



**CITY OF FAIRHOPE
CITY COUNCIL REGULAR AGENDA**

**Thursday, December 18, 2025 - 2:00 PM
City Council Chambers**

Council Members

Jack Burrell
Joshua Gammon
Jimmy Conyers
Jay Robinson
Andrea Booth

Invocation and Pledge of Allegiance

1. Approve minutes of December 8, 2025 Regular City Council Meeting and minutes of December 8, 2025 Work Session.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. **Public Hearing** – Ordinance – Amend Zoning Ordinance No. 1253 - Request of the Applicant, S.E. Civil, on behalf of the Owner, FST Bonnie Baker, to rezone property from R-A, Residential/Agriculture to R-1, Low Density Single-Family Residential District. The property is approximately 10 acres and is located at 19763 State Highway 181. **PPIN #: 15456**
6. Resolution - That Mayor Sherry Sullivan is hereby authorized to execute a Contract with WAS Design for Hope Community Park - Phase One (RFQ PS26-004) with a not-to-exceed amount of \$124,550.00.
7. Resolution — To authorize the Treasurer to complete a FY2026 Budget transfer for the Wastewater Department from 004020-50366 Maintenance-Collection System to 004020-59500 System Improvement-Collection System in the amount of \$60,000.00 for insertion valves.
8. Resolution - To award (Bid No. 26-014 Crane Truck - Water) to Gulf City Body & Trailer Works, Inc. for a 2025 Ford F550 4x4 Full Crew Cab Truck or Equivalent with Crane Attachment with a bid proposal not-to-exceed \$164,637.00.
9. Resolution — That the City of Fairhope approves the award of the Request for Quotes for Labor and Materials for the Well Maintenance and New Pump at Well #9 to Donald Smith Company, Inc. for a project cost of \$53,550.00. This Public Works project will be less than \$100,000.00, and therefore does not need to be formally bid out.
10. Resolution - That Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 3 (Bid No. 040-22) On Call Contractor Services (Water and Sewer) to W.R. Mitchell Contractor, Inc. for two (2) month extension of the annual contract from January 4, 2026 to February 28, 2026 per the same terms and conditions of the original contract. The cost for the two (2) month extension not-to-exceed \$50,000.00. This is a two (2) month extension to allow for the bid process of contract rebid.

11. Resolution - That Mayor Sherry Sullivan is hereby authorized to execute a Contract with JADE Consulting, LLC. for Professional Construction Engineering and Inspection Services for the Pecan Avenue Watershed Drainage Improvements - Phase 1 Project (RFQ PS26-011) with a not-to-exceed amount of \$49,500.00. Authorize Treasurer to transfer \$49,500.00 from Phase II to Phase I of project within Capital Projects fund 103-55853.
12. Resolution — That the City Council approves the selection by Mayor Sherry Sullivan for Professional Engineering Services for (RFQ PS26-012) for the Cowpen Creek Tributary Drainage Project to Sawgrass Consulting, LLC.; and hereby authorize Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.
13. Resolution - To authorize the Treasurer to complete a FY2026 Budget transfer for the Streets Department for Temporary Labor in the amount of \$30,000.00 from 001350-50040 Salaries to 001350-50245 Temporary Labor to be allocated as follows: Genesis Industrial Staffing for \$15,000.00 and Long's Human Resources for \$15,000.00.
14. Resolution — That the City of Fairhope approves the procurement of Toter 96 Gallon Recycle Cans (Quantity 3,053) that are on Sourcewell Cooperative (Contract #120324-TOT) with Toter, LLC; and therefore does not have to be let out for bid. The total amount not-to-exceed \$155,972.75. This purchase is reimbursable by ADEM Grant.
15. Resolution - To award (Bid No. 26-015-2026-GAS-001) to GMC Underground for 4" Gas Main Extension Along Hwy. 181 South of Silverwood Drive to Dominion Drive with a bid proposal not-to-exceed \$392,815.48.
16. Resolution — To award (Bid No. 26-013-2025-PGI-005) to Equix Energy Services, LLC for 2" High Pressure Gas Main Extension CR 32 and Greeno Road with a bid proposal not-to-exceed \$347,377.00. Authorize the Treasurer to transfer from the 181 and Dominion Farms Bank Feed project in the amount of \$97,377.00.
17. Resolution — That the City Council hereby approves the Reimbursable Agreement for Relocation of Utility Facilities on Private and Public Right-of-Way between the Baldwin County Commission and the City of Fairhope on proposed project of certain highway improvements designated as Project No. STPSU-0219(252) consisting of widening, resurfacing, and intersection improvements on CR-64 from SR-181 to Montelucia Way. Authorize Mayor Sherry Sullivan to sign the agreement.

18. Resolution - That the City of Fairhope approves the procurement of Standard Scorpion II TL-3 Towable Attenuator that is on Sourcewell Cooperative (Contract #042225-TFX) with Croc Enterprises, LLC d/b/a Croc Crash Solutions and therefore does not have to be let out for bid. The total amount not-to-exceed \$39,775.00. Authorize the Treasurer to transfer \$14,775.00 from 001360-51410 Street Materials & Landscaping to 001360-50470 Purchases Vehicles & Equipment.
19. Resolution - That Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 1 of (Bid No. 25-008) Pest Control Annual Contract with Wayne's Pest Control Services, LLC per the terms and conditions of the original contract. The annual contract cost is \$13,568.68.
20. Resolution — That the City Council hereby approves the negotiated price for (Bid No. 26-003-2023-PWI-019) for Fairhope Pool Rehabilitation, and awards the bid to Bienville Construction Services for a not-to-exceed project cost of \$1,200,000.00.
21. Resolution — That the City Council approves the selection by the Evaluation Team for Professional Services for (RFQ PS26-001) for the Joint Use Attachment Survey and GIS Entry to NEAL Technology Associates, Inc.; and hereby authorizes Mayor Sherry Sullivan to negotiate the not-to-exceed fee to be approved by Council.
22. Resolution — That the City of Fairhope approves the purchase of an E-One Cyclone Pumper Truck that is on the Sourcewell Cooperative (Per Contract No. 113021-RVG-1) with Sunbelt Fire, Inc. and therefore does not have to be let out for bid. The total amount not-to-exceed \$893,300.00.
23. Resolution - That the City of Fairhope approves the procurement of the renewal of 35 user subscriptions of Citizenserve Software for the IT Department from Online Solutions, LLC; and authorizes procurement allowed by the Code of Alabama 1975, Section 41-16-51(a)(11). The total annual cost is \$52,500.00.
24. Resolution - That the City Council approves the selection by Mayor Sherry Sullivan for Professional Services for (RFQ PS26-014) for the Promotion Assessment Center for the Police Department to Mark Foster Company; and hereby authorize Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.
25. Resolution - That the City Council approves the selection by Mayor Sherry Sullivan for Professional Consultant Services for (RFQ PS26-015) for Prevention Education and Assistance for Individuals involved with illicit substances for the Police Department to People Engaged in Recovery ("PEIR"); and hereby authorize Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.
26. Resolution — That the City of Fairhope hereby temporarily suspends Ordinance No. 1425 from noon on December 31, 2025 to noon on January 1, 2026 for purposes of New Year's Celebration Activities.

27. Request - To Approve the 2026 Regular City Council Meetings.
28. Request — Allison Marlow, Girl Scouts of Southern Alabama, Service Unit 8017 Coordinator, request permission for City Council approval for Girl Scout Troop 8017 to sell cookies in downtown Fairhope on City property.
29. Request — R. Brian Sanders, President-Elect, Fairhope Sunset Rotary Club, request permission for the use of the City streets for a fundraising event that will benefit local charities on Saturday, January 31, 2026 for the Annual 0.5K Run in Fairhope from 2:30–3:30 p.m.
30. Request — Fairhope East K-6 Parent Teacher Corporation, Fairhope West Parent Teacher Partnership, and J. Larry Newton Parent Teacher Organization, are requesting permission to close the streets in downtown Fairhope on Saturday, February 28, 2026, from 6:00 a.m. to 10:00 a.m. for the 11th annual "The Pirate Dash" a 5K Run and 1 Mile Fun Run; and requesting electricity at the starting/ending point of the race on the Bluff with barricades at major road intersections. The Pirate Dash will begin and end at the same location on Magnolia Avenue on the Bluff (Henry George Park).
31. Request — Jill Everson and Jose Rodriguez of Thomas Hospital request approval for the Spring Fever Chase 10K and 2 Mile Fun Run on March 21, 2026, from 5:30 a.m. - 12:00 p.m. with street closures at Knoll Park and Bayfront Cliff Drive - Fels Avenue; 15 barricades at start and banner hung on Bayview Avenue with trash cans and light; 15 barricades at finish with tent and banner hung on Mobile Street; and sound at start of south side of N. Bayview Avenue and at finish near Fels Avenue.
32. Public Participation – (3 minutes maximum)
33. Adjourn

Regular Meetings of the City Council shall be held on the 2nd and 4th Monday of each month immediately following the 4:30 p.m. Work Session unless prescheduled and announced otherwise.

Next City Council Meeting, Monday, January 12, 2026, 6:00 p.m.

Fairhope Municipal Complex
City Council Chambers
161 North Section Street
Fairhope, AL 36532



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2025-1135

FROM:	Lisa Hanks, CITY CLERK
SUBJECT:	Approve minutes of December 8, 2025 Regular City Council Meeting and minutes of December 8, 2025 Work Session.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

City Council Approval.

BACKGROUND INFORMATION:

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
		\$ ____	\$ ____	(\$ ____)

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

The City Council met in a Work Session
at 3:00 p.m., Fairhope Municipal Complex Council Chambers,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 8 December 2025.

Present were Council President Jimmy Conyers, Councilmembers: Jack Burrell, Joshua Gammon, Jay Robinson, and Andrea Booth, Mayor Sherry Sullivan, City Attorney Marcus E. McDowell, and Assistant City Clerk Jenny Opal Wilson. City Clerk Lisa A. Hanks was absent.

Council President Conyers called the meeting to order at 4:31 p.m.

The following topics were discussed:

- The first item on the Agenda was the Jennifer Claire Moore Foundation by Allison Moore, Executive Director. Allison shared a video of the Jennifer Claire Moore Foundation and gave a brief on the organization and thanked Mayor Sullivan and Council for contribution. Allison asked for support on future grants. She provided handouts on organization to Mayor Sullivan and Council. Council thanked Allison for presentation.
- The second item on the Agenda was discussion of Historically Significant Building Demolition Procedure by Chair Mara Kozelsky, Fairhope Historic Preservation Commission. Mara shared a presentation, gave brief, and addressed Council questions. Presentation included within minutes. Council thanked Mara for presentation.
- The third item on the Agenda was discussion for (Bid No. 26-003-2023-PWI-019) to Bienville Construction Services for Fairhope Pool Rehabilitation – Base Bid and Additive Alternate. City Engineer Richard Johnson led the discussion with Council along with Recreation Director Pat White, and Recreation Manager Noah Williams and addressed any questions if needed.
- The fourth item on the Agenda was Committee Updates. Council President Conyers commented no meetings to report on. He discussed and reviewed the Draft 2026 Regular City Council Meetings with proposed changes with Mayor and Council. He discussed a Proposal Group Settlement 3M PFAS with reduced lump sum that Council is not interested in pursuing. Councilmember Burrell discussed the Airport Authority Meeting and the new runway is open. Councilmember Gammon had no meetings to report on. Councilmember Robertson had no meetings to report on. Councilmember Booth reported the Library Board of Trustees is doing well and received recent donations, she shared volunteering opportunities to those interested at Hope Community, and St. Vincent De Paul of Mobile is serving Fairhope, Alabama to help with social

needs, including Financial Assistance.

- The fifth item on the Agenda was Department Updates.
- Water and Wastewater Superintendent Daryl Morefield addressed the City Council regarding Agenda Items No. 6 and No. 7; and answered any questions if needed.
- City Engineer Richard Johnson addressed the City Council regarding Agenda Items No. 8 and No. 9; and answered any questions if needed.
- Electric Superintendent Ben Patterson addressed the City Council regarding Agenda Item No. 10; and answered any questions if needed. Ben provided an update on 46, contractors showed up, ready to set poles tomorrow. Councilmember Booth thanked his department for "Lighting of the Trees" and Ben additionally thanked Public Works for support on event.
- Police Chief Stephanie Hollinghead addressed the City Council regarding Agenda Items No. 12, No. 13, and No. 14; and answered any questions if needed.
- Building Official Erik Cortinas addressed the City Council regarding Agenda Item No. 11; and answered any questions if needed.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:50 p.m. Council President Conyers said there would be a ten minute break and Council will proceed to the City Council Meeting.

James Reid Conyers, Jr.
Council President

Jenny Opal Wilson, CMC
Assistant City Clerk

Fairhope Historic Preservation Commission

Presentation to the City Council Work session
December 8, 2025

Mission

Encourage Preservation through
Education, Culture-Building, Advocacy,
and Positive Incentives

Major Efforts

01

Demolition Review

Provides opportunity to share information, advocate, and find alternatives to demolition.

02

History Day

Sponsor Student Competition for national History Day; student projects will be displayed in the Museum Feb. 6, 2026

03

CLG

Secure Certified Local Government Status: opens the city to many federal programs and grants

04

Preservation Incentives

Possible Incentives include Tax Relief, expedited permits, fee reduction, other

What is Demolition Review?

A period of time prior to demolition that:

- provides property owners with an opportunity to learn about their historic property, and preservation incentives, so they can make their best informed decision;
- Provides an opportunity for the city to identify historically significant buildings slated for demolition; and
- enables documentation of the historical structure and exploration of alternative solutions to demolition, such as renovation or relocation.

Key Points

- Buildings subject to Demolition Review are "Historically Significant Buildings".
- Historically Significant Buildings are identified by Fairhope's historical surveys, the Baldwin County Banner and Shield list, the Alabama State Register, and the National Park Service listings. Historical documentation will occur during the review period.
- Homeowners will meet with the FHPC to discuss their Historically Significant property and preservation opportunities.
- Demolition Review does not prevent demolition: after the meeting with FHPC, homeowners can proceed to demolition.

Changes from Previous Draft

- Clarification and Revision of Timeline
- No Sign Displayed to notify public
- Meeting with property owner prioritized, with potential for a virtual online meeting

Conclusions

- Demolition Review offers an important step toward Preservation.
- Publication of program and Disclosure of Demolition Review in real estate listings will help homeowners plan.

Additionally ...

- Developing a local incentive program is urgent: for preservation to succeed we need to serve those property owners who are working to renovate Fairhope's historic architecture.
- Taking necessary steps to secure CLG status is very high priority.

STATE OF ALABAMA)(
 :
COUNTY OF BALDWIN)(

The City Council, City of Fairhope, met in regular session at 6:00 p.m., Fairhope Municipal Complex Council Chambers, 161 North Section Street, Fairhope, Alabama 36532, on Monday, 8 December 2025.

Present were Council President Jimmy Conyers, Councilmembers: Jack Burrell, Joshua Gammon, Jay Robinson, and Andrea Booth, Mayor Sherry Sullivan, City Attorney Marcus E. McDowell, and Assistant City Clerk Jenny Opal Wilson. City Clerk Lisa A. Hanks was absent.

There being a quorum present, Council President Conyers called the meeting to order at 6:00 p.m. The invocation was given by Pastor Gavin Hunt of Celebration Church, and the Pledge of Allegiance was recited. Councilmember Gammon moved to approve the minutes of the November 20, 2025, Special Called City Council Meeting and November 20, 2025, Work Session. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

Mayor Sullivan addressed the City Council and recognized our “2025 Veteran of the Year”. She asked Frank McArdle to come up to the podium and presented him a plaque for his dedication and service to our country and support to our local community and veterans. She noted Frank McArdle led the Veterans Day Parade this year, however, he was unable to attend the Veterans Day Ceremony for us to present his plaque. Mayor Sullivan gave a brief on Frank McArdle that he is a veteran of the U.S. Army and very active in the American Legion and has helped with the Building Fund to secure the funding to construct the new building. He is also active with the American Legion and revitalizing baseball. Frank McArdle thanked Mayor Sullivan, and asked veterans from all military branches and Post 199 to stand. He addressed the veterans, and said this is for all of us, we are all “Fairhope Veterans of the Year”. He expressed his deepest gratitude to Mayor Sullivan and the City Council for recognizing and honoring veterans on holidays with flags and parades. Frank McArdle thanked Mayor Sullivan and City Council.

Mayor Sullivan asked Air Force Veteran Ross Sykes and IGY6 Gulf Coast to come forward to present a check to Chief Stephanie Hollinghead on behalf of the Fairhope Police Department in their honor and to support them with a check in the amount of \$2,000.00 for Crisis Intervention Training. Mayor Sullivan and Chief Hollinghead, thanked Ross Sykes and IGY6 Gulf Coast.

Mayor Sullivan reminded everyone of Christmas events this week.

- Employee Christmas Luncheon, Friday, December 12, 2025, 12:00 p.m.
- Santa Saturday, Saturday, December 13, 2025, 10:30 a.m. to 12:00 p.m.

- Santa Downtown Joyride on Sunday, December 14, 2025 where Santa will cruise through downtown on a fire truck.

Mayor Sullivan called Public Works Director George Ladd to the podium to announce that he has taken a position as City Manager in Layton, Tennessee with his last City Council Meeting on December 18, 2025. She congratulated George and family! George thanked everyone for the opportunity and experience. He said this is family. Mayor Sullivan announced John Thomas will be the Interim Public Works Director.

The following individuals spoke during Public Participation on Agenda Items No. 6 – No 14:

- 1) Michael Neely, 230 Mershon Street, addressed the City Council regarding support for Agenda Item No. 14: A resolution on behalf of the Friends of Fairhope Public Library, requesting permission to serve alcohol at its annual Chocolate and Champagne Gala 2026 on Saturday, January 31, 2026, from 7:00 p.m. to 9:30 p.m. in the Fairhope Public Library. Tickets will be on sale next week for members only. You can also join and buy tickets.
- 2) Gary Gover, 300 Lincoln Street, addressed the City Council over a safety concern on Agenda Item No. 7: That the City of Fairhope approves the procurement of transportation and disposal of dewatered sludge with Solid Waste Authority of Baldwin County and therefore does not have to be let out for bid under Code of Alabama 1975 Section 41-16-51(20). The cost is \$70.00 per ton. The total annual estimated cost of \$350,000.00. Wastewater Superintendent Daryl Morefield gave brief on requirements of the disposal of dewatered sludge.

Council President Conyers opened Council Comments.

Councilmember Burrell said he missed the Christmas parade this year and asked to have an alternate date next year. Councilmember Booth was in agreement. On December 17th at the Fairhope Brewery, Mayor Sullivan and Council will be serving pints for tips that will go to the Fairhope Fire Department for the 3rd Year. Tip generously 6:00-8:00 p.m.

Councilmember Gammon gave shoutout to St. Michael Catholic High School and Bayside Academy on the close of playoffs that he was very proud. He noted HGTV released in news that Fairhope, Alabama is the favorite small Christmas town in Alabama. He agreed with Councilmember Burrell on alternate date for Christmas parade next year.

Councilmember Robinson noted it was impossible to reschedule this year due to the preparation involved. He recommended a future alternate date on the Christmas parade. He thanked all that planned the event. Councilmember Booth mentioned floats are shared with other cities.

8 December 2025

Councilmember Booth noted Councilmember Burrell was on CBS 'Good Morning America' on a mission to visit all 50 states in 50 weeks and reported live from Bayou La Batre on the Shrimping Industry. Councilmember Burrell was honored to be there. She reminded everyone to shop locally with the heartbeat of community and wished everyone a Merry Christmas.

Council President Conyers had no comments.

A Public Hearing was held as advertised on the request for a Lounge Liquor License by George W. Carnley, Jr., GC&K LLC, d/b/a The Decoy Bar & Grill, located at 311 Fairhope Avenue, Ste. D., Fairhope, Alabama 36532. The public hearing was opened at 6:21 p.m. No one present opposed the proposed Lounge Liquor License. The public hearing closed at 6:22 p.m. Councilmember Burrell moved to approve the issuance of the license. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

Councilmember Burrell introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council approves the selection by the Evaluation Team for Professional Engineering Services for (RFQ PS26-003) for Phase II Upgrades of the City of Fairhope Wastewater Treatment Plant to Krebs Engineering; and hereby authorizes Mayor Sherry Sullivan to negotiate the not-to-exceed fee to be approved by Council. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 5661-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council approves the selection by the Evaluation Team for Professional Engineering Services for (RFQ PS26-003) for Phase II Upgrades of the City of Fairhope Wastewater Treatment Plant to Krebs Engineering; and hereby authorizes Mayor Sherry Sullivan to negotiate the not-to-exceed fee to be approved by Council.

DULY ADOPTED THIS 8TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Jenny Opal Wilson, CMC
Assistant City Clerk

8 December 2025

Councilmember Robison introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of transportation and disposal of dewatered wastewater sludge with Solid Waste Authority of Baldwin County and therefore does not have to be let out for bid under Code of Alabama 1975 Section 41-16-51(20). The cost is \$70.00 per ton. The total annual estimated cost of \$350,000.00. Seconded by Councilmember Burrell, motion passed unanimously by voice vote. Councilmember Gammon requested Daryl Morefield ask question on where the waste goes.

RESOLUTION NO. 5662-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City of Fairhope approves the procurement of transportation and disposal of dewatered wastewater sludge with Solid Waste Authority of Baldwin County and therefore does not have to be let out for bid under Code of Alabama 1975 Section 41-16-51(20). The cost is \$70.00 per ton. The total annual estimated cost of \$350,000.00.

ADOPTED ON THIS 8TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Jenny Opal Wilson, CMC
Assistant City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council approves the selection by Mayor Sherry Sullivan for Professional Construction Engineering and Inspection Services for (RFQ PS26-011) for the Pecan Avenue Watershed Drainage Improvements - Phase 1 Project to JADE Consulting; and hereby authorize Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council. Seconded by Councilmember Booth, motion passed unanimously by voice vote.

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RESOLUTION NO. 5663-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council approves the selection by Mayor Sherry Sullivan for Professional Construction Engineering and Inspection Services for (RFQ PS26-011) for the Pecan Avenue Watershed Drainage Improvements - Phase 1 Project to JADE Consulting; and hereby authorize Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.

DULY ADOPTED THIS 8TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Jenny Opal Wilson, CMC
Assistant City Clerk

Councilmember Gammon introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council hereby rescinds Resolution No. 5415-25 approving the selection by the Evaluation Team for Professional Landscape Architectural Services for (RFQ PS25-017) for the Flying Creek Nature Preserve - Phase II; and authorizes the rebid of this Request for Qualifications under the City of Fairhope Procedure for Procuring Professional Services. Seconded by Councilmember Burrell, motion passed unanimously by voice vote.

RESOLUTION NO. 5664-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council hereby rescinds Resolution No. 5415-25 approving the selection by the Evaluation Team for Professional Landscape Architectural Services for (RFQ PS25-017) for the Flying Creek Nature Preserve - Phase II; and authorizes the rebid of this Request for Qualifications under the City of Fairhope Procedure For Procuring Professional Services.

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8 December 2025

DULY ADOPTED THIS 8TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the award of the Request for Quotes for Labor and Materials to replace traffic controls and cabinets at the intersections of N. Section St. at Gayfer Ave. and N. Section St. at Volanta Ave. to Bagby and Russell Electric Co., Inc. for a not-to-exceed project cost of \$62,700.00. This Public Works project will be less than \$100,000.00, and therefore does not need to be formally bid out. Seconded by Councilmember Booth, motion passed unanimously by voice vote.

RESOLUTION NO. 5665-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City of Fairhope approves the award of the Request for Quotes for Labor and Materials to replace traffic controls and cabinets at the intersections of N. Section St. at Gayfer Ave. and N. Section St. at Volanta Ave. to Bagby and Russell Electric Co., Inc. for a not-to-exceed project cost of \$62,700.00. This Public Works project will be less than \$100,000.00, and therefore does not need to be formally bid out.

ADOPTED ON THIS 8TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Jenny Opal Wilson, CMC
Assistant City Clerk

8 December 2025

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 1 of (RFQ PS24-032) Professional Engineering Services - On-Call Annual Contract for Fire Protection Requirements with Gulf States Engineering with updated 2025 Rate Sheet per all other terms and conditions of the original contract. The annual not-to-exceed cost is \$20,000.00. Seconded by Councilmember Gammon, motion passed unanimously by voice vote.

RESOLUTION NO. 5666-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 1 of (RFQ PS24-032) Professional Engineering Services - On-Call Annual Contract for Fire Protection Requirements with Gulf States Engineering with updated 2025 Rate Sheet per all other terms and conditions of the original contract. The annual not-to-exceed cost is \$20,000.00.

ADOPTED ON THIS 8TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Jenny Opal Wilson, CMC
Assistant City Clerk

Councilmember Burrell moved to reappoint Chad Bartz and Morgan Slay to the Parking Authority for a four year term which will expire on December 2029. Seconded by Councilmember Booth, motion passed unanimously by voice vote. Councilmember Gammon confirmed with Assistant City Clerk Jenny Opal Wilson there were no new applicants.

Councilmember Gammon moved to grant the request for permission to Sherry Walding for street closure on North Bancroft Street between Equality and Magnolia for Wedding Reception from 5:00 p.m. to 10:00 p.m. on March 28, 2026. Seconded by Councilmember Burrell, motion passed unanimously by voice vote.

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Councilmember Robinson moved to grant the request for permission to Jasmine Hodges, on behalf of the Friends of the Fairhope Public Library to serve alcohol at its annual Chocolate and Champagne Gala 2026 on Saturday, January 31, 2026, from 7:00 p.m. to 9:30 p.m. in the Fairhope Public Library. Seconded by Councilmember Booth, motion passed unanimously by voice vote. Council President Conyers noted Michael Neely spoke during public participation and tickets go on sale Monday for \$50.00.

The following individual spoke during Public Participation on Non Agenda Item:

1) Ryan Baker, 1 Style Street, addressed the City Council and thanked Mayor Sullivan, Council, and Planning Director Hunter Simmons. He noted that he forwarded a follow-up email today regarding the proposed Zoning Ordinance changes. Ryan noted he discussed concerns with other professionals, engineers, and developers for ideas and solutions. Council President Conyers confirmed he received email. Councilmember Gammon asked if other businesses sign-on. Ryan commented he did not ask businesses to sign-on, but there are others interested.

Councilmember Robinson moved to adjourn the meeting. Seconded by Councilmember Gammon, motion passed unanimously by voice vote.

There being no further business to come before the City Council, the meeting was duly adjourned at 6:35 p.m.

James Reid Conyers, Jr.
Council President

Jenny Opal Wilson, CMC
Assistant City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-192

FROM:	Hunter Simmons, PLANNING DIRECTOR
SUBJECT:	Amend Zoning Ordinance No. 1253 - Request of the Applicant, S.E. Civil, on behalf of the Owner, FST Bonnie Baker, to rezone property from R-A, Residential/Agriculture to R-1, Low Density Single-Family Residential District. The property is approximately 10 acres and is located at 19763 State Highway 181. PPIN #: 15456
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

Public Hearing – Ordinance – Amend Zoning Ordinance No. 1253 - Request of the Applicant, S.E. Civil, on behalf of the Owner, FST Bonnie Baker, to rezone property from R-A, Residential/Agriculture to R-1, Low Density Single-Family Residential District. The property is approximately 10 acres and is located at 19763 State Highway 181. **PPIN #: 15456**

BACKGROUND INFORMATION:

The property was brought into the City as R-A in 1989. The proposal would allow a minimum of 15,000sf lots.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
		\$___	\$___	(\$___)

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

ORDINANCE NO. ____

AN ORDINANCE AMENDING ORDINANCE NO. 1253
KNOWN AS THE ZONING ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA as follows:

The ordinance known as the Zoning Ordinance (No. 1253), adopted 27 June 2005, together with the Zoning Map of the City of Fairhope, be and the same hereby is changed and altered in respect to that certain property described below:

After the appropriate public notice and hearing, the Planning Commission of the City of Fairhope, Alabama has forwarded a **favorable** recommendation,

The property of FST Bonnie Baker, (containing 10 acres, more or less, and zoned R-A) and located at 19763 State Highway 181.

PPIN # 15456

Legal Description: (Case number ZC 25.10)

BEGINNING AT A 3 INCH SQUARE CONCRETE MONUMENT FOUND AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN COUNTY, ALABAMA, AND RUN THENCE NORTH 00 DEGREES 21 MINUTES 25 SECONDS EAST, A DISTANCE OF 330.55 FEET TO A ONE-HALF INCH OPEN TOP PIPE FOUND; THENCE RUN SOUTH 89 DEGREES 31 MINUTES 17 SECONDS EAST, A DISTANCE OF 1278.76 FEET TO A ONE INCH CRIMP TOP PIPE FOUND ON THE WEST RIGHT-OF-WAY OF STATE HIGHWAY 181; THENCE RUN SOUTH 00 DEGREES 29 MINUTES 47 SECONDS WEST, ALONG SAID WEST RIGHT-OF-WAY, A DISTANCE OF 332.85 FEET TO A 3 INCH SQUARE CONCRETE MONUMENT FOUND; THENCE DEPARTING SAID WEST RIGHT-OF-WAY, RUN SOUTH 89 DEGREES 50 MINUTES 46 SECONDS WEST, A DISTANCE OF 532.12 FEET TO A ONE-HALF INCH OPEN TOP PIPE FOUND; THENCE RUN NORTH 88 DEGREES 53 MINUTES 36 SECONDS WEST, A DISTANCE OF 745.91 FEET TO THE POINT OF BEGINNING. TRACT CONTAINS 9.83 ACRES, MORE OR LESS.

A map of the property to be rezoned is attached as Exhibit A.

The property is hereby rezoned R-1, Low Density Single-Family Residential District. This property shall hereafter be lawful to construct on such property any structures permitted by Ordinance No. 1253 and to use said premises for any use permitted or building sought to be erected on said property shall be in compliance with the building laws of the City of Fairhope and that any structure shall be approved by the Building Official of the City of Fairhope and that any structure be erected only in compliance with such laws, including the requirements of Ordinance No. 1253.

Ordinance No. _____

Page -2-

Severability Clause - if any part, section or subdivision of this ordinance shall be held unconstitutional or invalid for any reason, such holding shall not be construed to invalidate or impair the remainder of this ordinance, which shall continue in full force and effect notwithstanding such holding.

Effective Date – This ordinance shall take effect immediately upon its due adoption and publication as required by law.

ADOPTED THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

ADOPTED THIS 18TH DAY OF DECEMBER, 2025

Sherry Sullivan, Mayor

City of Fairhope

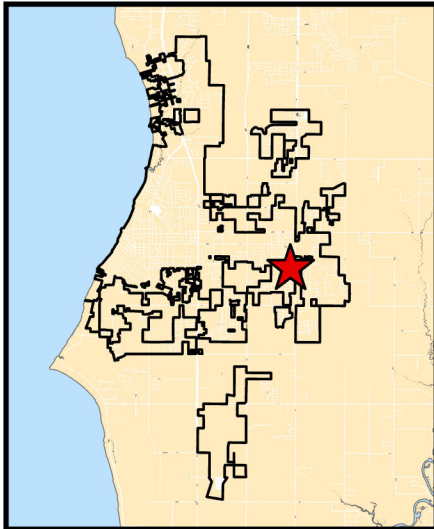
City Council

December 18, 2025



Planning Commission (8 Ayes) voted to recommend approval of ZC 25.10

ZC 25.10 - 19763 State Highway 181



Project Name:

19763 State Highway 181

Site Data:

Approximately 10 acres

Project Type:

R-A, Residential/Agriculture District to R-1, Low Density Single-Family Residential District

Jurisdiction:

Fairhope Planning Jurisdiction

Zoning District:

R-A, Residential/Agriculture District

PPIN Number:

15456

General Location:

Highway 181 west of Quail Creek

Surveyor of Record:

S.E. Civil

Engineer of Record:

S.E. Civil

Owner / Developer:

Bonnie Baker

School District:

Fairhope Elementary School

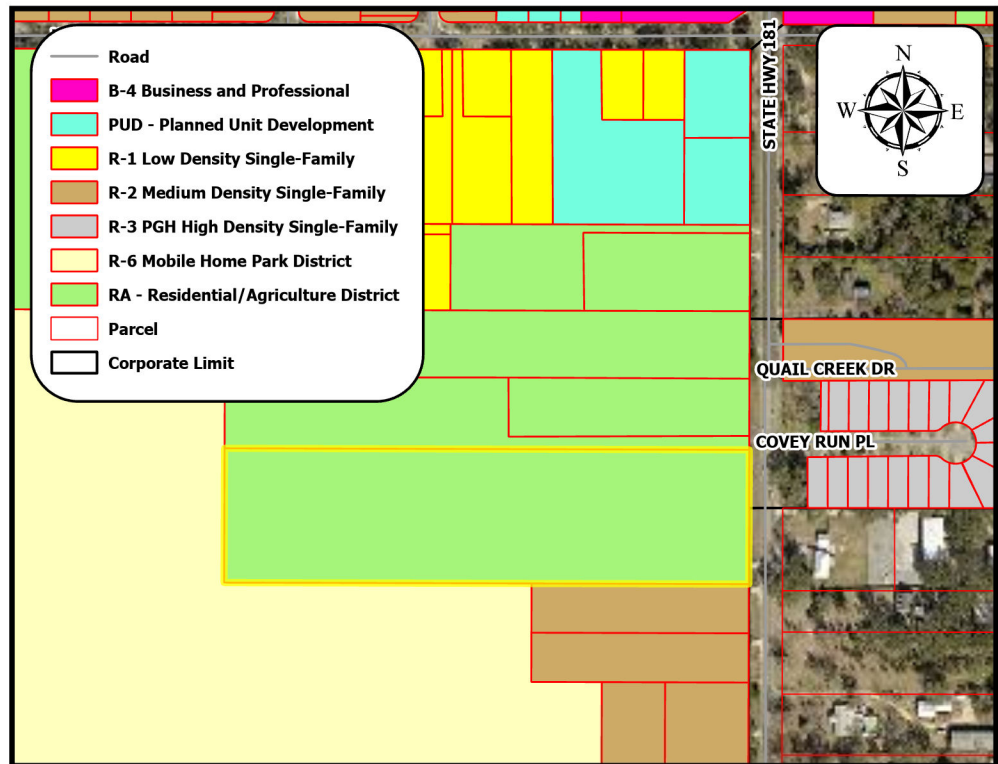
Fairhope Middle and High Schools

Recommendation:

Approved

Prepared by:

Payton Rogers



SUMMARY OF REQUEST

Public hearing to consider the request of the Applicant, S.E. Civil, on behalf of the Owner, FST Bonnie Baker, to rezone property from R-A, Residential/Agriculture District to R-1, Low Density Single-Family Residential District. The property is approximately 10 acres and is located at 19763 State Highway 181.

SITE HISTORY

The property consists of one (1) metes-and-bounds parcel originally developed for residential and agricultural uses.

There have been no Planning Commission or Board of Adjustment applications associated with the site.

STAFF COMMENTS

The applicant requests rezoning of the property to allow for future redevelopment of the site for a low density single-family residential subdivision. The subject site is currently zoned R-A, Residential/Agriculture District and is developed with one (1) single-family dwelling and a number of accessory structures.

Additional details and the full application are available at the end of this report.

The site is bordered by properties zoned R-A, Residential/Agriculture District, to the north; R-3 PGH, High Density Single-Family Patio/Garden Home Residential District and B-2, Local Business District (Baldwin County), to the east; R-2, Medium Density Single-Family Residential District and R-6, Mobile Home Park District, to the south; and R-6, Mobile Home Park District, to the west.

Surrounding land uses along this section of State Highway 181 consist primarily of a mix of low and high density residential. The East side of 181, within Baldwin County jurisdiction, includes a mix of commercial uses such as automotive wholesale, HVAC repair, home improvement, and aluminum fabrication. The abutting property to the west is developed with the Magnolia Pointe mobile-home park.

A survey illustrating all existing site improvements was submitted in lieu of a site plan as rezoning requests are not site-plan specific. It's important to note that any potential redevelopment of the subject site would be subject to full compliance with all standards as detailed within the Subdivision Regulations.

Article III of the City of Fairhope Zoning Ordinance defines R-1 Districts as, *"intended to provide choices of low-density suburban residential environment consisting of single-family homes on large parcels of land..."*.

At 10± acres the subject site far exceeds the minimum lot area required of properties within R-1 zoned districts. However, it should be noted that any future lots developed out of a subdivision of the property will likewise be required to comply with current development standards, thus limiting said lots to a minimum lot area of 15,000 square feet.

Article III details specific lot dimensional standards (below) and allowable Uses (exhibits at end of report).

Excerpt from Table 3-2: Dimension Table – Lots and Principle Structure

Dimension District or Use	Min. Lot Area / Allowed Units Per Acre (UPA)	Min. Lot Width	Front Setback	Rear Setback	Side Setback	Street Side Setback	Max. Total Lot Coverage by All Structures	Max. Height
R-1	15,000 s.f./ -	100'	40'	35'	10' ^b	20'	40%	30' ^a

The request is consistent with the City of Fairhope Comprehensive Plan place type designation of “Suburban Residential”. A full description of this Place Type has been included as an exhibit at the end of this report. Given the historical and proposed use of the property for low density single-family residential, and the prevalence of similar uses along this segment of State Highway 181, staff is in support of the proposal.

Citizen Comments

During the public comment period staff received one (1) comment from a neighboring property owner. Their complete comments are included within the application materials attached to this report. In summary, they appear to be most concerned with the amount of development within Fairhope in general and its effect on utility infrastructure and wildlife.

With regard to the utility comment, any future development of the property shall be required to comply with all current development and utility standards, at time of Subdivision application and permitting.

REZONING CONSIDERATIONS

Standards of Review:

The Zoning Ordinance and its associated zoning map are derived from long-range comprehensive planning studies intended to promote orderly, desirable development. Casual or unsupported amendments to the Zoning Ordinance can undermine this purpose. Therefore, rezoning requests are evaluated according to the following criteria:

1. Compliance with the Comprehensive Plan;
2. Compliance with the standards, goals, and intent of this ordinance;
3. The character of the surrounding property, including any pending development activity;
4. Adequacy of public infrastructure to support the proposed development;
5. Impacts on natural resources, including existing conditions and ongoing post-development conditions;
6. Compliance with other laws and regulations of the City;
7. Compliance with other applicable laws and regulations of other jurisdictions;
8. Impacts on adjacent property including noise, traffic, visible intrusions, potential physical impacts, and property values; and
9. Impacts on the surrounding neighborhood including noise, traffic, visible intrusions, potential physical impacts, and property values.

Recommendation:

Staff recommends **APPROVAL** of ZC 25.10 – 19763 State Highway 181, request to rezone property from R-A, Residential/Agriculture District to R-1, Low Density Single-Family Residential District.

EXHIBITS

ZC 25.10 – 19763 State Highway 181

November 6, 2025

Excerpt from Table 3-1: Use Table

Zoning Districts	R-1 (a, b, c)
Use Categories / Specific Uses	
Dwelling	
Single-Family	●
Two-family	
Townhouse	
Patio Home	
Multiple-family / Apartment	
Manufactured Home	
Mixed-use	
Accessory Dwelling	
Estate	
Civic	
Elementary School	●
Secondary School	●
Education Facility	●
Library	●
Place of Worship	
Cemetery	○
Hospital	
Public Open Space	●
Common Open Space	●
Community Center or Club	○
Public Utility	○
Office	
General	
Professional	
Home Occupation	⊖
Retail	
Grocery	
Convenience Store	
General Merchandise	
Shopping Center	
Automobile Service Station	
Outdoor Sales Limited	
Outdoor Sales Lot	
Garden Center	

Zoning Districts	R-1 (a, b, c)
Use Categories / Specific Uses	
Service	
Convalescent or Nursing Home	○
Clinic	○
Outdoor Recreation Facility	○
Day Care	○
General Personal Services	
Mortuary or Funeral Home	
Automobile Repair	
Indoor Recreation	
Dry Cleaner / Laundry	
Personal Storage	
Bed & Breakfast	
Hotel / Motel	
Boarding House or Dormitory	
Recreational Vehicle Park	
Restaurant	
Bar	
Entertainment Venue	
Marina	
Kennel or Animal Hospital	
Warehouse	
Junk Yard or Salvage Yard	
Manufacturing	
Limited	
Light	
General	
Food Processing	
Rural	
Agriculture	
Rural Market	
Plant Nursery	

● = Allowed By-Right	⊖ = Special Conditions	○ = On Appeal
----------------------	------------------------	---------------

Suburban Residential

These primarily residential areas generally have the largest lot sizes for single-family detached houses in Fairhope.

Development Density and Form

Lots in these areas are generally between one-quarter and one-third of an acre, with some even greater. Minimum lot widths are 75 to 100 feet, and minimum front setbacks are 30 to 40 feet. This Place Type is suburban in form and character, including relatively generous setbacks for houses. Key planning objectives for these areas include preservation of sensitive natural features, provision of usable common open space, strong multi-modal connectivity within and between developments, and avoiding a “garagescape” where streets are visually dominated by garages by encouraging rear or side-loaded garages. While lots are typically accessed by a front driveway, the visual impact of garages should be minimized by placing it at the rear of a lot, recessing it behind the front facade if the garage doors face the street, or turning it so that the garage doors do not face the street.

Geographic Form

This Place Type is expansive and has irregular geographic forms, although boundaries are typically rectilinear given that they are dictated by roads and linear property lines.

Primary Land Uses

Primary land uses for this Place Type are single-family detached houses and any ancillary uses, including outbuildings and institutional uses that support residential neighborhoods.





APPLICATION FOR ZONING DISTRICT CHANGE

Property Owner / Leaseholder Information

Name: BONNIE BAKER Phone Number: _____
 Street Address: 19763 STATE HIGHWAY 181
 City: FAIRHOPE State: AL Zip: 36532

Applicant / Agent Information

If different from above.

Notarized letter from property owner is required if an agent is used for representation.

Name: AARON COLLINS Phone Number: 251-990-6566
 Street Address: 9969 WINDMILL ROAD
 City: FAIRHOPE State: AL Zip: 36532

Current Zoning of Property: R-A- Residential/Agriculture District
 Proposed Zoning/Use of the Property: R-1 Low Density Single-Family Residential District
 Property Address: 19763 STATE HIGHWAY 181
 Parcel Number: 05-46-05-22-0-000-001.513
 Property Legal Description: ATTACHED
 Reason for Zoning Change: We are requesting the change for a low density single family subdivision consisting of 17- 15,000 sf lots.

Property Map Attached YES NO

Metes and Bounds Description Attached YES NO

Names and Address of all Real Property Owners
 within 300 Feet of Above Described Property Attached. YES NO

Character of Improvements to the Property and Approximate Construction Date: We anticipate construction to begin on the 17 single family lots in July of 2026.

