-0963 Cell No: 423-260-9320 E-mail: chuckg@gallaher-assoc.com					

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: 737087 Vendor Alternate ID: 13738  <b>Gallaher &amp; Associates, Inc</b> 3351 Regal Drive Alcoa, TN 37701
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PO Date: 04-APR-14 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>525753</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
	Change Order #1				
	..... Contract has been extended an additional twelve (12) months. New contract performance date is April 6, 2016. ..... City Council approved contract renewal on March 24, 2015. ..... 1st Renewal				

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: 737087 Vendor Alternate ID: 13738  Gallaher & Associates, Inc 3351 Regal Drive Alcoa, TN 37701
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PO Date: 04-APR-14 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 525753</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Change Order #2					
Vendor has submitted price increase that will start upon renewal of this contract (April 7, 2016 - April 6, 2017). The material pricing last year was not raised, but new pricing has been given by the manufacturer and will need to be passed along this year. The Labor Rate will be raised 5% to account for additional overhead cost associated with COLA.					
The price increase is as follows:					
	Current	New	+/-		
Line 1	\$2,905.00	\$3,202.00	+.91		
Line 4	\$ 745.00	\$ 854.00	+.87		
Line 7	\$ 96.50	\$ 135.00	+.71		
Line 9	\$ 55.75	\$ 61.00	+.91		
Line 10	\$ 58.00	\$ 64.00	+.91		
Line 11	\$ 265.00	\$ 291.00	+.91		
Line 13	\$ 168.50	\$ 188.00	+.90		
Line 14	\$ 55.00	\$ 57.75	+.96		
Line 15	\$ 75.00	\$ 86.63	+.87		
Line 17	\$ 135.00	\$ 147.00	+.92		
Part Catalog Markup changing from 20% to 25 %, a plus 5%					
Contract has been extended an additional twelve (12) months. New contract performance date is April 6, 2017.					
City Council approved contract renewal on April 5, 2016.					
2nd and Last Renewal					

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: 737087 Vendor Alternate ID: 13738  Gallaher & Associates, Inc 3351 Regal Drive Alcoa, TN 37701
--	--

PO Date: 04-APR-14 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>525753</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	Eight Reader Access Control Processing Panel	0.00	Each	\$ 3,202.0000	\$ 0.00
4	Two Reader Access Control Processing Panel	0.00	Each	\$ 854.0000	\$ 0.00
5	PROX POINT Proximity Reader w/LED and Beeper	0.00	Each	\$ 96.5000	\$ 0.00
6	Network Module for Eight Reader Panel	0.00	Each	\$ 217.0000	\$ 0.00
7	Network Module for Two Door Panel	0.00	Each	\$ 135.0000	\$ 0.00
9	Single Gang Push to Exit Button	0.00	Each	\$ 61.0000	\$ 0.00
10	Narrow Wall Plate Push to Exit Button	0.00	Each	\$ 64.0000	\$ 0.00
11	12/24 VDC (6 amp Power Supply)	0.00	Each	\$ 291.0000	\$ 0.00
12	Maxi Prox Reader 12"	0.00	Each	\$ 543.5000	\$ 0.00
13	Thinline Single Gang Reader	0.00	Each	\$ 188.0000	\$ 0.00

\*\*\*\*\* NOTICE \*\*\*\*\*

This Purchase Order ("Agreement") is a binding agreement between the City of Chattanooga and the Vendor. This Purchase Order shall be governed by the following documents: (1) Purchase Order; (2) City of Chattanooga Purchase Order Standard Terms and Conditions; (3) Vendor's response to the bid or quotation; and (4) terms and conditions set forth in the bid or quotation, each of which is hereby incorporated herein by reference and becomes a part of this Agreement. In the event any conflict of terms arises, the terms controlling the Agreement shall be in the order provided hereinabove. This Purchase Order is valid only when signed or electronically approved by the Finance Officer.

Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order; and further authorizes payment upon proper certification of receipt of goods and/or services.

# Purchase Order BLANKET



**City of Chattanooga**  
101 East 11th Street, Suite G13  
Chattanooga, TN 37402

<b>V E N D O R</b>	Vendor Number: 737087 Vendor Alternate ID: 13738  <b>Gallaher &amp; Associates, Inc</b> 3351 Regal Drive Alcoa, TN 37701
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PO Date: 04-APR-14 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>525753</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
14	Labor, Installation (Regular Business Hours)	0.00	Hour	\$ 57.7500	\$ 0.00
15	Labor, Installation (Overtime/Holidays/Weekends)	0.00	Hour	\$ 86.6300	\$ 0.00
16	Entire Parts Catalog (25 % Markup)	0.00	Each	\$ 1.0000	\$ 0.00
17	Electromagnetic Lock 1200 lbs. Field Selectable	0.00	Each	\$ 147.0000	\$ 0.00
18	Electromagnetic Lock 600 lbs. Field Selectable	0.00	Each	\$ 138.0000	\$ 0.00

**TOTAL: \$ .00**

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