Zoning Fee Calculation:

Reference: Ordinance 1269

I certify that I am the property owner/leaseholder of the above described property and hereby submit this application to the City for review. *If property is owned by Fairhope Single Tax Corp. an authorized Single Tax representative shall sign this application.

Aaron Collins (Agent)

Property Owner/Leaseholder Printed Name

Date

Signature

Fairhope Single Tax Corp. (If Applicable)

Aaron S. Collins
9-23-2025
Reuben E. Davidson, III
Secretary, FSTC

AGENT AUTHORIZATION FORM

FST BAKER BONNIE LYNN

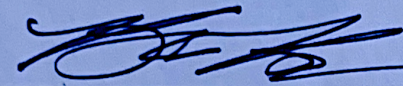
19763 STATE HIGHWAY 181

FAIRHOPE, AL. 36532

To Whom It May Concern:

SE CIVIL, LLC is hereby authorized to act as my agent in representing me before the City of Fairhope Planning Commission and City Council on all submittals related to: PID 05-46-05-22-0-000-001.513.

Sincerely,



Print Name

BONNIE BAKER

9.10.2025

Signature

Date

State of Alabama

County of Baldwin

I, the undersigned Notary Public in and for said County in said State, hereby certify that

Bonnie Baker, whose name is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the contents of the instrument, he executed the same voluntarily on the day the same bears date.

Given under my hand and official notarial seal this 10th day of September, 2025.

{SEAL}



Adrienne M Stone

NOTARY PUBLIC

My Commission Expires: 10/26/2026

Legal Description PID 05-46-05-22-0-000-001.513

BEGINNING AT A 3 INCH SQUARE CONCRETE MONUMENT FOUND AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN COUNTY, ALABAMA, AND RUN THENCE NORTH 00 DEGREES 21 MINUTES 25 SECONDS EAST, A DISTANCE OF 330.55 FEET TO A ONE-HALF INCH OPEN TOP PIPE FOUND; THENCE RUN SOUTH 89 DEGREES 31 MINUTES 17 SECONDS EAST, A DISTANCE OF 1278.76 FEET TO A ONE INCH CRIMP TOP PIPE FOUND ON THE WEST RIGHT-OF-WAY OF STATE HIGHWAY 181; THENCE RUN SOUTH 00 DEGREES 29 MINUTES 47 SECONDS WEST, ALONG SAID WEST RIGHT-OF-WAY, A DISTANCE OF 332.85 FEET TO A 3 INCH SQUARE CONCRETE MONUMENT FOUND; THENCE DEPARTING SAID WEST RIGHT-OF-WAY, RUN SOUTH 89 DEGREES 50 MINUTES 46 SECONDS WEST, A DISTANCE OF 532.12 FEET TO A ONE-HALF INCH OPEN TOP PIPE FOUND; THENCE RUN NORTH 88 DEGREES 53 MINUTES 36 SECONDS WEST, A DISTANCE OF 745.91 FEET TO THE POINT OF BEGINNING. TRACT CONTAINS 9.83 ACRES, MORE OR LESS.

SURVEYOR'S CERTIFICATE

I HEREBY STATE THAT ALL PARTS OF THIS SURVEY AND DRAWING HAVE BEEN COMPLETED IN ACCORDANCE WITH THE CURRENT REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR SURVEYING IN THE STATE OF ALABAMA TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

"THE SOUTH HALF (S 1/2) OF THE SOUTH HALF (S 1/2) OF THE NORTHEAST QUARTER (NE 1/4) OF THE NORTHEAST QUARTER (NE 1/4), LESS 40 FEET FOR ROAD ON EAST, SECTION 22, T6S, R2E, BALDWIN COUNTY, ALABAMA. LANDS OF THE FAIRHOPE SINGLE TAX CORPORATION."

(COPIED FROM INSTRUMENT NUMBER 2171598)

MORE PARTICULARLY DESCRIBED AS:

BEGINNING AT A 3 INCH SQUARE CONCRETE MONUMENT FOUND AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN COUNTY, ALABAMA, AND RUN THENCE NORTH 00 DEGREES 21 MINUTES 25 SECONDS EAST, A DISTANCE OF 330.55 FEET TO A ONE-HALF INCH OPEN TOP PIPE FOUND; THENCE RUN SOUTH 89 DEGREES 31 MINUTES 17 SECONDS EAST, A DISTANCE OF 1278.76 FEET TO A ONE INCH CRIMP TOP PIPE FOUND ON THE WEST RIGHT-OF-WAY OF STATE HIGHWAY 181; THENCE RUN SOUTH 00 DEGREES 29 MINUTES 47 SECONDS WEST, ALONG SAID WEST RIGHT-OF-WAY, A DISTANCE OF 332.85 FEET TO A 3 INCH SQUARE CONCRETE MONUMENT FOUND; THENCE DEPARTING SAID WEST RIGHT-OF-WAY, RUN SOUTH 89 DEGREES 50 MINUTES 46 SECONDS WEST, A DISTANCE OF 532.12 FEET TO A ONE-HALF INCH OPEN TOP PIPE FOUND; THENCE RUN NORTH 88 DEGREES 53 MINUTES 36 SECONDS WEST, A DISTANCE OF 745.91 FEET TO THE POINT OF BEGINNING. TRACT CONTAINS 9.83 ACRES, MORE OR LESS.

(DESCRIPTION COMPOSED FROM PROBATE RECORDS AND AN ACTUAL FIELD SURVEY)

DAVID E DIEHL AL. P.L.S. NO. 26014

05-05-2025 DATE



SURVEY NOT VALID WITHOUT ORIGINAL SIGNATURE AND SEAL.

SURVEYOR'S NOTES:

1. THERE MAY BE RECORDED OR UNRECORDED DEEDS, EASEMENTS, RIGHT-OF-WAYS, OR OTHER INSTRUMENTS WHICH COULD AFFECT THE BOUNDARIES OF SAID PROPERTIES.
2. THERE WAS NO ATTEMPT TO DETERMINE THE EXISTENCE, LOCATION, OR EXTENT OF ANY SUB-SURFACE FEATURES.
3. SURVEY WAS CONDUCTED IN JUNE 2025, AND IS RECORDED IN AN ELECTRONIC FIELD BOOK.
4. BEARINGS AND DISTANCES SHOWN HEREON WERE "COMPUTED" FROM ACTUAL FIELD TRAVERSES, AND ARE BASED ON STATE PLANE GRID, ALABAMA WEST ZONE NAD83 (2011) USING GPS OBSERVATIONS.
5. THE UTILITY INFORMATION SHOWN HEREON WAS OBTAINED BY FIELD LOCATING AND PLOTTING THE VISIBLE ABOVE GROUND UTILITY FEATURES.
6. SURVEY CONDUCTED USING INSTRUMENT NUMBERS 2171598, PROBATE RECORDS, BALDWIN COUNTY, ALABAMA, NO TITLE SEARCH OR REPORT WAS PROVIDED FOR THIS SURVEY.
7. FENCES SHOWN ARE CONSIDERED TO BE ON THE PROPERTY LINE UNLESS DIMENSIONED HEREON.

OWNER INFORMATION:

PARCEL NUMBERS:
46-05-22-0-000-001.513
OWNER:
BONNIE LYNN BAKER
19763 STATE HIGHWAY 181
FAIRHOPE, AL 36532

ZONING INFORMATION:

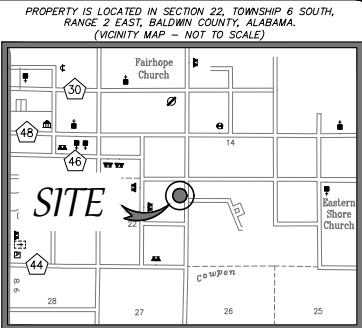
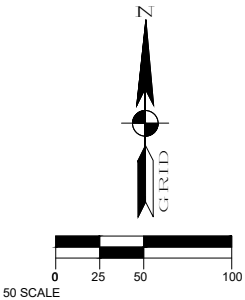
CURRENT CITY OF FAIRHOPE ZONING
RESIDENTIAL-AGRICULTURE DISTRICT (RA)

SETBACKS:

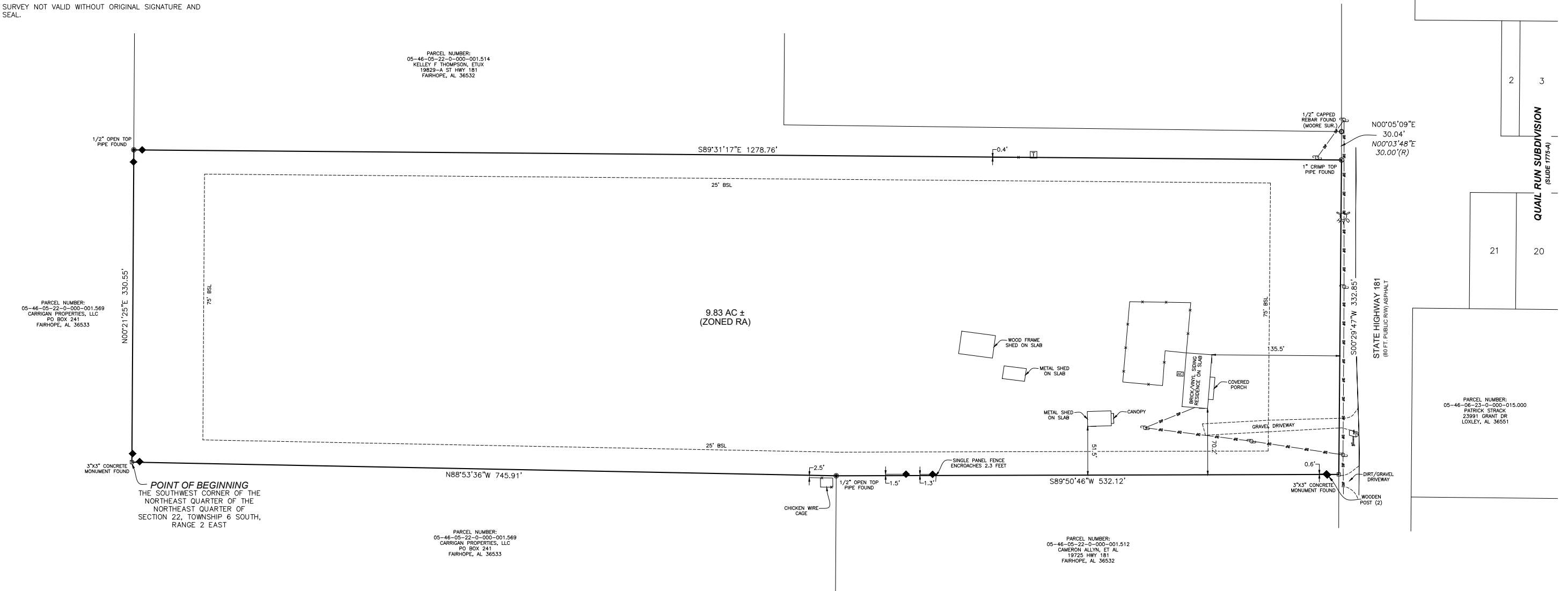
FRONT: 75 FEET
REAR: 75 FEET
SIDE: 25 FEET
SIDE STREET: 50 FEET

FLOOD STATEMENT:

PROPERTY LIES IN FLOOD ZONE "X" (UNSHADED), ZONE "X" (SHADED), AS SCALED FROM FLOOD INSURANCE RATE MAP NUMBERS 01003C0663M, COMMUNITY NUMBER 010006, PANELS 0715 AND 0663, SUFFIX "M", MAP REVISED DATE APRIL 19, 2019.



- LEGEND:
- R/W = RIGHT-OF-WAY
 - (R) = RECORD BEARING-DISTANCE
 - OP = OVERHEAD POWER
 - FENCE
 - FIRE HYDRANT
 - TELEPHONE PEDESTAL
 - POWER POLE
 - AIR CONDITIONER
 - MAILBOX
 - WOODEN POST



PROPERTY BOUNDARY SURVEY

TOWER HOMES



DRAWN	ZJH
CHKD.	JDG
PROJ MGR	DED
SCALE	1" = 50'
PROJECT	20251589
FILE	TOWER HOMES
SHEET	1 OF 1

From: [Connie Thompson](#)
To: [planning](#)
Subject: Rezone request
Date: Sunday, October 26, 2025 5:14:16 PM



To whom it may concern:

Why? Why do we need another housing project/ subdivision in Fairhope? Aren't there enough being built as there is? Fairhope is already overpopulated. I was born and raised here, and I have seen so many changes. Fairhope used to be a great place to live. Now, there are so many people in the area that the city has had to spend an unknown amount of money to replace the water, gas, and septic lines. And over the past several years, the city has had to send out notifications about reserving water. Maybe there is a reason for this. TOO many people in the area. The streets are already overrun with so much traffic. And it's not from people just visiting.

Not to mention the wildlife. They have been chased out of their homes. They have not where else to go. We have so many deer that come in our yard every single day looking for food and a safe place to raise their babies. My family and I have lived on land ever since I was born. And over the years, we have had several gopher tortoise turtles. And if I'm not mistaken, they are now protected. Please correct me if I am wrong.

The property located at 19763 State Highway 181, I ask you to please reconsider this rezone request.

Thank you for your consideration.

Connie M Thompson
19829A State Highway 181
Fairhope, AL.
36532

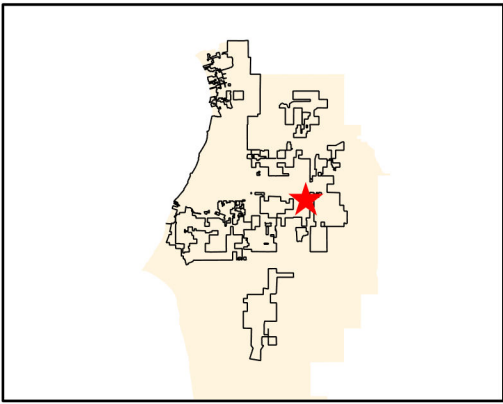
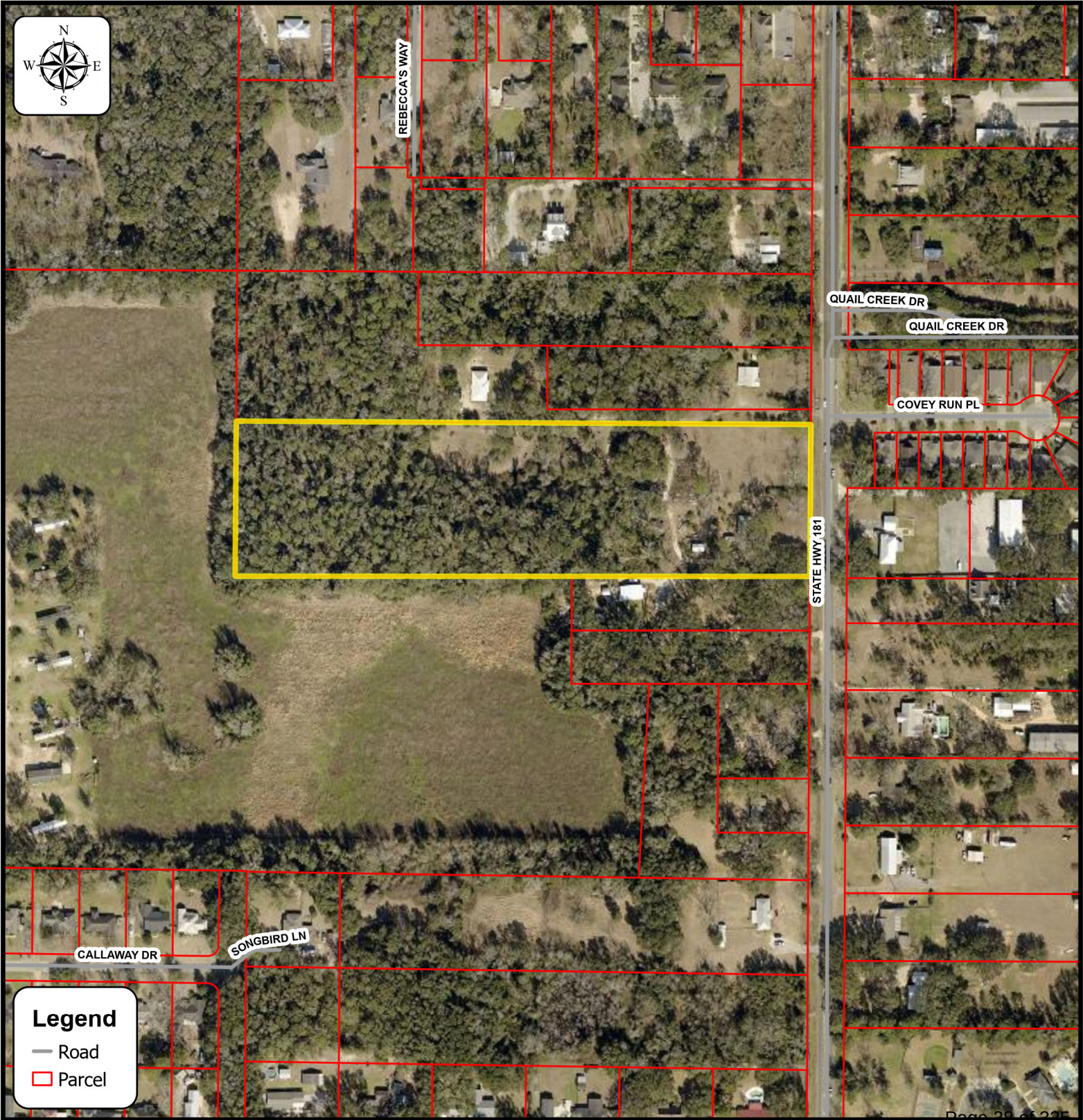


Exhibit A

S.E. Civil, on behalf of the Owner,
FST Bonnie Baker, is requesting conditional annexation
R-1, Low Density Single-Family Residential District



Exhibit A
Parcel ID: 05-46-05-22-0-000-001.513
PPIN: 15456





CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-214

FROM:	Richard Johnson, CITY ENGINEER
SUBJECT:	The City Engineer, Richard Johnson, is requesting the hiring of a qualified firm for Professional Landscape Architecture Services for the design of Hope Community Park - Phase One.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve negotiated not-to-exceed amount of \$124,550.00 for RFQ PS26-004 Professional Landscape Architect Services for Hope Community Park - Phase One and allow the Mayor to execute a contract with WAS Design.

BACKGROUND INFORMATION:

The City Engineer, Richard Johnson, is requesting the hiring of a qualified firm for Professional Landscape Architecture Services for the design of Hope Community Park - Phase One.

The work to be performed is for professional landscape architecture design associated with the project, which will include the following:

Scopes of Service for the Master Plan Area

- A. Land Surveying \$9,400.00
- B. Geotechnical Engineering \$10,500.00
- C. Master Planning \$28,200.00

Scopes of Service for Phase One Area

- D. Design Development \$13,900.00
- E. Construction Documents \$27,800.00
- F. Bid/Negotiation Assistance \$3,500.00
- CE. Civil Engineering \$12,250.00
- AR. Building Architecture \$11,000.00
- SE. Site Structural Engineering \$3,000.00
- EE. Site Electrical Engineering \$5,000.00

The Mayor and the City Engineer would like to establish a not-to-exceed amount for Professional Landscape Architecture Services of One Hundred Twenty-Four Thousand Five Hundred Fifty Thousand Dollars (\$124,550.00).

Previous Council Action:

Resolution No. 5602-25 October 13, 2025 - City Council approves the selection by Mayor Sullivan for Professional Landscape Architect Services for (RFQ PS26-004) for Foundation Park - Phase One (Project No. 2026-PWD 002) to WAS Design; and hereby authorizes Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
103-55730-10	Foundation Park	\$124,550.00	\$124,550.00	\$0.00

Project No.: 2026PWD002

Project Expense String: 2026PWD002-CONS

Total FY26 Budget for Foundation Park Project 2026PWD002 = \$250,000.00

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute a Contract with WAS Design for Hope Community Park - Phase One (RFQ PS26-004) with a not-to-exceed amount of \$124,550.00.

DULY ADOPTED THIS 18TH DAY OF DECEMBER 2025

James Reid Conyer, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Nov 21, 2025



Mr. Richard Johnson
City Engineer
City of Fairhope
161 North Section St.
Fairhope, AL 36532

Re: Placemaking at Hope Community Park

Dear Mr. Johnson:

WAS Design, Inc. is pleased to provide a proposal for landscape architectural services for your project. We are excited to work on a project as distinctive as yours. We believe that we can deliver landscape architectural services for your project that match this distinctiveness.

WAS Design proposes a multi-phased redevelopment for Hope Community Park with a total probable construction cost of \$1.7m. The primary intention is to establish a unified, technically sound, and financially-driven framework, beginning with a fixed-fee Master Planning phase for design validation. The subsequent Phase One scope, based on a \$400,000 construction budget, will result in Construction Documents where recreational elements like the Splashpad and Playground are designated as Additive Alternates to ensure the client maintains flexibility during the public bidding process.

On the following pages you will find the proposed scope of services and agreement that WAS Design, Inc. intends to provide for your project. We appreciate the opportunity to make this proposal to you. Once you have had a chance to review everything, please feel free to contact me with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad Watkins". The signature is fluid and stylized, with a long horizontal stroke extending to the right.

Chad Watkins, PLA, ASLA
Principal
lcw

A. Park Area Design Elements

1. Recreation elements design, could include:
 - a) Splash Pad
 - b) Playground
 - c) Social games, e.g. horseshoes, bocce, shuffleboard, etc.
 - d) Lawn sports, e.g. putting green, croquet, etc.
 - e) Passive rec elements, e.g. fire pit, dog park, etc.
2. Hardscape design (IBC and ADAAG standards)
 - a) Paving
 - b) Walls, ramps, steps
 - c) Fencing and railings
 - d) Overhead shade structures not attached to buildings
3. Landscape design
 - a) Context-sensitive plant material
 - b) Landscape per City regulations, as applicable
4. Irrigation design
 - a) Water-smart irrigation system
 - b) Central-controlled water management
 - c) Irrigation water source determination
5. Site lighting design
 - a) Park area lighting
 - b) Landscape lighting design in common areas as applicable
6. Site furnishings design
 - a) Chairs and tables
 - b) Fire pits (not site built)
 - c) Games (cornhole/bocce, etc.)
7. Grading and drainage design (pedestrian areas - IBC, ADAAG standards)
 - a) Surface grading design
 - Spot elevations of critical points
 - Slope requirements where applicable
 - b) Drainage network design
 - Pipe type, location, sizing, slopes, and invert elevations
 - Pipe profile drawings
 - Drainage structure types, locations, sizing, invert and grate elevations
 - Stormwater quantity modeling and design to be performed by civil engineer

B. Opinion of Probable Budget, Total Project Area per Concept Plan

Our numbers reflect unit pricing for the areas shown in *Figure 1*. We believe the budget for material, labor, and other costs necessary to complete the job will be around the numbers shown below:

Work area type	Discipline type	Item	Unit Qty	Unit cost	Totals
3 - Park Area	Demolition	Demolition/Site Clearing Area (SF)	70,000	\$ 0.50	\$ 35,000.00
	Demolition Total				\$ 35,000.00
	Grading and Drainage	Grading & Drainage (SF)	80,406	\$ 1.00	\$ 80,406.25
	Grading and Drainage Total				\$ 80,406.25
	Hardscape	Entry Feature & Signage	1	\$ 15,000.00	\$ 15,000.00
		Fence, perimeter (LF)	1,105	\$ 65.00	\$ 71,825.00
		Paving, Concrete (SF)	4,000	\$ 8.00	\$ 32,000.00
		Playground, w/PIP surfacing (EA)	1	\$ 250,000.00	\$ 250,000.00
		Splash Pad (SF)	2,200	\$ 150.00	\$ 330,000.00
	Hardscape Total				\$ 698,825.00
	Lighting/electrical	Electrical system, site panel/controls (LS)	1	\$ 5,000.00	\$ 5,000.00
		Lighting, bollard/area fixture (EA)	10	\$ 2,000.00	\$ 20,000.00
	Lighting/electrical Total				\$ 25,000.00
	Planting and Irrigation	Irrigation (SF)	60,000	\$ 2.00	\$ 120,000.00
		Large Trees (EA)	5	\$ 900.00	\$ 4,500.00
		Medium Trees (EA)	10	\$ 600.00	\$ 6,000.00
		Planting Bed Area (SF)	6,000	\$ 5.50	\$ 33,000.00
		Turf Area (SF)	54,000	\$ 0.55	\$ 29,700.00
	Planting and Irrigation Total				\$ 193,200.00
	Site furnishings	Table sets (set)	5	\$ 4,000.00	\$ 20,000.00
	Site furnishings Total				\$ 20,000.00
	z.Subconsultant Scope	Building, restrooms, including FF-E (SF)	700	\$ 200.00	\$ 140,000.00
		Civil Site Work (EA)	1	\$ 175,000.00	\$ 175,000.00
	z.Subconsultant Scope Total				\$ 315,000.00
3 - Park Area Total					\$ 1,367,431.25
4 - Overall Project	General Conditions	Contingency (0.15 of HC)		\$ 1,052,431.25	\$ 157,864.69
		GC's General Conditions (0.08 of HC)		\$ 1,052,431.25	\$ 84,194.50
		GC's Overhead and Profit (0.09 of HC)		\$ 1,052,431.25	\$ 94,718.81
		Mobilization (LS)	1	\$ 5,000.00	\$ 5,000.00

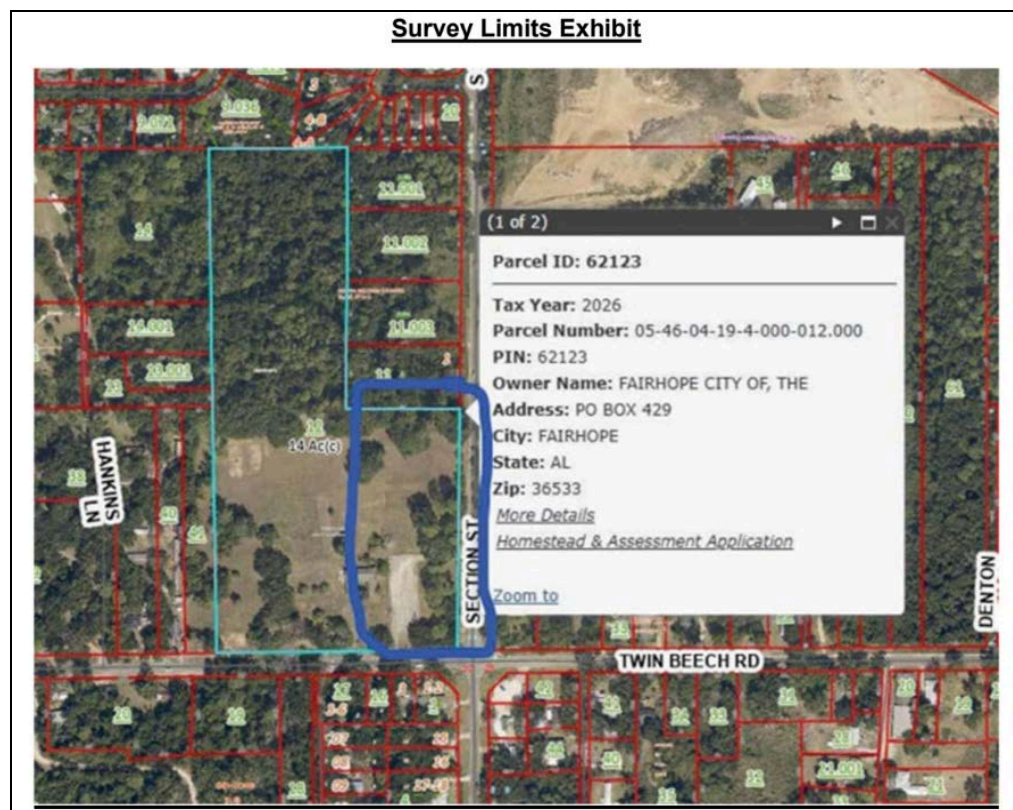
	Permit fees (0.005 of HC)	1	\$ 1,052,431.25	\$ 5,262.16
	Utility connections, site (LS)	1	\$ 7,500.00	\$ 7,500.00
	General Conditions			\$ 354,540.16
	Total			\$ 354,540.16
4 - Overall				\$ 354,540.16
Project Total				\$ 354,540.16
Grand Total				\$ 1,721,971.41

III. Construction Budget, Phase One

We understand, based on varied input over the course of this project, that the construction budget available for the to-be-determined phase one of the project will likely be around \$400,000. However, we intend to draw more than the understood budget, with some items as additive alternates to allow the Owner final flexibility in funding and construction scope determination. Therefore, the basis of construction value from which our design fees are derived is around \$950,000.

IV. SCOPE OF SERVICES

A. Land Surveying: Boundary & Topographic Survey (provided by JADE Consulting)



1. Boundary Survey: A Boundary Survey will be provided for the above-referenced parcel shown outlined in cyan on the

attached site map. The Boundary Survey will show all existing property lines and road right-of-way lines with bearings and dimensions. All property corner markers will be recovered or reset. A current legal description will be provided.

2. A Topographic Survey will be provided of the area outlined in blue on the below site map. The Topographic Survey will show existing improvements including buildings, roadways, parking areas, driveways, fences, above ground utilities, below ground utilities as marked by others or as shown on as-built drawings provided by utility companies, storm drain inlets & pipe with size and invert elevations, sewer manholes and pipe with size and invert elevations; swales & drainage patterns, trees 12" dbh & larger, 1' contour lines and spot elevations.

B. Geotechnical Investigation Scope of Services (provided by subconsultant, TBD)

The Geotechnical Investigation will include an analysis of the subsurface conditions to provide preliminary recommendations for the design of all structures and paved areas, as well as guidelines for grading and the potential construction of a stormwater retention/detention pond. The Geotechnical Report will address the suitability of site soils for use in pond berms and base construction, including an estimation of permeability to inform the design of any required infiltration or liner systems.

1. Field Exploration: Includes the drilling of strategically located soil test borings (~ 6 to 8 borings) for the restroom building footprint and primary paved/playground/stormwater areas. The Client is responsible for locating and marking all private subterranean utilities prior to mobilization.
2. Lab Testing: Comprehensive laboratory testing of recovered samples, including grain size, Atterberg limits, and moisture content.
3. Geotechnical Report: A written report providing shallow foundation recommendations (for the Restroom Building), earthwork construction guidelines, and asphalt/pavement recommendations for all paved features.

EXCLUSIONS (Important Note to Client):

1. This fixed fee EXCLUDES all Construction Administration (CA) Services, including but not limited to compaction testing, concrete testing, and field observation during construction. These services will be procured separately.
2. The scope EXCLUDES the detailed design or stamping of retaining walls, foundation plans, dewatering design, or detailed pavement design.

3. The scope EXCLUDES environmental site analysis, detailed slope or trench stability analysis, and the investigation or handling of hazardous materials.
4. The scope is limited to the final report and EXCLUDES in-person meetings beyond the final report submission, and EXCLUDES site restoration (e.g., re-visiting to top-off settled boreholes).

C. Master Planning

The Master Planning Phase will build upon the attached Concept Plan to establish a financially viable and technically sound framework for the complete, multi-phased build-out of the park, ensuring design continuity and operational efficiency across all future construction phases.

The core objective of this phase is to refine the design for the entire site, including the immediate Phase 1 playground, swings, and sidewalk scope, as well as subsequent phases like the Restroom Building and Future Outdoor Recreation Area.

This phase requires a deeper technical investigation than the initial concept, integrating all necessary engineering and site assessments to validate the spatial relationships, grading, drainage, and utility strategies for the total project. As the prime consultant, our firm will coordinate all sub-consultants (Survey and Civil Engineering) to produce a unified, comprehensive Master Plan Report that the City of Fairhope can use for budgeting, phasing implementation, and community engagement.

The Master Plan will result in a definitive design direction, a clear budget for all phases, and a refined Phase 1 scope ready for detailed Design Development.

1. Project Initiation & Data Collection

- a. Kick-off Meeting: Meet with the City of Fairhope and key stakeholders to confirm project goals, budget parameters, and phasing priorities derived from the Concept Plan.
- b. Site Analysis & Assessment: Conduct a detailed review of the existing site, including topography, vegetation (pruning trees & understory), soils, existing utilities (utility rough-ins), and access points.
- c. Code Review: Review all relevant City of Fairhope ordinances, ADA requirements, zoning, and building codes that will impact the Restroom Building (Phase 2) and overall site design.
- d. Consultant Coordination: Issue Notice to Proceed to the Survey and Civil Engineering sub-consultants for necessary base mapping and preliminary drainage studies.

2. Program & Schematic Design Refinement

- a. Refine Program Elements: Finalize the size and location of all programmed spaces shown on the Concept Plan, specifically the splash pad, playground, swings, picnic tables & seating areas, and the future recreation area.
- b. Schematic Design & Layout: Develop 1-2 alternative schematic layouts based on the Concept Plan to test grading, drainage, and circulation (including the 6' wide sidewalk). Present graphics and documentation required for decision-making.
- c. Materials & Play Equipment Selection: Research and recommend specific play equipment, site furnishings, and materials, providing images (e.g., play structure, swings, water features shown) to confirm the design intent.
- d. Phasing Plan Confirmation: Review and finalize the proposed Phasing Overview (Entry, Fencing, Clearing, etc.) to optimize construction sequencing and budget allocation for all phases.

3. Cost Estimating & Master Plan Report

- a. Preliminary Opinion of Probable Cost (P-OPC): Prepare a detailed P-OPC for the Total Estimated Construction Cost (TECC), itemizing costs by each major phase (Phase 1, 2, 3, etc.).
- b. Refined Phase 1 ECC: Provide a focused P-OPC for the Phase 1 scope (estimated at \$400,000) to serve as the baseline for the next phase of work.
- c. Master Plan Report Compilation: Produce a final Master Plan Report suitable for client and public distribution, including:
 - i. Finalized conceptual plan graphics.
 - ii. Phasing Overview narrative and diagrams.
 - iii. Refined Program Element Descriptions.
 - iv. Total Project P-OPC.
 - v. Summary of Survey/Civil Engineering constraints and design solutions.
- d. Final Presentation: Present the Master Plan Report and findings to the City of Fairhope, securing formal approval to proceed to Phase II (Design Development) for the Phase 1 scope.

Up to three formal meetings at the Client's office or on-site are included in this phase of the work. Drawings will be approved by Client prior to proceeding with the next phase.

D. Design Development

Based on the previous phase's approved drawings, we will prepare deliverables for the significant project elements that include:

1. Preparation of proposed **materials palette** for project. This list is a dynamic tool intended to be discussed and adjusted based on client input.
2. Prepare **3d imagery or progress drawings** to communicate design intent and refine decisions on proposed materials, colors, and other specific selections required for completion of the contract documents in the following phase.
3. Upon evaluation, prepare **Maintenance Implications summary**.
4. Identify required approvals.
5. **Cost opinion** based on Design Development drawings.

Up to two design meetings at the Client's office or on-site are included in this phase of the work. Drawings will be approved by Client prior to proceeding with the next phase.

E. Construction Documents

Construction Documents will be based upon the following project scenario: single project with a single phase of construction, one drawing set, design-bid-build project delivery. We will prepare the following deliverables based on the previous phase's approved drawings:

1. **Cover Sheet**
2. **Existing Conditions Plans/Survey (provided by JADE Consulting)**
 - a. To communicate how the work should be received by the contractor, whether by as-built survey or proposed work by others
3. **Civil Engineering Plans (provided by JADE Consulting)**
 - a. Civil design will cover phase one AND other areas of the site required to facilitate an effective outcome that will avoid undue renovation or expansion expense in the future
 - b. Once we have received your approval of the hard site plan layout, we will begin the civil design of the project according to the requirements of the City of Fairhope Building Department. This task will include a full set of construction plans which includes existing conditions/removal sheet(s), site layout sheet(s) with a completed site data table, and dimensions of the site layout tied to the property corners, grading, and drainage sheet(s), utility sheet(s), erosion control sheet(s) and construction details sheet(s). We will coordinate with the local Utilities to ensure that water and sewer, including any required pump stations, meet all requirements. The site

grading plan will indicate the finished grades of the site and the locations of all improvements. The construction detail drawing(s) will include the pavement buildup (according to the Geotechnical Engineers Report), junction boxes, inlets, and other necessary details required to sufficiently illustrate the design intent.

- c. This fee does not include the design of any type of structural retaining wall. We assume that this will not be required.

4. **Stormwater Management Plan (provided by JADE Consulting)**

- a. This project will require a Stormwater Management System per the City of Fairhope Development Standards. This task will provide a complete Stormwater Management Analysis that will support the design of this project. The drainage system's construction documents will include all necessary details to sufficiently illustrate the design that will meet or exceed the minimum standards of the City of Fairhope.
- b. The plan will incorporate the results from the Geotechnical Engineers Report for system performance expectations.

5. **Restroom Building Architectural Plans**

- a. Construction Documents (CD) for the architectural scope (foundation, structure, walls, roof, finishes, plumbing fixtures, accessories, including S+MEP as required), sufficient for bidding and permitting.

6. **Recreational Elements Plans**

- a. Splashpad
 - i. To ensure design control and competitive pricing, our drawings for the splash pad will be based on a **Vendor-Prepared Basis-of-Design Package**, which will be specified in the Construction Documents to allow all qualified bidders to submit proposals utilizing comparable equipment and features. This element will be carried forward into the Phase 1 bid package as an **Additive Alternate** to allow the Owner final flexibility in funding and construction scope.
- b. Playground
 - i. The plans for the primary play structure and independent play components will also utilize a **Vendor-Prepared Basis-of-Design Package**. This strategy allows for a standardized product line to be specified in the Construction Documents, ensuring all qualified contractors submit competitive bids based on a pre-selected quality and aesthetic. The **Playground Equipment** will be carried forward into the Phase 1 bid package as an **Additive Alternate** to

allow the Owner final flexibility in funding and construction scope.

7. **Hardscape Plans**
 - a. Site structural engineering, if required, will be provided by subconsultant and billed against the provided fee allowance
8. **Landscape Grading and Drainage Plans**
 - a. To be coordinated with civil grading and drainage
9. **Planting Plans**
10. **Irrigation Plans**
11. **Site Lighting Plans**
 - a. With fixture location and type, and description of desired lighting effect per fixture.
 - b. Electrical engineering, as required, will be provided by subconsultant (Stewart Engineering) and billed against the allowance noted in the fee schedule
12. **Site Furnishings Plans**
13. **Project Manual**
 - a. Bid/Procurement Specifications, Divisions 00, as applicable to scope
 - b. General Requirements Specifications, Division 01, as applicable to scope
 - c. Technical Specifications, Divisions 02-49, as applicable to scope
 - d. To be provided in Masterformat 2012 format
14. **Opinion of Probable Budget (OPB)**
15. **Unit-price Bid Form**
 - a. Based on OPB format

Two Design review instances are recommended at the 50% and 95% drawing completion stages. These reviews are considered to be handled via electronic review.

F. Bidding/Negotiation Assistance

During the bid process, WAS Design, Inc. will assist the Client by offering the following services:

1. Bid process
 - a. Assist the Client in conducting a competitive bidding process in accordance with the laws and rules of the state of Alabama governing public procurement.
 - b. Prepare bid documents, including invitations to bid, instructions to bidders, bid forms, and any other required documentation, ensuring compliance with state procurement laws and regulations.
 - c. Coordinate the bid process, including assistance with advertising, distributing bid documents, and conducting

- pre-bid conferences as necessary to clarify requirements and address bidder inquiries.
- d. Review bid submissions for completeness and compliance with the contract documents (drawings and specifications), evaluating bid prices, qualifications, and any proposed alternatives or substitutions.
- 2. Contract Documents
 - a. Make reasonable efforts to ensure that the bid documents accurately reflect the requirements and specifications outlined in the contract documents (drawings and specifications).
 - b. Provide clarification and interpretation of the contract documents as needed to bidders during the bid process, ensuring a clear understanding of the project requirements.
- 3. Bid Evaluation:
 - a. Assist the Client in evaluating bids received, considering factors such as price, responsiveness to the contract documents, bidder qualifications, and any proposed alternatives or substitutions.
 - b. Provide recommendations to the Client regarding the selection of the lowest responsive and responsible bidder, in accordance with state procurement laws and regulations.
- 4. Contract Award:
 - a. Assist the Client in preparing contract documents and executing a contract with the selected bidder, incorporating the terms and conditions of the bid and ensuring alignment with the contract documents (drawings and specifications).
 - b. Provide support to the Client during the contract negotiation process, addressing any discrepancies or inconsistencies between the bid and the contract documents.
- 5. Compliance:
 - a. Make reasonable efforts to ensure that the procurement process complies with all applicable laws, rules, and regulations of the state of Alabama, including but not limited to bid advertising requirements, bid opening procedures, and contract award criteria.

G. Construction Observation (Optional)

Our services during this phase of the Work, which is based on a 4 month construction duration, could include:

- 1. Pre-construction Phase:

- a. Preconstruction Conference: Lead a pre-construction conference with the Client, contractor, and other stakeholders to discuss project logistics, schedules, and expectations.
- 2. Construction Phase:
 - a. Regular Site Visits: Make regular, periodic site visits to observe construction progress, ensure compliance with contract documents, and address any issues that arise.
 - b. Submittal and/or Shop Drawing Review: Review shop drawings and submittals from contractors to make reasonable effort to ensure that they conform to the design intent and specifications.
 - c. Request for Information (RFI) Response: Respond to RFIs from contractors, providing clarifications and additional information as needed.
 - d. Change Order Review: Review change orders proposed by the contractor, evaluating their impact on the project scope, schedule, and budget. Manage change proposed by Client.
 - e. Progress Meetings: Participate in progress meetings with the Client, Contractor, and other stakeholders to discuss project status, issues, and resolutions.
 - f. Quality Assurance: Monitor the quality of workmanship and materials to make reasonable effort to ensure that they meet the project's standards and specifications.
 - g. Punch List Creation: Towards the end of construction, create a punch list of items that need to be completed or corrected before final acceptance.
 - h. Substantial Completion Inspection: Conduct a final inspection of the project to determine substantial completion, which signifies that the work is sufficiently complete for the Client to occupy or utilize the project.
 - i. Final Completion and Closeout: Assist in finalizing any remaining paperwork, including closeout documents, record drawings, and warranties, and ensures that the project is formally completed.

V. AGREEMENT QUALIFICATIONS

A. Assumptions

The client or design team members shall provide to WAS Design the following information or services as required for performance of the work. WAS Design assumes no responsibility for the accuracy of such information or services, and shall not be liable for errors or omissions therein. Should WAS Design be required to provide services in obtaining or coordinating compilation of this information, such services shall be billed as Additional Services. In order to begin work, we may require the following information:

1. Boundary & topographic survey w/as-built elements
2. Proposed design work from other disciplines

B. Exclusions

All specific deliverables for this project are identified within the Scope of Work portion of this agreement and are noted in bold letters. The following information is not a part of the agreement, unless specifically noted, and would be proposed under a separate agreement if required. Should WAS Design be required to provide services in obtaining or coordinating compilation of this information, such services shall be billed as Additional Services.

1. Civil and/or Geotechnical Engineering
2. Land Surveying
3. Structural Engineering
4. Mechanical/Electrical/Plumbing Engineering
5. Aquatics Engineering
6. Building Architecture

C. Definitions/Abbreviations

The following definitions are provided to give a clear understanding of terms that may be used to describe Scopes of Work within Tasks listed throughout this agreement.

Term	Definition
Attend	WAS Design will be present at meetings and hearings as described in the task item
Review	Analysis of documents necessary to understand the project, provide feedback to the Client or consultant team and to understand the impacts of the consultant teams work on the services provided by WAS Design
Assist	Provide input and/or information to the Client or consultant team to assist them with their work and products
Develop	Plans, documents, and products generated by WAS Design
Coordinate	Plans, documents, products, people, schedules and information gathered, organized and/or submitted by WAS Design
Provide	Plans, documents, and products made available by WAS Design
Minor Revisions	Revisions requiring less than 25% of the original time spent on a drawing, document, or total task item
AHJ	Authorities-having-jurisdiction

HNTE	Hourly rates, not to exceed
Fee allowance	Fee amount provided as a budget placeholder, in advance of scope definition for corresponding consulting work. Final costs may be more or less than the amount identified in this proposal.

VI. TERMS AND CONDITIONS

A. Standard Terms

1. WAS Design will invoice work on a monthly basis based on work completed.
2. Expenses, including but not limited to printing costs, mileage and other miscellaneous project costs will be billed at cost plus 10%. Mileage will be reimbursed at the Federal Government allowable rate on trips that result in a round trip of over 30 miles.
3. Client agrees to pay all invoiced fees and costs within 30 days of receipt of invoice.
4. Payment will not be subject to AHJ approval of the project and/or the cash flow status of the project.
5. Past due invoices shall be assessed a 1.5% late charge for each month past due. In the event fees and/or costs are not paid when due, client agrees to pay all costs including time + expense of staff working toward collections and reasonable attorney's fees.
6. Some scope items will be billed on an hourly basis. Where a task is based on an estimated fee or allowance, these tasks will be billed by hours spent and may be less or more than the fee for each task.
7. This agreement is based on the understanding that the client will proceed with the project in an expeditious manner from acceptance of contract terms. If the project is delayed more than one-hundred twenty (120) days from the start of work, it is understood and agreed that the standard hourly rates and the Total Fee may be subject to change requiring a new agreement.
8. Upon the parties signing this Agreement, WAS grants Client a nonexclusive license to use WAS' documents as described in this Agreement, provided Client performs in accordance with the terms of this Agreement. No other license is implied or granted under this Agreement. All instruments of professional service prepared by WAS, including but not limited to, drawings and specifications, are the property of WAS. These documents shall not be reused on other projects without WAS' written permission. WAS retains all rights, including copyrights, in its documents. Client or others cannot use WAS' documents to complete this Project with others unless WAS is found to have materially breached this Agreement.

B. Specific Terms

1. Written or verbal request to perform tasks or written acceptance of documents constitutes acceptance to the Scope of Work, Fees Schedule, Agreement Qualifications, Terms and Conditions and Additional Services provisions as identified in this proposal.
2. Approval of Services/Changes to Approved Services -WAS shall proceed with a phase, part of phase, or design package of the Scope of Services only after receiving the Client's written or email approval of the Services and deliverables provided in the previous phase and written or

email authorization to proceed with the next phase. Revisions to drawings or other documents shall constitute Additional Services when made necessary because of Client-requested changes to previously approved drawings or other documents, or because of Client changes to previous Project budget parameters or Program requirements. Budgets and/or budget opinions set forth in this Agreement serve as a function of design fees and are considered Project budget parameters upon execution of the Agreement.

3. Any revisions, additional meetings or public hearings not identified in this proposal will be considered additional services. A meeting is defined as any scheduled or unscheduled interaction initiated by either the consultant or the client for the purpose of discussing project-related matters, including but not limited to: project planning, progress updates, strategy sessions, problem-solving sessions, presentations, reviews, and decision-making discussions. Meetings may be conducted in person, via phone, video conference, or any other mutually agreed-upon method of communication. Each meeting should have a defined start and end time, but may not if the goal of the meeting is open-ended. Billable time for meetings includes preparation time, actual meeting time, and any necessary follow-up activities directly related to the meeting.
4. Either party may terminate this agreement upon 30 days written notice to the other. Upon termination WAS Design will provide client all task items billed and paid for and client shall pay all fees and costs for tasks completed to time of termination.
5. Any responsibility for safety measures/protocols, etc. are the sole responsibility of the General Contractor, and are expressly excluded from the scope of this contract.

VII. PRODUCTION AND FEES

A. Coordination and Staffing

WAS Design, Inc. will coordinate the work outlined in this proposal with that of other team consultants. WAS Design, Inc. will attend project meetings as needed, and prepare written comments and supplemental drawings as necessary.

Chad Watkins will be Principal-in-charge of the project, and Van Webb will serve as Project Manager, responsible for overall job production and the day-to-day scheduling of the Work. Additional professional, drafting and administrative personnel will be assigned to the project as needed.

B. Fee Schedule/Compensation

We propose to provide the services at the fees/rates described below:

FEES, BASE SCOPES OF SERVICE			
Item	Scopes of service for master plan area	Amount &	Fee type
A	Land Surveying	\$9,400.00	Fixed fee
B	Geotechnical Engineering	\$10,500.00	Allowance
C	Master Planning	\$28,200.00	Fixed fee
		\$48,100.00	SUB-TOTAL
Item	Scopes of service for phase one area	Amount &	Fee type
D	Design Development	\$13,900.00	Fixed fee
E	Construction Documents	\$27,800.00	Fixed fee
F	Bid/Negotiation Assistance	\$3,500.00	Fixed fee
CE	Civil Engineering	\$12,250.00	Fixed fee
AR	Building Architecture	\$11,000.00	Fixed fee
SE	Site Structural Engineering	\$3,000.00	Fee Allowance
EE	Site Electrical Engineering	\$5,000.00	Fee Allowance
		\$76,450.00	SUB-TOTAL
		\$124,550.00	GRAND TOTAL
FEES, OPTIONAL SCOPES OF SERVICE			
Item	Optional scopes of service for construction phase consulting, phase one only	Amount &	Fee type
G	LA - Construction Observation (Option)	\$13,900.00	Fixed fee
AR-CA	AR - Architecture Contract Administration - Shop Drawing Review	\$1,000.00	Fee Allowance
AR-CA	AR - Architecture Contract Administration - Site Visits @\$400/site visit and report	\$1,600.00	Fee Allowance for 4 site visits

C. Standard Hourly Rates

Principal	\$150.00
Landscape Architect I	\$120.00
Staff Designer	\$105.00
Administrative Staff	\$65.00

VIII. ACCEPTANCE OF AGREEMENT

WAS Design shall provide the services described within the Scope of Work per the Fee Schedule as identified in this proposal. The undersigned shall provide payment based on the Agreement Qualifications and the Terms and Conditions as identified in this proposal.

If the conditions of this contract are acceptable, please sign and return a copy for our files. We look forward to working with you on this project.

WAS Design, Inc.

City of Fairhope



Name

Name

Principal
Title

Title

Nov 21, 2025
Date

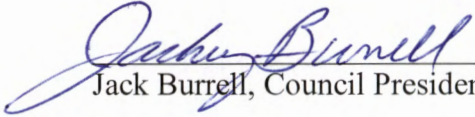
Date

RESOLUTION NO. 5602-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council approves the selection by Mayor Sherry Sullivan for Professional Landscape Architect Services for RFQ PS26-004) for Foundation Park - Phase One (Project No. 2026-PWD 002) to WAS Design; and hereby authorizes Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.

DULY ADOPTED THIS 13TH DAY OF OCTOBER 2025



Jack Burrell, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-215

FROM:	Kim Creech, CITY TREASURER
	Daryl Morefield, WATER SUPERINTENDENT
SUBJECT:	Resolution — Authorize the Treasurer to complete a FY2026 Budget transfer for the Wastewater Department.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

Resolution - Authorize the Treasurer to complete a FY2026 Budget transfer for the Wastewater Department from 004020-50366 Maintenance-Collection System to 004020-59500 System Improvement-Collection System in the amount of \$60,000.00 for insertion valves.

BACKGROUND INFORMATION:

Daryl Moorefield, Water and Wastewater Superintendent, had budgeted the insertion valves in the 004020-50366 Maintenance-Collection System account, but the insertion valve is a capital improvement to the system. The insertion valves range from \$7,500.00 to \$18,500.00 each for parts and labor to install.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
004020-50366	Maintenance-Collection System	\$60,000.00	\$0.00	\$60,000.00
004020-59500	System Improvement-Collection System	\$0.00	\$60,000.00	(\$60,000.00)

Project No.: 2026SEW006

Project Expense String: 2026SEW006-CONS

Authorize Treasurer to transfer \$60,000.00 from 004020-50366-10 to 004020-59500 for Project No. 2026SEW006 within the FY26 Budget.

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up: Treasury to enter General Ledger Budget Adjustment Entry, create Project Ledger Budget for Expense String 2026SEW006-CONS.

Action required (list contact persons/addresses if documents are to be mailed or emailed):

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] To authorize the Treasurer to complete a FY2026 Budget transfer for the Wastewater Department from 004020-50366 Maintenance-Collection System to 004020-59500 System Improvement-Collection System in the amount of \$60,000.00 for insertion valves.

DULY ADPOTED ON THIS 18TH DAY OF DECEMER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-213

FROM:	Daryl Morefield, WATER SUPERINTENDENT
SUBJECT:	The Superintendent of Water/Wastewater, Daryl Morefield, has requested to procure a 2025 Ford F550 4x4 Full Crew Cab Truck or Equivalent with Crane Attachment.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the award of Bid No. 26-014 Crane Truck - Water to Gulf City Body & Trailer Works, Inc. for a not-to-exceed amount of \$164,637.00.

BACKGROUND INFORMATION:

A bid was issued on November 7, 2025, posted to the City of Fairhope's website, and published in the Gulf Coast Media newspaper. Four (4) responsive bids and one (1) non-responsive bid were received at the bid opening on December 2, 2025, at 1:00 p.m. After review of all submitted bids, it was determined that two (2) of the responsive bids did not meet the City of Fairhope's "Equivalent" requirements.

The Superintendent of Water/Wastewater recommends the award be made to Gulf City Body & Trailer Works, Inc., who provided the lowest bid cost for the required or equivalent specifications as listed in the bid documents.

Their bid price for the Lump Sum Cost was as follows:
Lump Sum Price: \$164,637.00

Their bid response price was One Hundred Sixty-Four Thousand Six Hundred Thirty-Seven Dollars (\$164,637.00).

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
004020-50470-90	Wastewater - Vehicles & Equipment	\$180,000.00	\$164,637.00	\$15,363.00

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope did request, receive, and open bids for One (1) 2025 Ford F550 Crew Cab Truck or Equivalent with Crane Attachment (Bid No. 26-014) for the Water Department.

[2] At the appointed time and place, the following bids were opened and tabulated as follows:

**City of Fairhope Bid Tabulation
Bid No. 26-014 Crane Truck
Opened December 2, 2025 at 1:00 P.M.**

Vendor	Bid Documents Signed / Notarized (Y/N)	2025 Ford F550 4x4 Full Crew Cab Truck or Equivalent with Crane Attachment	Alternate Make/Model with Crane Attachment	Alternate Specifications Provided (Y/N)	Number of Days for Delivery
Donohoo Chevrolet Fleet	Y	N/A	\$167,847.50 2024 Chevrolet Silverado MD 4x4 LT Reading Mechanic's Package 11 ft Crane Body	Y	7-10 Days
Donohoo Chevrolet Fleet	Y	N/A	\$163,357.50 2024 Chevrolet Silverado MD 4x4 LT Palfinger PCB43-11CS 11' Crane Body	Y	7-10 Days
Gulf City Body & Trailer Works, Inc.	Y	\$164,637.00	N/A	N/A	120 Days
Technology International, Inc.	Non-Responsive				
Truck Equipment Sales, Inc.	Y	N/A	\$172,203.00 2028 F550 4x4 with Knapheide AKMT1-11R Body with Steeler 7630 Crane	Y	6 Months

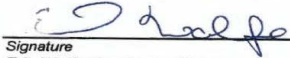
Recommendation:

To the best of my knowledge this is an accurate Bid Tabulation



Signature

Daryl Morefield, Superintendent of Water/Wastewater



Signature

Erin Wolfe, Purchasing Manager

[3] After evaluating the bid proposals with the required bid specifications, Gulf City Body & Trailer Works, Inc. is now awarded the bid for One (1) 2025 Ford F550 Crew Cab Truck or Equivalent with Crane Attachment (Bid No. 26-014) for the Water Department for a not-to-exceed amount of \$164,637.00.

Adopted on this 18th day of December, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Bid Tabulation
Bid No. 26-014 Crane Truck
Opened December 2, 2025 at 1:00 P.M.

Vendor	Bid Documents Signed / Notarized (Y/N)	2025 Ford F550 4x4 Full Crew Cab Truck or Equivalent with Crane Attachment	Alternate Make/Model with Crane Attachment	Alternate Specifications Provided (Y/N)	Number of Days for Delivery
Donohoo Chevrolet Fleet	Y	N/A	\$167,847.50 2024 Chevrolet Silverado MD 4x4 LT Reading Mechanic's Package 11 ft Crane Body	Y	7-10 Days
Donohoo Chevrolet Fleet	Y	N/A	\$163,357.50 2024 Chevrolet Silverado MD 4x4 LT Palfinger PCB43-11CS 11' Crane Body	Y	7-10 Days
Gulf City Body & Trailer Works, Inc.	Y	\$164,637.00	N/A	N/A	120 Days
Technology International, Inc.	Non-Responsive				
Truck Equipment Sales, Inc.	Y	N/A	\$172,203.00 2026 F550 4x4 with Knapheide AKMT1-11R Body with Steller 7630 Crane	Y	6 Months

Recommendation:

To the best of my knowledge this is an accurate Bid Tabulation

Signature 

Daryl Morefield, Superintendent of Water/Wastewater

Signature 

Erin Wolfe, Purchasing Manager

**ITEM III
BID RESPONSE FORM**

Date: 12 / 1 / 2025

Bid No: 26-014 Crane Truck

Bids Due: Tuesday, December 2, 2025, 1:00 P.M.

DESCRIPTION	QTY	BID PRICE/ EACH
2025 Ford F550 4x4 Full crew Cab Truck or Equivalent with Crane Attachment	1	114,637.00
Bidding an Alternate Make/Model (Y/N)	Check Yes _____	
Alternate Make/Model with Crane Attachment		
Alternate Make/Model Specifications Provided	Check Yes _____	
Number of Days for Delivery	120	

Bid will include all labor, materials, equipment, shipping and postage, overhead, profit, bonds, insurance and all other costs necessary to provide the complete services outlined within this CONTRACT and scope of work.

Receipt of the following Addenda to these documents is hereby acknowledged by the undersigned (CONTRACTOR to complete below):

ADDENDUM NO.	DATE ISSUED	ADDENDUM NO.	DATE ISSUED
_____	_____	_____	_____

Each bid must give the full business address of the CONTRACTOR and must be signed by him with his usual signature. Bids by partnerships must furnish the full names of all partners and must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and designation of the person signing. Bids by corporations must be signed with the legal name of the corporation followed by the name of the State of Incorporation and by the signature and designation of the president, secretary, or other person authorized to bind it in the matter. The name of each person shall also be typed or printed below the signature. A bid by a person who affixes to this signature the word "president," "secretary," "agent," or other designation without disclosing his principal, may be held to be the bid of the individual signing. When requested by the City of Fairhope, Baldwin County, Alabama, satisfactory evidence of the authority of the officer signing in behalf of the corporation shall be furnished.

The undersigned agrees to furnish the goods/services as requested by you for the City of Fairhope, Baldwin County, Alabama in your invitation to bid, and certifies that they will meet or exceed the specifications called for. The undersigned has read all information pertaining to this bid and has resolved all questions. It is also understood and agreed that all prices quoted are F.O.B. described in the bid documents and specifications. The undersigned also affirms he/she has not been in any CONTRACT or collusion among BIDDERS or prospective BIDDERS in restraint of freedom of competition, by CONTRACT to bid at a fixed price or to refrain from bidding or otherwise.

Witness our hands and seals this 1st day of December, 2025.

If Individual or Partnership

(Name of Individual or Partnership)

(Name of Partner Print)

(Name of Representative Authorized to sign Bids and
CONTRACTs for the firm Print)

(Name of Partner Print)

Address _____

Phone Number () _____ Fax Number () _____

E-mail address _____ Alabama Contractor's License No. _____

Foreign Entity ID (if outside of Alabama) _____

If Corporation or LLC

Company Gulf City Body & Trailer Works, Inc.

State of Incorporation Alabama

Company Representative Paul Averitt
(PRINT) Representative Authorized to sign Bids and CONTRACTs for the firm)

Company Representative Paul Averitt
(SIGNATURE - Representative Authorized to sign Bids and CONTRACTs for the firm)

Address 601 S Conception St.
Mobile, AL 36603

Phone Number (251) 895-0478 Fax Number (251) 433-7910

E-mail address paveritt@gulfcity.com AL CONTRACTOR's License No. _____

Foreign Vendor ID _____

BID PROPOSAL NOTARIZATION:

STATE OF Alabama

COUNTY OF Mobile

I, the undersigned authority in and for said State and County, hereby certify that _____, as
respectively, of _____, whose name is signed to the foregoing document and
who is known to me, acknowledged before me on this day, that, being informed of the contents of the document they
executed the same voluntarily on the day the same bears date.

Given under my hand and Notary Seal on this 1st day of December, 2025.



NOTARY PUBLIC

MY COMMISSION EXPIRES 4/7/2026

Carolyn P. Helton

**ITEM IV
CONTRACTOR INFORMATION**

This Section must be printed, completed, and turned in with your bid response to

Business Organization

Name of CONTRACTOR (exactly as it appears on W-9):

Gulf City Body + Trailer Works, Inc.
Doing-Business-As Name of CONTRACTOR:

601 S. Conception St
Principal Office Address: Mobile, AL 36603

LOCAL Telephone Number: 251-438-5521 Toll- Free _____

LOCAL Fax Number: 251-433-7910

Email address: Paverit@gulfcity.com
Website: Gulfcity.com

Form of Business Entity [check one ("X")]

Corporation ☒
Partnership _____
Individual _____
Joint Venture _____
Other (describe): _____

Corporation Statement

If a corporation, answer the following:

Date of incorporation: 1975

Location of incorporation: Mobile, AL

The corporation is held: Publicly _____
Privately ☒

Partnership Statement

If a partnership, answer the following:

Date of organization: _____

Location of organization: _____

The partnership is: General _____
Limited _____

Joint Venture Statement

If a Joint Venture, answer the following:

Date of organization: _____

Location of organization: _____

JV CONTRACT recorded? Yes _____ No _____

Contact: PAUL AVERITT Email: paverit@gulfcity.com

Phone: 251-895-0478 Fax: 251-433-7910

END OF CONTRACTOR INFORMATION

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Client Proposal

Prepared by:

Jeff Peterson

Office: 641-843-3871

Date: 10/01/2025



Pritchard Auto Company | 980 Highway 18 East, Britt, Iowa, 504238700

Office: 641-843-3871



Prepared by: Jeff Peterson

10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
W5H	Base Vehicle Price (W5H)	\$63,170.00
Packages		
660A	Order Code 660A <i>Includes:</i> - Engine: 7.3L 2V DEVCT NA PFI V8 Gas - Transmission: TorqShift 10-Speed Automatic Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision. - Wheels: 19.5" x 6" Argent Painted Steel Hub covers/center ornaments not included. - HD Vinyl 40/20/40 Split Bench Seat Includes center armrest, cupholder, storage, 2-way adjustable driver/passenger headrests and driver's side manual lumbar. - Radio: AM/FM Stereo w/MP3 Player Includes 6 speakers. - SYNC 4 Communication & Entertainment System Includes enhanced voice recognition, 911 Assist, 8" center display, AppLink and 1 smart-charging USB port. - Ford Connectivity Package (1-Year Included) Includes unlimited Wi-Fi hotspot. Included for 1-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.	N/C
Powertrain		
99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas	Included
44G	Transmission: TorqShift 10-Speed Automatic <i>Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision.</i>	Included
X8L	Limited Slip w/4.88 Axle Ratio	\$395.00
68H	GVWR: 19,550 lb Payload Plus Upgrade Package 2 <i>Includes upgraded frame, upgraded rear-axle and low deflection/high capacity rear springs. Increases max RGAWR to 14,706 lbs. Note: See Order Guide Supplemental Reference for further details on GVWR.</i>	\$1,155.00
Wheels & Tires		
TGM	Tires: 225/70Rx19.5G BSW Traction <i>Includes 4 traction tires on the rear and 2 A/P tires on the front.</i>	\$190.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Jeff Peterson

10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

As Configured Vehicle (cont'd)

Code	Description	MSRP
64Z	Wheels: 19.5" x 6" Argent Painted Steel <i>Hub covers/center ornaments not included.</i>	Included
Seats & Seat Trim		
A	HD Vinyl 40/20/40 Split Bench Seat <i>Includes center armrest, cupholder, storage, 2-way adjustable driver/passenger headrests and driver's side manual lumbar.</i>	Included
Other Options		
PAINT	Monotone Paint Application	STD
203WB	203" Wheelbase	STD
STDRD	Radio: AM/FM Stereo w/MP3 Player <i>Includes 6 speakers.</i> <i>Includes:</i> - SYNC 4 Communication & Entertainment System <i>Includes enhanced voice recognition, 911 Assist, 8" center display, AppLink and 1 smart-charging USB port.</i> - Ford Connectivity Package (1-Year Included) <i>Includes unlimited Wi-Fi hotspot. Included for 1-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.</i>	Included
96V	XL Chrome Package <i>Includes:</i> - Chrome Front Bumper - Bright Grille - Privacy Glass w/Power Sliding Rear Glass - Rear Window Defroster - Remote Start - Halogen Fog Lamps	\$425.00
67H	Heavy-Service Front Suspension Package <i>Includes pre-selected heavy-service front springs (see Order Guide Supplemental Reference for springs/FGAWR of specific vehicle configurations). Recommended only on vehicles which will permanently utilize aftermarket equipment such as heavy-duty winches, brush guards or other apparatus which loads the front axle to the specified Gross Axle Weight Rating (GAWR). Note 1: May result in a deterioration of ride quality. Note 2: Vehicle ride height will increase with the addition of this package.</i>	\$125.00
41H	Engine Block Heater	\$250.00
18A	Vehicle Integration System 2.0 FIN code required to program the module.	\$400.00

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Prepared by: Jeff Peterson

10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

As Configured Vehicle (cont'd)

Code	Description	MSRP
	<i>Includes programmable vehicle integration system. Recommended for trucks that will utilize upfit aftermarket equipment.</i>	
86M	Dual 68 AH/65 AGM Battery	\$210.00
67B	410 Amp Dual Alternators	\$215.00
	<i>Includes 250 Amp + 160 Amp.</i>	
18B	Platform Running Boards	\$445.00
153	Front License Plate Bracket	N/C
	Standard in states requiring 2 license plates and optional to all others.	
872	Rear View Camera & Prep Kit	\$515.00
	<i>Pre-installed content includes cab wiring and frame wiring to the rear most cross member. Upfitters kit includes camera with mounting bracket, 20' jumper wire and camera mounting/aiming instructions.</i>	
52B	Trailer Brake Controller	\$300.00
Fleet Options		
WARANT	Fleet Customer Powertrain Limited Warranty	N/C
	Requires valid FIN code.	
	<i>Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.</i>	
Emissions		
425	50-State Emissions System	STD
Exterior Color		
Z1_01	Oxford White	N/C
Interior Color		
AS_03	Medium Dark Slate w/HD Vinyl 40/20/40 Split Bench Seat	N/C
SUBTOTAL		\$67,795.00

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Prepared by: Jeff Peterson
10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

As Configured Vehicle (cont'd)

Code	Description	MSRP
	Destination Charge	\$2,595.00
TOTAL		\$70,390.00

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Prepared by: Jeff Peterson

10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs

Dimensions

- Conventional Capacity: 18,500 lbs.
- * **Fifth-wheel towing capacity: 20,800 lbs.**
- Front brake diameter: 15.4"
- Vehicle body length: 289.2"
- Vehicle body height: 82.6"
- Vehicle turning radius: 28.6'
- Rear track: 74.0"
- Rear tire outside width: 93.9"
- Frame section modulus: 12.7 cu.in.
- Frame rail width: 34.2"
- Front bumper to back of cab: 158.1"
- Max interior rear cargo volume: 52.1 cu.ft.
- Headroom first-row: 40.8"
- Leg room first-row: 43.9"
- Shoulder room first-row: 66.7"
- Hip room first-row: 62.5"
- GCWR: 30,000 lbs.
- * **Gooseneck towing capacity: 21,000 lbs.**
- Rear brake diameter: 15.8"
- Vehicle body width: 80.0"
- Wheelbase: 203.0"
- Front track: 74.8"
- Cab to axle: 84.0"
- Axle to end of frame: 47.2"
- Frame yield strength (psi): 50000.0
- Front bumper to front axle: 38.3"
- Interior rear cargo volume with seats folded: 52.1 cu.ft.
- Total passenger volume: 131.7 cu.ft.
- Headroom second-row: 40.4"
- Leg room second-row: 43.6"
- Shoulder room second-row: 65.9"
- Hip room second-row: 64.7"

Powertrain

- Spark ignition system
- Engine cylinders: V-8
- Horsepower: 335 HP@3750 RPM
- * **Engine block heater**
- Auxiliary power take-off
- Part-time 4WD
- Recommended fuel: regular unleaded
- Electronic transfer case shift
- Auto locking hub control
- 7.3L V-8 DEVCT variable valve control, engine with 335HP
- Injection Type: sequential MPI
- Torque: 468 lb.-ft.@3750 RPM
- Radiator
- 10-speed automatic
- Four-wheel drive
- Driveline managed traction control
- * **Mechanical limited slip differential**

Fuel Economy and Emissions

- Gasoline secondary fuel type
- Federal emissions

Suspension and Handling

- Firm ride suspension
- Heavy-duty rear shock absorbers
- Heavy-duty front shock absorbers

Driveability

- 4-wheel disc brakes
- Front and rear ventilated disc brakes

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Jeff Peterson

10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

- 4-wheel antilock (ABS) brakes
- Brake assist system
- Mono-beam rigid axle front suspension
- Front coil springs
- Rear anti-roll bar
- Hydraulic power-assist steering system
- 2-wheel steering system
- Four channel ABS brakes
- Hill Start Assist
- Front anti-roll bar
- * **Rigid axle rear suspension**
- Leaf spring rear suspension
- Re-circulating ball steering

Body Exterior

- Trailer wiring harness
- 4 doors
- Black fender flares
- Black door handles
- * **Chrome front bumper**
- * **Body-coloured front bumper rub strip**
- Convex spotter in driver and passenger side door mirrors
- Turn signal indicator in door mirrors
- Conventional left rear passenger door
- LT225/70RS19.5 AS BSW front and rear tires
- * **Running boards**
- Monotone paint
- Black side window trim
- Black windshield trim
- 2 front tow hooks
- * **Black grille with chrome accents**
- Manual extendable trailer mirrors
- Black door mirrors
- Conventional right rear passenger door
- 19.5 x 6-inch front and dual rear argent steel wheels

Convenience

- Power door locks with 2 stage unlocking
- All-in-one remote fob and ignition key
- Cruise control with steering wheel mounted controls
- Day/Night rearview mirror
- * **Rear window defroster**
- Front beverage holders
- 8 beverage holders
- Illuminated glove box
- Dashboard storage
- Trip computer
- Over the air updates
- Keyfob activated door locks
- Auto-locking doors
- * **Keyfob remote vehicle start**
- Power first-row windows
- * **Power rear windshield**
- Illuminated locking glove box
- Rear beverage holders
- Instrument panel covered bin
- Retained accessory power
- Upfitter switches
- PRND in IP

Comfort

- Manual climate control
- Rear under seat climate control ducts
- Full headliner coverage
- Full floor coverage
- Carpet rear seatback upholstery
- Manual tilting steering wheel
- Cabin air filter
- Cloth headliner material
- Full vinyl floor covering
- Vinyl rear seat upholstery
- Urethane steering wheel
- Manual telescopic steering wheel

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Jeff Peterson

10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

Seats and Trim

- Seating capacity: 6
- Driver seat with 4-way directional controls
- Height adjustable front seat head restraints
- Split-bench front seat
- Front seat armrest storage
- Manual driver seat fore/aft control
- Manual passenger seat fore/aft control
- Height adjustable rear seat head restraints
- Manual driver seat lumbar
- 40-20-40 split-bench front seat
- Front passenger seat with 4-way directional controls
- Manual front seat head restraint control
- Front seat center armrest
- Manual reclining driver seat
- Manual reclining passenger seat
- Fixed rear seats
- Split-bench rear seat
- Vinyl front seat upholstery

Entertainment Features

- 2 total number of 1st row displays
- Primary touchscreen display
- AM/FM
- AM radio
- Seek scan
- Standard grade speakers
- Steering wheel mounted audio controls
- Speed sensitive volume
- Fixed audio antenna
- 8 inch primary display
- AM/FM stereo radio
- In-vehicle audio
- FM radio
- SYNC 4 external memory control
- Speakers number: 6
- SYNC 4 voice activated audio controls
- Wireless audio streaming

Lighting, Visibility and Instrumentation

- Digital/analog instrumentation display
- Trip odometer
- Compass
- Driver information center
- Oil pressure gauge
- Transmission fluid temperature gauge
- Gauge cluster display size (inches): 4.20
- Reflector headlights
- Autolamp auto on/off headlight control
- Delay-off headlights
- Variable intermittent front windshield wipers
- Front reading lights
- Variable instrument panel light
- Cab clearance lights
- * **Front fog lights**
- Configurable instrumentation gauges
- Digital clock
- Exterior temperature display
- Tachometer
- Engine/electric motor temperature gauge
- Engine hour meter
- Light tinted windows
- Halogen headlights
- Multiple enclosed headlights
- DRL preference setting
- Illuminated entry
- Rear reading lights
- Daytime running lights
- Remote activated perimeter approach lighting
- Fade interior courtesy lights

Technology and Telematics

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Jeff Peterson

10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

- SYNC 4 911 Assist emergency SOS system via mobile device
- Smart device wireless mirroring
- 5G Modem - Ford Connectivity Package mobile hotspot internet access
- SYNC 4 handsfree wireless device connectivity
- Ford App mobile app access
- 2 USB ports

Safety and Security

- Driver front impact airbag
- Safety Canopy System curtain first and second-row overhead airbags
- Seat mounted side impact front passenger airbag
- Front height adjustable seatbelts
- Ford Security Package (1-year included with activation) security system
- Lane Departure Warning
- * **Rear mounted camera**
- Seat mounted side impact driver airbag
- Passenger front impact airbag
- 6 airbags
- SecuriLock immobilizer
- Remote panic alarm
- Pre-Collision Assist with Automatic Emergency Braking (AEB) forward collision mitigation
- Manual rear child safety door locks

Dimensions

General Weights

Curb weight	7,478 lbs.	Rear curb weight	3,178 lbs.
* GVWR	19,550 lbs.	* Payload	11,830 lbs.

Trailer Weights

* Fifth-wheel towing capacity	20,800 lbs.	* Gooseneck towing capacity	21,000 lbs.
Conventional capacity	18,500 lbs.	GCWR	30,000 lbs.

Front Weights

Front curb weight	4,300 lbs.	* GAWR front	6,500 lbs.
Axle capacity front	7,000 lbs.	* Spring rating front	6,500 lbs.
Tire/wheel capacity front	7,500 lbs.		

Rear Weights

* GAWR rear	14,706 lbs.	* Axle capacity rear	14,706 lbs.
* Spring rating rear	14,706 lbs.	Tire/wheel capacity rear	15,000 lbs.

Off Road

Min ground clearance	8.6"
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Exterior Measurements

Vehicle body length	289.2"	Vehicle body width	80.0"
Vehicle body height	82.6"	Wheelbase	203.0"
Front brake diameter	15.4"	Rear brake diameter	15.8"

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Prepared by: Jeff Peterson

10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

Rear frame height loaded	29.6"	Rear frame height unloaded	34.7"
Front track	74.8"	Rear track	74.0"
Vehicle turning radius	28.6'	Cab to axle	84.0"
Rear tire outside width	93.9"	Axle to end of frame	47.2"
Frame section modulus	12.7 cu.in.	Frame yield strength (psi)	50000.0
Frame rail width	34.2"	Front bumper to front axle	38.3"
Front bumper to back of cab	158.1"		

Interior Measurements

Max interior rear cargo volume	52.1 cu.ft.	Interior rear cargo volume with seats folded	52.1 cu.ft.
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Interior Volume

Total passenger volume	131.7 cu.ft.
------------------------	--------------

Headroom

Headroom first-row	40.8"	Headroom second-row	40.4"
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Legroom

Leg room first-row	43.9"	Leg room second-row	43.6"
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Shoulder Room

Shoulder room first-row	66.7"	Shoulder room second-row	65.9"
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Hip Room

Hip room first-row	62.5"	Hip room second-row	64.7"
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Powertrain

Engine

Engine	7.3L V-8 DEVCT variable valve control, engine with 335HP	Valves per cylinder	2
Engine cylinders	V-8	Injection type	sequential MPI
Engine location	Front mounted engine	Ignition	Spark ignition system
Engine mounting direction	Longitudinal mounted engine	Engine block material	Iron engine block
Cylinder head material	Aluminum cylinder head		

Engine Specs

Displacement	7.3L	cc	445 cu.in.
Bore	4.21"	Stroke	3.98"
Compression ratio	10.5	SAEJ1349	AUG2004 compliant

Engine Power

Horsepower	335 HP@3750 RPM	Torque	468 lb.-ft.@3750 RPM
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Alternator

* Alternator amps	250A	* Alternator type	Dual alternator
-------------------	------	-------------------	-----------------

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10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

* **Alternator rating** **160A**

Battery

Battery amps 68Ah

Battery rating 750CCA

* **Battery type** **Dual lead acid battery**

Battery run down protection Battery run down protection

Engine Extras

* **Block heater** **Engine block heater**

Auxiliary power take-off Auxiliary power take-off

Radiator Radiator

Transmission

Transmission 10-speed automatic

Transmission electronic control Transmission electronic control

Overdrive transmission Overdrive transmission

Lock-up transmission Lock-up transmission

First gear ratio 4.615

Second gear ratio 2.919

Third gear ratio 2.132

Fourth gear ratio 1.773

Fifth gear ratio 1.519

Sixth gear ratio 1.277

Reverse gear ratio 4.695

Seventh gear ratio 1

Eighth gear ratio 0.851

Ninth gear ratio 0.687

Tenth gear ratio 0.632

Stall ratio 1.97

Selectable mode transmission Selectable mode transmission

Sequential shift control SelectShift Sequential shift control

Transmission oil cooler Transmission oil cooler

PTO transmission provision PTO transmission provision

Drive Type

4WD type Part-time 4WD

Drive type Four-wheel drive

Drivetrain

Axle ratio 4.88

Exhaust

Tailpipe Stainless steel single exhaust

Fuel

Fuel type regular unleaded

Fuel Tank

Fuel tank capacity 40.00 gal.

Drive Feature

* **Limited slip differential** **Mechanical limited slip differential**

Traction control Driveline managed traction control

Locking hub control Auto locking hub control

Transfer case Electronic transfer case shift

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2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

Fuel Economy and Emissions

Fuel Economy

Secondary fuel type Gasoline secondary fuel type

Emissions

Emissions Federal emissions

Suspension and Handling

Suspension

Suspension	Firm ride suspension	Front shock absorbers	Heavy-duty front shock absorbers
Rear shock absorbers	Heavy-duty rear shock absorbers		

Driveability

Brakes

Brake type	4-wheel disc brakes	Ventilated brakes	Front and rear ventilated disc brakes
ABS brakes	Four channel ABS brakes	ABS brakes	4-wheel antilock (ABS) brakes

Brake Assistance

Hill start assist	Hill Start Assist	Brake assist system	Brake assist system
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Front Suspension

Front anti-roll	Front anti-roll bar	Suspension ride type front	Mono-beam rigid axle front suspension
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Front Spring

* HD front springs	Heavy-duty front springs	Springs front	Front coil springs
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Rear Spring

Springs rear	Rear leaf springs	Rear springs	Heavy-duty rear springs
--------------------	-------------------	--------------------	-------------------------

Rear Suspension

Rear anti-roll	Rear anti-roll bar	Suspension type rear	Leaf spring rear suspension
* Suspension ride type rear	Rigid axle rear suspension		

Steering

Steering	Hydraulic power-assist steering system	Steering type	Re-circulating ball steering
Steering type number of wheels	2-wheel steering system		



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10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

Exterior

Front Wheels

Front wheels diameter 19.5" Front wheels width 6"

Rear Wheels

Rear wheels diameter 19.5" Rear wheels width 6"

Front And Rear Wheels

Appearance argent Material steel

Front Tires

Aspect 70 Diameter 19.5"
Sidewalls BSW Speed S
Tread AS Type LT
Width 225mm Front wheel - RPM 647

Rear Tires

Aspect 70 Diameter 19.5"
Sidewalls BSW Speed S
* Tread AT Type LT
Width 225mm * Rear wheel - RPM 645

Body Exterior

Trailering

Towing wiring harness Trailer wiring harness * Towing brake controller Trailer brake controller
Towing trailer sway Trailer sway control

Exterior Features

Number of doors 4 doors * Running boards Running boards
Front splash guards Front splash guards * License plate front bracket Front license plate bracket

Body

Body panels Aluminum body panels with side impact beams

Mirrors

Convex spotter Convex spotter in driver and passenger side door mirrors Turn signal in door mirrors Turn signal indicator in door mirrors

Tires

Front tires LT load rating G Rear tires LT load rating G

Wheels

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2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

Dual rear wheels Dual rear wheels

Convenience

Door Locks

Door locks .. Power door locks with 2 stage unlocking	Keyfob door locks Keyfob activated door locks
All-in-one key .. All-in-one remote fob and ignition key	Auto door locks Auto-locking doors

Cruise Control

Cruise control Cruise control with steering wheel mounted controls

Key Fob Controls

* Fob remote vehicle controls Keyfob remote vehicle start

Rear View Mirror

Day/Night rearview mirror .. Day/Night rearview mirror

Exterior Mirrors

Door mirrors Power door mirrors	Folding door mirrors Manual folding door mirrors
Heated door mirrors Heated driver and passenger side door mirrors	

Front Side Windows

First-row windows Power first-row windows

Overhead Console

Overhead console Full overhead console	Overhead console storage Overhead console storage
--	---

Passenger Visor

Visor passenger mirror Passenger visor mirror

Power Outlets

12V power outlets 2 12V power outlets

Rear Windshield

* Rear window defroster Rear window defroster	* Rear windshield Power rear windshield
---	---

Storage

Number of beverage holders 8 beverage holders	Beverage holders Front beverage holders
Beverage holders rear Rear beverage holders	Glove box Illuminated locking glove box
Illuminated glove box Illuminated glove box	Instrument panel storage ... Instrument panel covered bin
Dashboard storage Dashboard storage	

Windows Feature

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10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

One-touch up window Driver and passenger one-touch up windows	One-touch down window Driver and passenger one-touch down windows
---	---

Windows Rear Side

Second-row windows Power second-row windows

Miscellaneous

Trip computer Trip computer	PRND in IP PRND in IP
Upfitter switches Upfitter switches	Accessory power Retained accessory power
Over the air updates Over the air updates	

Comfort

Climate Control

Climate control Manual climate control	Cabin air filter Cabin air filter
Rear under seat ductsRear under seat climate control ducts	

Headliner

Headliner material Cloth headliner material Headliner coverage Full headliner coverage

Floor Trim

Floor covering Full vinyl floor covering Floor coverage Full floor coverage

Second-Row Seat Trim

Rear seat upholstery Vinyl rear seat upholstery Rear seatback upholstery Carpet rear seatback upholstery

Steering Wheel

Steering wheel material Urethane steering wheel	Steering wheel telescopic. Manual telescopic steering wheel
Steering wheel tilt Manual tilting steering wheel	

Seats and Trim

Seat Capacity

Seating capacity 6

Front Seats

Front seat type Split-bench front seat	Driver seat direction Driver seat with 4-way directional controls
Driver seat fore/aft control. Manual driver seat fore/aft control	Passenger seat directionFront passenger seat with 4-way directional controls
Split front seats 40-20-40 split-bench front seat	Reclining passenger seat Manual reclining passenger seat
Passenger seat fore/aft control Manual passenger seat fore/aft control	Front head restraints Height adjustable front seat head restraints

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Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

Front head restraint control Manual front seat head restraint control
Armrests front storage Front seat armrest storage

Armrests front center Front seat center armrest
Reclining driver seat Manual reclining driver seat

Rear Seats

Bench seats Split-bench rear seat
Folding second-row seats 60-40 folding rear seats
Rear seat folding position Fold-up rear seat cushion

Rear head restraint control Manual rear seat head restraint control

Rear seats fixed or removable Fixed rear seats
Rear seat direction Front facing rear seat
Rear head restraints Height adjustable rear seat head restraints
Number of rear head restraints 3 rear seat head restraints

Lumbar Seats

Driver lumbar Manual driver seat lumbar

Front Seat Trim

Front seat upholstery Vinyl front seat upholstery

Front seatback upholstery Vinyl front seatback upholstery

Interior Accents

Interior accents Chrome interior accents

Gearshifter Material

Gearshifter material Urethane gear shifter material

Entertainment Features

Displays

Primary touchscreen display Primary touchscreen display
Primary display size 8 inch primary display

Number of first-row displays 2 total number of 1st row displays

Radio Features

External memory SYNC 4 external memory control

Seek scan Seek scan

Speakers

Speakers Standard grade speakers

Speakers number 6

Audio Features

Steering mounted audio control Steering wheel mounted audio controls
Voice activated audio SYNC 4 voice activated audio controls

Speed sensitive volume Speed sensitive volume
Wireless streaming Wireless audio streaming

Lighting, Visibility and Instrumentation

Instrumentation

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Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

Trip odometer Trip odometer

Configurable instrumentation gauges Configurable instrumentation gauges

Instrumentation Displays

Temperature display Exterior temperature display

Clock Digital clock

Instrumentation Gauges

Tachometer Tachometer

Transmission temperature gauge Transmission fluid temperature gauge

Gauge cluster display size (inches) 4.20

Instrumentation Warnings

Engine temperature warning Engine temperature warning

Low fuel warning Low fuel warning

Battery charge warning Battery charge warning

Key in vehicle warning Key in vehicle warning

Service interval warning Service interval indicator

Glass

Tinted windows Light tinted windows

Headlights

Headlights Halogen headlights

Auto headlightsAutolamp auto on/off headlight control

Delay off headlights Delay-off headlights

Front Windshield

Wipers Variable intermittent front windshield wipers

Interior Lighting

Illuminated entry Illuminated entry

Front reading lights Front reading lights

Lights

Running lights Daytime running lights

*** Fog lights Front fog lights**

Perimeter approach lighting Remote activated perimeter approach lighting

Instrumentation display Digital/analog instrumentation display

Driver information center Driver information center

Compass Compass

Oil pressure gauge Oil pressure gauge

Engine/electric motor temperature gauge Engine/electric motor temperature gauge

Engine hour meter Engine hour meter

Oil pressure warning Oil pressure warning

Low brake fluid warning Low brake fluid warning

Headlights on reminder Headlights on reminder

Door ajar warning Door ajar warning

Low tire pressure warning Tire specific low air pressure warning

Headlight type Reflector headlights

Multiple headlights Multiple enclosed headlights

DRL preference setting DRL preference setting

Variable panel light Variable instrument panel light

Rear reading lights Rear reading lights

Interior courtesy lights Fade interior courtesy lights

Clearance lights Cab clearance lights

Technology and Telematics

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2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Selected Equip & Specs (cont'd)

Connectivity

Handsfree	SYNC 4 handsfree wireless device connectivity	Smart device integration	Smart device wireless mirroring
Emergency SOS	SYNC 4 911 Assist emergency SOS system via mobile device		

Internet Access

Internet access	5G Modem - Ford Connectivity
Package mobile hotspot internet access	

USB Ports

USB ports	2 USB ports
-----------	-------------

Safety and Security

Airbags

Front impact airbag driver	Driver front impact airbag	Number of airbags	6 airbags
Front impact airbag passenger	Passenger front impact airbag	Front side impact airbag driver	Seat mounted side impact driver airbag
Front side impact airbag passenger	Seat mounted side impact front passenger airbag	Overhead airbags	Safety Canopy System curtain first and second-row overhead airbags

Seatbelts

Height adjustable seatbelts	Front height adjustable seatbelts
-----------------------------	-----------------------------------

Security System

Immobilizer	SecuriLock immobilizer	Remote panic alarm	Remote panic alarm
Security system	Ford Security Package (1-year included with activation) security system		

Active Driving Assistance

Lane departure	Lane Departure Warning	Forward collision warning	Pre-Collision Assist with Automatic Emergency Braking (AEB) forward collision mitigation
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Cameras

*Rear camera	Rear mounted camera
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Occupant Safety

Child door locks	Manual rear child safety door locks
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10/01/2025

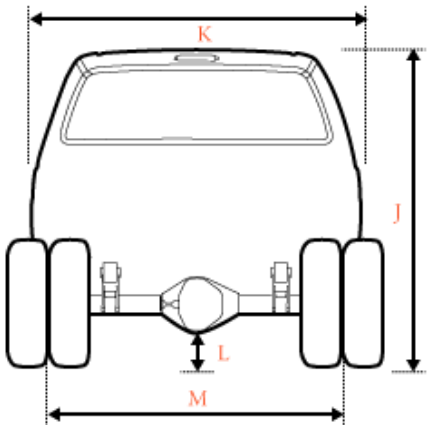
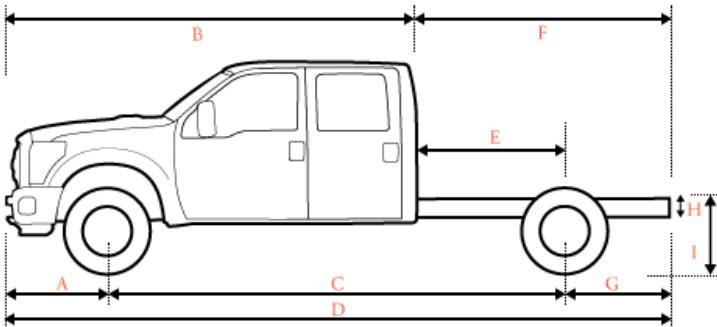
Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Vehicle Dimension and Performance Summary

Performance predictions in this report represent an estimate of vehicle performance based on standard operating conditions. Variations in customer equipment, load configuration, ambient conditions, and/or operator driving techniques can cause significant variations in vehicle performance. These values are not representative of results that may be shown in actual dynamometer tests. This report should therefore be used as a guide for comparative vehicle performance.



Dimensions

A	Front of Bumper to Front Axle	38.30 in.
B	Front Bumper to Back of Cab (BBC)	158.10 in.
C	Wheelbase (WB)	203.00 in.
D	Overall Length (OAL)	289.20 in.
E	Back of Cab to Rear Axle (CA)	84.00 in.
F	Back of Cab to End of Frame	131.20 in.
G	Rear Axle to End of Frame (AF)	47.20 in.
H	Frame Section Height	N/A
I	Rear Frame Height Unloaded	34.70 in.
I	Rear Frame Height Loaded	29.60 in.
J	Cab Height	82.60 in.
K	Body Width	80.00 in.
L	Maximum Ground Clearance	N/A
L	Minimum Ground Clearance	8.60 in.
M	Front Tread	74.80 in.
M	Rear Tread	74.00 in.

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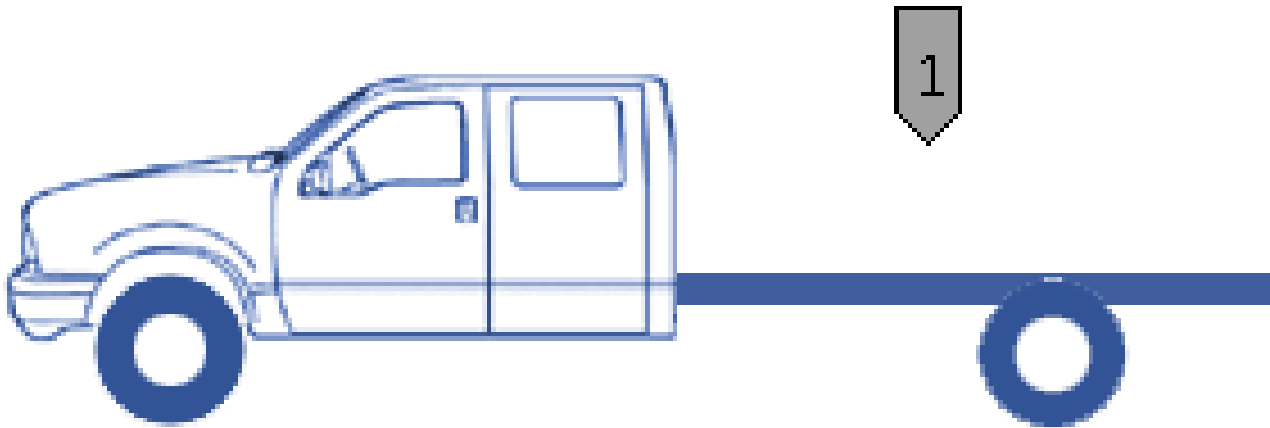
Prepared by: Jeff Peterson
10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Vehicle Dimension and Performance Summary (cont'd)



Weight

GVW	Front Axle	Rear Axle	Totals
Chassis	4,300 lbs	3,178 lbs	7,478 lbs
Body	0 lbs	0 lbs	0 lbs
Occupants Weight	600 lbs	300 lbs	900 lbs
1 Max Payload - (Max Payload)	1,600 lbs	11,228 lbs	12,828 lbs
TOTAL	6,500 lbs	14,706 lbs	21,206 lbs

Ratings	Front Axle	Rear Axle	GVWR
GAWR	6,500 lbs	14,706 lbs	19,550 lbs
Wheels/Tires	7,500 lbs	15,000 lbs	
Suspension	6,500 lbs	14,706 lbs	
Axle	7,000 lbs	14,706 lbs	
Legal Axle Limit	0 lbs	0 lbs	

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2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Vehicle Dimension and Performance Summary (cont'd)

Start, Grade and Speed

Start	Ratio	Desired	Calculated
Start grade capability in 1st gear	4.62	15.00 %	32.01 %
Start grade capability in reverse	4.70	15.00 %	32.57 %
Grade	Ratio	Desired	Calculated
Maximum grade in 8th gear	0.85	3.00 %	5.99 %
Maximum grade in 9th gear	0.69	3.00 %	4.84 %
Maximum grade in 10th gear	0.63	3.00 %	4.45 %
Speed		Desired	Calculated
Top Speed (level grade)		75 mph	113 mph
<i>To meet your requirement you need a maximum axle ratio of 8.83</i>			
Top Speed on 3% grade		55 mph	
<i>To meet your requirement you need a maximum of 123 hp</i>			
Cruise Speed		60 mph	78 mph
Engine RPM at desired cruise speed			1,989 rpm

Variables in Use

Start

Rear axle ratio:	4.88	Clutch engagement torque:	234 ft.lbs.
Tire size:	225/70R19.5 (645 rev/mile)	Torque conversion ratio:	1.97
Gross Vehicle Weight (GVW): ..	19,550 lbs		

Grade

Rear axle ratio:	4.88	Gross Vehicle Weight (GVW): ..	19,550 lbs
Tire size:	225/70R19.5 (645 rev/mile)	Peak engine torque:	468 ft.lbs.

Speed

Engine Power:	335 hp @ 3,750 rpm	Worst road surface	Typical Highway
Peak Torque RPM:	3,750 rpm	Final Drive Ratio:	0.63
Frontal Area:	40.89 ft ²	Drag Coefficient	0.80
Cruising RPM	2,600 rpm		

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10/01/2025

Pritchard Auto Company | 980 Highway 18 East Britt Iowa | 504238700

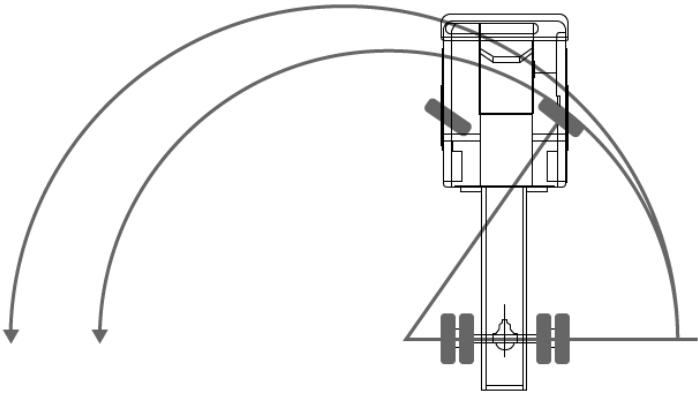
2026 F-550 Chassis 4x4 SD Crew Cab 203" WB DRW XL (W5H)

Price Level: 630

Vehicle Dimension and Performance Summary (cont'd)

Turning Radius

Turning Radius..... 28.60 ft



"SEALED Bid"

Bid 26-01A

CRANE TRUCK

RECEIVED
12/11/05
11:00

GULF CITY BODY & TRAILER WORKS, INC.

P.O. Box 144
601 So. Conception Street
Mobile, Alabama 36601

TO:

City of Fairhope
555 South Section St.
Fairhope, AL.



**CITY OF FAIRHOPE
PURCHASING DEPARTMENT
PROJECT REQUEST FORM**

Requestor: Roscoe Safley Department: Sewer
Project Name: Crain Truck
Project Description: Lift Station Crain Truck - 6 month lead time to receive truck
Project Category: ☒ Bid ☐ Professional Service ☐ Other: _____
Budget Amount: 180,000 Budget Code: 004020-50470
Budgeted for Current FY: ☒ Yes ☐ No

BID INFORMATION

Bid Duration: _____ Project Duration: _____
Engineer of Record: _____
Pre-Bid Meeting: ☒ No ☐ Yes ☐ Mandatory ☐ Non-Mandatory
Scope of Work Provided By: _____ Contract Extensions: ☐ No ☐ Yes
Project Manager: _____
Insurance Requirements: ☐ Minimum ☐ Maximum
Bonds: ☐ Bid ☐ Performance ☐ Labor & Materials
Related Bids/RF's _____

FORCE ACCOUNT INFORMATION

Force Account Project: ☒ No ☐ Yes Estimated Amount: _____ Budget Code: _____
Notes: _____

SIGNATURES

Requestor:  Senior Accountant: Suzanne Doughty
City Treasurer: Kimberly Creech Mayor: Sherry Sullivan

PRF - Crane Truck - Sewer

Final Audit Report

2025-10-16

Created:	2025-10-14
By:	Erin Wolfe (erin.wolfe@fairhopeal.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPLlMsPRG1TxVb8heWlgNNwaT2ZxNxPgJ

"PRF - Crane Truck - Sewer" History

-  Document created by Erin Wolfe (erin.wolfe@fairhopeal.gov)
2025-10-14 - 4:01:21 PM GMT
-  Document emailed to Suzanne Doughty (suzanne.doughty@fairhopeal.gov) for signature
2025-10-14 - 4:01:46 PM GMT
-  Email viewed by Suzanne Doughty (suzanne.doughty@fairhopeal.gov)
2025-10-15 - 8:45:03 PM GMT
-  Document e-signed by Suzanne Doughty (suzanne.doughty@fairhopeal.gov)
Signature Date: 2025-10-15 - 8:46:16 PM GMT - Time Source: server
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-  Document emailed to Sherry Sullivan (sherry.sullivan@fairhopeal.gov) for signature
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-  Email viewed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
2025-10-16 - 12:54:18 PM GMT
-  Document e-signed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
Signature Date: 2025-10-16 - 12:55:04 PM GMT - Time Source: server
-  Agreement completed.
2025-10-16 - 12:55:04 PM GMT



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-210

FROM:	Daryl Morefield, WATER SUPERINTENDENT
SUBJECT:	The Superintendent of Water/Wastewater, Daryl Morefield, is requesting to approve the award of the Request for Quotes for Labor and Materials for the well maintenance and new pump at Well #9.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the award of the Request for Quotes for labor and materials for the well maintenance and new pump at Well #9 to Donald Smith Company, Inc. for a project cost of \$53,550.00.

BACKGROUND INFORMATION:

The Superintendent of Water/Wastewater, Daryl Morefield, is requesting approval for the award of the Request for Quotes for the well maintenance and new pump at Well #9. This Public Works project will be less than \$100,000.00, and therefore does not need to be formally bid out, but done as a Request for Quotes.

A Request for Quotes was sent to three (3) qualified contractors. The lowest quote was from Donald Smith Company, Inc. The Superintendent of Water/Wastewater requests approval to award to Donald Smith Company, Inc. for the project cost of Fifty-Three Thousand Five Hundred Fifty Dollars (\$53,550.00).

PO#20260982 Issued 11/12/2025 in the amount of \$21,840.00 to pull a failed pump and install a temporary rental pump.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
004010-50365-10	Water - Maintenance Plants/Wells	\$53,550.00	\$53,550.00	\$0.00

Project No.: 2026WAT014
Project Expense String: 2026WAT014-CONS

This project is not specifically budgeted but can be funded by the Water - Maintenance Plants/Wells available budget of \$94,135.26.

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Treasury to enter Budget Adjustment Entry if necessary, create Project Expense String Budget for 2026WAT014-CONS.

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope approves the award of the Request for Quotes for Labor and Materials for the Well Maintenance and New Pump at Well #9 to Donald Smith Company, Inc. for a project cost of \$53,550.00. This Public Works project will be less than \$100,000.00, and therefore does not need to be formally bid out.

DULY ADOPTED ON THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Donald Smith Company, Inc.

746 East Main Street • Headland, Alabama 36345 • (334) 693-2969 • Fax (334) 693-3089

December 1, 2025

Mr. Joe Webber
City of Fairhope Public Utilities
555 S. Section Street
Fairhope, AL 36532
joe.webber@fairhopeal.gov

RE: Well 9 Repair

Dear Mr. Webber,

Thanks very much for the opportunity to provide pricing for the above referenced project.

Provide mechanical cleaning for well, video well to confirm proper cleaning, provide a new pump rated at 1000 gpm @ 134 ft tdh, add (1) 8" x 1-1/4" column assembly for total pump setting of 170', replace all shaft, spiders, and bearings in column assembly. A rental pump will be provided, if necessary, at no charge.

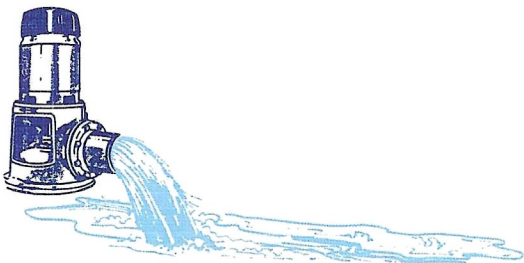
Total cost \$53,550.00

Please do not hesitate to contact me with questions or comments. Again, thanks very much for this opportunity.

Respectfully submitted,



Bob Baker



Water Wells • Pumps & Service • Utility Construction
Drilling Wells and Pumping Water Since 1946

BRANCH
P.O. Box 38
Shannon, MS 38868
Phone: (662) 767-9777
Fax: (662) 767-3107



CITY OF FAIRHOPE

PURCHASING DEPARTMENT

PURCHASING REQUEST FORM

Name: Daryl Morefield

Date: 12/03/2025

Department: Water 004010

Project 2026-WAT 014

Expenditure Threshold**	Distinctions	Quotes Required	Approval	Green Sheet	Resolution
Under \$5,000	No restrictions	Not Required	N/A	N/A	N/A
Utilities \$5,001-\$10,000	Operational NON -Budgeted	Three	Treasurer/Mayor	N/A	N/A
Greater than: Gen Govt - \$5,001 Utilities - \$10,001	Operational NON -Budgeted	Three	Council	Required	Required
Gen Govt - \$5,001-\$30,000 Utilities - \$10,001 - \$30,000	Operational Budgeted	Three	Treasurer	N/A	N/A
Over \$30,000	Operational Budget*	State Bid List or Buying Group	Treasurer/Mayor	N/A	N/A
Over \$30,000/\$100,000	Operational Budgeted	Bids	Council	Required	Required
Professional Service Over \$5,000	Budgeted or Non-Budgeted	Mayor Select	Council	Required	Required

*Budgeted items that meet or are under budget may be purchased with the Mayor and/or Treasurer's approval if they are on the State Bid list or from an approved buying group. Items that are over budget must go to Council for approval and will require a green sheet and resolution.

****Expenditure Threshold is a combined total of labor and materials, including materials provided by the City. If the total amount is within \$10,000 of the listed threshold, Purchasing/Treasurer may require a formal bid due to potential materials cost increases.**

QUOTES

Vendor Name	Vendor Quote
1. <u>Donald Smith Company, Inc.</u>	\$ <u>53,550.00</u>
2. <u>Griner Drilling Service Inc.</u>	\$ <u>56,561.05</u>
3. <u>Layne, A Granite Company</u>	\$ <u>99,850.00</u>

Check any applicable boxes: ☐ State Contract ☐ ALDOT ☐ Purchasing Group
☐ Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? Well #9 – Maintenance and New Pump
2. What is the total cost of the item or service? \$53,550.00
3. How many do you need? 1
4. Item or Service Is: ☒ New ☐ Used ☐ Replacement ☐ Annual Request
5. Vendor Name (Lowest Quote): Donald Smith Company, Inc.
6. Vendor Number: 9990

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

1. Is it budgeted? ☐ Yes ☒ No ☐ Emergency Request
2. If budgeted, what is the budgeted amount? Click or tap here to enter text.
3. Budget code: Click or tap here to enter text.

Email completed form with quotes and other supporting documentation to
Erin.Wolfe@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.



Griner Drilling Service, Inc.
11100 Highway 31 North
Spanish Fort, AL 36527

251-621-9355
251-626-7867 fax

Estimate

Fairhope #9 _____

Date: 11/25/2025

Re: Joe Webber 251-278-8900 joe.webber@fairhopeal.gov

	Description	Unit Price	Total Price
1	Rental Pump extention to remain until new pump arrives.	\$ 2,250.00	\$ 2,250.00
1	Rig w/ Crew & Service Truck to mechanically brush screens with chlorine solution, set for contact time and natural neutralization, then air lift to ground to location directed by owner	\$ 9,910.00	\$ 9,910.00
1	Rig w/ Crew & Service Truck to set new pump (includes new air line, flange kit, etc. & disinfect)	\$ 10,340.00	\$ 10,340.00
1	New Materials: National 11-H-110 2 stage pump (1,000 GPM @ 128' TDH) 170' of 1-1/4" 416ss line shaft -10 TPI w/ coupling New spiders w/ Glide inserts	\$ 30,541.05	\$ 30,541.05
1	Machine: Rework stuffing box, build top special shaft, press inserts, blast & paint discharge head *Reuse existing 8" column pipe & 10' suction pipe <i>Unable to offer warranty on reused materials</i>	\$ 2,560.00	\$ 2,560.00
1	Post installation Pump Test *Pump design based on previous conditions of record	\$ 960.00	\$ 960.00
Estimate /Quote Total:			\$ 56,561.05

From: Trey Burns
Operations Manager
tburns@grinerdrillingservice.com

Accepted By: _____



12/3/2025

City of Fairhope
555 S Section Street
Fairhope, AL 36532
251-278-8900
joe.webber@fairhopeal.gov

Quotation & Contract

Prepared For: Joe Webber
Prepared By: Joffry Camp
Description: Well 9 replace pump & rehab

Layne Christensen Company is a global water management, mineral exploration and drilling company. We provide responsible infrastructure solutions for natural resources in water, minerals and energy, while offering innovative, sustainable products and services with an enduring commitment to safety, operational excellence, and client satisfaction. In June 2018, Layne became a wholly-owned subsidiary of Granite Construction, Inc.

We are pleased to submit the following quotation:

Mobilize crane and crew to Well 9, set up using safe work practices. Pull existing pump assembly and video well. Brush entire casing and screen, remove debris. Video well post-rehab. Install rental submersible and prepare new pump for installation. Inspect all parts and watch video. Pull submersible. Reinstall with new pump and existing column pipe. Test for proper operation.

Thank you for the opportunity to be your water resource solution.



Quotation & Contract

Company: City of Fairhope
Contact: Joe Webber
Address: 555 S Section Street
City, State, Zip: Fairhope, AL 36532
Phone: 251-278-8900
Email: joe.webber@fairhopeal.gov

Date: December 3, 2025
Estimated By: Dakota Hull
Project Location: Fairhope, Alabama
Prevailing Wage: No
Tax Type: Use
Tax Rate: 0.000%

Project: Well 9 replace pump & rehab

Description	Unit	Quantity	Price	Total
Layne Crew to Pull and Inspect Existing Pump Assembly	LS	1	\$ 14,000.00	\$ 14,000.00
Downhole Video (Pre and Post Brushing)	EA	2	\$ 2,400.00	\$ 4,800.00
Layne Crew to Install Permanent Pump Assembly and Flow Test	LS	1	\$ 14,750.00	\$ 14,750.00
Layne Crew to Brush and Airlift Well Casing	LS	1	\$ 36,500.00	\$ 36,500.00
				\$ -
				\$ -
Materials				\$ -
12EHL - 3STG Bowl Assembly 1000GPM @ 134TDH	EA	1	\$ 8,800.00	\$ 8,800.00
				\$ -
Submersible Pump Rental				\$ -
Layne Crew to Install Submersible Pump	LS	1	\$ 10,000.00	\$ 10,000.00
Layne Crew to Remove Submersible Pump	LS	1	\$ 10,000.00	\$ 10,000.00
Submersible Pump Rental - Per Week	WK	1	\$ 1,000.00	\$ 1,000.00
(First 4 Weeks Included with Install)				\$ -
				\$ -

Total Project Estimate \$ 99,850.00
Taxable Amount \$ -
Sales Tax \$ -
Total Price \$ **99,850.00**

Clarifications

1. Please provide a copy of your tax exempt certificate, if applicable.
2. Please provide the physical site address where the work is to be performed.
3. This quote is valid for 30 days from above date.
4. Based upon Layne Christensen Company's attached Terms & Conditions.
5. Layne Christensen Company's payment terms are "Net 30".
6. Signing this project estimate authorizes Layne Christensen Company to proceed with your project
7. Price does not consider prevailing wage, if required the daily labor rate will be revised accordingly.
8. This quote is based on estimated quantities and are subject to change.

Layne Christensen Company

City of Fairhope

12/03/25
 Joffry Camp Date

 Authorizing Signature Date



STANDARD TERMS & CONDITIONS FOR PROPOSAL

1. **Applicability.** These terms and conditions are incorporated into the proposal (collectively, the "Contract") from Layne Christensen Company ("Provider") to furnish equipment, labor, materials, products and/or services ("Work") to you ("Company"). The Contract comprises the entire agreement between the parties, and supersedes all prior or contemporaneous communications, understandings, agreements, negotiations, representations and warranties. The Contract prevails over any of Company's general terms and conditions of purchase, regardless of whether or when Company may have submitted a purchase order or contract.

2. **Payment.** Provider's agreement to perform Work hereunder is conditioned upon Company's satisfaction of Provider's credit terms, as determined in Provider's sole discretion. Payment terms are net 30 days from date of Provider's invoice or sooner as may be required by applicable law. Late payments shall accrue a finance charge of one and one-half percent (1½%) per month or the highest rate allowable by law, whichever is less. Provider shall be entitled to stop work and recover all costs and expenses, including reasonable attorneys' fees, arising out of Company's failure to make all payments due under this Contract in a timely manner.

3. **Taxes.** Company is responsible for payment of all taxes and duties not specifically assumed in writing by Provider in the Contract. Company agrees to defend, indemnify and hold Provider harmless from any damages and expenses related to any levy or attempted levy of any other taxes on Provider.

4. **Suspension; Termination.** In addition to any other remedies available to Provider, Provider may suspend or terminate this Contract with immediate effect upon written notice to Company, if Company: (i) fails to pay any amount when due under this Contract (or any other agreement Company has with Provider); (ii) has not otherwise performed or complied with any of these terms (or complied with the terms of any other agreement Company has with Provider); (iii) becomes insolvent, files a petition for bankruptcy or commences or has commenced against it proceedings relating to bankruptcy, receivership, reorganization or assignment for the benefit of creditors; or (iv) exhibits other adverse credit conditions that are unsatisfactory to Provider, as determined by Provider in its sole discretion.

5. **Shipment; Delivery.** Unless otherwise agreed in writing, all Work purchased by Company shall be FOB Provider's plant sourcing the Contract. If FOB Destination, the Company agrees to provide suitable roadways or approaches to points of delivery. Provider reserves the right to cease deliveries if Provider concludes, in its sole opinion, that the roadways or approaches are unsatisfactory. In the event Company contracts delivery beyond curb line, Company assumes liability for damages to sidewalks, driveways or other property, loss and expense incurred as a result of such deliveries to the maximum extent allowed by law. Prices quoted herein are based on prompt unloading of trucks. Delays of more than 20 minutes are subject to an additional charge. Company also agrees to provide a safe, suitable work area for Provider and its employees.

6. **Title and Risk of Loss.** Title and risk of loss passes to Company at the time any Work is loaded into Company's, or Company's agents', vehicles, barges or other modes of transport, in the case of FOB Plant sales, or in the case of Provider's delivery, upon delivery or performance of the Work.

7. **Warranty.** Provider warrants the Work will conform to any applicable plans and specifications. **PROVIDER DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THOSE OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSES.** Company shall verify that Provider's Work complies with the plans and specifications prior to installation. Changes to the plans and specifications shall be made by written change order and Provider shall be entitled to an equitable price adjustment for such changes. The express limited warranty set forth herein shall be void if Company fails to pay Provider in full for the Work provided by Provider pursuant to this Contract or fails to provide Provider timely written notice following discovery of defective Work and a reasonable opportunity to cure.

8. **Time.** Provider shall make reasonable efforts to provide the Work by the specified delivery date and provide notice to Company of any expected delays. Provider is not responsible for any delays including, but not limited to, labor disputes, repairs to machinery, fire, flood, inclement weather, inability to obtain transportation, fuel, electric power, or operating materials or machinery at reasonable cost; or by reason of any other cause beyond its control, including the inability to produce Work meeting any applicable specification or requirement. Company shall equitably compensate Provider for additional costs incurred as a result of delays outside Provider's control. In the event any such delay, Provider reserves the right to determine the order of priority of delivering to its purchasers.

9. **Modification.** No amendment or modification of this Contract shall be valid or enforceable unless in writing and signed by the party sought to be charged, and no prior or current course of dealing between the parties, or any usage of trade or custom of the industry shall modify or supplement the terms and conditions of this Contract.

10. **No Waiver.** Provider's failure to exercise any right hereunder shall not impair or waive Provider's privilege of exercising such right to any subsequent time or times.

11. **Damages.** Provider's liability for any damages related to this Contract shall be limited to, at Provider's option, (i) replacement of defective Work or (ii) an equitable refund of prior payments by Company. **IN NO EVENT SHALL PROVIDER BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL,**

EXEMPLARY, OR PUNITIVE DAMAGES WITH REGARD TO ANY CLAIM ARISING OUT OF OR RELATING TO THIS CONTRACT. It is further understood that Provider shall not be responsible for any damage to or deterioration of any of its Work, whether completed or in process, resulting from any cause or causes beyond its reasonable control, including but not limited to design, failure of subgrade or other subsurface conditions, or failure or inadequacy of any labor or materials not furnished and installed by Provider, whether or not such failure or inadequacy was or could have been known at the time its Work was undertaken, or for any Work performed under adverse weather conditions.

12. **Indemnity.** To the maximum extent permitted by applicable law, Company shall defend, indemnify and hold Provider, its officers, employees, agents, insurers, sureties, and affiliates, harmless from any and all losses, damages, expenses (including attorneys' fees), claims, suits, liabilities, fines and remedial or clean-up costs arising out of: (i) Company's breach of this Contract or (ii) any act or omission by or on behalf of Company, its employees, contractors, and/or agents.

13. **Applicable Law.** This Contract, and the rights, duties, obligations and remedies of the parties shall be governed by or construed in accordance with the laws of the state where the Project is located.

14. **Work Conditions.** Provider shall have no responsibility for any site condition unless it was ascertainable through a visual pre-bid examination of the Project site or disclosed in writing to Provider prior to the execution of the Contract. Provider shall be entitled to rely on the design documents and specifications as being accurate and complete and shall not be responsible for errors or deficiencies in such documents. If Provider's Work is dependent upon or must be undertaken in conjunction with the work of others, such work shall be so performed and completed as to permit Provider to perform its Work in a normal uninterrupted single shift operation. Unless a time for the performance of Provider's Work is specified, Provider shall undertake the Work in the course of its normal operating schedule. Provider shall not be liable for any failure to undertake or complete the Work for causes beyond its control, and Provider may suspend the Work for causes beyond its control, including but not limited to fire, flood or other casualty, the presence on or beneath the Project site of utilities, facilities, substances, or objects, including but not limited to any substance that in Provider's opinion is hazardous or toxic or the reporting, remediation, or clean-up of which is required by any law or regulation; labor disputes or other disagreements, and accidents or other mishaps, whether affecting this Work or other operations in which Provider is involved, directly or indirectly. If, for causes beyond Provider's control, Provider's Work is not completed within twelve (12) months after the date of Company's acceptance of the Contract, Provider may cancel this Contract. In such event: (i) Provider shall be relieved of any further obligation with respect to the balance of the Work and (ii) Provider shall be entitled to receive final and complete payment for all Work performed by Provider through the date of cancellation within fifteen (15) days thereafter.

15. **Miscellaneous.** Unless otherwise specified in writing, Company shall be responsible for inspecting and testing the Work and confirming that the Work complies with the applicable specifications at Provider's facility prior to directing shipment. All funds paid to Company from a third party for Provider's Work shall be deemed in trust for the payment of Provider. Safety Data Sheets and product label information are available at Provider's office or Provider's website. Company agrees to draw to the attention of any persons handling or using the Work or having access to the Work while in Company's possession or to whom Company sells the Work or any part thereof any Safety Data Sheets or label information, or any other literature or packaging relating to the Work.

16. **MANDATORY BINDING ARBITRATION. ALL CLAIMS OR CONTROVERSIES ARISING OUT OF OR RELATED TO THIS CONTRACT SHALL BE SUBMITTED TO AND RESOLVED BY BINDING ARBITRATION BY A SINGLE ARBITRATOR IN THE COUNTY AND STATE WHERE THE PROJECT IS LOCATED; PROVIDED, HOWEVER, A PANEL OF THREE ARBITRATORS SHALL RESOLVE ALL DISPUTES WHERE THE AMOUNT IN CONTROVERSY EXCEEDS \$5 MILLION ("LARGE DISPUTES"). THE AMERICAN ARBITRATION ASSOCIATION (AAA) SHALL CONDUCT THE ARBITRATION PURSUANT TO AAA'S CONSTRUCTION INDUSTRY ARBITRATION RULES. THE COSTS OF THE ARBITRATION SHALL BE BORNE EQUALLY BY THE PARTIES. NOTWITHSTANDING ANY LANGUAGE TO THE CONTRARY IN THE CONTRACT, THE PARTIES AGREE: THAT THE UNDERLYING AWARD MAY BE APPEALED PURSUANT TO THE AAA'S OPTIONAL APPELLATE ARBITRATION RULES ("APPELLATE RULES"); THAT THE UNDERLYING AWARD RENDERED BY THE ARBITRATOR(S) SHALL, AT A MINIMUM, BE A REASONED AWARD; AND THAT THE UNDERLYING AWARD SHALL NOT BE CONSIDERED FINAL UNTIL AFTER THE TIME FOR FILING THE NOTICE OF APPEAL PURSUANT TO THE APPELLATE RULES HAS EXPIRED. EACH PARTY AFFIRMATIVELY AGREES TO THE ARBITRATION PROVISION SET FORTH HEREIN AND INTENDS THAT THIS PARAGRAPH SATISFIES THE ARBITRATION REQUIREMENTS OF ANY APPLICABLE LAW.**



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-207

FROM:	Daryl Morefield, WATER SUPERINTENDENT
SUBJECT:	The Superintendent of Water and Wastewater Department has requested the third extension for two (2) additional months of the annual contract for Bid No. 040-22 On Call Contractor Services (Water and Sewer) for the same terms and conditions as the original contract.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve Extension No. 3 for (Bid No. 040-22) On Call Contractor Services (Water and Sewer) to W.R. Mitchell Contractor, Inc. for two (2) month extension of the annual contract from January 4, 2026 to February 28, 2026 per the same terms and conditions of the original contract. The cost for the two (2) month extension not-to-exceed \$50,000.00. This is a two (2) month extension to allow for the bid process of contract rebid.

BACKGROUND INFORMATION:

Council awarded Bid No. 040-22 for On Call Contractor Services (Water and Sewer) on 10/24/2022. The original contract was executed January 4, 2023 and awarded to W.R. Mitchell Contractor, Inc. Extension No. 1 extended the contract until January 3, 2025. Extension No. 2 extended the contract until January 3, 2026. The request for Extension No. 3 will extend the contract until February 28, 2026. The Vendor has agreed to Extension No. 3, with all terms and conditions of the bid award. This is a two (2) month extension to allow for the bid process of contract rebid.

Previous Council Action:

Resolution No. 4599-22, Adopted by Council on October 24, 2022 to approve the award of (Bid No. 040-22) On Call Contractor Services (Water and Sewer) to W.R. Mitchell Contractor, Inc. for an annual cost not-to-exceed \$700,000.00.

Resolution No. 4974-24, Adopted by Council on January 8, 2024 to approve Extension No. 1 for (Bid No. 040-22) On Call Contractor Services (Water and Sewer) to W.R. Mitchell Contractor, Inc. for a one (1) year extension per the same terms and conditions of the original contract.

Resolution No. 5292-24, Adopted by Council on December 9, 2024 to approve

Extension No. 2 for (Bid No. 040-22) On Call Contractor Services (Water and Sewer) to W.R. Mitchell Contractor, Inc. for a one (1) year extension per the same terms and conditions of the original contract.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
004010-50366-30	Water - Maintenance Distribution Sys	\$200,000.00	TBD	TBD
004020-50366-30	Wastewater - Maint. Collection System	\$200,000.00	TBD	TBD

On-Call contract is for use on an as needed basis, not to exceed \$400,000.00 for Water and Wastewater combined. Budgeted to maintenance, expenses are reviewed for reclassification to capital system improvements where applicable.

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 3 (Bid No. 040-22) On Call Contractor Services (Water and Sewer) to W.R. Mitchell Contractor, Inc. for two (2) month extension of the annual contract from January 4, 2026 to February 28, 2026 per the same terms and conditions of the original contract. The cost for the two (2) month extension not-to-exceed \$50,000.00. This is a two (2) month extension to allow for the bid process of contract rebid.

DULY ADOPTED THIS 8TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE

and

W.R. Mitchell Contractor, Inc.

CONTRACT EXTENSION DOCUMENTS

Bid 040-22

**On-Call Contractor Services
(Water and Sewer Department)**

**Sherry Sullivan, Mayor
Fairhope City Council
Jimmy Conyers, Council President**

Set _____

City of Fairhope
Bid No. 040-22
On Call Contractor Services (Water and Sewer Department)
Contract Extension No. 3

This EXTENSION NO. 2 of CONTRACT ("Extension") is made this _____ day of _____, 20____, for the purpose of extending the agreement known as **Bid No. 040-22 On Call Contractor Services (Water and Sewer Department)**, dated **January 4, 2023**, ("Original Contract") between the **City of Fairhope** and **W.R. Mitchell Contractor, Inc.** (the "Parties").

1. Extension 2 of this agreement, which is attached hereto as a part of this Extension, is described below:

Bid No. 040-22 On Call Contractor Services (Water and Sewer Department)

and will end on **January 3, 2026 at midnight.**

2. The Parties agree Contract Extension No. 3 agreement for an additional period, which will begin immediately upon the expiration of the original time period **January 4, 2026** and will end on **February 28, 2026.**

3. This Extension binds and benefits both Parties and any successors or assigns. This document, including the attached Original Contract, is the entire agreement between the Parties. All other terms and conditions of the Original Contract, including pricing, remain unchanged.

IN WITNESS WHEREOF, the parties hereto have executed this Contract Extension as of the day and year first above written.

THE CITY OF FAIRHOPE, ALABAMA

ATTEST:

BY: **Sherry Sullivan, Mayor**

BY: **Lisa A. Hanks, MMC, City Clerk**

NOTARY FOR THE CITY

STATE OF ALABAMA}
COUNTY OF BALDWIN}

I, the undersigned authority in and for said State and County, hereby certify that **Sherry Sullivan** as Mayor of the City of Fairhope whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, being informed of the contents of the document she executed the same voluntarily on the date of the same bears date.

Given under my hand and Notary Seal on this _____ day of _____, 20_____.

Notary Public _____

My Commission Expires: _____

If Corporation, Partnership, or Joint Venture

Name of Corporation, Partnership, or Joint Venture

By: _____
Signature of Officer Authorized to Sign Bids and Contracts for the Firm Position or Title

Email Address

Business Mailing Address

City, State, Zip Code

General Contractor's License Number

Foreign Corporation Entity ID
(Required of out-of-state vendors)

NOTARY

STATE OF _____ }

COUNTY OF _____ }

I, the undersigned authority in and for said State and County, hereby certify that

_____, as _____
Type or Print Name of Bid Signer Type or Print Bid Signer Title

Respectively, of _____
Type or Print Company Name

Whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, that, being of the contents of the document they executed the same voluntarily on the day the same bears date.

Given under my hand and Notary Seal on this _____ day of _____, 20____.

Notary Public _____

My Commission Expires _____

RESOLUTION NO. 4599-22

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope did request, receive, and open bids to procure services for (Bid No. 040-22) On-Call Contractor Services (Water and Sewer Department) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] At the appointed time and place, bids were received and tabulated as follows:

Please see attached Bid Tabulation for
On-Call Contractor Services (Water and Sewer Department)

[3] At the appointed time and place; after evaluating the bids with the required specifications, W.R. Mitchell Contractor, Inc. is now awarded (Bid No. 040-22) On-Call Contractor Services (Water and Sewer Department) with a total bid proposal not-to-exceed \$700,000.00 per year.

[4] The initial contract term would be for one (1) year, with extensions for two (2) additional one (1) year terms.

ADOPTED ON THIS 24TH DAY OF OCTOBER, 2022


James Reid Conyers, Jr.
Council President

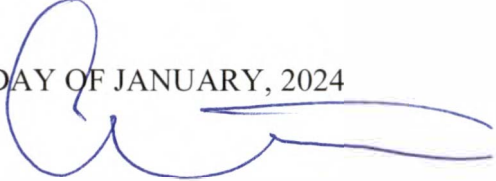
Attest:


Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 4974-24

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 1 (Bid No. 040-22) On Call Contractor Services (Water and Sewer) to W.R. Mitchell Contractor, Inc. for one (1) year extension of the annual contract from January 4, 2024 to January 3, 2025 per the same terms and conditions of the original contract.

DULY ADOPTED THIS 8TH DAY OF JANUARY, 2024



Corey Martin, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 5292-24

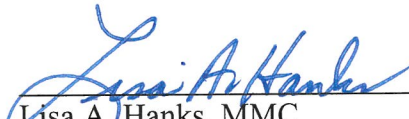
BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 2 (Bid No. 040-22) On Call Contractor Services (Water and Sewer) to W.R. Mitchell Contractor, Inc. for one (1) year extension of the annual contract from January 4, 2025 to January 3, 2026 per the same terms and conditions of the original contract.

DULY ADOPTED THIS 9TH DAY OF DECEMBER, 2024



Jack Burrell, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-205

FROM:	Richard Johnson, CITY ENGINEER
SUBJECT:	The City Engineer, Richard Johnson, is requesting the hiring of a professional engineering firm to perform Construction Engineering and Inspection Services for the Pecan Ave. Watershed Drainage Improvements - Phase 1 project. Authorize Treasurer to transfer \$49,500.00 from Phase II to Phase I of project within Capital Projects fund 103-55853.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve negotiated not-to-exceed amount of \$49,500.00 for RFQ PS26-011 Professional Construction Engineering and Inspection Services for the Pecan Avenue Watershed Drainage Improvements - Phase 1 Project and allow the Mayor to execute a contract with JADE Consulting, LLC. Authorize Treasurer to transfer \$49,500.00 from Phase II to Phase I of project within Capital Projects fund 103-55853.

BACKGROUND INFORMATION:

The Pecan Avenue Watershed Drainage Improvements - Phase 1 Project will include 416 linear feet of 66" RCP, associated drainage structures, pavement removal/replacement, and the installation of 840 VSF of timber bulkhead in coordination with the separate beach-front restoration project.

The CE&I Engineer will perform construction engineering and inspection, material sampling and testing, and contract administration services for this project. Services will include:

- Attending and participating in a pre-construction conference.
- Complete and maintain a full and accurate daily record of all activities and events relating to the project.
- Provide project survey control.
- Review shop drawing submittals and approvals.
- Perform sampling and testing of component materials and completed work items to the extent that will assure materials and workmanship incorporated in each project are in reasonable conformity with plans, specifications, and contract provisions, including all necessary geotechnical testing.
- Maintain project records of all sampling and testing accomplished.

- Review the Contractor's monthly comprehensive tabulation of the quantity of each pay item satisfactorily completed to prepare the Monthly Progress Estimate.
- Provide interpretations of plans, specifications, and contract provisions.
- Prepare and submit to the City Engineer a final documentation and one (1) set of record as-built plans.

Mayor Sullivan has selected JADE Engineering for this project.

Previous Council Actions:

Resolution XXXX-25 December 8, 2025 Approve the selection of JADE Consulting by the Mayor for RFQ PS26-011 Professional Construction Engineering and Inspection Services for the Pecan Ave. Watershed Drainage Improvements - Phase 1 project, and authorize the Mayor to negotiate the not-to-exceed cost to be approved by City Council.

Resolution 5633-25 November 10, 2025, Award Bid No. 26-002-2024-PWI-018A Pecan Avenue Watershed Drainage Improvements - Phase I to Chris Brewer Contracting, Inc. not-to-exceed \$545,810.00. Authorized Treasurer to transfer \$74,252.00 from Phase II of project to Phase I within Capital Projects 103-55853.

Resolution 5509-25, July 28, 2025, Authorized to execute contract change order No. 1 for (RFQ PS23-024) Professional Engineering Services for Pecan Avenue Watershed Management with a not-to-exceed cost of \$8,000.00 and to award contract amendment No. 1 to Jade Consulting, LLC. The new contract total will be \$60,000.00.

Resolution 5377-25, February 20, 2025, Authorized to execute a contract with Jade Consulting, LLC for Professional Engineering Service for the Pecan Avenue Watershed Management Plan Phase I (RFQ PS25-021) with a not-to-exceed amount of \$35,650.00.

Resolution 4794-23 July 24, 2023, Authorized to execute a contract (RFQ PS23-024) with Jade Consulting, LLC to perform Professional Engineering Services for Pecan Avenue Watershed Management Plan with a negotiated not-to-exceed fee of \$52,000.00.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
103-55853-10	Drainage Imprv - Pecan Ave	\$49,500.00	\$49,500.00	(\$0.00)

Project No. 2024-PWI 018

Project Expense String: 2024PWI018-ENG

Revised FY26 Budget for Pecan Drainage Improvement Project:

103-55853-10 = \$471,558.00 (Phase 1) - Project No. 2024-PWI 018 (Adjusted Budget Balance = \$545,810.00)
103-55853-20 = \$500,000.00 (Phase 2) - Project No. 2026-PWD 001 (Adjusted Budget Balance = \$425,748.00)

Authorize Treasurer to transfer \$49,500.00 from Phase II to Phase I of project within Capital Projects fund 103-55853.

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute a Contract with JADE Consulting, LLC. for Professional Construction Engineering and Inspection Services for the Pecan Avenue Watershed Drainage Improvements - Phase 1 Project (RFQ PS26-011) with a not-to-exceed amount of \$49,500.00; and authorizes Treasurer to transfer \$49,500.00 from Phase II to Phase I of project within Capital Projects fund 103-55853.

DULY ADOPTED THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE PURCHASING DEPARTMENT PURCHASING REQUEST FORM

Name: Richard D. Johnson, PE & George Ladd, PW Director

Date: 11-13-2025

Department: Public Works

Expenditure Threshold**	Distinctions	Quotes Required	Approval	Green Sheet	Resolution
Under \$5,000	No restrictions	Not Required	N/A	N/A	N/A
Utilities \$5,001-\$10,000	Operational NON -Budgeted	Three	Treasurer/Mayor	N/A	N/A
Greater than: Gen Govt - \$5,001 Utilities - \$10,001	Operational NON -Budgeted	Three	Council	Required	Required
Gen Govt - \$5,001-\$15,000 Utilities - \$10,001 - \$15,000	Operational Budgeted	Three	Treasurer	N/A	N/A
Over \$15,000/\$50,000	Operational Budget*	State Bid List or Buying Group	Treasurer/Mayor	N/A	N/A
Over \$15,000/\$50,000	Operational Budgeted	Bids	Council	Required	Required
Professional Service Over \$5,000	Budgeted or Non-Budgeted	Mayor Select	Council	Required	Required

*Budgeted items that meet or are under budget may be purchased with the Mayor and/or Treasurer's approval if they are on the State Bid list or from an approved buying group. Items that are over budget must go to Council for approval and will require a green sheet and resolution.

****Expenditure Threshold is a combined total of labor and materials, including materials provided by the City. If the total amount is within \$10,000 of the listed threshold, Purchasing/Treasurer may require a formal bid due to potential materials cost increases.**

QUOTES

Vendor Name	Vendor Quote
1. <u>JADE Consulting – Professional Engineering (Design) Proposal</u>	\$ <u>49,500.00 NTE</u>
2. <u>Click or tap here to enter text.</u>	\$ _____
3. <u>Click or tap here to enter text.</u>	\$ _____

Check any applicable boxes: ☐ State Contract ☐ ALDOT ☐ Purchasing Group
☐ Sole Source (Attach Sole Source Justification)

Note: See related RFQ PS23-024 – EOR has received Council approval/selection this is an amendment for CE&I Services.

ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? Professional Engineering Services – Project CE&I + GeoTech
2. What is the total cost of the item or service? \$ 49,500.00
3. How many do you need? One – Pecan Street Watershed Study & Drainage Improvement Phase 1 – CE&I
4. Item or Service Is: ☒ New ☐ Used ☐ Replacement ☐ Annual Request
5. Vendor Name (Lowest Quote): JADE Consulting
6. Vendor Number: 28465

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

1. Is it budgeted? ☒ Yes ☐ No ☐ Emergency Request
2. If budgeted, what is the budgeted amount? \$500K in the aggregate – Phase II to be transferred to Phase I
3. Budget code: 103-55853 Line 20

Email completed form with quotes and other supporting documentation to
Erin.Wolfe@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.



JINRIGHT & ASSOCIATES DEVELOPMENT ENGINEERS

November 13, 2025

Mr. Richard D. Johnson, P.E.
City Public Works Director
City of Fairhope
P.O. Drawer 429
Fairhope, AL 36533

VIA EMAIL: richard.johnson@fairhopeal.gov

RE: Professional Engineering Services for:
CE&I Efforts
PECAN AVENUE WATERSHED DRAINAGE IMPROVEMENTS – PHASE 1
PROJECT NO. 2024-PWI 018
Fairhope, Alabama

Dear Mr. Johnson:

Per your request, we greatly appreciate the opportunity to present the following scope of work and fee estimate for the proposed drainage improvements to be constructed in the community of Fairhope, Alabama. The respective professional services are to be provided by the JADE Consulting Team.

Please provide us with any questions or comments you may have about the proposed Scope of Work.

We are truly excited to have this opportunity and look forward to working with the City of Fairhope through the successful completion of another project.

Best Regards,

JADE CONSULTING, LLC

A handwritten signature in blue ink, appearing to be 'Perry C. Jinright, III', is written over the company name.

Perry C. Jinright, III, P.E.
Manager
\\k
Enclosure
Professional Service Agreement
Man-Day Spreadsheet
25.052

PROFESSIONAL SERVICES AGREEMENT

A. GENERAL DESCRIPTION OF PROJECT LOCATION:

Professional Engineering Services for:
 CE&I Efforts
 PECAN AVENUE WATERSHED DRAINAGE IMPROVEMENTS – PHASE 1
 PROJECT NO. 2024-PWI 018
 Fairhope, Alabama

B. GENERAL

This agreement, including attachments, are hereinafter noted, made, and entered into and between JADE Consulting, LLC and the Client identified herein, provides for the Professional services described under Section C of this Agreement.

Client: City of Fairhope – Public Works	Contact: Mr. Richard D. Johnson, P.E.
Address: P.O. Box 429	City/State/Zip Code: Fairhope, AL 36533
Phone No.: (251) 929-0360	Email: richard.johnson@fairhopeal.gov

C. JADE CONSULTING PROFESSIONAL SERVICES to be provided *are identified below:*

JADE Consulting, LLC is pleased to provide you with this proposal for the engineering services required to develop the site for the subject property. Please note the proposal is based on the general layout of structures and site development.

I. CONSTRUCTION ENGINEERING AND INSPECTION (CE&I SERVICES)

We will perform construction engineering and inspection, material sampling and testing, and contract administration services for the City of Fairhope. We will provide services, personnel, and equipment as necessary to complete said task. We will utilize effective control procedures to ensure the construction of the said project is performed in reasonable conformity with plans, specifications, and contract provisions for the assigned project. We will provide services on a full-time basis so that we can monitor and document the Contractor's construction operations.

Services include, but are not limited to, the following:

1. Attending and participating in a pre-construction conference for the project.
2. Complete and maintain a full and accurate daily record of all activities and events relating to the project. The project will have part-time inspection personnel onsite.
3. Provide project survey control.
4. Review shop drawing submittals and approvals.
5. Perform sampling and testing of component materials and completed work items to the extent that will assure materials and workmanship incorporated in each project are in reasonable conformity with plans, specifications, and contract provisions. Includes all necessary geotechnical testing.
6. Maintain project records of all sampling and testing accomplished.

CLIENT INITIALS: _____

7. Review the Contractor's monthly comprehensive tabulation of the quantity of each pay item satisfactorily completed to prepare the Monthly Progress Estimate.
8. Provide interpretations of plans, specifications, and contract provisions.
9. Prepare and submit to the City Engineer a final documentation and one (1) set of record as-built plans.
10. Proposal based upon an anticipated 150 calendar days construction schedule. This schedule is based upon:
 - Maximum 100 - working day construction schedule.

II. PROFESSIONAL SERVICES FEE SCHEDULE

Construction Engineering and Inspection Fee (CE&I Services) \$49,500.00

(Construction Cost Estimate \$545,810.00)

Please see the enclosed man-day spreadsheet.

D. THE COMPENSATION TO BE PAID TO JADE CONSULTING, LLC for providing the requested services is identified in Sections "C" & "E" herein.

E. ADDITIONAL SERVICES (Hourly Basis)

Services requested, but not specifically included in the scope of services, will be considered additional services. Modification to drawings, after approval by the Client, as a result of changes requested by the Client or their other Consultants will be considered additional services and billed at an hourly rate as follows:

Principle Engineer	\$300.00
Senior Project Manager/ P.E.	\$240.00
Professional Engineer	\$200.00
Engineer I	\$150.00
Graduate Engineer	\$110.00
CADD Designer	\$ 90.00
Engineering Technician	\$ 85.00
Clerical	\$ 75.00
Sub-Consultant	Cost Plus 15%

F. TERMS & CONDITIONS

1. Reimbursable costs include fees of Professional Subcontractors (whose expertise is required to complete the project) and out-of-pocket expenses, the cost of which shall be charged at actual cost and shall be itemized and included in the invoice.
2. JADE Consulting, LLC services under this agreement do not include participation, whatsoever, in any litigation.
3. The Client hereby acknowledges that JADE Consulting, LLC cannot warrant that estimates of probable construction or operating costs provided by JADE Consulting, LLC will not vary from actual costs incurred by the Client.
4. If under this Agreement, professional services are provided during the construction phase of the project, JADE Consulting, LLC shall not be responsible for or have control over procedures, techniques, means, methods, or sequences, or for the safety precautions and

CLIENT INITIALS: _____

programs in connection with the Work. Nor shall JADE Consulting, LLC be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents or forth the Contractor's failure to comply with applicable laws, ordinances, rules, and/or regulations. Under no circumstances will JADE Consulting, LLC have any direct contractual relationship with the contractor, any subcontractors or materials suppliers.

5. The laws of the State of Alabama shall govern this agreement unless specifically stated otherwise.
6. The Client, at its expense, will provide JADE Consulting, LLC with all required site information, existing plans, reports, studies, project schedules, and similar information that are contained in its files. JADE Consulting, LLC may rely on the information provided by the Client without verification.

The Client will designate a representative who shall have the authority to act on behalf of the Client for this project.

The Client shall participate with JADE Consulting, LLC by providing all information and criteria in a timely manner, reviewing documents, and making decisions on project alternatives to the extent necessary to allow JADE Consulting, LLC to perform the scope of work within established schedules.

7. The Client will hold harmless and indemnify JADE Consulting, LLC for any design changes, construction changes, and/or damages resulting from the use of a topographic survey or other information prepared by others and provided by the Client.
8. JADE Consulting, LLC may subcontract consultants in the performance of any services described in this agreement. JADE Consulting, LLC does not act as a General Contractor in any way or accept responsibility for poor craftsmanship.
9. The above-described compensation for JADE Consulting, LLC does not include the following Costs:
 - a. Photostats/Photocopying/Plotting
 - b. Binding
 - c. Printing/Reprographics
 - d. Photography/Film/Film Processing
 - e. Mylar's and Reproducible
 - f. Federal Express, Courier, and/or Delivery Fees
 - g. Mailing/Postage
 - h. Microfilming/Scanning/Digitizing
 - i. Blue Printing, Printing or Binding of Bid Sets
 - j. Mileage @ current Federal rate
 - k. Permits and/or Registration Fees
 - l. Travel Expenses outside of Baldwin County, Alabama, such as airfare and lodging
 - m. Other products and services requested by the Client and not specifically described herein
10. Either Client or JADE Consulting, LLC may terminate this contract with seven (7) days written notice. Upon termination, the Owner will be responsible for payment of all Consultant fees and reimbursable expenses through the date of termination.
11. Should the project be stopped or the work prevented or delayed for any reason, including, but not limited to, by reason of force majeure or the act or order of any governmental authority,

CLIENT INITIALS: _____

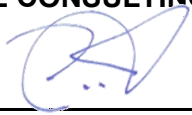
for more than sixty (60) days, JADE Consulting, LLC reserves the right to renegotiate the Fee Schedule.

12. Invoice Schedule: Billing will be based on a percentage of service completed at the end of each month.
13. Terms: Net Thirty (30) days from invoice date. Compensation for all services shall be paid in Fairhope, Baldwin County, Alabama.
14. The forum for any action to construe or enforce this agreement shall be the Baldwin County Circuit Court.
15. This document sets forth all of the terms and conditions agreed by the parties hereto and supersedes all prior oral or written agreements, representations, or warranties not otherwise expressly set forth herein. This agreement may only be amended or modified by a written document executed by all parties.

This agreement is accepted on the later date written below:

JADE CONSULTING, LLC

CITY OF FAIRHOPE

SIGNED: 

SIGNED: _____

TYPED NAME: Perry C. Jinright, III, P.E.

TYPED NAME: Richard D. Johnson, P.E.

TITLE: Member

TITLE: _____

DATE: November 13, 2025

DATE: _____

CLIENT INITIALS: _____

Project No.		2024-PWI 018	
County		City of Fairhope	
Description		Pecan Street Drainage Phase 1	
Scope of Work		CE&I	
		Construction Budget \$ 545,810.00	
Consultant		JADE	
Fee Proposal			
PERSONNEL COST			
150 Inspection Calander days- (Construction -100 working day) schedule			
CIVIL ENGINEERING INSPECTION (CEI)	Hourly Rate	Man-days	x Daily Rate
Principle Engineer -	\$ 75.00	5.00	\$ 600.00 \$ 3,000.00
Project Manager -	\$ 55.00	5.00	\$ 440.00 \$ 2,200.00
Project Engineer -	\$ 40.00	10.00	\$ 320.00 \$ 3,200.00
Level I Inspector-	\$ 25.00	25.00	\$ 200.00 \$ 5,000.00
Clerical -	\$ 22.00	10.00	\$ 176.00 \$ 1,760.00
		Total Direct Labor	\$ 15,160.00
Combined Overhead (%)		177.00	\$ 26,833.20
		Sub-Total	\$ 41,993.20
Profit (10%)			\$ 4,199.32
		Sub-Total	\$ 46,192.52
Subconsultant Fee			
Geotech budget			\$ 1,500.00
Survey -budget			\$ 1,500.00
Administration of Subconsultant Cost (10% of Subconsultant Fee)			\$ 300.00
		Sub-Total	\$ 3,300.00
		TOTAL FEE	\$ 49,492.52



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-204

FROM:	Richard Johnson, CITY ENGINEER
SUBJECT:	The City Engineer, Richard Johnson, is requesting the hiring for Professional Engineering Services for the Cowpen Creek Tributary Drainage Project.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the selection of Sawgrass Consulting, LLC. by the Mayor for RFQ PS26-012 Professional Engineering Services for the Cowpen Creek Tributary Drainage Project, and authorize the Mayor to negotiate the not-to-exceed cost to be approved by City Council.

BACKGROUND INFORMATION:

The City Engineer, Richard Johnson, is requesting the procurement of Professional Engineering and Surveying Services to perform design services for the Cowpen Creek Tributary Drainage Project.

The proposed scope of work shall include:

- Topographic Survey of the existing drainage and surrounding areas.
- Design plan, specifications and material quantities for the drainage improvements.
- Coordination of the project advertisement, bid package and plans, tabulation of the received bids, and recommendation of contractor for award. This also includes coordination of the contract signatures, project submittal reviews, and Pre-Construction meeting between City, Contractor, and Engineer.

Mayor Sullivan has selected Sawgrass Consulting, LLC. for this project.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
103-55853-30	Capital Drainage Improvements	TBD	TBD	TBD

Project No. 2026PWD004
Project Expense String: 2026PWD004ENG

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Need Project No. entered in Project Ledger and and associated Project Ledger Budget created once fees are established.

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council approves the selection by Mayor Sherry Sullivan for Professional Engineering Services for (RFQ PS26-012) for the Cowpen Creek Tributary Drainage Project to Sawgrass Consulting, LLC.; and hereby authorize Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.

DULY ADOPTED THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

Sherry Sullivan
Mayor

To: Lisa Hanks, City Clerk
Kim Creech, Treasurer

From: 
Erin Wolfe, Purchasing Manager

Date: December 1, 2025

Re: RFQ PS26-012 Professional Surveying and Engineering Design Services for the Cowpen Creek Tributary Drainage Project

Council Members:
Andrea Booth
Jack Burrell, ACO
Jimmy Conyers
Joshua Gammon
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The City Engineer, Richard Johnson, is requesting the hiring of a professional engineering firm to perform design services for the Cowpen Creek Tributary Drainage Project.

Per our Procedure for Procuring Professional Services, Richard Johnson and I are providing firms for the Mayor to select from for the work.

The proposed scope of work shall include:

- Topographic Survey of the existing drainage and surrounding areas.
- Design plan, specifications and material quantities for the drainage improvements.
- Coordination of the project advertisement, bid package and plans, tabulation of the received bids, and recommendation of contractor for award. This also includes coordination of the contract signatures, project submittal reviews, and Pre-Construction meeting between City, Contractor, and Engineer.

Please move this procurement of professional services forward to the Mayor for the selection of a professional service provider.

61 North Section St.
PO Box 429
Fairhope, AL 36533

The short list is:

<u>Sherry Sullivan</u>	<u>Dec 1, 2025</u>	Sawgrass Consulting, LLC.
_____	_____	None. Submit another list

251-928-2136 (p)

Cc: file, Richard Johnson, Mayor Sherry Sullivan

Memo to choose - Prof Engineer - Cowpen Creek Trib Drainage

Final Audit Report

2025-12-01

Created:	2025-12-01
By:	Erin Wolfe (erin.wolfe@fairhopeal.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAkkqug4HFVt0VKbFgzRIlliX_5_I661qx

"Memo to choose - Prof Engineer - Cowpen Creek Trib Drainage" History

-  Document created by Erin Wolfe (erin.wolfe@fairhopeal.gov)
2025-12-01 - 8:55:53 PM GMT
-  Document emailed to Sherry Sullivan (sherry.sullivan@fairhopeal.gov) for signature
2025-12-01 - 8:56:18 PM GMT
-  Email viewed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
2025-12-01 - 9:36:09 PM GMT
-  Document e-signed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
Signature Date: 2025-12-01 - 9:36:48 PM GMT - Time Source: server
-  Agreement completed.
2025-12-01 - 9:36:48 PM GMT



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-217

FROM:	Kim Creech, CITY TREASURER
	George Ladd , PUBLIC WORKS DIRECTOR
	Hannah Noonan, Human Resources Director
SUBJECT:	Resolution - Authorize the Treasurer to complete a FY2026 Budget transfer for the Streets Department for Temporary Labor in the amount of \$30,000.00 from 001350-50040 Salaries to 001350-50245 Temporary Labor to be allocated as follows: Genesis Industrial Staffing for \$15,000.00 and Long's Human Resources for \$15,000.00.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

Resolution - Authorize the Treasurer to complete a FY2026 Budget transfer for the Streets Department for Temporary Labor in the amount of \$30,000.00 from 001350-50040 Salaries to 001350-50245 Temporary Labor to be allocated as follows: Genesis Industrial Staffing for \$15,000.00 and Long's Human Resources for \$15,000.00.

BACKGROUND INFORMATION:

George Ladd, Public Works Director, needs additional funds transferred from Streets Department Salaries to Streets Department Temporary Labor to utilize contracts in place with Genesis Industrial Staffing, Inc., and Long's Human Resource Services to supplement the existing workforce for additional vacant positions.

Previous Council Action:

Resolution No. 5641-25, adopted by City Council on November 10, 2025, amended Resolution No. 5620-25 to adjust the not-to-exceed amounts for Long's Human Resource Services to supply temporary employees to supplement the existing workforce for the following departments: Adult Recreation/Special Events: \$2,500.00, Streets Department: \$3,537.47, and Landscape Department: \$48,694.80; and add Sanitation Department: \$15,000.00; Total of \$69,732.27.

Resolution No. 5640-25, adopted by City Council on November 10, 2025, approved the one-year extension of the contract with Genesis Industrial Staffing, Inc. to supply temporary employees to supplement the existing workforce for the following departments: Adult Recreation/Special Events: \$2,500.00, Streets Department: \$15,000.00, Horticulture Department: \$51,000.00, and Sanitation: \$15,000.00; Total

cost of \$83,500.00.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
001350-50040	Streets - Salaries	\$30,000.00	\$0.00	\$30,000.00
001350-50245	Streets - Temporary Labor	\$0.00	\$30,000.00	(\$30,000.00)

This transfer increases the Streets Temporary Labor FY2026 Budget from \$20,000.00 to \$50,000.00 with the additional \$30,000.00 to be allocated as follows: Genesis Industrial Staffing for \$15,000.00 and Long's Human Resources for \$15,000.00.

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] To authorize the Treasurer to complete a FY2026 Budget transfer for the Streets Department for Temporary Labor in the amount of \$30,000.00 from 001350-50040 Salaries to 001350-50245 Temporary Labor to be allocated as follows: Genesis Industrial Staffing for \$15,000.00 and Long's Human Resources for \$15,000.00.

DULY ADPOTED ON THIS 18TH DAY OF DECEMER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-216

FROM:	George Ladd , PUBLIC WORKS DIRECTOR
SUBJECT:	The Director of Public Works, George Ladd, and the Assistant Director of Public Works, John Thomas, are requesting approval to purchase 3,053 Toter 96 Gallon Recycle Cans.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the purchase of 3,053 Toter 96 Gallon Recycle Cans from Toter, LLC. for a not-to-exceed cost of \$155,972.75 on Sourcewell Contract #120324-TOT. This purchase is reimbursable by an ADEM grant.

BACKGROUND INFORMATION:

The Director of Public Works, George Ladd, and the Assistant Director of Public Works, John Thomas, are requesting approval to purchase 3,053 Toter 96 Gallon Recycle Cans. The Recycle Cans are on Sourcewell Contract #120324-TOT with Toter, LLC. and therefore do not have to be let out to bid.

The cost is Forty-Eight Dollars and Seventy-Five Cents (\$48.75) per can. Shipping is Seven Thousand One Hundred Thirty-Nine Dollars (\$7,139.00). The total cost is One Hundred Fifty-Five Thousand Nine Hundred Seventy-Two Dollars and Seventy-Five Cents (\$155,972.75).

This purchase is reimbursable by an ADEM grant.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
005030-51470	Sanitation - Purchases Recycle Bins/Carts	\$155,972.75	\$155,972.75	\$0.00

Total FY26 Budget for purchase of recycle cans is \$156,000.00 with offsetting State Grant Revenue budgeted at \$156,000.00 for FY26.

GRANT:

ADEM Grant

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. ____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope approves the procurement of Toter 96 Gallon Recycle Cans (Quantity 3,053) that are on Sourcewell Cooperative (Contract #120324-TOT) with Toter, LLC; and therefore, does not have to be let out for bid. The total amount not-to-exceed \$155,972.75. This purchase is reimbursable by ADEM Grant.

ADOPTED ON THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



841 Meacham Rd, Statesville, NC, 28677
PHONE: 800-424-0422 FAX: 833-930-1124
WQ-10366822

Sourcewell 

Awarded Contract

Contract # 120324-TOT

Sell To:

Contact Name	Murray Cameron	Ship To Name	City of Fairhope
Bill To Name	City of Fairhope	Ship To	555 S Section St
Bill To	555 S Section St		Fairhope, AL 36532-1609
	Fairhope, AL 36532-1609		USA
	USA	Quick Ship	☐
Email	murray.cameron@fairhopeal.gov		
Phone	(251) 928-8003		
Mobile	(251) 990-0192		

Quote Information

Salesperson	Brittany Taylor	Expiration Date	12/9/2025
Salesperson Email	btaylor@wastequip.com	Quote Number	WQ-10366822
			Please Reference Quote Number on all Purchase Orders

Product	Product Description	Description	Selected Option	Quantity	Sales Price	Total Price
**Plastics - 79296	Model 79296 - Toter 96 Gallon EVR II Universal/Nestable Cart	BHS: S2124 Insert: B0208	---Body Color - (705) Blue ---Lid Color - (200) Black ---Body Hot Stamp on Both Sides (Existing) in (Not provided) ---Lid Hot Stamp Insert - Read from Street (Existing) in (Not provided) ---Wheels - 10in Sunburst ---Customer Serial Number Hot Stamped on Front of Cart Body in White ---2/3 Assembled with Lid (down), Stop Bar and Axle Factory Installed ---Warranty - 12 Yrs Cart Body, All other components 10 Yrs	3,053.00	\$48.75	\$148,833.75

Payment Terms	Net 30 Days	Subtotal	\$148,833.75
Shipping Terms	FOB Origin	Shipping	\$7,139.00
		Tax	\$0.00
		Grand Total	\$155,972.75

Additional Information

Additional Terms Our Quote serves as an offer to provide Products and/or services at the quantities and prices shown and is a good faith estimate, based on our understanding of your needs. By signing below, you indicate your acceptance of our offer which is expressly subject to the Wastequip Terms & Conditions of Sale ("Wastequip's Terms") located at: <https://www.wastequip.com/terms-conditions-sale>, as of the date set forth in Section 1(b) of the WQ T&C, which are made a part of this Quote. Wastequip's Terms may be updated from time to time and are available by hard copy upon request. Any changes or deviations to the terms of this Quote, including any different terms in an Order submitted by you, must be agreed upon in writing by both parties.



841 Meacham Rd, Statesville, NC, 28677
PHONE: 800-424-0422 FAX: 833-930-1124
WQ-10366822

Sourcewell

Awarded Contract

Contract # 120324-TOT

Special Contract Information Sourcewell – Pricing and Products/Services offerings are based on the Sourcewell Co-Operative Contract with Toter, LLC (#120324-TOT, eff. 4/4/2025), and such Contract terms and conditions are incorporated herein by reference. Pricing and Products/Services changes may occur at any time with proper documentation, and subject to Sourcewell approval; therefore, offerings may change without written prior notice. Wastequip Product Limited Warranties, Disclaimers, Limitation of Liability and Remedies, and Limited Warranty Provisions apply to all purchases thereunder.

Signatures

Accepted By: _____

Company Name: _____

Date: _____

Purchase Order: _____

Please Reference Quote Number on all Purchase Orders



CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: John Thomas

Date: 11/24/2025

Department: Public Works

Expenditure Threshold	Distinctions	Quotes Required	Approval	Green Sheet	Resolution
Under \$5,000	No restrictions	Not Required	N/A	N/A	N/A
\$5,001 and greater	Operational NON -Budgeted	Three	Council	Required	Required
\$5,001 – 7,500	Operational Budgeted	Three	Treasurer	N/A	N/A
\$7,501 - \$15,000	Operational Budgeted	Three	Finance/Treasurer/ Mayor	N/A	N/A

QUOTES

	Vendor Name	Vendor Quote
1. Toter		\$ 155,972.75
2.		\$
3.		\$

Check any applicable boxes: ☐ State Contract ☐ ALDOT ☒ Purchasing Group
☐ Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

- What item or service do you need to purchase? 3053 Recycle Cans
- What is the total cost of the item or service? \$155,972.75 – To be reimbursed - ADEM grant award.
- How many do you need? 1 order of 3053 recycle cans
- Item or Service Is: ☒ New ☐ Used ☐ Replacement ☐ Annual Request
- Vendor Name (Lowest Quote): Toter – **Sourcewell Awarded Contract – 120324-TOT**
- Vendor Number: 22242

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

- Is it budgeted? ☒ Yes ☐ No ☐ Emergency Request
- If budgeted, what is the budgeted amount? This was a grant from ADEM.
- Budget code: 005030-51475

Email completed form with quotes and other supporting documentation to
Cory.Pierce@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-230

FROM:	Wes Boyett, GAS SUPERINTENDENT
SUBJECT:	The Gas Superintendent, Wes Boyett, has requested to procure a qualified contractor to provide all materials, equipment, labor and incidentals for 4" Gas Main Extension Along Hwy. 181 South of Silverwood Drive to Dominion Drive.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the award of Bid No. 26-015-2026-GAS-001 4" Gas Main Extension Along Hwy. 181 South of Silverwood Drive to Dominion Drive to GMC Underground for a not-to-exceed amount of \$392,815.48.

BACKGROUND INFORMATION:

A service bid was issued on November 7, 2025, posted to the City of Fairhope's website, and published in Gulf Coast Media. Four (4) responsive bids were received at the bid opening on December 11, 2025, at 10:00 a.m.

The Gas Superintendent recommends the award be made to GMC Underground. Their low bid price for the Lump Sum Cost was as follows:

Lump Sum Price (Base Bid): \$392,815.48

Their low bid response price for the Lump Sum Bid was Three Hundred Ninety-Two Thousand Eight Hundred Fifteen Dollars and Forty-Eight Cents (\$392,815.48).

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
002-59500-60	System Improvement	\$402,623.00	\$392,815.48	\$9,807.52

Project # 2026GAS001

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope did request, receive, and open bids for (Bid No. 26-015-2026-GAS-001) 4" Gas Main Extension Along Hwy. 181 South of Silverwood Drive to Dominion Drive.

[2] At the appointed time and place, the following bids were opened and tabulated as follows:

Benton-Georgia, LLC	\$841,851.00
Equix Energy Services, LLC	\$462,306.00
GMC Underground	\$392,815.48
Rast Construction, Inc.	\$575,318.00

[3] After evaluating the bid proposals with the required bid specifications, GMC Underground is now awarded (Bid No. 26-015-2026-GAS-001) Gas Main Extension Along Hwy. 181 South of Silverwood Drive to Dominion Drive with a bid proposal not-to-exceed \$392,815.48.

ADOPTED ON THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Bid Tabulation
 Bid 26-015-2026-GAS-001 4" Gas Main Extension Along Hwy 181 S. of Silverwood Dr to Dominion Dr.
 Opened December 11th, 2025 at 10:00 A.M.

Vendor	Bid Documents Signed / Notarized (Y/N)	Bid Bond (Y/N)	Addendum I/II/III (Y/N)	Lump Sum Bid
Benton-Georgia, LLC	Y	Y	Y	\$841,851.00
Equix Energy Services, LLC	Y	Y	Y	\$462,306.00
GMC Underground	Y	Y	Y	\$392,815.48
Rast Construction, Inc.	Y	Y	Y	\$575,318.00

Recommendation:

To the best of my knowledge this is an accurate Bid Tabulation

Signature 
 Wes Boyett, Gas Superintendent

Signature 
 Erin Wolfe, Purchasing Manager

**ITEM III
BID RESPONSE FORM**

Date: 12 / 08 / 2025

Bid No: 26-015-2026-GAS-001
 4" Gas Main Extension Along Highway 181
 South of Silverwood Dr. to Dominion Dr.
 Project No. 2026-GAS-001

Bids Due: Thursday, December 11, 2025, 10:00 A.M.

Base Bid	Lump Sum Cost
4" Gas Main Extension Along Highway 181 - South of Silverwood Dr. to Dominion Dr.	392,815.48

Bid will include all labor, materials, equipment, shipping and postage, overhead, profit, bonds, insurance and all other costs necessary to provide the complete services outlined within this CONTRACT and scope of work.

Receipt of the following Addenda to these documents is hereby acknowledged by the undersigned (CONTRACTOR to complete below):

ADDENDUM NO.	DATE ISSUED	ADDENDUM NO.	DATE ISSUED
<u>1</u>	<u>12/03/2025</u>	<u>3</u>	<u>12/08/2025</u>
<u>2</u>	<u>12/08/2025</u>		

Each bid must give the full business address of the CONTRACTOR and must be signed by him with his usual signature. Bids by partnerships must furnish the full names of all partners and must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and designation of the person signing. Bids by corporations must be signed with the legal name of the corporation followed by the name of the State of Incorporation and by the signature and designation of the president, secretary, or other person authorized to bind it in the matter. The name of each person shall also be typed or printed below the signature. A bid by a person who affixes to this signature the word "president," "secretary," "agent," or other designation without disclosing his principal, may be held to be the bid of the individual signing. When requested by the City of Fairhope, Baldwin County, Alabama, satisfactory evidence of the authority of the officer signing on behalf of the corporation shall be furnished.

The undersigned agrees to furnish the goods/services as requested by you for the City of Fairhope, Baldwin County, Alabama in your invitation to bid, and certifies that they will meet or exceed the specifications called for. The undersigned has read all information pertaining to this bid and has resolved all questions. It is also understood and agreed that all prices quoted are F.O.B. described in the bid documents and specifications. The undersigned also affirms he/she has not been in any CONTRACT or collusion among BIDDERS or prospective BIDDERS in restraint of freedom of competition, by CONTRACT to bid at a fixed price or to refrain from bidding or otherwise.

Witness our hands and seals this 8th day of December, 2025.

If Individual or Partnership

(Name of Individual or Partnership)

(Name of Partner Print)

(Name of Representative Authorized to sign Bids and
CONTRACTs for the firm Print)

(Name of Partner Print)

Address _____

Phone Number () _____ Fax Number () _____

E-mail address _____ Alabama Contractor's License No. _____

Foreign Entity ID (if outside of Alabama) _____

If Corporation or LLC

Company General Maintenance Contractors of East AL Inc

State of Incorporation Alabama

Company Representative James P DeLamar
(PRINT - Representative Authorized to sign Bids and CONTRACTs for the firm)

Company Representative *James P. DeLamar*
(SIGNATURE - Representative Authorized to sign Bids and CONTRACTs for the firm)

Address 315 S Sixth St Opelika, AL 36801

Phone Number (334) 319-0283 Fax Number() _____

E-mail address pdelamar@gmcunderground.com AL Contractor's License No. 10903

Foreign Vendor Id _____

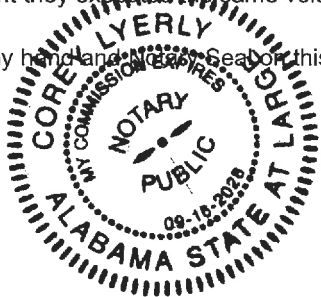
BID PROPOSAL NOTARIZATION:

STATE OF Alabama }

COUNTY OF Lee }

I, the undersigned authority in and for said State and County, hereby certify that James P DeLamar
as Vice President respectively, of GMC Underground, whose name is signed to
the foregoing document and who is known to me, acknowledged before me on this day, that, being informed of the contents
of the document they executed the same voluntarily on the day the same bears date.

Given under my hand and Seal on this 5th day of December, 2025.



NOTARY PUBLIC *Corey Lyerly*

MY COMMISSION EXPIRES 9/18/28

**ITEM IV
CONTRACTOR INFORMATION**

This Section must be printed, completed, and turned in with your bid response to

Bid Number 26-015-2026-GAS-001
4" Gas Main Extension Along Highway 181
South of Silverwood Dr. to Dominion Dr.
Project No. 2026-GAS-001

Business Organization

Name of CONTRACTOR (exactly as it appears on W-9):

General Maintenance Contractors of East AL Inc

Doing-Business-As Name of CONTRACTOR:

GMC Underground

Principal Office Address:

315 S Sixth St Opelika, AL 36801

LOCAL Telephone Number: 334-319-0283 **Toll- Free** _____

LOCAL Fax Number: _____

Email address: pdelamar@gmcunderground.com

Website: gmcunderground.com

Form of Business Entity [check one ("X")]

Corporation X

Partnership _____

Individual _____

Joint Venture _____

Other (describe): _____

Corporation Statement

If a corporation, answer the following:

Date of incorporation: 11/05/2005

Location of incorporation: Alabama

The corporation is held: Publicly _____

Privately X

Partnership Statement

If a partnership, answer the following:

Date of organization: _____

Location of organization: _____

The partnership is: General _____

Limited _____

Joint Venture Statement

If a Joint Venture, answer the following:

Date of organization: _____

Location of organization: _____

JV CONTRACT recorded? Yes _____ No _____

Contact: James P DeLamar Email pdelamar@gmcunderground.com

Phone 334-319-0283 Fax _____

END OF CONTRACTOR INFORMATION SECTION

STATE OF ALABAMA



BID LIMIT: U AMOUNT: UNLIMITED
LICENSE NO.: 10903
TYPE: RENEWAL

State Licensing Board for General Contractors

THIS IS TO CERTIFY THAT

GENERAL MAINTENANCE CONTRACTORS OF EAST ALABAMA INC

OPELIKA, AL 36803

is hereby licensed a General Contractor in the State of Alabama and is authorized to perform the following type(s) of work:

MU: MUNICIPAL AND UTILITY

until August 31, 2026 when this Certificate expires.
Witness our hands and seal of the Board, dated Montgomery, Ala.,

25th day of August, 2025

SECRETARY-TREASURER

Michael B. Tenn

CHAIRMAN

Charles A. Carole

221268

ITEM X

BID BOND

The PRINCIPAL (Bidder's name and address): **General Maintenance Contractors of East Alabama, Inc.**
315 S. Sixth St.

The OWNER
 City of Fairhope
 P.O. Drawer 429
 Fairhope, AL 36533

Opelika, AL 36801

The PROJECT for which the Principal's Bid is submitted: (Project name as it appears in the Bid Documents)

PROJECT NO. 26-015-2026-GAS-001
PROJECT NAME: 4" Gas Main Extension Along Highway 181 –
South of Silverwood Dr. to Dominion Dr.

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned Principal and Surety, jointly and severally, hereby bind ourselves, our heirs, executors, administrators, successors, and assigns to the OWNER in the PENAL SUM of five percent (5%) of the amount of the Principal's bid, but in no event more than TEN THOUSAND DOLLARS (\$10,000.00).

THE CONDITION OF THIS OBLIGATION is that the Principal has submitted to the OWNER the attached bid, which is incorporated herein by reference, for the Project identified above.

NOW, THEREFORE, if, within the terms of the Bid Document, the OWNER accepts the Principal's bid and the Principal thereafter either:

- (a) executes and delivers a Construction Contract with the required Performance and Payment Bonds (each in the for contained in the Bid Documents and properly completed in accordance with the bid) and delivers evidence of insurance as prescribed in the Bid Documents, or fails to execute and deliver such Construction Contract with such Bonds and evidence of insurance, but pays the OWNER the difference, not to exceed the Penal Sum of this Bond, between the amount of the Principal's Bid and the larger amount for which the OWNER may award a Construction Contract for the same Work to another Bidder, then, this obligation shall be null and void, otherwise it shall remain in full force and effect.

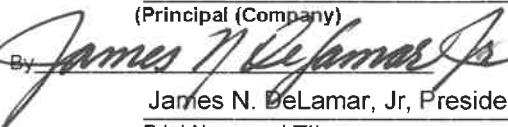
The Surety, for value received, hereby stipulates and agrees that the obligation of the Surety under this Bond shall not in any manner be impaired or affected by any extension of the time within which the OWNER may accept the Principal's bid, and the Surety does hereby waive notice of any such extension.

SIGNED AND SEALED this 11th day of December, 2025.

ATTEST

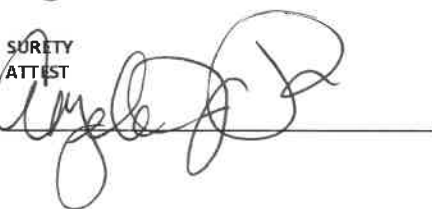


General Maintenance Contractors of East Alabama, Inc.
 (Principal (Company))

By 
 James N. DeLamar, Jr., President

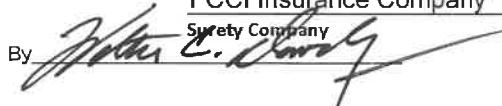
Print Name and Title

SURETY
 ATTEST



FCCI Insurance Company

Surety Company

By 

Walter C. Dowdy, Attorney-in-Fact

Print Name and Title

CORPORATION

General Maintenance Contractors of East Alabama, Inc.

Name of Corporation, Partnership, or Joint Venture

Business Mailing Address: 315 S. Sixth St.
Opelika, AL 36801

email pdelamar@gmcunderground.com

phone 334-319-0283

BY: James N. DeLamar, Jr.
(Signature of Officer Authorized to sign Bids
and Contracts for the Firm)

10903
(General Contractor's License Number)
vendors)

James N. DeLamar, Jr, President
(Position or Title)

N/A
Foreign Corporation Entity Id (Required of out-of-state-

Attest
Angela J. D.
(Secretary)

FCCI Insurance Company
(Name of Surety)

Alabama
(Name of State under the laws of which incorporated)

BY: Walter C. Dowdy
(Attorney in Fact) Walter C. Dowdy



GENERAL POWER OF ATTORNEY

Know all men by these presents: That the FCCI Insurance Company, a Corporation organized and existing under the laws of the State of Florida (the "Corporation") does make, constitute and appoint:

Walter C. Dowdy; J. Kyle Drumwright; Angela J. Penn

Each, its true and lawful Attorney-In-Fact, to make, execute, seal and deliver, for and on its behalf as surety, and as its act and deed in all bonds and undertakings provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the sum of (not to exceed \$20,000,000.00): \$20,000,000.00

This Power of Attorney is made and executed by authority of a Resolution adopted by the Board of Directors. That resolution also authorized any further action by the officers of the Company necessary to effect such transaction.

The signatures below and the seal of the Corporation may be affixed by facsimile, and any such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached.

In witness whereof, the FCCI Insurance Company has caused these presents to be signed by its duly authorized officers and its corporate Seal to be hereunto affixed, this 23rd day of July, 2020.

Attest: Christina D. Welch
Christina D. Welch, President
FCCI Insurance Company



Christopher Shoucair
Christopher Shoucair,
EVP, CFO, Treasurer, Secretary
FCCI Insurance Company

State of Florida
County of Sarasota

Before me this day personally appeared Christina D. Welch, who is personally known to me and who executed the foregoing document for the purposes expressed therein.

My commission expires: 2/27/2027



PEGGY SNOW
Commission # HH 326535
Expires February 27, 2027

Peggy Snow
Notary Public

State of Florida
County of Sarasota

Before me this day personally appeared Christopher Shoucair, who is personally known to me and who executed the foregoing document for the purposes expressed therein.

My commission expires: 2/27/2027



PEGGY SNOW
Commission # HH 326535
Expires February 27, 2027

Peggy Snow
Notary Public

CERTIFICATE

I, the undersigned Secretary of FCCI Insurance Company, a Florida Corporation, DO HEREBY CERTIFY that the foregoing Power of Attorney remains in full force and has not been revoked; and furthermore that the February 27, 2020 Resolution of the Board of Directors, referenced in said Power of Attorney, is now in force.

Dated this 11th day of December, 2025

Christopher Shoucair
Christopher Shoucair, EVP, CFO, Treasurer, Secretary
FCCI Insurance Company



GMC UNDERGROUND
315 S. 6TH ST.
OPELIKA, AL 36801
LICENSE NO. 10903

SEALED BID

**4" Gas Main Extension Along Hwy 181
South of Silverwood Dr to Dominion Dr**

Bid No. 26-015-2026-Gas-001

**City of Fairhope
555 South Section St
Fairhope, AL 36532**

Exp



Urgent

visit ups.com

Apply shipping documents here.

X BID ENCLD SED*

BID NO: 20-015-2020 - GRS-01
OPENING 12/11/25

DO NOT use this box for:

UPS
UPS
UPS
UPS
UPS
UPS

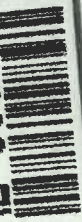
This box is for use with the following services:

0PLU4

SHIP CITY OF FAIRHOPE
TO: 555 S SECTION ST

FAIRHOPE AL 36532-1609

AL 365 0-50



UPS GROUND

TRACKING #: 1Z 8Z 876 03 3508 5275

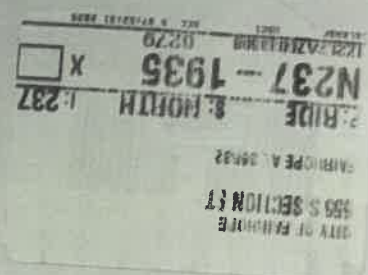


SELLING: P/P

RECEIVED

10:50am

MANUFACTURED FOR THE U.S. MAIL BY THE U.S. MAIL SERVICE



For information about UPS personal information, please visit ups.com.
Carriage hereunder may be subject to the rules relating to liability and other terms and/or conditions established by the Convention for the Unification of Certain Rules Relating to the "Warsaw Convention" and/or the Convention on the Contract for the International Carriage of Goods by Road (the "CMR Convention"). These commodities, technology and the U.S. in accordance with the Export Administration Regulations. Diversion contrary to U.S. law prohibited.

Serving you for more than 110 years.
United Parcel Service®



BID INFORMATION

FORCE ACCOUNT INFORMATION

SIGNATURES

Page 153 of 325

Purchase Request Form 181 4inch PE Main Extension

Final Audit Report

2025-10-21

Created:	2025-10-16
By:	Erin Wolfe (erin.wolfe@fairhopeal.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAmQWRa5KbK2dvtXJHY_2qpoGra9RjhuZ

"Purchase Request Form 181 4inch PE Main Extension" History

-  Document created by Erin Wolfe (erin.wolfe@fairhopeal.gov)
2025-10-16 - 6:35:56 PM GMT
-  Document emailed to Suzanne Doughty (suzanne.doughty@fairhopeal.gov) for signature
2025-10-16 - 6:36:24 PM GMT
-  Document e-signed by Suzanne Doughty (suzanne.doughty@fairhopeal.gov)
Signature Date: 2025-10-21 - 2:20:30 PM GMT - Time Source: server
-  Document emailed to Kimberly Creech (kimberly.creech@fairhopeal.gov) for signature
2025-10-21 - 2:20:32 PM GMT
-  Email viewed by Kimberly Creech (kimberly.creech@fairhopeal.gov)
2025-10-21 - 4:03:06 PM GMT
-  Document e-signed by Kimberly Creech (kimberly.creech@fairhopeal.gov)
Signature Date: 2025-10-21 - 4:04:25 PM GMT - Time Source: server
-  Document emailed to Sherry Sullivan (sherry.sullivan@fairhopeal.gov) for signature
2025-10-21 - 4:04:28 PM GMT
-  Email viewed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
2025-10-21 - 8:41:12 PM GMT
-  Document e-signed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
Signature Date: 2025-10-21 - 8:41:44 PM GMT - Time Source: server
-  Agreement completed.
2025-10-21 - 8:41:44 PM GMT



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-209

FROM:	Wes Boyett, GAS SUPERINTENDENT
	Noel Berry, Utilities Engineer
SUBJECT:	The Superintendent of Gas Department, Wes Boyett, has requested to procure a qualified contractor to provide all materials, personnel, tools, equipment, pipe, welders, tap/stops, CWI, pipe size & wall thickness, verification methods, soil/hole stabilization, erosion control (temporary and permanent), trench boxes, connections, taps, sod/hay, restoration, etc. that is necessary to extend a high-pressure gas main via directional drilling on the south side of County Road 32. The project will be for approximately 6,000 feet of 2" Steel – Double (.280 Wall) Dual Coating. Authorize Treasurer to transfer from Project 181 and Dominion Farms Bankfeed in the amount of \$97,377.00.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the award of Bid No. 26-013-2025-PGI-005 2" High Pressure Gas Main Extension CR 32 and Greeno Road to Equix Energy Services, LLC. with a bid proposal not-to-exceed \$347,377.00. Authorize the Treasurer to transfer from Project 181 and Dominion Farms Bank Feed in the amount of \$97,377.00.

BACKGROUND INFORMATION:

A service bid was issued on October 31, 2025, posted to the City of Fairhope's website, and published in Gulf Coast Media. Four (4) responsive bids were received at the bid opening on December 2, 2025 at 2:00 p.m.

The City Engineer recommends the award be made to Equix Energy Services, LLC. Their low bid price for the Lump Sum Cost was Three Hundred Forty-Seven Thousand Three Hundred Seventy-Seven Dollars (\$347,377.00).

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
002-59500-	Gas - System	\$250,000.00	\$347,377.00	(\$97,377.00)

70	Improvement			
002-59500-60	Gas - System Improvement	\$97,377.00	\$0.00	\$97,377.00

002-59500-60 181 and Dominion Farms Back Feed project FY2026 Budget
\$500,000.00

Authorize the Treasurer to transfer from Project 181 and Dominion Farms Bankfeed in the amount of \$97,377.00.

Project No.: 2025PGI005

Project Expense String: 2025PGI005-CONS

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Reduce another Project Budget Line item to cover the expense.

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope did request, receive, and open bids for (Bid No. 26-013-2025-PGI-005) - 2" High Pressure Gas Main Extension County Road 32 and Greeno Road.

[2] At the appointed time and place, the following bids were opened and tabulated as follows:

Equix Energy Services, LLC	\$347,377.00
GMC Underground	\$809,292.00
Harris Contracting Services	\$924,000.00
Rast Construction, Inc.	\$396,316.00

[3] After evaluating the bid proposals with the required bid specifications, Equix Energy Services, LLC is now awarded (Bid No. 26-013-2025-PGI-005) - 2" High Pressure Gas Main Extension County Road 32 and Greeno Road with a bid proposal not-to-exceed \$347,377.00.

[4] Authorize the Treasurer to transfer from the 181 and Dominion Farms Bank Feed project in the amount of \$97,377.00.

ADOPTED ON THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Bid Tabulation
Bid No. 26-013-2025-PGI-005 2" High Pressure Gas Main Extension CR 32 and Greeno Road
Opened December 2, 2025 at 2:00 P.M.

Vendor	Bid Documents Signed / Notarized (Y/N)	Bid Bond (Y/N)	Addendum I Acknowledged (Y/N)	Lump Sum Cost
Equix Energy Services, LLC	Y	Y	Y	\$347,377.00
GMC Underground	Y	Y	Y	\$809,292.00
Harris Contracting Services	Y	Y	Y	\$924,000.00
Rast Construction, Inc.	Y	Y	Y	\$396,316.00

Recommendation:

To the best of my knowledge this is an accurate Bid Tabulation


 Signature

Noel Berry, Utilities Engineer


 Signature

Erin Wolfe, Purchasing Manager

**ITEM III
BID RESPONSE FORM**

Date: 12 / 1 / 2025

Bid No: 26-013-2025-PGI-005
2" High Pressure Gas Main Extension
CR 32 and Greeno Road
Project No. 2025-PGI 005

Bids Due: Tuesday, December 2, 2025, 2:00 P.M.

Base Bid	Lump Sum Cost
2" High Pressure Gas Main Extension CR 32 and Greeno Road	\$ 347,377.00

Bid will include all labor, materials, equipment, shipping and postage, overhead, profit, bonds, insurance and all other costs necessary to provide the complete services outlined within this CONTRACT and scope of work.

Receipt of the following Addenda to these documents is hereby acknowledged by the undersigned (CONTRACTOR to complete below):

ADDENDUM NO.	DATE ISSUED	ADDENDUM NO.	DATE ISSUED
<u>1</u>	<u>11/21/25</u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

Each bid must give the full business address of the CONTRACTOR and must be signed by him with his usual signature. Bids by partnerships must furnish the full names of all partners and must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and designation of the person signing. Bids by corporations must be signed with the legal name of the corporation followed by the name of the State of Incorporation and by the signature and designation of the president, secretary, or other person authorized to bind it in the matter. The name of each person shall also be typed or printed below the signature. A bid by a person who affixes to this signature the word "president," "secretary," "agent," or other designation without disclosing his principal, may be held to be the bid of the individual signing. When requested by the City of Fairhope, Baldwin County, Alabama, satisfactory evidence of the authority of the officer signing in behalf of the corporation shall be furnished.

The undersigned agrees to furnish the goods/services as requested by you for the City of Fairhope, Baldwin County, Alabama in your invitation to bid, and certifies that they will meet or exceed the specifications called for. The undersigned has read all information pertaining to this bid and has resolved all questions. It is also understood and agreed that all prices quoted are F.O.B. described in the bid documents and specifications. The undersigned also affirms he/she has not been in any CONTRACT or collusion among BIDDERS or prospective BIDDERS in restraint of freedom of competition, by CONTRACT to bid at a fixed price or to refrain from bidding or otherwise.

Witness our hands and seals this 1st day of Decemebr, 2025.

If Individual or Partnership

(Name of Individual or Partnership)

(Name of Partner Print)

(Name of Representative Authorized to sign Bids and
CONTRACTs for the firm Print)

(Name of Partner Print)

Address

Phone Number ()

Fax Number ()

E-mail address

Alabama Contractor's License No.

Foreign Entity ID (if outside of Alabama)

If Corporation or LLC

Company Equix Energy Services, LLC

State of Incorporation Florida

Company Representative R. Don White

(PRINT - Representative Authorized to sign Bids and CONTRACTs for the firm)

Company Representative

(SIGNATURE - Representative Authorized to sign Bids and CONTRACTs for the firm)

Address 32410 Blue Star Hwy. Midway, FL 32343

Phone Number (850)878-1212

Fax Number 920471-1673

E-mail address Dwhite@equixinc.com

AL Contractor's License No. 38774

Foreign Vendor Id 606-687

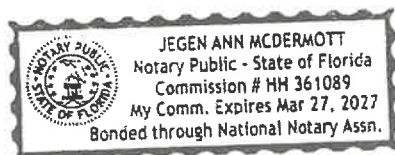
BID PROPOSAL NOTARIZATION:

STATE OF Florida }

COUNTY OF Godsdy }

I, the undersigned authority in and for said State and County, hereby certify that R. Don White
as Sr Vice President respectively, of Equix Energy Services, LLC, whose name is signed to
the foregoing document and who is known to me, acknowledged before me on this day, that, being informed of the contents
of the document they executed the same voluntarily on the day the same bears date.

Given under my hand and Notary Seal on this 1st day of December, 2025.



NOTARY PUBLIC

MY COMMISSION EXPIRES 12/27/2027

**ITEM IV
CONTRACTOR INFORMATION**

This Section must be printed, completed, and turned in with your bid response to

Bid Number 26-013-2025-PGI-005
2" High Pressure Gas Main Extension
CR 32 and Greeno Road
Project No. 2025-PGI 005

Business Organization

Name of CONTRACTOR (exactly as it appears on W-9):

Equix Energy Services, LLC

Doing-Business-As Name of CONTRACTOR:

32410 Blue Star Hwy. Midway, FL 32343

Principal Office Address:

LOCAL Telephone Number: 850-878-1212 Toll- Free _____
LOCAL Fax Number: 920-471-1673
Email address: Dwhite@equixinc.com
Website: Equixinc.com

Form of Business Entity [check one ("X")]

Corporation X

Partnership _____

Individual _____

Joint Venture _____

Other (describe): _____

Corporation Statement

If a corporation, answer the following:

Date of incorporation: 2018

Location of incorporation: Florida

The corporation is held: Publicly _____

Privately X

Partnership Statement

If a partnership, answer the following:

Date of organization: _____

Location of organization: _____

The partnership is: General _____

Limited _____

Joint Venture Statement

If a Joint Venture, answer the following:

Date of organization: _____

Location of organization: _____

JV CONTRACT recorded? Yes _____ No _____

Contact: R. Don White Email Dwhite@equixinc.com

Phone 850-878-1212 Fax 920-471-1673

END OF CONTRACTOR INFORMATION SECTION

ITEM X
BID BOND

The PRINCIPAL (Bidder's name and address)

Equix Energy Services, LLC, 32410 Blue Star Hwy, Midway, FL 32343

The OWNER

City of Fairhope
P.O. Drawer 429
Fairhope, AL 36533

The PROJECT for which the Principal's Bid is submitted: (Project name as it appears in the Bid Documents)

PROJECT NO. 26-013-2025-PGI-005

PROJECT NAME: 2" High Pressure Gas Main Extension CR 32 and Greeno Road

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned Principal and Surety, jointly and severally, hereby bind ourselves, our heirs, executors, administrators, successors, and assigns to the OWNER in the PENAL SUM of five percent (5%) of the amount of the Principal's bid, but in no event more than TEN THOUSAND DOLLARS (\$10,000.00).

THE CONDITION OF THIS OBLIGATION is that the Principal has submitted to the OWNER the attached bid, which is incorporated herein by reference, for the Project identified above.

NOW, THEREFORE, if, within the terms of the Bid Document, the OWNER accepts the Principal's bid and the Principal thereafter either:

- (a) executes and delivers a Construction Contract with the required Performance and Payment Bonds (each in the for contained in the Bid Documents and properly completed in accordance with the bid) and delivers evidence of insurance as prescribed in the Bid Documents, or fails to execute and deliver such Construction Contract with such Bonds and evidence of insurance, but pays the OWNER the difference, not to exceed the Penal Sum of this Bond, between the amount of the Principal's Bid and the larger amount for which the OWNER may award a Construction Contract for the same Work to another Bidder, then, this obligation shall be null and void, otherwise it shall remain in full force and effect.

The Surety, for value received, hereby stipulates and agrees that the obligation of the Surety under this Bond shall not in any manner be impaired or affected by any extension of the time within which the OWNER may accept the Principal's bid, and the Surety does hereby waive notice of any such extension.

SIGNED AND SEALED this 1st day of December, 2025.

ATTEST

SURETY
ATTEST

Equix Energy Services, LLC
(Principal Company)

By

R. Don White, Senior Vice President

Print Name and Title

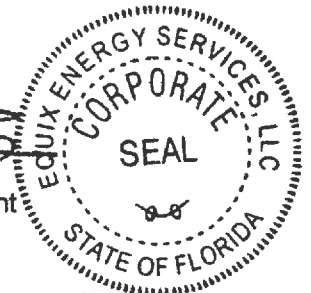
Liberty Mutual Insurance Company

Surety Company

By

Heather R. Goedtel, Attorney-In-Fact

Print Name and Title



CORPORATION

Equix Energy Services, LLC
Name of Corporation, Partnership, or Joint Venture

Business Mailing Address: 32410 Blue Star Hwy, Midway, FL 32343

email Dwhite@equixinc.com

phone 850-878-1212

BY: R. Don White
(Signature of Officer Authorized to sign Bids
and Contracts for the Firm)

38774
(General Contractor's License Number)

Senior Vice President
(Position or Title)

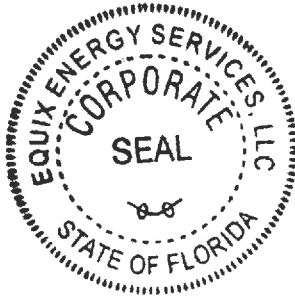
606-687
Foreign Corporation Entity Id (Required of out-of-state vendors)

Attest:
[Signature]
~~Secretary~~ Witness

Liberty Mutual Insurance Company
(Name of Surety)

MA
(Name of State under the laws of which incorporated)

BY: [Signature]
(Attorney in Fact) Heather R. Goedel



Acknowledgment of Corporate Surety

STATE OF Minnesota)
) ss
COUNTY OF Hennepin)

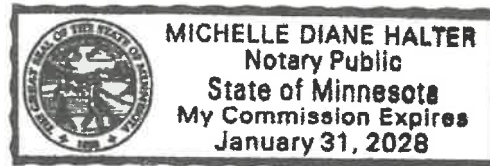
On this 1st day of December, 2025 before me appeared
Heather R. Goedtel, to be known,

who being by me duly sworn did say that she is the aforesaid Attorney-in-Fact of the
Liberty Mutual Insurance Company

a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by the aforesaid officer, by authority of its Board of Directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.

Michelle Diane Halter
Notary Public Signature

(Notary Seal)





POWER OF ATTORNEY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8213516-190003

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Blake S. Bohlig; Brian D. Carpenter; Charles Draper; Craig Olmstead; Erik T. Gunkel; Haley Pflug; Heather R. Goedtel; Jessica Hecker; Kelly Nicole Enghauser; Laurie Pflug; Michelle Halter; Michelle Ward; Nicole Langer; Sara Whitfield

all of the city of Bloomington state of MN each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 27th day of March, 2025.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: Nathan J. Zangerle
Nathan J. Zangerle, Assistant Secretary

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 27th day of March, 2025 before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2029
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 1st day of December, 2025.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

U

BID LIMIT:

UNLIMITED

AMOUNT:

STATE OF ALABAMA



38774

LICENSE NO.:

RENEWAL

TYPE:

State Licensing Board for General Contractors

THIS IS TO CERTIFY THAT

EQUIX ENERGY SERVICES LLC

MIDWAY, FL 32343

is hereby licensed a General Contractor in the State of Alabama and is authorized to perform the following type(s) of work:

MU-S: DIRECTIONAL BORING, MU-S: GAS AND OIL PROJECTS, MU-S: PIPELINES

until September 30, 2026 when this Certificate expires.

Witness our hands and seal of the Board, dated Montgomery, Ala.,

18th day September, 2025

Michael B. Ten

SECRETARY-TREASURER

Charles A. Carole

CHAIRMAN

222364

**Sealed Bid for 2" High Pressure Gas Main Extension CR
32 and Greeno Road**

Bid Number: 26-013-2025-PGI-005

**City of Fairhope
555 South Section Dt.
Fairhope, Alabama 36532**



**Equix Energy Services, LLC
32410 Blue Star Hwy.
Midway, Florida 32343
850-878-1212**



**Alabama State Contractor
License Number: 38774
Exp.: September 30, 2026**



BID INFORMATION

FORCE ACCOUNT INFORMATION

SIGNATURES

Page 168 of 325

CR-32 & Greeno Rd Project Request Form

Final Audit Report

2025-10-10

Created:	2025-10-07
By:	Erin Wolfe (erin.wolfe@fairhopeal.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAw5OzG8a8KZUsyXkl4XAGj42g3ML8ctw_

"CR-32 & Greeno Rd Project Request Form" History

-  Document created by Erin Wolfe (erin.wolfe@fairhopeal.gov)
2025-10-07 - 6:19:59 PM GMT
-  Document emailed to Suzanne Doughty (suzanne.doughty@fairhopeal.gov) for signature
2025-10-07 - 6:20:24 PM GMT
-  Email viewed by Suzanne Doughty (suzanne.doughty@fairhopeal.gov)
2025-10-07 - 6:33:02 PM GMT
-  Document e-signed by Suzanne Doughty (suzanne.doughty@fairhopeal.gov)
Signature Date: 2025-10-07 - 7:22:25 PM GMT - Time Source: server
-  Document emailed to Kimberly Creech (kimberly.creech@fairhopeal.gov) for signature
2025-10-07 - 7:22:26 PM GMT
-  Document e-signed by Kimberly Creech (kimberly.creech@fairhopeal.gov)
Signature Date: 2025-10-08 - 11:18:23 PM GMT - Time Source: server
-  Document emailed to Sherry Sullivan (sherry.sullivan@fairhopeal.gov) for signature
2025-10-08 - 11:18:26 PM GMT
-  Email viewed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
2025-10-10 - 1:47:31 PM GMT
-  Document e-signed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
Signature Date: 2025-10-10 - 1:47:57 PM GMT - Time Source: server
-  Agreement completed.
2025-10-10 - 1:47:57 PM GMT



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-226

FROM:	Wes Boyett, GAS SUPERINTENDENT
SUBJECT:	Resolution — That the City Council hereby approves the Reimbursable Agreement for Relocation of Utility Facilities on Private and Public Right-of-Way between the Baldwin County Commission and the City of Fairhope on proposed project of certain highway improvements designated as Project No. STPSU-0219(252) consisting of widening, resurfacing, and intersection improvements on CR-64 from SR-181 to Montelucia Way. Authorize Mayor Sherry Sullivan to sign the agreement.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

City Council Approval.

BACKGROUND INFORMATION:

Previous Actions

April 10, 2023, Resolution No. 4721-23 Authorized Mayor Sullivan to execute a contract with Volkert, Inc. to perform Professional Engineering Services for Utilities Relocation for Baldwin County's County Road 64 widening project (RFQ PS23-13) with a not-to-exceed amount of \$100,000.00.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
		\$ ____	\$ ____	(\$ ____)

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council hereby approves the Reimbursable Agreement for Relocation of Utility Facilities on Private and Public Right-of-Way between the Baldwin County Commission and the City of Fairhope on proposed project of certain highway improvements designated as Project No. STPSU-0219(252) consisting of widening, resurfacing, and intersection improvements on CR-64 from SR-181 to Montelucia Way.

[2] Authorize Mayor Sherry Sullivan to sign the agreement.

ADOPTED ON THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

**REIMBURSABLE AGREEMENT
FOR RELOCATION OF UTILITY FACILITIES
ON PRIVATE OR PUBLIC RIGHT-OF-WAY**

☐ Private Right-of-Way ☒ Public Right-of-Way	PROJECT NUMBER COUNTY NUMBER COUNTY	<u>STPSU-0219(252)</u> <u>Baldwin</u>
--	---	--

THIS AGREEMENT is entered into by and between the **COUNTY** of Baldwin
 acting by and through its **COUNTY COMMISSION**, hereinafter referred to as the **COUNTY**, and
City of Fairhope, hereinafter referred to
 as the **UTILITY**.

WITNESSETH:

WHEREAS, the **COUNTY** proposes a project of certain highway improvements in Baldwin
COUNTY Alabama, said project being designated as Project No. STPSU-0219(252) and consisting
 approximately of the following: widening, resurfacing, and intersection improvements on CR-64
from SR-181 to Montelucia Way; and

WHEREAS, the **UTILITY** is the owner of certain facilities located on private or public right-of-way, as
 applicable, at places where they will interfere with the construction of said project unless said facilities are relocated;
 and

WHEREAS, the **COUNTY** has determined that the relocation of the facilities hereinafter referred
 to is necessitated by the construction of said project and has requested or ordered, as applicable, the **UTILITY** to
 relocate same; and

WHEREAS, the Alabama Department of Transportation will use Federal funds allocated to the
COUNTY if available, that are provided to it by the Federal Highway Administration pursuant to 23 CFR 645 to
 reimburse the **COUNTY'S** expenses incurred in adjusting the utilities facilities;

NOW, THEREFORE, the parties hereto agree as follows:

1. The **UTILITY** will relocate its facilities presently located within the right-of-way limits of the
 above referenced project in accordance with the **UTILITY'S** plans and specifications as approved by the
COUNTY so as to occasion the least possible interference with the progress of the project. The
UTILITY'S plans, specifications and estimate of relocation cost are transmitted herewith and made a part hereof by
 reference.
2. The **UTILITY** will conform to the provisions of the latest edition of the State of Alabama
 Department of Transportation Utility Manual, as the provisions thereof are applicable hereto, for both
 installation and maintenance of such facilities. Such Utility Manual is of record within the Alabama
 Department of Transportation at the execution of this Agreement and is hereby made a part hereof by reference.
3. The **UTILITY** will conform to the provisions of the Federal Highway Administration Manual
 on Uniform Traffic Control Devices (MUTCD), latest edition, as the provisions thereof are applicable hereto, for
 both installation and maintenance of such facilities. Such manual is of record within the Alabama
 Department of Transportation at the execution of this Agreement and is hereby made a part hereof by reference.
4. By signing this contract, the **COUNTY** and **UTILITY** affirm, for the duration of the agreement,
 that they will not violate Federal immigration law or knowingly employ, hire for employment, or continue to employ
 an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of
 this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting
 therefrom.

5. Code of Federal Regulations 23 CFR 645 is hereby made a part hereof by reference and will be conformed to by the **UTILITY** as the provisions thereof are applicable hereto.

6. The **UTILITY** will observe and comply with the provisions of all Federal, State and Municipal laws and regulations as the provisions thereof are applicable hereto in the performance of work hereunder, including the Clean Water Act of 1987, the Alabama Nonpoint Source Management Program of 1989, and the regulations of the Environmental Protection Agency (EPA) and the Alabama Department of Environmental Management (ADEM). The **UTILITY** will procure and pay for all licenses and permits that are necessary for its performance of the work.

7. The **UTILITY** will perform the work of relocation:

- (a) ☐ by **UTILITY'S** own forces
- (b) ☒ by contract let by the **UTILITY**
- (c) ☐ by an existing written continuing contract where the work is regularly performed for the **UTILITY**
- (d) ☐ by combination of the preceding (as shown in detail on the estimate).

8. The detailed relocation cost estimate will be itemized and attached to this agreement. With respect to facilities located on the **UTILITY'S** private right-of-way, the **COUNTY** will reimburse the **UTILITY** for the actual cost of relocation, as may be adjusted below. With respect to facilities located on public right-of-way, the **COUNTY** will reimburse the **UTILITY** for all or part of the actual cost of relocation as required by the laws of Alabama, as may be adjusted below.

- a. The **STATE'S** share of the engineering charges shall be limited to the "in-kind" work only.
- b. The total actual cost of relocation, whether the facilities are on private or public right-of-way, shall be adjusted for betterment, if any, as defined and provided for in 23 CFR 645 above noted. Excluding betterment costs, the total estimated cost of relocation, is \$415,937.50. The total estimated cost including betterment is \$ 415,937.50.
- c. If an adjustment for betterment is applicable, the **COUNTY** will reimburse the **UTILITY** for 100% percent of the actual cost of relocation and the remaining 0% percent thereof shall be for the account of the **UTILITY** for betterment. If there are changes during construction and/or the actual construction cost percentage becomes substantially different from the construction estimate, the **COUNTY** reserves the right to recalculate the percentages at any time.

9. The **UTILITY** will keep accurate and true records of all expenditures made by it in the process of such relocation. Records will be kept in accordance with 23 CFR 645 above noted, or in accordance with Part 30 and 31, Federal Acquisition Regulations, or in accordance with accounting practices acceptable to the **STATE**.

10. The **UTILITY** will, during the progress of the work and for three years from the date final payment is made, make its records available during normal working hours for examination and audit by representatives of the **STATE** and of the Federal Highway Administration to verify amounts and items covered in the reimbursement for relocation of facilities covered herein. Said records will be available for examination at

Fairhope Utilities

P.O. Box 429

Fairhope, AL 36533

11. The **UTILITY** will, within six (6) months following completion of the relocation, furnish the **COUNTY** such papers, records, supporting documents and invoices as may be required by the **STATE** showing the cost of said relocation. The **UTILITY** will furnish the **COUNTY** a copy of its "as built" plans for the **STATE'S** records.

12. Upon receipt of such documents and accounts as may be required by the preceding paragraph and upon completion and acceptance of such verification as the **COUNTY** may deem necessary, the **COUNTY** will reimburse the **UTILITY** for the actual cost of such relocation as verified by the **COUNTY**. In the event the actual verified cost, as accepted, exceeds the estimated cost, the **COUNTY** may require a Supplemental Agreement to be executed between the parties prior to reimbursement of any amount in excess of the estimated cost.

13. Paragraphs numbered 14 through 18 set forth below are applicable to this Agreement only if some or all of the **UTILITY** facilities to be relocated hereunder are located on private right-of-way of the **UTILITY**; otherwise, such paragraphs are considered inapplicable to this Agreement and null and void.

14. Where the **UTILITY** has a compensable property interest in its existing location (herein referred to as private right-of-way) by reason of holding the fee, an easement or other property interest, evidence of such compensable property interest will be submitted to the **COUNTY** by the **UTILITY** for review and approval.

15. If the **UTILITY** is required to move all of its facilities from a portion of its private right-of-way, upon completion of the relocation provided for herein, the **UTILITY** will convey to the **COUNTY** by Quitclaim Deed the portion of its private right-of-way located within the right-of-way limits of the above referenced project.

16. In the event the **UTILITY** is not required to relocate any of its facilities which are located on its private right-of-way, the following provisions shall apply:

- a. To the extent the **UTILITY** has the right to so agree the **COUNTY** will have the right to construct, operate and maintain a highway over and along the portion of the **UTILITY'S** private right-of-way located within the right-of-way limits of the above referenced project.
- b. The subordination of the **UTILITY'S** private right-of-way to the right of the **COUNTY** to construct, operate, and maintain said highway will be effective and operative only to such air, surface and sub- surface rights as may reasonably be required and are necessary for the construction, operation, and maintenance of said highway, and to enable the **COUNTY** to control access to the highway where such control is established; otherwise this subordination agreement will in no wise affect and impair the rights of the **UTILITY**, its successors and assigns, in or to its private right-of-way, including but not limited to the right to install additional facilities over, under and across the highway; provided, however, that any installation of additional facilities will be subject to the **STATE'S** responsibility and right to make prior determination that any such additional facilities are located so as not to impair the highway or any planned highway improvement and so as not to interfere with the free and safe flow of traffic thereon.
- c. It is mutually understood that the terms of this Agreement do not subordinate, affect or impair the rights of the **UTILITY** for reimbursement of the cost of such future relocation as may be required and necessitated by highway construction at some future date, as fully as if no subordination existed; however, such relocation will be in accordance with an additional agreement to be entered into at that time between the **UTILITY** and the **COUNTY**.

17. If the **UTILITY** is required to relocate any of its facilities which are located on its private right-of-way to a new location on the same private right-of-way, the following provisions shall apply:

- a. To the extent the **UTILITY** has the right to so agree, upon completion of the relocation provided for herein, the **COUNTY** will have the right to construct, operate and maintain a highway over and along the portion of the **UTILITY'S** private right-of-way located within the right-of-way limits of the above referenced project.

- b. The subordination of the **UTILITY'S** private right-of-way to the right of the **COUNTY** to construct, operate and maintain said highway will be effective and operative only to such air, surface and sub- surface rights as may reasonably be required and are necessary for the construction, operation and maintenance of said highway, and to enable the **COUNTY** to control access to the highway where such control is established; otherwise this subordination agreement will in no wise affect and impair the rights of the **UTILITY**, its successors and assigns, in or to its private right-of-way, including but not limited to the right to install additional facilities over, under and across the highway; provided, however, that any installation of additional facilities will be subject to the **COUNTY'S** responsibility and right to make prior determination that any such additional facilities are located so as not to impair the highway or any planned highway improvement and so as not to interfere with the free and safe flow of traffic thereon.
- c. It is mutually understood that the terms of this Agreement do not subordinate, affect or impair the rights of the **UTILITY** for reimbursement of the cost of such future relocation as may be required and necessitated by highway construction at some future date, as fully as if no subordination existed; however, such relocation will be in accordance with an additional agreement to be entered into at that time between the **UTILITY** and the **COUNTY**.

18. If the **UTILITY** is required to relocate any of its facilities which are located on its private right-of-way to a new location on public right-of-way or if any such facilities are to be retained in place within the public right-of-way due to this project, the following provisions will apply:

- a. The cost of relocation will include reimbursement for acquisition of right-of-way by the **UTILITY** to place necessary guy wires and anchors on private lands adjacent to the highway right-of-way and the rights to cut, trim and remove, initially and from time to time as necessary, trees on private lands adjacent to the highway right-of-way which might then or thereafter endanger the facilities of the **UTILITY**.
- b. Reimbursement for future relocation of the **UTILITY'S** facilities will be in accordance with State laws in effect at the time such relocation is made; provided, however, the **UTILITY** will be reimbursed for the cost of any future relocation of the facilities, including the cost of acquisition of equivalent private right-of- way if such future relocation is outside the highway right-of-way and such relocation is required by the **COUNTY**, and provided that the prior relocation from private right-of-way to public right-of- way was without compensation to the **UTILITY** for its compensable property interest in its private right-of-way.

19. The **UTILITY** will be obligated for the payment of damages occasioned to private property, public utilities or the general public, caused by the legal liability (in accordance with Alabama and/or Federal law) of the **UTILITY**, its agents, servants, employees or facilities.

20. The **UTILITY** will have a copy of this Agreement on the project site at all times while work is being performed under this Agreement.

21. Nothing contained in this Agreement, or in its execution, shall be construed to alter or affect the title of the **COUNTY** to the public right-of-way nor to increase, decrease or modify in any way the rights of the **UTILITY** provided by law with respect to the construction, operation or maintenance of its facilities on the public right-of-way.

22. Paragraph 23 set forth below is applicable to this Agreement only if Federal appropriated funds are available or will be available in the project by which the relocation required by this Agreement is necessitated.

23. In the event any Federal Funds are utilized for this work, the following certification is made:

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instruction.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

24. In accordance with Title 23, U.S.C. Sec 313, Buy America, steel and iron materials and products used on this utility relocation shall comply with the Buy America requirements of 23 CFR 635.410. Minor items of foreign steel may be used if their cost is less than \$2,500 or one-tenth of one percent of the agreement amount, whichever is greater. Eligibility for reimbursement is subject to audit for compliance with the Buy America Requirement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective officers, officials or persons thereunto duly authorized, and this agreement is deemed to be dated and to be effective on the date hereinafter stated as the date of its approval by the State Local Transportation Engineer.

The **COUNTY** requests that (☐ 100% **COUNTY** funds; ☒ Federal participation) be used for the utility work in this agreement.

WITNESS:

City of Fairhope

(Legal Name of Utility)

BY:

(Signature)

(Type or Printed Name)

(Type or Printed Title)

(Address)

(Address)

RECOMMENDED FOR APPROVAL:

(Telephone)

BY: _____
COUNTY ENGINEER

BY: _____
REGION ENGINEER

COUNTY OF _____

BY: _____
CHAIRMAN, COUNTY COMMISSION

APPROVED:

BY: _____
STATE LOCAL TRANSPORTATION ENGINEER

DATE: _____

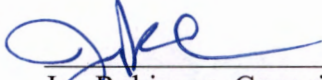
County Road 64 Widening Project - STPSU-0219(252)
City of Fairhope Gas Relocation Cost Estimate

	Unit	Quantity	Unit Cost	Total Cost
Mobilization	LS	1	\$ 15,000.00	\$ 15,000.00
Erosion Control	LS	1	\$ 7,500.00	\$ 7,500.00
Traffic Control	LS	1	\$ 7,500.00	\$ 7,500.00
2" PE Gas Main Installation (HDD)	LF	8,500	\$ 27.50	\$ 233,750.00
Service Relocations	EA	9	\$ 3,500.00	\$ 31,500.00
Tie-Ins of Existing Gas Mains	EA	5	\$ 3,500.00	\$ 17,500.00
Abandonment of Existing Gas Main	LS	1	\$ 10,000.00	\$ 10,000.00
Miscellaneous Items	LS	1	\$ 10,000.00	\$ 10,000.00
Estimated Construction Cost:				\$ 332,750.00
Estimated Engineering Cost:				\$ 33,275.00
Estimated CE&I Cost:				\$ 49,912.50
Total Estimated Cost:				\$ 415,937.50

RESOLUTION NO. 4721-23

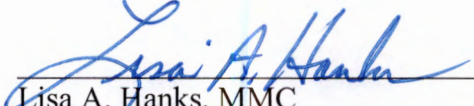
BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute a contract with Volkert, Inc. to perform Professional Engineering Services for Utilities Relocation for Baldwin County's County Road 64 Widening Project (RFQ PS23-13) with a not-to-exceed amount of \$100,000.00.

DULY ADOPTED THIS 10TH DAY OF APRIL, 2023



Jay Robinson, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-218

FROM:	George Ladd , PUBLIC WORKS DIRECTOR
SUBJECT:	The Director of Public Works, George Ladd, and the Assistant Director of Public Works, John Thomas, are requesting the procurement of a Standard Scorpion II TL-3 Towable Attenuator that is on Sourcewell Cooperative (Contract #042225-TFX). Authorize the Treasurer to transfer \$14,775.00 from 001360-51410 Street Materials & Landscaping to 001360-50470 Purchases Vehicles & Equipment.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve this request for the procurement of a Standard Scorpion II TL-3 Towable Attenuator from Croc Enterprises, LLC d/b/a Croc Crash Solutions. The total cost is \$39,775.00. Authorize the Treasurer to transfer \$14,775.00 from 001360-51410 Street Materials & Landscaping to 001360-50470 Purchases Vehicles & Equipment.

BACKGROUND INFORMATION:

The Director of Public Works and the Assistant Director of Public Works are requesting the procurement of a Standard Scorpion II TL-3 Towable Attenuator. A Request for Quotes was issued to three (3) qualified distributors. The lowest cost was from Croc Enterprises, LLC d/b/a Croc Crash Solutions and includes:

- Standard Scorpion II TL-3 Towable Attenuator, Assembled \$29,450.00
- TDI Manual Arrowboard Upright Frame for Towable Attenuator (Arrowboard Mounting Hardware Included) \$3,495.00
- 49" x 96" 15 Lamp LED TA Arrow Board, Weatherproof Controller, Photocell, 3 Back Lights (Board Only) \$3,000.00
- Assembly \$1,680.00
- Outbound Freight \$2,150.00

This will be purchased through the purchasing cooperative Sourcewell contract (Contract #042225-TFX) with Croc Enterprises, LLC d/b/a Croc Crash Solutions and therefore does not have to be let out for bid.

Authorize the Treasurer to transfer \$14,775.00 from 001360-51410 Street Materials &

Landscaping to 001360-50470 Purchases Vehicles & Equipment.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
001360-50470-20	Landscape - Vehicles & Equipment	\$25,000.00	\$39,775.00	(\$14,775.00)

Authorize the Treasurer to transfer \$14,775.00 from 001360-51410 Street Materials & Landscaping to 001360-50470 Purchases Vehicles & Equipment.

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope approves the procurement of Standard Scorpion II TL-3 Towable Attenuator that is on Sourcewell Cooperative (Contract #042225-TFX) with Croc Enterprises, LLC d/b/a Croc Crash Solutions and therefore does not have to be let out for bid. The total amount not-to-exceed \$39,775.00.

[2] Authorize the Treasurer to transfer \$14,775.00 from 001360-51410 Street Materials & Landscaping to 001360-50470 Purchases Vehicles & Equipment.

ADOPTED ON THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

ESTIMATE

Croc Crash Solutions - Croc
Enterprises LLC
3489 SE Gran Park Way
Stuart, FL 349978804

mike@wearecroc.com
+1 (352) 263-0646
www.wearecroc.com



Bill to
John Thomas
City of Fair Hope
555 S Section St
Fair Hope, AL 36532 USA

Ship to
John Thomas
City of Fair Hope
555 S Section St
Fair Hope, AL 36532 USA

Shipping info
Ship via: Bestway

Estimate details
Estimate no.: 10096
Estimate date: 10/30/2025

Product or service	Description	Qty	Rate	Amount
Standard Scorpion II TL-3 Towable Attenuator, Assembled	Standard Scorpion II TL-3 Towable Attenuator Assembled	1	\$29,450.00	\$29,450.00
TDI Manual Arrowboard Upright Frame for Towable Attenuator, (Arrowboard Mounting Hardware Included)	TDI Manual Arrowboard Upright Frame for Towable Attenuator, (Arrowboard Mounting Hardware Included)	1	\$3,495.00	\$3,495.00
48"x96" 15 Lamp LED TA Arrow Board, Weatherproof Controller, Photocell, 3 Back Lights (Board Only)	48" x 96" 15 Lamp LED Arrow Board, Silver Weatherproof Controller, Photocell, 3 Back Lights (Oversized items may require a forklift or loading dock)	1	\$3,000.00	\$3,000.00
Assembly	Assembly	1	\$1,680.00	\$1,680.00
outbound Freight		1	\$2,150.00	\$2,150.00

Sourcewell contract 042225-TFX

Total

\$39,775.00

Note to customer

Please note we have a manual upright like the one in the pic for the same cost. We appreciate your business. Feel free to contact us if you have any questions.

Accepted date

Accepted by



CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: John Thomas

Date: 12/3/2025

Department: Public Works

Expenditure Threshold	Distinctions	Quotes Required	Approval	Green Sheet	Resolution
Under \$5,000	No restrictions	Not Required	N/A	N/A	N/A
\$5,001 and greater	Operational NON -Budgeted	Three	Council	Required	Required
\$5,001 – 7,500	Operational Budgeted	Three	Treasurer	N/A	N/A
\$7,501 - \$15,000	Operational Budgeted	Three	Finance/Treasurer/ Mayor	N/A	N/A

QUOTES

	Vendor Name	Vendor Quote
1.	Croc Enterprises	\$ 39,775.00
2.	Highway Safety Sign	\$ 46,145.00
3.	Thompson Cat Rents	\$ 55,755.87

Check any applicable boxes: ☐ State Contract ☐ ALDOT ☒ Purchasing Group
☐ Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? Scorpion towable crash attenuator
2. What is the total cost of the item or service? \$39,775.00
3. How many do you need? 1
4. Item or Service Is: ☒ New ☐ Used ☐ Replacement ☐ Annual Request
5. Vendor Name (Lowest Quote): Croc Enterprises LLC
6. Vendor Number: In the application process

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

1. Is it budgeted? ☒ Yes ☐ No ☐ Emergency Request
2. If budgeted, what is the budgeted amount? \$25,000 was budgeted, and \$14,775 was transferred.
3. Budget code: 001360-50470

**Email completed form with quotes and other supporting documentation to
Cory.Pierce@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.**

ESTIMATE

Highway Sign Supply, LLC
605 Sarita St
Sanford, FL 32773-5036

Dan@hss-fl.com
+1 (407) 474-9688



Bill to
City Of Fair Hope
555 S Section St
Fair Hope, AL 36532
United States

Ship to
City Of Fair Hope
555 S Section St
Fair Hope, AL 36532
United States

Shipping info
Ship via: HSS

Estimate details
Estimate no.: 1206
Estimate date: 10/31/2025

PO Number : SCORPION TL-3 TRAILER

#	Product or service	Description	Qty	Rate	Amount
1.	Scorpion II TL-3 Towable Attenuator Assembled	Scorpion II TL-3 Towable Attenuator Assembled	1	\$34,250.00	\$34,250.00
2.	Misc Material	48"x96" Arrow Board, 25 Light w/ Silver Box w/ Lid, 90 Deg Low Profile Power Lift Frame	1	\$7,895.00	\$7,895.00
3.	Labor- Service	Labor- Service	1	\$1,500.00	\$1,500.00
Subtotal					\$43,645.00
Shipping					\$2,500.00
Total					\$46,145.00

Accepted date

Accepted by

**PROPOSAL/EQUIPMENT ORDER**

Print Date: 11/6/2025
Quote No.: 4973357055-2
Customer No: 2744600
Valid Until: 12/6/2025
PO:
Salesman: Stuart Alston Soltys
Phone: 251-406-6228

PURCHASER
CITY OF FAIRHOPE
PO BOX 429
FAIRHOPE AL 36533

SHIP TO
OF FAIRHOPE MAIN WAREHOUSE ATTN: JOHN
THOMAS
555 SOUTH SECTION STREET
FAIRHOPE AL 36532

Thompson Tractor is pleased at the opportunity of being your business partner. Thank you for the consideration of the following quoted equipment:

NEW Scorpion Trailer Attenuator TL-3, 12 Volt \$55,755.87
Complete TL-3 Trailer Attenuator (TA) MASH Tested,
Passed and Eligible with 12 Volt Electrical
System, Automatic Breakaway Brake System, Safety
Cables & Standard Reflective
Sheeting Pattern

Telescoping Anti-Rotational System (TARS) minimizes
Scorpion II Trailer rotation during angled and offset
impacts,
preventing trailer separation from host vehicle.

SourceWell: 040924-CAT

Sales Subtotal	55,755.87
Tax Subtotal	0.00
Total	55,755.87

Thank you for the opportunity to quote your equipment needs. Thompson Tractor Company / Thompson Rents looks forward to continued business with you. If you have any questions please contact Stuart Soltys at (251) 406-6228.

Prices, Taxes and Availability are subject to change

The Equipment purchased hereunder will be delivered to Purchaser at _____ as soon as available from Seller's stock or from the factory, subject to normal delivery scheduling, and the Sales Price includes normal delivery charge, unless the following sentence applies: ☐ (Mark box if applicable.)

Delivery will be f.o.b. Seller's address above unless Purchaser's address is shown in the preceding sentence and a separate delivery charge is shown above. Delivery dates are approximate and subject to change. Seller will not be liable for any delays in delivery due to any cause whatsoever beyond Seller's direct control.

This Order consists of two pages. Purchaser agrees to purchase the equipment described above on the Terms and Conditions set forth above and on the back of this page or the accompanying page.

Signature: _____ Date: _____ TTCO: _____



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-223

FROM:	George Ladd , PUBLIC WORKS DIRECTOR
SUBJECT:	The Director of Public Works, George Ladd, is requesting approval for a contract extension No. 1/ contract amendment No. 3 for Bid No. 25-008 Pest Control Annual Contract to extend the contract for one year at the same terms and conditions as the original bid award, Contract Amendment No. 1 and Contract Amendment No. 2.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the Contract Extension No. 1/ Contract Amendment No. 3 of the contract for Bid No. 25-008 Pest Control Annual Contract to Wayne's Pest Control Services, LLC for the same terms and conditions as the original bid award, Contract Amendment No. 1 and Contract Amendment No. 2.

BACKGROUND INFORMATION:

The Director of Public Works, George Ladd, is requesting approval for a contract extension No. 1/ contract amendment No. 3 for Bid No. 25-008 Pest Control Annual Contract. The original contract was executed on January 7, 2025 and awarded to Wayne's Pest Control Services, LLC. Extension No. 1 will extend the referenced contract until January 6, 2026.

The Vendor has agreed to Extension No. 1, with all terms and conditions of the bid award.

The annual contract amount is not-to-exceed Thirteen Thousand Five Hundred Sixty-Eight Dollars and Sixty-Eight Cents (\$13,568.68).

Previous Council Actions:

December 9, 2024 - Resolution No. 5287-24 The City Council approved the award of Bid No. 25-008 Pest Control Annual Contract to Wayne's Pest Control Services, LLC. for an annual cost not-to-exceed \$10,530.48.

May 12, 2025 - Resolution No. 5445-25 The City Council approves Contract Amendment No. 1 for Bid No. 25-008 Pest Control Annual Contract to Wayne's Pest Control Services, LLC. with an additional not-to-exceed annual amount of \$2,939.20; and authorizes Mayor Sullivan to execute the contract amendment. The new contract

total with a not-to-exceed annual amount of \$13,469.68.

July 14, 2025 - Resolution No. 5497-25 The City Council approves Contract Amendment No. 2 for Bid No. 25-008 Pest Control Annual Contract to Wayne's Pest Control Services, LLC. with an additional not-to-exceed annual amount of \$99.00; and authorizes Mayor Sullivan to execute the contract amendment. The new contract total with a not-to-exceed annual amount of \$13,568.68.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
Various-50360	General Maintenance	\$13,568.68	\$13,568.68	\$0.00

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 1 of (Bid No. 25-008) Pest Control Annual Contract with Wayne's Pest Control Services, LLC per the terms and conditions of the original contract. The annual contract cost is \$13,568.68.

ADOPTED ON THIS 18TH DAY OF DECEMBER 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope

**Bid No. 25-008
Pest Control Annual Contract
Contract Extension No. 1
Contract Amendment No. 3**

This EXTENSION NO.1 of CONTRACT ("Extension") is made this _____ day of _____, 202____, for the purpose of extending the agreement known as **Bid No. 25-008 Pest Control Annual Contract**, dated **January 7, 2025**, ("Original Contract") between the **City of Fairhope** and **Wayne's Pest Control Services, LLC**. (the "Parties").

1. Extension 1 of this agreement, which is attached hereto as a part of this Extension, is described below:

Bid No. 25-008 Pest Control Annual Contract

and will end on **January 6, 2026 at midnight**.

2. The Parties agree to extend Extension 1 agreement for an additional period, which will begin immediately upon the expiration of the original time period **January 7, 2026** and will end on **January 6, 2027**.

3. This Extension binds and benefits both Parties and any successors or assigns. This document, including the attached Original Contract, Contract Amendment No. 1, and Contract Agreement No. 2 is the entire agreement between the Parties. All other terms and conditions of the Original Contract, Amendment No. 1, and Amendment No. 2 including pricing, remain unchanged.

IN WITNESS WHEREOF, the parties hereto have executed this Contract Extension as of the day and year first above written.

THE CITY OF FAIRHOPE, ALABAMA

ATTEST:

BY: **Sherry Sullivan, Mayor**

BY: **Lisa A. Hanks, MMC, City Clerk**

NOTARY FOR THE CITY

STATE OF ALABAMA}
COUNTY OF BALDWIN}

I, the undersigned authority in and for said State and County, hereby certify that **Sherry Sullivan** as Mayor of the City of Fairhope whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, being informed of the contents of the document she executed the same voluntarily on the date of the same bears date.

Given under my hand and Notary Seal on this _____ day of _____, 202____.

Notary Public _____

My Commission Expires: _____

If Corporation, Partnership, or Joint Venture

Name of Corporation, Partnership, or Joint Venture

By: _____

Signature of Officer Authorized to Sign Bids
and Contracts for the Firm

Position or Title

Email Address

Business Mailing Address

City, State, Zip Code

General Contractor's License Number

Foreign Corporation Entity ID
(Required of out-of-state vendors)

NOTARY

STATE OF _____ }

COUNTY OF _____ }

I, the undersigned authority in and for said State and County, hereby certify that

_____, as _____
Type or Print Name of Bid Signer Type or Print Bid Signer Title

Respectively, of _____
Type or Print Company Name

Whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, that, being of the contents of the document they executed the same voluntarily on the day the same bears date.

Given under my hand and Notary Seal on this _____ day of _____, 202____.

Notary Public _____

My Commission Expires _____

RESOLUTION NO. 5287-24

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope did request, receive, and open bids for Pest Control Annual Contract Rebid (Bid Number (25-008) for the City of Fairhope.

[2] At the appointed time and place, the following bids were opened and tabulated as follows:

Please see attached Bid Tabulation for
Pest Control Annual Contract

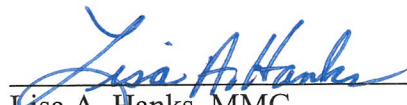
[3] After evaluating the bid proposals with the required bid specifications, Wayne's Pest Control Services, Inc., with a total bid proposal for an annual cost not to exceed \$10,530.48, is now awarded the bid for Pest Control Annual Contract Rebid for the City of Fairhope.

Adopted on this 9th day of December, 2024



Jack Burrell, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 5445-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council approves Contract Amendment No. 1 for (Bid No. 25-008) for Pest Control Annual Contract with Wayne's Pest Control Services LLC with an additional not-to-exceed annual amount of \$2,939.20; and authorizes Mayor Sherry Sullivan to execute contract amendment. The new contract total with a not-to-exceed annual amount of \$13,469.68.

ADOPTED ON THIS 12TH DAY OF MAY, 2025



Jack Burrell, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 5497-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council approves Contract Amendment No. 2 for (Bid No. 25-008) Pest Control Annual Contract with Wayne's Pest Control Services LLC with an additional not-to-exceed annual amount of \$99.00; and authorizes Mayor Sherry Sullivan to execute contract amendment. The new contract total with a not-to-exceed annual amount of \$13,568.68.

ADOPTED ON THIS 14TH DAY OF JULY, 2025


Jack Burrell, Council President

Attest:


Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-219

FROM:	Richard Johnson, CITY ENGINEER
	Pat White, PARKS & RECREATION DIRECTOR
	George Ladd , PUBLIC WORKS DIRECTOR
SUBJECT:	The City Engineer, Richard Johnson, is requesting to procure a qualified contractor to provide all materials, equipment, and labor for Fairhope Municipal Pool Rehabilitation.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the negotiated price for Bid No. 26-003-2023-PWI-019 for Fairhope Pool Rehabilitation and award the bid to Bienville Construction Services for a not-to-exceed project Base Bid cost of \$1,200,000.00.

BACKGROUND INFORMATION:

A service bid was issued on September 24, 2025, posted to the City of Fairhope's website, and advertised with Gulf Coast Media for three (3) weeks. One (1) responsive bid was received at the bid opening on October 30, 2025, at 10:00 a.m.

On November 10, 2025, the City Council rejected all bids and authorized the Mayor to negotiate a contract with the one bidder, pursuant to the Code of Alabama 1975, Section 41-16-50(4). Through negotiations and value engineering, the one bidder, Bienville Construction Services, reduced their Base Bid proposal price from \$1,350,000.00 to \$1,200,000.00 (11.1% decrease).

The savings identified include:

- Purlin Treatment (\$90,000.00)
- Stair Reconfiguration (\$20,000.00)
- Electrical Value Engineering (\$2,000.00)
- HVAC Controls Value Engineering Options (\$20,000.00)
- Other various Value Engineering Options (Tied to Liquidated Damages Calculated in Bid) (\$18,000.00)

The Mayor and the City Engineer recommend awarding the bid to Bienville Construction

Services for the negotiated Base Bid Cost of One Million Two Hundred Thousand Dollars (\$1,200,000.00). The Additive Alternate option will not be awarded.

Previous Council Action:

November 10, 2025 - Resolution No. 5638-25 - The City Council hereby rejects all bids (Bid No. 26-003-2023-PWI-019) for Fairhope Pool Rehabilitation and authorizes the Mayor to negotiate a contract with one bidder, pursuant to the Code of Alabama 1975, Section 41-16-50(4).

December 11, 2023 - Resolution No. 4940-23 — The City Council authorized the Mayor to execute a contract with Watermark Design for Professional Architecture and Engineering Services for RFQ PS24-004 Fairhope Municipal Pool rehabilitation with a not-to-exceed amount of \$120,000.00. (PO#20241422)

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
001250-50475-Line 10	Recreation - Capital Improvements	\$1,220,000.00	\$1,200,000.00	\$20,000.00

Watermarks Design Group \$30,000.00 remaining on PO#20241422. Total Project FY26 Budget \$1,250,000.00.

Project No.: 2023PWI019
Project Expense String: 2023PWI019-CONS

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council hereby approves the negotiated price for (Bid No. 26-003-2023-PWI-019) for Fairhope Pool Rehabilitation, and awards the bid to Bienville Construction Services for a not-to-exceed project cost of \$1,200,000.00.

ADOPTED ON THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



Memorandum

From: Richard D. Johnson, P.E., City Engineer 

To: Jimmy Conyers, Council President

Thru: Sherry Sullivan, Mayor, Kim Creech, Treasurer, & Erin Wolfe,
Purchasing Manager

CC: Parks & Recreation Director; Public Works Director; Project Team;
File

Date: November 21, 2025

Subject: Project 2023-PWI 019 - Fairhope Municipal Pool Rehabilitation
Project – Value Engineering and Contract Negotiation with Bienville
Construction Services - Recommendation

Council President Conyers:

On October 30, 2025, the City opened the sole bid for the above-referenced project from Bienville Construction Services containing the following proposal:

- Base Bid (Building Rehabilitation, Envelope Protection, Insulation, Mechanical, Plumbing, Utility Access, and basic Air Handling): \$1,350,00.00
- Additive Alternate (Full building envelope HVAC and air quality treatment – pool to be heated, cooled and humidity controlled): \$1,100,00.00

On November 10, 2025, the City Council rejected all bids for Fairhope Pool Rehabilitation and authorized the Mayor to negotiate a contract with the sole bidder. These negotiations have taken place, and the results are as follows:

- Base Bid: Not to Exceed (NTE) \$1,200,000.00 (11.1% decrease)
 - Savings Identified Includes: Purlin treatment (\$90,000.00)
Stair reconfiguration (\$20,000.00)
Electrical VE (\$ 2,000.00)
HVAC Controls VE options (\$20,000.00)
Other various VE options* (\$18,000.00)

- Additive Alternate: Not to Exceed (NTE) \$950,000.00 (13.6% decrease)
 - Savings Identified Includes: HVAC VE AA w/Base Bid (\$80,000.00)
 - HVAC Equip Savings w/Base Bid (\$50,000.00)
 - Electrical VE (\$ 1,000.00)
 - Other various AA VE options* (\$19,000.00)

*Tied to LD Costs calculated in bid.

- Total Bid (Base + Additive Alternate): \$2,150,000.00 (12.2% Decrease)

Staff recommends the award of the Base Bid of NTE \$1,200,000.00 to Bienville Construction Services and recommends serious consideration of awarding the Additive Alternate to ensure the complete elimination of future building degradation due to lack of sufficient climate control within the pool structure. An NTE award of \$2,150,000.00 delivers a completely rehabilitated, sealed envelope, and climate controlled indoor municipal pool facility.

Awarding the negotiated contract will also authorize Project Management the flexibility to suspend contract time for the GC for tasks related to long-lead time material/equipment procurement and installation that would not impact pool use. Non applicable Liquidated Damages being assessed are calculated into the cost savings. Pool impact time is estimated at 17-weeks. With a December 8th award, construction could not begin until early January 2026, indicating pool use impacts extending into mid-May 2026.

Respectfully submitted,

RDJ



**CITY OF FAIRHOPE
PURCHASING DEPARTMENT
PROJECT REQUEST FORM**

Requestor: Richard D. Johnson, PE Department: Public Works - Engineering
Project Name: 2023-PWI 019 Municipal Pool Building Assessment and Repair Project
Project Description: Complete envelope and MEP repair and improvements for city indoor pool
Project Category: ☒ Bid ☐ Professional Service ☐ Other: _____
Budget Amount: \$1,000,000.00 (\$120K A&E Services) Budget Code: 001250-50475-Line3 0
Budgeted for Current FY: ☒ Yes ☐ No

BID INFORMATION

Bid Duration: As reqd. for PW Project >\$500K Project Duration: 120 Calendar Days (Estimate)
Engineer of Record: Watermark/Thompson
Pre-Bid Meeting: ☐ No ☒ Yes ☒ Mandatory ☐ Non-Mandatory
Scope of Work Provided By: Watermark/Thompson Contract Extensions: ☐ No ☐ Yes
Project Manager: A&E Tyson O'Brien - City RDJ and Pat White
Insurance Requirements: ☐ Minimum ☒ Maximum
Bonds: ☒ Bid ☒ Performance ☒ Labor & Materials
Related Bids/RF's RFQ PS23-015 and RFQ PS24-004

FORCE ACCOUNT INFORMATION

Force Account Project: ☐ No ☐ Yes Estimated Amount: _____ Budget Code: _____

Notes: _____

SIGNATURES

Requestor: Richard D. Johnson, PE Digitally signed by Richard D. Johnson, PE
Date: 2024.11.19 10:48:57 -06'00'
Senior Accountant: Suzanne Doughty
City Treasurer: Kimberly Creech Mayor: Sherry Sullivan

PRF - Municipal Pool Rehabilitation

Final Audit Report

2024-11-20

Created:	2024-11-19
By:	Erin Wolfe (erin.wolfe@fairhopeal.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIdLFxVUuwyigSQxfpTp-PAb_9KfDC_a-

"PRF - Municipal Pool Rehabilitation" History

-  Document created by Erin Wolfe (erin.wolfe@fairhopeal.gov)
2024-11-19 - 5:37:01 PM GMT
-  Document emailed to Suzanne Doughty (suzanne.doughty@fairhopeal.gov) for signature
2024-11-19 - 5:37:31 PM GMT
-  Email viewed by Suzanne Doughty (suzanne.doughty@fairhopeal.gov)
2024-11-20 - 1:59:37 PM GMT
-  Document e-signed by Suzanne Doughty (suzanne.doughty@fairhopeal.gov)
Signature Date: 2024-11-20 - 2:00:36 PM GMT - Time Source: server
-  Document emailed to Kimberly Creech (kimberly.creech@fairhopeal.gov) for signature
2024-11-20 - 2:00:37 PM GMT
-  Email viewed by Kimberly Creech (kimberly.creech@fairhopeal.gov)
2024-11-20 - 3:50:21 PM GMT
-  Document e-signed by Kimberly Creech (kimberly.creech@fairhopeal.gov)
Signature Date: 2024-11-20 - 3:51:10 PM GMT - Time Source: server
-  Document emailed to Sherry Sullivan (sherry.sullivan@fairhopeal.gov) for signature
2024-11-20 - 3:51:11 PM GMT
-  Email viewed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
2024-11-20 - 3:54:16 PM GMT
-  Document e-signed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
Signature Date: 2024-11-20 - 3:54:40 PM GMT - Time Source: server
-  Agreement completed.
2024-11-20 - 3:54:40 PM GMT

RESOLUTION NO. 5638-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council hereby rejects all bids (Bid No. 26-003-2023-PWI-019) for Fairhope Pool Rehabilitation and authorizes the Mayor to negotiate a contract with the one bidder, pursuant to the Code of Alabama 1975, Section 41-16-50(4).

Adopted on this 10th day of November, 2025



James Reid Conyers, Jr.
Council President

Attest:



Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-206

FROM:	Ben Patterson, ELECTRIC SUPERINTENDENT
SUBJECT:	The Electric Superintendent, Ben Patterson, is requesting to find a qualified firm to provide professional services for the Joint Use Attachment Survey and GIS Entry for the Electric Department.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the selection of NEAL Technology Associates, Inc. by the evaluation team for RFQ PS26-001 Professional Services for the Joint Use Attachment Survey and GIS Entry, and authorize Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.

BACKGROUND INFORMATION:

A Request for Qualifications was issued on October 03, 2025, posted to the City of Fairhope's website, and advertised in Gulf Coast Media for three (3) weeks. Four (4) responsive proposals were received at the bid opening on November 13, 2025 at 1:00 p.m.

The proposals were evaluated by five (5) City of Fairhope staff (see attached Evaluation Score Sheet). The recommendation by the Superintendent of Electric Department and the evaluation team is to hire NEAL Technology Associates, Inc. for this project.

Previous Council Action:

Resolution No. 5531-25 - To Rescind Resolution No. 5433-25 awarding Bid No. 25-022 Joint Use Attachment Inventory for City of Fairhope Electric Department; and to authorize re-bid of this purchase order under Code of Alabama 1975, Section 41-16-57(d).

Resolution No. 5433-25 - To Award Bid No. 25-022 Joint Use Attachment Inventory for the City of Fairhope Electric Department to Pike Engineering, Inc. with a total bid proposal not-to-exceed \$135,050.00.

Resolution No. 5296-24 - That the City Council rejects all bids (Bid No. 25-001) to Procure Services for Joint Use Attachment Inventory for the Electric Department pursuant to Code of Alabama 1975, Section 41-16-57(d).

Resolution No. 5169-24 - That the City Council rejects all bids (Bid No. 24-054) to Procure Services for Joint Use Attachment Inventory for the Electric Department; and authorize the re-bid of the annual contract under Code of Alabama 1975, Section 41-16-57(d).

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
003-50290	Electric - Professional Svcs	TBD	TBD	TBD

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council approves the selection by the Evaluation Team for Professional Services for (RFQ PS26-001) for the Joint Use Attachment Survey and GIS Entry to NEAL Technology Associates, Inc.; and hereby authorizes Mayor Sherry Sullivan to negotiate the not-to-exceed fee to be approved by Council.

DULY ADOPTED THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

CITY OF FAIRHOPE EVALUATION
RFQ PS26-001

NAME: Request for Qualifications
Professional Services
Joint Use Attachment Survey and GIS Entry

Opened: November 13, 2025 at 1:00 P.M.

Gridco, Inc.

	Points Range	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5
Criteria 1: Qualifications, Knowledge, and Expertise Regarding the Proposed Scope of Work	0-25	20	21	21	23	21
Criteria 2: Experience of Proposed Key Personnel	0-25	20	20	21	23	23
Criteria 3: Resources and Availability	0-20	15	15	15	17	17
Criteria 4: Understanding and Familiarity with the Needs of the Environment of the Community	0-10	5	8	8	7	9
Criteria 5: Previous Experience in Working with Publicly Owned Utilities	0-20	15	15	17	18	14
Total Score:		75	79	82	88	84
Average Score:						82

Landpoint

	Points Range	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5
Criteria 1: Qualifications, Knowledge, and Expertise Regarding the Proposed Scope of Work	0-25	20	23	23	23	17
Criteria 2: Experience of Proposed Key Personnel	0-25	20	22	23	20	20
Criteria 3: Resources and Availability	0-20	20	15	16	15	15
Criteria 4: Understanding and Familiarity with the Needs of the Environment of the Community	0-10	5	7	7	5	8
Criteria 5: Previous Experience in Working with Publicly Owned Utilities	0-20	15	15	16	20	8
Total Score:		80	82	85	83	68
Average Score:						80

NEAL Technology Associates, Inc.

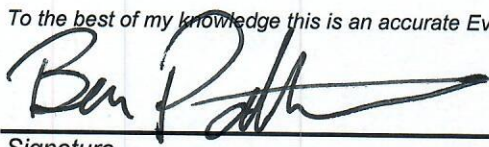
	Points Range	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5
Criteria 1: Qualifications, Knowledge, and Expertise Regarding the Proposed Scope of Work	0-25	25	23	23	25	20
Criteria 2: Experience of Proposed Key Personnel	0-25	20	21	23	24	24
Criteria 3: Resources and Availability	0-20	15	14	16	18	10
Criteria 4: Understanding and Familiarity with the Needs of the Environment of the Community	0-10	5	8	8	8	5
Criteria 5: Previous Experience in Working with Publicly Owned Utilities	0-20	20	20	18	20	19
Total Score:		85	86	88	95	78
Average Score:						86

Osmose Utilities Services, Inc.

	Points Range	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5
Criteria 1: Qualifications, Knowledge, and Expertise Regarding the Proposed Scope of Work	0-25	20	22	22	23	24
Criteria 2: Experience of Proposed Key Personnel	0-25	15	20	22	21	23
Criteria 3: Resources and Availability	0-20	15	15	16	15	19
Criteria 4: Understanding and Familiarity with the Needs of the Environment of the Community	0-10	10	7	7	5	9
Criteria 5: Previous Experience in Working with Publicly Owned Utilities	0-20	20	15	16	18	19
Total Score:		80	79	83	82	94
Average Score:						84

Recommendation:

To the best of my knowledge this is an accurate Evaluation Tabulation



Signature

Ben Patterson, Electric Superintendent



Signature

Erin Wolfe, Purchasing Manager



NEAL Technology Associates, Inc.

621 S. Market Street
Scottsboro, AL. 35768
Cell: (256) 218-9516
<http://www.nealtechnology.com>

Section 1

Neal's ownership consists of:

Allen Williams, President, with 60 years of Power, Communications, GIS Technologies, GPS systems development, Software development and surveyor experience.

Daran Anderson, Vice president, with 25+ years of Power, Communications/Fiber, GIS Technologies, GPS systems development, Software development and surveyor experience with Power Gis mapping extensions, AutoCAD, ArcGIS, and GPS.

NEAL Managers

Molly Manifold, VP assistant and secretary, with 4+ years' experience in this position. She handles all documentation and computer maintenance for all NEAL employees.

Jay Martin, Director of Telecomm projects, with 45+ years of Power, Communications/Fiber, Construction, GIS Technologies, and surveyor experience with Power Gis mapping extensions, AutoCAD, ArcGIS, and GPS.

Sam Smith, Manager of Power related projects, with 8+ years of Power, Communications/Fiber, GIS Technologies, and surveyor experience with Power Gis mapping extensions, AutoCAD, ArcGIS, and GPS.

NEAL Tech has successfully completed multiple projects that includes everything in the scope of work (SOW) and can fulfill all requirements of this SOW and Addendum 1.

Daran Anderson
Vice President
Signature



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Section 2

NEAL Technology Associates, Inc.

621 S. Market Street
Scottsboro, AL. 35768
Cell: (256) 218-9516
<http://www.nealtechnology.com>

Primary Contact

Daran Anderson
darananderson@nealtechnology.com
Scottsboro AL. 35768
621 S Market St.
256-218-9516 cell

Section 3

Neal's method of inventory collection is as follows. A two-person team makes a first pass through a substation's circuits and every feature is occupied at this time. Neal's employees collect GPS positions (real-time) directly into mapping software running on ArcEditor (ESRI). This is accomplished with ArcGIS running on laptops and connected wireless to state-of-the-art sub meter GPS equipment, (DGPS corrected real time by base stations and or Omni star satellite). All pole inventory and meter data is gathered on the first pass. Pole top assembly units, digital pictures, wire size segments, transformer sizes, devices, all other assembly units, are completed and drafted into the map on site. All information is entered via a customized pick list, to eliminate errors, directly into the geodatabase. Workflow is systematically accomplished by each substation and each circuit until the substation's distribution has been completed. This completed substation database is then taken by a second pass team, the operator is trained in GPS and as a staking engineer, who quality checks the work (data and position accuracy) and gathers the remaining data, such as phasing, joint use attachments, ROW information, new extensions constructed since first pass and is continuity traced (with ArcEditor) in the field at this time.



NEAL Technology Associates, Inc.

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<http://www.nealtechnology.com>

Listed below is a sample of some companies we have provided services for that are similar in requirements of this project.

This is a list of a few active projects:

Fort Payne Improvement Authority,
[406 3rd St. SE Fort Payne, AL 35967](#)

Mike Shirey, CEO

Cell : 256-996-3882

mshirey@fpia.com

Electric Inventory and GIS, Joint Use attachment count and code violations, and work order extensions and GIS integrity maintenance.

City of Athens Utilities

1806 Wilkinson St, Athens, AL 35611

Hunter Allen, Electric Operations Manager

Cell : 256-777-0235

ballen@athens-utilities.com

Joint Use attachment count and code violations

North Alabama Electric Coop,

41103 US-72, Stevenson, AL 35772

William Selby, Ass. Manager

Cell : 256-663-0103

wselby@naecoop.com

Electric Inventory and GIS, Joint Use attachment count and code violations, AMI meter change out, Engineering consulting

This is a list of a few completed projects:

Southern Pine Electric COOP.

205 Wild Ave, Evergreen, AL 36401

Greg Dawkins, Director of GIS

Cell: 251-238-1385

Electric Inventory and GIS, Joint Use attachment count and code violations, and work order extensions and GIS integrity maintenance. We trained their engineers in how to maintain their work orders and how to use the GPS and software.

Arab Electric,

331 S Brindlee Mountain Pkwy, Arab, AL 35016

Seth Selby, Ass. Manager

Cell : 256-608-0925

seth@arab-electric.org



NEAL Technology Associates, Inc.

621 S. Market Street
Scottsboro, AL. 35768
Cell: (256) 218-9516
<http://www.nealtechnology.com>

Electric Inventory and GIS, Joint Use attachment count and code violations, and work order extensions and GIS integrity maintenance.

Scottsboro Electric Power Board,
404 E Willow St, Scottsboro, AL 35768

Phillip Chaney, Manager

Cell : 256-647-4041

phillip@sepb.net

Electric Inventory and GIS, Joint Use attachment count and code violations

City of Dothan,

126 N St Andrews St, Dothan, AL 36303

Chris Phillips, Retired Electric Manager

cphillips@dothan.org

Electric Inventory and GIS, Joint Use attachment count and code violations, and detailed underground locating and phasing

Lewisburg Electric,

599 W Ellington Pkwy, Lewisburg, TN 37091

Scott Vernon, Ass. Manager

931-637-5627

Electric Inventory and GIS, Joint Use attachment count and code violations, and work order extensions and GIS integrity maintenance. We trained their engineers in how to maintain their work orders and how to use the GPS and software.

Russellville Plant Board,

165 E 4th St, Russellville, KY 42276

Dale Vowell, Manager

270-519-9643

Electric Inventory and GIS, Joint Use attachment count and code violations, and work order extensions and GIS integrity maintenance. We trained their engineers in how to maintain their work orders and how to use the GPS and software.



NEAL Technology Associates, Inc.

**621 S. Market Street
Scottsboro, AL. 35768
Cell: (256) 218-9516
<http://www.nealtechnology.com>**

Section 4

NEAL Tech (Allen Williams) was introduced to a few Fairhope employees about a year ago at an Electric Cities meeting by Mr. Phillip Chaney and Chris Phillips as they discussed what we had done to improve their electric GIS system.

NEAL Tech has successfully completed several projects in the south Alabama and north Florida area, including, Southern Pine, Chelco, Dothan Utilities, Wiregrass Electric, Covington Electric, and the City of Andalusia Electric. Our plans are to rent a house or find a campground in the area for our crews during this project.

Section 5

Daran Anderson, Vice president, with 25+ years of Power, Communications/Fiber, GIS Technologies, GPS systems development, Software development and surveyor experience with Power Gis mapping extensions, AutoCAD, ArcGIS, and GPS.

Molly Manifold, VP assistant and secretary, with 4+ years' experience in this position. She handles all documentation and computer maintenance for all NEAL employees.

Jay Martin, Director of Telecomm projects, with 45+ years of Power, Communications/Fiber, Construction, GIS Technologies, and surveyor experience with Power Gis mapping extensions, AutoCAD, ArcGIS, and GPS.

Sam Smith, Manager of Power related projects, with 8+ years of Power, Communications/Fiber, GIS Technologies, and surveyor experience with Power Gis mapping extensions, AutoCAD, ArcGIS, and GPS.

Discipline is listed above in Section 3



NEAL Technology Associates, Inc.

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Scottsboro, AL. 35768
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<http://www.nealtechnology.com>**

Section 6

Neal's method of inventory collection is as follows. A two-person team makes a first pass through a substation's circuits, and every feature is occupied at this time. Neal's employees collect GPS positions (real-time) directly into mapping software running on ArcEditor (ESRI). This is accomplished with ArcGIS running on laptops and connected wireless to state-of-the-art sub meter GPS equipment, (DGPS corrected real time by base stations and or Omni star satellite). All pole inventory and meter data is gathered on the first pass. Pole top assembly units, digital pictures, wire size segments, transformer sizes, devices, all other assembly units, are completed and drafted into the map on site. All information is entered via a customized pick list, to eliminate errors, directly into the geodatabase. Workflow is systematically accomplished by each substation and each circuit until the substation's distribution has been completed. This completed substation database is then taken by a second pass team, the operator is trained in GPS and as a staking engineer, who quality checks the work (data and position accuracy) and gathers the remaining data, such as phasing, joint use attachments, ROW information, new extensions constructed since first pass and is continuity traced (with ArcEditor) in the field at this time.

We will also build feature class layers to capture all sawed off poles and joint use attachees that need transferred.

We can offer software solutions to maintain your systems GIS integrity after we complete the project at a much lower cost than your typical ESRI and addon software.

Section 7

Fort Payne Improvement Authority,
[406 3rd St. SE Fort Payne, AL 35967](#)

Mike Shirey, CEO

Cell : 256-996-3882

mshirey@fpia.com

Electric Inventory and GIS, Joint Use attachment count and code violations, and work order extensions and GIS integrity maintenance.

City of Athens Utilities

1806 Wilkinson St, Athens, AL 35611

Hunter Allen, Electric Operations Manager



NEAL Technology Associates, Inc.

621 S. Market Street
Scottsboro, AL. 35768
Cell: (256) 218-9516
<http://www.nealtechnology.com>

Cell : 256-777-0235

ballen@athens-utilities.com

Joint Use attachment count and code violations

North Alabama Electric Coop,
41103 US-72, Stevenson, AL 35772

William Selby, Ass. Manager

Cell : 256-663-0103

wselby@naecoop.com

Electric Inventory and GIS, Joint Use attachment count and code violations, AMI
meter change out, Engineering consulting

RESOLUTION NO. 5531-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] To rescind Resolution No. 5433-25 awarding Bid No. 25-022 Joint Use Attachment Inventory for City of Fairhope Electric Department; and to authorize the re-bid of this purchase order under Code of Alabama 1975, Section 41-16-57(d).

ADOPTED ON THIS 11TH DAY OF AUGUST, 2025



Jack Burrell, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 5433-25

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

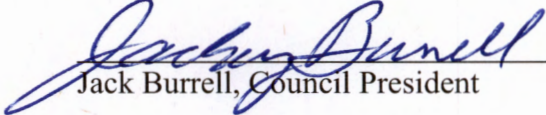
[1] That the City of Fairhope did request, receive, and open bids for Joint Use Attachment Inventory (Bid Number 25-022) for the Electric Department.

[2] At the appointed time and place, the following bids were opened and tabulated as follows:

Pike Engineering, LLC	\$135,050.00
The Fishel Company d/b/a Team Fishel	\$151,216.00

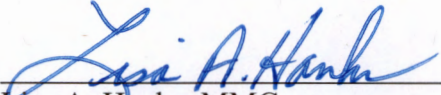
[3] After evaluating the bid proposals with the required bid specifications, Pike Engineering, LLC is now awarded the bid for Joint Use Attachment Inventory (Bid Number 25-022) for the Electric Department with a total bid proposal not-to-exceed \$135,050.00.

Adopted on this 29th day of April, 2025



Jack Burrell, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 5296-24

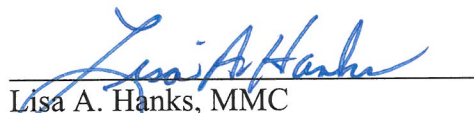
BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council to reject all bids (Bid No. 25-001) to Procure Services for Joint Use Attachment Inventory for the Electric Department pursuant to Code of Alabama 1975, Section 41-16-57(d).

ADOPTED ON THIS 9TH DAY OF DECEMBER, 2024


Jack Burrell, Council President

Attest:

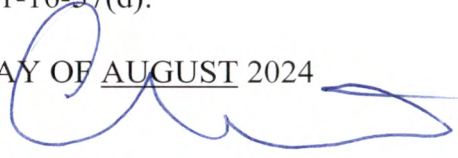

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 5169-24

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

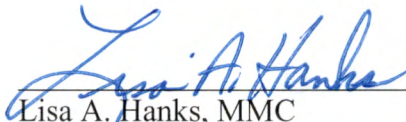
[1] That the City Council to reject all bids (Bid No. 24-054) to Procure Services for Joint Use Attachment Inventory for the Electric Department; and authorize the re-bid the annual contract under Code of Alabama 1975, Section 41-16-57(d).

ADOPTED ON THIS 26TH DAY OF AUGUST 2024



Corey Martin, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-211

FROM:	Chris Ellis, Fire Chief
SUBJECT:	The Fire Chief, Chris Ellis, is requesting approval for the procurement of an E-One Cyclone Pumper Truck.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve this request for procurement of an E-One Cyclone Pumper Truck from Sunbelt Fire, Inc. for a not-to-exceed cost of \$893,300.00.

BACKGROUND INFORMATION:

The Fire Chief is requesting procurement of an E-One Cyclone Pumper Truck on an E-One Cyclone Chassis.

This would include the following:

- Delivery
- Instruction
- Familiarization by a factory trained technician
- Unit built according to all FMVSS, DOT, and NFPA standards unless otherwise noted or requested.

This will be purchased through the Sourcewell Cooperative (Contract No. 113021-RVG-1) with Sunbelt Fire, Inc. and therefore does not have to be let out for bid.

The cost of this procurement from Sunbelt Fire, Inc. is not-to-exceed Eight Hundred Ninety-Three Thousand Three Hundred Dollars (\$893,300.00).

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
001200-50470	Fire - Vehicles & Equip	\$333,335.00	\$893,300.00	(\$559,965.00)

FY26 includes 1/3 of the total estimated fire engine cost. Remaining expense to be

budgeted in FY2027 due to delivery lead times.

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. ____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope approves the purchase of an E-One Cyclone Pumper Truck that is on the Sourcewell Cooperative (Per Contract No. 113021-RVG-1) with Sunbelt Fire, Inc. and therefore does not have to be let out for bid. The total amount not-to-exceed \$893,300.00.

ADOPTED ON THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



Fairhope Fire Department
Fairhope, AL

December 3, 2025

Please consider our quotation on the following, in accordance with the attached:

One (1) E-ONE Pumper on an E-ONE Cyclone Chassis
Per Quote No.: 000186

\$893,300.00

The above proposal pricing is valid for (21) calendar days on the Sourcewell Cooperative Purchasing schedule, per contract no. 113021-RVG-1 and end-user account number 2216. At the expiration of this quote, please contact Sunbelt Fire, Inc., for updated pricing.

The above pricing includes no NFPA suggested or required loose equipment unless otherwise noted. Any equipment required shall be the responsibility of the purchaser to place on the completed apparatus prior to its being placed in service.

The price quoted includes delivery and instruction & familiarization by a factory trained technician. Delivery is estimated to be within 300 calendar days after receipt of order. Delivery is quoted in good faith and is subject to delays beyond the reasonable control of the manufacturer.

Payment is expected in full upon delivery and acceptance. Statement of Origin and Bill of Sale and/or Application for Vehicle Title constitute a receipt of payment in full and will be presented at time of receipt of payment, or at delivery if prepayment is received.

The manufacturer reserves the right to make model and engineering changes where deemed necessary for improvement in design, or safety of users, without prior notice to the customer. Units will be built according to all FMVSS, DOT, and NFPA standards unless otherwise noted or requested.

We appreciate the opportunity to provide you with information. This proposal is our written documentation of agreement of terms. Please contact Sunbelt Fire, Inc., with any questions or concerns.

Respectfully submitted,

Greg Silvester (via email)

Territory Manager
Sunbelt Fire, Inc.

SunbeltFire.com • contactus@sunbeltfire.com



2466 Bayou Blue Road
Houma, LA 70364
(985) 537-5454



8050 McGowin Drive
Fairhope, AL 36532
(251) 928-9917



904 Industrial Park Circle
Bessemer, AL 35022
(205) 720-0043



ORDER DETAIL WITHOUT PRICES BY ITEM

Project 149396

Date: 11-12-25 [07:48]

Sales Order 149396

Page: 1 of 34

CONFIDENTIAL

Customer:

Dealer: 387098

SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
Order Date	
Plan. Del.	
Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date	Qty		
0	1001-0103	COMPLIANCE 2024 NFPA 1900 <i>The E-ONE supplied components of the vehicle shall meet the requirements of NFPA 1900, 2024 edition.</i>		1	11-07-25	1.00		
0	1002-0001	FINAL INSPECTION <i>Final inspection trip.</i>		1	11-07-25	1.00		
0	1025-0028	SHOCK ABSORBERS KONI FRONT <i>Koni shock absorbers for front axle - adjustable.</i>		1	11-07-25	1.00		
0	1025-0030	SIGHT GLASS STEMCO FRT AXLE <i>Stemco sight glass for front axle hubs. Inboard wheel seals will be Chicago Rawhide (or equivalent).</i>		1	11-07-25	1.00		
0	1025-0089	REAR AXLE RS-26-185 27,000LB <i>Meritor RS-26-185 single rear axle 27,000lb capacity</i>		1	11-07-25	1.00		
0	1025-0210	FRONT AXLE FL 943 21,000LB <i>Meritor FL-943 front axle 21,000 lb. Includes maintenance free bushings.</i>		1	11-07-25	1.00		
0	1050-0007	WHL TRIM KIT FRT W/LOGO <i>Front axle wheel trim kit. Includes stainless steel lug nut covers (chrome plated plastic if applicable) and center cap with E-ONE logo. Note: Center cap will have an inspection port IPO a logo if equipped with Stemco oil seals.</i>		1	11-07-25	1.00		
0	1050-0008	WHL TRIM KIT RR W/LOGO <i>Rear axle (single) wheel trim kit. Includes stainless steel lug nut covers (chrome plated plastic if applicable) and center cap with E-ONE logo. E-ONE custom chassis w/steel wheels will have chrome plated plastic lug covers.</i>		1	11-07-25	1.00		
0	1050-0017	VALVE STEM EXT SNG AXLE <i>Each inside wheel of the single rear axle shall have valve stem extensions.</i>		1	11-07-25	1.00		
0	1050-0044	WHEELS FRT ALUM (2) ACCURIDE <i>Accuride aluminum wheels for front axle (2).</i>		1	11-07-25	1.00		
0	1050-0045	WHEELS RR ALUM (4) ACCURIDE <i>Accuride aluminum wheels for rear axle (4).</i>		1	11-07-25	1.00		
0	1060-0005	TIRES RR MICHELIN 12R HWY (4) <i>Four Michelin 12R tires model XZE highway tread for rear axle.</i>		1	11-07-25	1.00		
0	1060-0117	TIRE PRESS IND LED AIRGRD (6)		1	11-07-25	1.00		

CONTINUED



ORDER DETAIL WITHOUT PRICES BY ITEM

Project 149396

Date: 11-12-25 [07:48]

Sales Order 149396

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CONFIDENTIAL

Customer:

Dealer: 387098

SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
Order Date	
Plan. Del.	
Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date	Qty		
0	1060-0212	RWC AirGuard LED tire pressure monitoring valve stem caps (6) for single rear axle applications. TIRES FRONT MICH 425 (2) XZE Two Michelin 425 tires model XZE for front axle.		1	11-07-25	1.00		
0	1070-0012	REAR SUSP SPRING REYCO S/A Reyco rear suspension springs rated equal to the capacity of the axle. Can only be used up to 31,000.		1	11-07-25	1.00		
0	1100-0001	BRAKES 17" DISC FRONT AXLE Meritor EX225H 17" disc brakes for front axle.		1	11-07-25	1.00		
0	1100-0003	BRAKES 17" DISC RR AXLE SINGLE Meritor EX225H 17" disc brakes for rear axle, maximum capacity 27,000 lbs.		1	11-07-25	1.00		
0	1100-0005	BRAKE SYSTEM AIR 4X2/4X4 Brake system air 4X2/4X4.		1	11-07-25	1.00		
0	1100-0006	BRAKE PARK RELEASE DRV DASH Parking brake release mounted on the driver's side lower dash.		1	11-07-25	1.00		
0	1100-0024	ELECTRONIC STABILITY CNTRL 4X2 G4 Electronic Stability Control (4x2), Includes RSC and ATC. Not available on mechanical 4x4, commercial chassis or tiller. (Available with Ez-Trac 4x4).		1	11-07-25	1.00		
0	1110-0000-001	AIR INLET Inlet for air system. Location: driver door jamb.		1	11-07-25	1.00		
0	1110-0002	AIR DRYER BENDIX AD-9 Air dryer Bendix AD-9.		1	11-07-25	1.00		
0	1110-0004	TANK DRAINS AIR W/PULL CORDS Air tank drains w/pull cords.		1	11-07-25	1.00		
0	1110-0006	AIR LINES NYLON Air lines nylon.		1	11-07-25	1.00		
0	1110-0026	AIR HORNS RECSD IN BUMP (PR) Air horns Hadley e-tone recessed in bumper (PR).		1	11-07-25	1.00		
0	1110-0027	ISOLATED AIR TANK W/VLV Isolated air tank. Includes pressure protection valve.		1	11-07-25	1.00		
0	1110-0043	PLUMB AUX AIR TNK TO ACC Auxiliary air tank to be plumbed to the following optional accessories (if equipped): Chassis air horns, brake system air outlet, air reel, light		1	11-07-25	1.00		

CONTINUED



ORDER DETAIL WITHOUT PRICES BY ITEM

Project 149396

Date: 11-12-25 [07:48]

Sales Order 149396

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CONFIDENTIAL

Customer:

Dealer: 387098

SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
Order Date	
Plan. Del.	
Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date		Qty		
0	1125-0002	tower, air primer, air operated devices and or customer/dealer installed pneumatic add-on(s). BRAKE JACOBS COMPRESSION Jacobs engine compression brake. Note: Brake lights will illuminate when auxiliary brake is activated.		1	11-07-25		1.00		
0	1125-0023	TRANS 2ND GEAR PRE-SELECT Transmission to seek second gear when Jacobs engine brake or Telma retarder is engaged. N/A with Trans retarder.		1	11-07-25		1.00		
0	1150-0139-589	STRAP NYLON SS BKL BMPR TRAY Nylon black strap with a stainless steel quick release buckle for front bumper hose tray. Strap to attach to front and rear walls of tray down low as applicable. Location: center.		1	11-07-25		1.00		
0	1150-0169	BMPR TRAY CNTR 12" DEEP N/S Bumper tray center of bumper without slats 12 inches deep.		1	11-07-25		1.00		
0	1150-0357-000-13	FLRMT TURTLE TILE CENTER TRAY Turtle Tile Brand Black floor matting covering on center bumper tray floor.		1	11-07-25		1.00		
0	1160-0008	GRAVEL SHIELD 3/16" 3/16" Front Bumper Gravel Shield.		1	11-07-25		1.00		
0	1160-0014	BUMPER EXTENSION 20" 20" Front Bumper Gravel Shield Extension.		1	11-07-25		1.00		
0	1160-0345	BMPR HVY DTY 10" PNTD Heavy duty, formed, 10" front bumper with full wrap around. Corners to be tapered for up to an 8.5" wide mounting area (Units with drop style frame extension and recess notch mayl reduce size of mounting area). Includes support wings for outboard sides (as applicable). To be painted as specified. Job Color		1	11-07-25		1.00		
0	1160-0347-198	INSET NOTCH FOR MECH SIREN Bumper to have a 5.625" deep x 10.5" wide notch for recessed mechanical siren. Location: driver's side		1	11-07-25		1.00		
0	1200-0017	TRANS SELECTOR PUSH BUTTON Push-button transmission shift selector.		1	11-07-25		1.00		
0	1200-0020	SYNTHETIC FLUID EVS3000 TranSynd, Shell Spirax S6ATF A295, or		1	11-07-25		1.00		

CONTINUED



ORDER DETAIL WITHOUT PRICES BY ITEM

Project 149396

Date: 11-12-25 [07:48]

Sales Order 149396

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CONFIDENTIAL

Customer:

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SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
Order Date	
Plan. Del.	
Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date	Qty		
0	1200-0097	equivalent synthetic transmission fluid for EVS3000 series. SPEED MAXIMUM 68MPH ELECT LMTD Electronic limiting of speed to 68 MPH maximum. Note: Axle gear ratio will be as low as possible while allowing for 68 MPH top speed to improve acceleration. Note: Max speed may be set at 65 MPH due to tire rating.		1	11-07-25	1.00		
0	1200-0471	ENG/TRAN 2024 L9 450HP/EVS3KP Eng/Trans Cummins L9 450HP/EVS3000 2024 EPA compliant engine. Includes Acumen telematics and Certified Clean Idle holographic decal. NOTE: If an L9 engine is NOT available or cannot be provided for a specific quote or build slot at time of production, you will automatically be upgraded and charged for an X12 (or the X10 engine if X12 is not available) with all costs associated with the upgrade being passed on to the end user. No exceptions.		1	11-07-25	1.00		
0	1225-0053	FIRWIN EXHAUST BLANKET Firwin exhaust blanket from the turbo down to the DPF.		1	11-07-25	1.00		
0	1250-0011	FRAME UNDERBODY SUPPORT Rear underbody support frame.		1	11-07-25	1.00		
0	1250-0080	FRAME ZPC 10.25X3.5X.375 CHAS Frame assembly with 10.25 x 3.5 x .375 powder coated galvanized rails.		1	11-07-25	1.00		
0	1250-0092	GEOMET COATED FASTENERS GEOMET coated frame assembly fasteners.		1	11-07-25	1.00		
0	1350-0003	FUEL SYS- 50 GAL Fuel system 50 gallon.		1	11-07-25	1.00		
0	1350-0013	FUEL/WATER SEPARATOR RACOR Racor fuel/water separator to be a bottom drop out style. Shall include indicator light and audible alarm.		1	11-07-25	1.00		
0	1350-0022	FUEL LINE HOSE RUBBER Fuel line hose rubber.		1	11-07-25	1.00		
0	1400-0032	BATT (5) GROUP 31 1000 CCA Battery five group 31 1000 CCA (two left / three right). For use with below cab DEF tank only.		1	11-07-25	1.00		
0	1510-0203-147	BRKT AIR PACK BTL SMARTDOCK Bracket SCBA IMMI SmartDock Gen2		1	11-07-25	1.00		
CONTINUED								



ORDER DETAIL WITHOUT PRICES BY ITEM

Project 149396

Date: 11-12-25 [07:48]

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CONFIDENTIAL

Customer:

Dealer: 387098

SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
Order Date	
Plan. Del.	
Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date	Qty		
0	1510-0203-148	restraint system. Location: officer's seat. BRKT AIR PACK BTL SMARTDOCK Bracket SCBA IMMI SmartDock Gen2 restraint system. Location: rear facing driver's side.		1	11-07-25	1.00		
0	1510-0203-215	BRKT AIR PACK BTL SMARTDOCK Bracket SCBA IMMI SmartDock Gen2 restraint system. Location: rear facing officer's side.		1	11-07-25	1.00		
0	1510-0203-513	BRKT AIR PACK BTL SMARTDOCK Bracket SCBA IMMI SmartDock Gen2 restraint system. Location: center rear wall.		1	11-07-25	2.00		
0	1510-0279-146	EXTENDER READYREACH SEAT BELT ReadyReach seat belt extender. Location: driver's seat.		1	11-07-25	1.00		
0	1510-0279-147	EXTENDER READYREACH SEAT BELT ReadyReach seat belt extender. Location: officer's seat.		1	11-07-25	1.00		
0	1510-0279-148	EXTENDER READYREACH SEAT BELT ReadyReach seat belt extender. Location: rear facing driver's side.		1	11-07-25	1.00		
0	1510-0279-151	EXTENDER READYREACH SEAT BELT ReadyReach seat belt extender. Location: inboard driver's side rear wall.		1	11-07-25	1.00		
0	1510-0279-152	EXTENDER READYREACH SEAT BELT ReadyReach seat belt extender. Location: inboard officer's side rear wall.		1	11-07-25	1.00		
0	1510-0279-215	EXTENDER READYREACH SEAT BELT ReadyReach seat belt extender. Location: rear facing officer's side.		1	11-07-25	1.00		
0	1510-0301	SEATS VALOR BRAND Seats, Valor brand.		1	11-07-25	1.00		
0	1510-0302	SEAT COVER MATL VALOR TECH XD Seat cover material Valor Tech XD (previously identified as Cordura).		1	11-07-25	1.00		
0	1510-0303	SEAT COLOR BLACK W/RED STITCH Seat color black with red stitching.		1	11-07-25	1.00		
0	1510-0328	SEAT VALOR DRV AIR Driver seat USSC Valor P1A air ride.		1	11-07-25	1.00		
0	1510-0330	SEAT VLR RR FCNG DRV SCBA Rear facing USSC Valor SCBA seat driver's side.		1	11-07-25	1.00		
0	1510-0331	SEAT VLR RR FCNG OFF SCBA Rear facing USSC Valor SCBA seat		1	11-07-25	1.00		

CONTINUED



ORDER DETAIL WITHOUT PRICES BY ITEM

Project 149396

Date: 11-12-25 [07:48]

Sales Order 149396

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CONFIDENTIAL

Customer:

Dealer: 387098

SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
Order Date	
Plan. Del.	
Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date	Qty		
0	1510-0332	officer's side. SEAT VALOR 2 MAN BNCH SCBA <i>Two man bench centered on rear wall with Valor SCBA backs. Includes angled corners.</i>		1	11-07-25	1.00		
0	1510-0345	SEAT VALOR OFFC AIR SCBA <i>Officer seat USSC Valor P1A air ride SCBA.</i>		1	11-07-25	1.00		
0	1515-0133	AIR COND W/ROOF CONDENSER <i>Air conditioning with roof top mounted condenser. Includes reduced profile evaporator w/powder coated cover, brushless motors and a rear fan speed switch on the driver side of the rear air distribution housing. Requires A/C controls in multiplex display.</i>		1	11-07-25	1.00		
0	1520-0243	CYCLONE MEDIUM CAB <i>Cyclone medium cab - 100" wide (58" CA).</i>		1	11-07-25	1.00		
0	1535-0464	PAINT DRIPRAILS CAB JOB COLOR <i>Paint Drip Rails. All exterior drip rails over cabinets, etc including vertical drip rails ahead of front cab doors to be painted job color (two tone as applicable).</i>		1	11-07-25	1.00		
0	1550-0003	CAB DOOR REAR POSITION MED <i>Rear crew cab doors in the medium position.</i>		1	11-07-25	1.00		
0	1550-0020	WINDOW CAB SIDE FIXED DRV <i>Windows cab side fixed driver's side.</i>		1	11-07-25	1.00		
0	1550-0033	WINDOW CAB SIDE FIXED OFFC <i>Windows cab side fixed officer's side.</i>		1	11-07-25	1.00		
0	1550-0084	LOCKS 1250 KEYED CAB DOOR <i>All cab exterior entry doors to have 1250 keyed locks.</i>		1	11-07-25	1.00		
0	1550-0114	MAP POCKETS CAB FRNT DR MT <i>Map pockets cab front doors aluminum plate painted multi-tone gray finish.</i>		1	11-07-25	1.00		
0	1550-0115	MAP POCKETS CAB REAR DR MT <i>Map pockets cab rear doors aluminum plate painted multi-tone gray finish. Pocket size: 14" W x 3" D x 10" H.</i>		1	11-07-25	1.00		
0	1550-0146-000-G6	STRIPE CAB DOOR KICK PLATE "A" <i>Red/Lemon Yellow Chevron "A" individual stripe on lower cab door panel approx 12" high. Stainless steel/painted door panels only. E-ONE cabs only.</i>		1	11-07-25	1.00		

CONTINUED

**ORDER DETAIL WITHOUT PRICES BY ITEM**

Project 149396

Date: 11-12-25 [07:48]

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Customer:

Dealer: 387098

SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
Order Date	
Plan. Del.	
Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date		Qty		
0	1550-0159	LOCKS INTERIOR CAB DOOR <i>Interior cab door locks - manual. Will be individually actuated from each respective door. Includes key lock on each exterior cab door handle.</i>		1	11-07-25		1.00		
0	1550-0185	DOOR PANELS MT CAB 2PC <i>Cab door panels aluminum painted multi-tone to match cab interior paint. Includes upper and lower panels with seam below handrail.</i>		1	11-07-25		1.00		
0	1550-0283	WINDOW MANUAL FRONT <i>Driver and officer cab door windows with manual regulators. For use with new Typhoon and Cyclone cabs.</i>		1	11-07-25		1.00		
0	1550-0284	WINDOW MANUAL REAR <i>Rear crew cab door window(s) with manual regulator(s). For use with new Typhoon and 100" wide Cyclone cabs.</i>		1	11-07-25		1.00		
0	1550-0287	CAB DOORS - BARRIER STYLE <i>Cab doors to be barrier style. For use with new Typhoon and Cyclone only.</i>		1	11-07-25		1.00		
0	1550-0378	CAB DOOR PULL HANDLE CHR/BLK <i>All cab doors shall have exterior pull style handles with chrome metal base and integral key lock.</i>		1	11-07-25		1.00		
0	1610-0000	LOGO PACKAGE E-ONE <i>Cab and body to have applicable E-ONE logos.</i>		1	11-07-25		1.00		
0	1615-0041	ROOF CAB W/VISTA 12" (4"+8") <i>Vista cab roof 4F/12R. Includes 4" front raise and 12" rear raise (8" step up). Does not include front or front side Vista windows. For use with 100" wide Cyclone only.</i>		1	11-07-25		1.00		
0	1640-0047	STEPS LOWER CAB 3.5 <i>Lower steps to extend 3.5" past cab. For use with legacy Typhoon / Cyclone with barrier style doors and new Typhoon / Cyclone with barrier style or extended doors.</i>		1	11-07-25		1.00		
0	1640-0067	LOWER CAB STEPS <i>Cab door bottom step lowered 4" (front and rear doors). Includes extended cab sides / fender trim. For use with barrier style doors only.</i>		1	11-07-25		1.00		
0	1670-0062	MIRROR RETRAC AERO RM/HT/LED		1	11-07-25		1.00		

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		<i>Retrac Aerodynamic dual vision chrome west coast style mirrors (PR) mounted on cab doors. Includes remote control and heat for std and convex mirrors and LED marker light.</i>						
0	1675-0022	HANDRAIL CAB 18" PR FRONT <i>Pair of 18" handrails located just behind driver and officer front door one each side.</i>		1	11-07-25	1.00		
0	1675-0024	HANDRAIL CAB 36" PR REAR <i>Pair of 36" handrails located just behind driver and officer rear door (ALS doors if equipped) one each side.</i>		1	11-07-25	1.00		
0	1675-0030	MUD FLAPS FRT BLK (PR) E-ONE <i>Mud flaps, front, black with E-ONE logo.</i>		1	11-07-25	1.00		
0	1675-0047	RR CAB WALL DIAMOND PLATE <i>Rear cab wall to be 3/16" aluminum diamond plate.</i>		1	11-07-25	1.00		
0	1675-0110	HNDRAIL KNURL ALUM UPGRADE CAB <i>Hand Rails, Cab to use Austin Hardware model GR-002-AL-BRT-144 knurled bright anodized aluminum tubes IPOS.</i>		1	11-07-25	1.00		
0	1675-0201	WHEEL WELL CAB LARGE RADIUS <i>Large radius cab wheel well. Includes bolt-on adjustable wheel well trim.</i>		1	11-07-25	1.00		
0	1675-0202	PLT MTG S/S FOR B/C RECEPT/IND <i>Mounting plate for battery charger receptacle, indicator, air inlet, etc (if applicable). Plate to be removable brushed stainless steel.</i>		1	11-07-25	1.00		
0	1675-0254	GLASS DARK TINT RR CAB / VISTA <i>Rear cab and vista glass (if so equipped) to have dark tint IPOS. Glass to be smoked glass with 20% light transmittance (+/- 10%). Includes all glass rearward of front cab doors.</i>		1	11-07-25	1.00		
0	1680-0005	FAN CLUTCH THERMATIC <i>Thermatic fan clutch.</i>		1	11-07-25	1.00		
0	1680-0006	DRIVELINES 1710 <i>Drivelines 1710.</i>		1	11-07-25	1.00		
0	1680-0008	TOW EYES-FRT PAINTED DOWN <i>Tow eyes front painted below bumper/cab (PR). Tow eyes will be integral when used with a drop style frame extension.</i>		1	11-07-25	1.00		
0	1680-0011	Job Color TOW EYES-RR BELOW BDY PAINTED		1	11-07-25	1.00		
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0	1680-0250-M58	Tow eyes rear below body, painted. TANK DEF 5 GAL Diesel Exhaust Fluid (DEF) 5 gallon tank. Location: left side below rear of cab.		1	11-07-25		1.00		
0	1680-0284	POWER STEERING COOLER Radiator mounted power steering cooler.		1	11-07-25		1.00		
0	1685-0005	SUN VISORS LEXAN Lexan sun visors, driver and officer's side overhead.		1	11-07-25		1.00		
0	1685-0011	WINDOW BARS-S/S (PR) RR DOORS Stainless steel pair of window bars for rear cab doors.		1	11-07-25		1.00		
0	1685-0033	SEATING CAPACITY TAG (6) Seating capacity tag of six occupants.		1	11-07-25		1.00		
0	1685-0094	STOR BELOW RR BENCH SEAT FRONT Storage below rear bench seat. (1) horizontal hinged door on the front of the rear bench seat.		1	11-07-25		1.00		
0	1685-0187	CVR ENG SEVERE DUTY POLY Severe duty engine cover, molded polyurethane.		1	11-07-25		1.00		
0	1685-0285	CUP HOLDER / TRAY SVR DTY DASH Cup holder / tray for engine cover painted to match cab interior. Approx 14" wide x 10" long with tapered front corners and cup holders at each rear corner. For use in Typhoon and CII with severe duty engine cover.		1	11-07-25		1.00		
0	1685-0431	STOR BELOW RR FACING SEAT (PR) Storage below rear facing seat riser (PR).		1	11-07-25		1.00		
0	1685-0446	SEVERE DUTY OVERHEAD CNSL Severe duty overhead console. Includes driver, center and officer overhead ahead of air conditioning plenum. Center overhead includes siren mounting locations. Overhead to match cab interior.		1	11-07-25		1.00		
0	1685-0490	CNTRL LANYARD AIR HORNS Y TYPE Control lanyard Y type with "Heavy-Duty" (keyring) attachment for air horns. Aircraft style cable (1/8" wire cable covered with clear plastic/nylon tubing).		1	11-07-25		1.00		
0	1685-0494	TRIM, REAR ENG CVR PNTD		1	11-07-25		1.00		

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0	1685-0531	Rear engine cover trim 3/16" smooth aluminum painted to match cab interior and spaced up 1/2" on upper horizontal surface. REDUCE PROFILE RR ENG COVER Reduced profile rear engine cover for increased legroom.		1	11-07-25	1.00		
0	1685-0669	DASH CAST SD LOW SM PLT KP Severe duty dash package with low profile center section. Cast alum construction. Includes smooth plate alum lower kick panels; all painted to match cab interior.		1	11-07-25	1.00		
0	1685-0692	INSULATION PACKAGE - CAB Cab insulation package. Includes insulation for ceiling, front wall, rear wall, side walls, below seat risers and in doors.		1	11-07-25	1.00		
0	1685-0891	CAB INTERIOR GRAY Cab interior padding to be gray.		1	11-07-25	1.00		
0	1685-0988	PLT AL ON FWD ENG CVR 3/16" aluminum plate on top engine cover approx. 32"W x 28"L. Plate to be spaced up approx 1/2" with a finish to match cab interior. Plate to be notched around engine cover mounted park brake if equipped.		1	11-07-25	1.00		
0	1700-0027	ALT 420AMP LEECE NEVILLE Alternator Leece Neville 420 amp. 420 amp SAE/369 amp NFPA.		1	11-07-25	1.00		
0	1750-0024-179-04	RECEPT INLET 20AMP AUTO-EJECT Auto-Eject receptacle inlet 20 amp located outside driver's door next to handrail with a Yellow cover.		1	11-07-25	1.00		
0	1750-0029	SW HORN BUTTON 2POS DOT/AH Switch horn button two position DOT/air horn.		1	11-07-25	1.00		
0	1750-0046-195	CAB HEADLIGHTS Cab Headlights. Position: lower.		1	11-07-25	1.00		
0	1750-0072-592	12V OUTLET HOT 12 VDC electrical outlet wired battery hot. Location: driver side dash.		1	11-07-25	1.00		
0	1750-0072-593	12V OUTLET HOT 12 VDC electrical outlet wired battery hot. Location: officer side dash.		1	11-07-25	1.00		
0	1750-0073-585	ANTENNA UNIV BASE CAB MNTD		1	11-07-25	1.00		

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0	1750-0073-588	Antenna base Tessco P/N 90942 (NMO Motorola Style - also called MATM style) on cab roof. Location: driver side forward with coaxial cable terminating at the center of the dash board. ANTENNA UNIV BASE CAB MNTD		1	11-07-25	1.00		
0	1750-0075	Antenna base Tessco P/N 90942 (NMO Motorola Style - also called MATM style) on cab roof. Location: officer side rearward with coaxial cable terminating at the center of the dash board. CLUSTER GAUGE ENG QST/CII/TY X		1	11-07-25	1.00		
0	1750-0166	English dominant main cab gauge cluster. SW ATC OVERRIDE		1	11-07-25	1.00		
0	1750-0198-A31	ATC override switch. LOC - BATTERY CHARGER		1	11-07-25	1.00		
0	1750-0265	Battery charger to be located behind driver's seat. GA SPEEDOMETER FOR OFFICER		1	11-07-25	1.00		
0	1750-0449	Speedometer for officer side multiplex display. SW MOMENTARY DPF REGEN DISABLE		1	11-07-25	1.00		
0	1750-0461	Momentary DPF regeneration override switch. 4FRONT WHEEL W/O PODS		1	11-07-25	1.00		
0	1750-0482	4Front steering wheel shall not have switch pods. CNTRL PSHBTN SWITCH OFFCR PNL		1	11-07-25	1.00		
0	1750-0483	Control push-button switch officer switch panel for Q2B siren. CNTRL PSHBTN SWITCH OFFCR PNL		1	11-07-25	1.00		
0	1750-0554	Control push-button switch on officer's switch panel for Q2B siren brake. CAB HEADLIGHTS FIRETECH		1	11-07-25	1.00		
0	1750-0582	FireTech LED cab headlights. LT LED EON IN BENCH SEAT RISER		1	11-07-25	1.00		
0	1750-0659-172	Light EON LED (EA) mounted in bench seat riser. The light(s) shall be wired through the compartment door switch(s) or rocker switch as applicable if equipped with cargo nets. TURN FED FR6 LED ARROW AMBR		1	11-07-25	1.00		
0	1750-0764	Turn signal Federal Signal FireRay model FR6-ARROW LED amber pair located upper headlight bezel. DRL TEQNIQ LED STRIP		1	11-07-25	1.00		

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0	1750-0768	Daytime Running Light TecNiq LED strip (PR) with polished alum housing located between quad headlight bezels (New Typhoon and Cyclone only). CAB STEP AREA LTG TNQ D07 TecNiq D07 LED cab door step area lighting. Includes (2) lights at each door area. Lights to be switched with door ajar.		1	11-07-25	1.00		
0	1750-0936	LT DOME RED/WHITE LED PKG (4) Dome Lts TecNiq Red/White LED. Package includes two lights mounted in the front and two mounted in the rear of the cab. White light wired through door and light assembly switch. Red light through light assembly switch.		1	11-07-25	1.00		
0	1750-1004	CHGR BATT KUSS CHIEF 40 W/REM Battery charger Kussmaul Chief Series. 120/240 volt inlet, 40 amp output. Includes remote and built-in touch screen displays.		1	11-07-25	1.00		
0	1750-1013-545	CAB OUTLET USB-A / USB-C HOT Dual port USB charging receptacle in the cab wired battery hot. Includes USB-A and USB-C ports. Location: In cab driver side on 3 x 3 post rear facing just above engine cover (or seat riser if in a Hush).		1	11-07-25	1.00		
0	1750-1013-546	CAB OUTLET USB-A / USB-C HOT Dual port USB charging receptacle in the cab wired battery hot. Includes USB-A and USB-C ports. Location: In cab officer side on 3 x 3 post rear facing just above engine cover (or seat riser if in a Hush).		1	11-07-25	1.00		
0	1750-1013-592	CAB OUTLET USB-A / USB-C HOT Dual port USB charging receptacle in the cab wired battery hot. Includes USB-A and USB-C ports. Location: driver side dash.		1	11-07-25	1.00		
0	1750-1013-593	CAB OUTLET USB-A / USB-C HOT Dual port USB charging receptacle in the cab wired battery hot. Includes USB-A and USB-C ports. Location: officer side dash.		1	11-07-25	1.00		
0	1800-0013	COOLING 2010-2024 EPA ENG		1	11-07-25	1.00		

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0	3090-0002	Cooling system for use with Typhoon, Cyclone and Quest chassis. For use with 2010 - 2024 EPA engines. Includes coolant recovery system.		1	11-07-25		1.00		
0	3090-0004	OAH RESTRICTION NONE OAH. Unit has no overall height restrictions.		1	11-07-25		1.00		
0	3090-0006	OAL RESTRICTION NONE OAL. Unit has no overall length restrictions.		1	11-07-25		1.00		
0	3100-0148	HSBD CAPACITY REQUIREMENTS The hose bed is to have the capacity for the following hose. Hose load shall be listed from driver to officer. Lay 1 - 400 ft. of 2.50 DJ Lay 2 - 1200 ft. of 5.00 LDH Lay 3 - 400 ft. of 3.00 DJ Estimated Weight - 1824 lbs.		1	11-07-25		1.00		
0	3100-0380	BDY PMPR DRV 42/56 FH FBCK Driver side body with full height 42" wide forward and 56" wide rearward compartmentation. Includes (1) 56" wide compartment over the wheel well.		1	11-07-25		1.00		
0	3110-0042	COMPT ROOF TOP STRG DRV (2) driver side roof top compartments. Includes hinged raised compartment lids with turn latches and grab handle(s). Each lid to have (3) bracket mounted EON LED lights and to be wired to door ajar indicator in cab.		1	11-07-25		1.00		
0	3110-0044	RR END LOW COMPT SP Single low rear compartment. For use with low hosebed. Includes smooth plate panels. This compartment shall be transverse through to the side rear compartments.		1	11-07-25		1.00		
0	3120-0268	RR TLBRD W/O BVRTLS FW OF BDY Bolt-on diamond plate 10" tailboard (full width of body). Includes handrails- (2) mounted vertical on trailing edge of body and horizontal mounted handrail(s) below hosebed.		1	11-07-25		1.00		
		BDY PMPR OFC 42/56 FULL HT Officer side body with full height 42" wide forward and 56" wide rearward compartmentation. Includes (1) 56" wide							

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0	3120-0553	compartment over the wheel well. COMPT ROOF TOP STRG OFC (2) officer side roof top compartments. Includes hinged raised compartment lids with turn latches and grab handle(s). Each lid to have (3) bracket mounted EON LED lights and to be wired to door ajar indicator in cab.		1	11-07-25	1.00		
0	3130-0167	MODULE PUMP 76" WIDE Pump module to be 76" wide (side to side). Includes upper, lower, crosswalk, speedlay and tranverse module(s) if applicable.		1	11-07-25	1.00		
0	3130-0523	MODULE SM Side mount pump module. Extruded aluminum with runningboards.		1	11-07-25	1.00		
0	3130-0532	PMP PNL OPENING WIDTH - 39" Pump panel opening is 39" wide. Pumper / tanker only.		1	11-07-25	1.00		
0	3130-0540	PMP MODULE HEIGHT - 80" Pump module height is 80". Pumper / tanker only.		1	11-07-25	1.00		
0	3134-0016	PUMP PANEL SS SIDE MNT Stainless steel driver and officer side pump panels.		1	11-07-25	1.00		
0	3134-0064	HINGED UPWRD SM GAUGE PANEL The gauge panel(s) on the driver side of the Side Mount module to be hinged upward. Panel(s) to include (2) mechanical/pneumatic (as applicable to panel size) hold opens and latches.		1	11-07-25	1.00		
0	3134-0143	PUMP PANEL HNGD VERT SM Officer side pump panel to be vertical hinged on forward extrusion. Panel to be (3) pieces with upper (2) panels secured in the closed position with push button latches. Upper panel to be held open with gas shock.		1	11-07-25	1.00		
0	3136-0000-202	AIR HORN SWITCH AT PUMP PANEL Air horn switch at pump panel. Switch to be labeled "Evacuation Alert". Location: driver side pump panel.		1	11-07-25	1.00		
0	3136-0048	DIVIDER XLAY NTCHD FOR NOZ Notched crosslay divider(s) on both ends for preconnect line(s) nozzle end storage with NFPA cover(s) in closed		1	11-07-25	1.00		

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0	3136-0058	<i>position.</i> LOGO E-ONE <i>E-ONE logo mounted one each side on pump module/preconnect panels or at upper body section as shown on approval drawing. Logos to be sized as applicable to available space on panels.</i>		1	11-07-25		1.00		
0	3136-0138	PAN PUMP MODULE <i>Pump module storage pan.</i>		1	11-07-25		1.00		
0	3136-0142	XLAY TRIPLE-SGL STACK <i>Crosslay triple 4.25/4.25/5" wide single stack to hold up to 200' of 2.0" DJ (each) in front lays and 150' to 200' of 2.5" DJ hose in rear lay.</i>		1	11-07-25		1.00		
0	3136-0241	CROSSLAY(S) LOWERED <i>Crosslays to be lowered as shown on the apparatus layout/sales drawing.</i>		1	11-07-25		1.00		
0	3300-0017-027	DR RUP SATIN SHORT ROM <i>Door roll up short (up to 45") with satin finish ROM. Location(s): B1.</i>		1	11-07-25		1.00		
0	3300-0021-004	DR RUP PAINTED SHORT ROM <i>Door roll up short (up to 45") with painted finish ROM. Location(s): L2.</i>		1	11-07-25		1.00		
0	3300-0021-016	DR RUP PAINTED SHORT ROM <i>Door roll up short (up to 45") with painted finish ROM. Location(s): R2.</i>		1	11-07-25		1.00		
0	3300-0022-003	DR RUP PAINTED TALL ROM <i>Door roll up tall (greater than 45") with painted finish ROM. Location(s): L1.</i>		1	11-07-25		1.00		
0	3300-0022-005	DR RUP PAINTED TALL ROM <i>Door roll up tall (greater than 45") with painted finish ROM. Location(s): L3.</i>		1	11-07-25		1.00		
0	3300-0022-015	DR RUP PAINTED TALL ROM <i>Door roll up tall (greater than 45") with painted finish ROM. Location(s): R1.</i>		1	11-07-25		1.00		
0	3300-0022-017	DR RUP PAINTED TALL ROM <i>Door roll up tall (greater than 45") with painted finish ROM. Location(s): R3.</i>		1	11-07-25		1.00		
0	3300-0066-003	PAN DRIP ROM DOOR (EA) <i>Drip pan for a ROM roll-up door (EA). Location(s): L1.</i>		1	11-07-25		1.00		
0	3300-0066-004	PAN DRIP ROM DOOR (EA)		1	11-07-25		1.00		

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0	3300-0066-005	Drip pan for a ROM roll-up door (EA). Location(s): L2. PAN DRIP ROM DOOR (EA)		1	11-07-25	1.00		
0	3300-0066-015	Drip pan for a ROM roll-up door (EA). Location(s): L3. PAN DRIP ROM DOOR (EA)		1	11-07-25	1.00		
0	3300-0066-016	Drip pan for a ROM roll-up door (EA). Location(s): R1. PAN DRIP ROM DOOR (EA)		1	11-07-25	1.00		
0	3300-0066-017	Drip pan for a ROM roll-up door (EA). Location(s): R2. PAN DRIP ROM DOOR (EA)		1	11-07-25	1.00		
0	3300-0066-027	Drip pan for a ROM roll-up door (EA). Location(s): R3. PAN DRIP ROM DOOR (EA)		1	11-07-25	1.00		
0	3300-0368	Drip pan for a ROM roll-up door (EA). Location(s): B1. DOOR PULL DOWN - BUNGEE		1	11-07-25	1.00		
0	3305-0034-000-02	Pull-down bungee type straps for full height and high side roll-up door(s) on body / pump module. For use with ROM and AMDOR doors only. COV HSBD VINYL W/OUT RR FLP		1	11-07-25	1.00		
0	3305-0038-000-02	Vinyl Red hose bed cover without rear flap(s). Requires rear cover option. COV X/LAY VINYL TOP ONLY		1	11-07-25	1.00		
0	3305-0064-135	Vinyl Red crosslay cover top only. STRAP NYLON SS BKL RUN BRD		1	11-07-25	1.00		
0	3305-0064-136	Nylon black strap with stainless steel quick-release buckle for hose tray. Strap to attach to side walls of tray down low as applicable. Location: driver side running board.		1	11-07-25	1.00		
0	3305-0465	STRAP NYLON SS BKL RUN BRD Nylon black strap with stainless steel quick-release buckle for hose tray. Strap to attach to side walls of tray down low as applicable. Location: officer side running board. NET CARGO BKL LANYD XLAY/SPDLY		1	11-07-25	1.00		
		Nylon black cargo net on sides for crosslay/speedlay opening. Includes airline style quick release buckles at each corner (4 on each side). Rear buckles attached to a vertical lanyard pull release to allow net to drop						

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Customer:

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SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
Order Date	
Plan. Del.	
Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date		Qty		
0	3305-0466	<i>down/fold forward for rapid deployment.</i> NET CARGO BKL LANYD HSBD <i>Nylon black cargo net on rear of the hosebed. Includes airline style quick release buckles at each corner. The top and bottom buckles attached to a vertical lanyard pull release to allow net to drop down/fold either side for rapid deployment.</i>		1	11-07-25		1.00		
0	3320-0182-497	SCBA STRG 1 BOTTLE E-ONE <i>E-ONE designed (1) SCBA bottle storage driver side rear wheel well offset rearward with hinged door and push button latch. Door material to match wheel well material. Holds standard size SCBA bottle, 20lbs ABC Extinguisher (10.25"x7"x24") or 2.5 gal Water Extinguisher (9"x7"x24.5"). Door shall cover the recessed fuel fill if located in the wheel well adjacent to the SCBA storage.</i>		1	11-07-25		1.00		
0	3320-0184-495	SCBA STRG 3 BOTTLE E-ONE <i>E-ONE designed (3) SCBA bottle storage driver side rear wheel well offset forward with hinged door and push button latch. Door material to match wheel well material. Holds standard size SCBA bottles. Upper storage troughs hold standard size 20lbs ABC Extinguisher (10.25"x7"x24") or 2.5 gal Water Extinguisher (9"x7"x24.5") in each trough.</i>		1	11-07-25		1.00		
0	3320-0184-498	SCBA STRG 3 BOTTLE E-ONE <i>E-ONE designed (3) SCBA bottle storage officer side rear wheel well offset forward with hinged door and push button latch. Door material to match wheel well material. Holds standard size SCBA bottles. Upper storage troughs hold standard size 20lbs ABC Extinguisher (10.25"x7"x24") or 2.5 gal Water Extinguisher (9"x7"x24.5") in each trough.</i>		1	11-07-25		1.00		
0	3320-0184-500	SCBA STRG 3 BOTTLE E-ONE <i>E-ONE designed (3) SCBA bottle storage officer side rear wheel well offset</i>		1	11-07-25		1.00		

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		<i>rearward with hinged door and push button latch. Door material to match wheel well material. Holds standard size SCBA bottles. Upper storage troughs hold standard size 20lbs ABC Extinguisher (10.25"x7"x24") or 2.5 gal Water Extinguisher (9"x7"x24.5") in each trough.</i>						
0	3330-0107	HNDRAIL KNURL ALUM UPGRADE BDY		1	11-07-25	1.00		
		<i>Hand Rails, All body and pump module (if applicable) hand rails to use Austin Hardware model GR-002-AL-BRT-144 knurled bright anodized aluminum tubes IPOS.</i>						
0	3330-0277	STEP RR FLDG DRV LED IC		1	11-07-25	1.00		
		<i>Innovative Controls dual lighted LED folding steps rear NFPA. Includes folding steps on driver side rear of the body. (staggered stepped as applicable with tailboard depth) for NFPA hosebed access and handrail mounted on driver side upper hosebed side (as applicable).</i>						
0	3330-0279-060	STEP FLDG LED IC		1	11-07-25	4.00		
		<i>Innovative Controls dual lighted LED folding step. Location: officer side front compartment face. Each location requires a minimum of (1) handrail per NFPA.</i>						
0	3330-0279-062	STEP FLDG LED IC		1	11-07-25	4.00		
		<i>Innovative Controls dual lighted LED folding step. Location: driver side front compartment face. Each location requires a minimum of (1) handrail per NFPA.</i>						
0	3330-0336	STEP RR INT EMB DP		1	11-07-25	1.00		
		<i>Step rear 10" intermediate embossed treadplate with tapered corners. Locate below hosebed, includes two (2) or three (3) as applicable hand hold cut-outs on top of the step in place of the hand rail.</i>						
0	3340-0004	HOSEBED		1	11-07-25	1.00		
		<i>Hosebed above the booster tank. Includes forward hosebed and tower(s) cover plate work (as applicable). Hosebed adjustable divider extrusion in the forward area and rearward area of the hose bed to run</i>						

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0	3340-0027	<i>full width of the hosebed (as is practical with other hosebed mounted equipment).</i> GUARD CORNER DP (PR) FRT <i>Diamond plate corner guards for the driver and officer front compartment face. Guards to wrap around the corner and be full height of side assembly or to a max of 96".</i>		1	11-07-25		1.00		
0	3340-0035	DIVIDER LONG HOSEBED <i>Divider Long. To run full length of hose bed (front to rear).</i>		1	11-07-25		2.00		
0	3340-0049	PAN HOSEBED STORAGE <i>Hosebed storage pan. Locate in forward area of hosebed.</i>		1	11-07-25		1.00		
0	3340-0058	FUEL FILL RECESSED <i>Recessed fuel fill driver side wheel well.</i>		1	11-07-25		1.00		
0	3340-0075	APPARATUS BDY ALM CONST 90" <i>Body mainframe and hosebed side assemblies for a 90" high body.</i>		1	11-07-25		1.00		
0	3340-0079	TANK FILL TWRS IN HOSE BED PAN <i>Locate Tank Fill Tower(s) in the hose bed storage pan as applicable.</i>		1	11-07-25		1.00		
0	3340-0093	MUDFLAPS BLACK E-ONE <i>Mud flaps, rear, black with E-ONE logo.</i>		1	11-07-25		1.00		
0	3340-0102	TLBRD MOD BOSTON STYLE <i>(Boston style) Angled tailboard corners.</i>		1	11-07-25		1.00		
0	3340-0145	RUB RAIL PMP MOD AND BDY <i>Rub rail for the body and pump area module(s).</i>		1	11-07-25		1.00		
0	3340-0191	DIVIDER HOSEBED SUPPORT <i>Divider Support to run full width of hosebed (side to side) at the front of the hosebed and towards the rear of the hosebed at top of the divider(s). Attach to each hosebed divider to provide additional support.</i>		1	11-07-25		1.00		
0	3340-0486	WHL WELL SNGL DP W/ABS LNR <i>Diamond plate single axle wheel well. Includes bolt-on composite wheel well liners and bolt-on polished alum fenderettes.</i>		1	11-07-25		1.00		
0	3340-0681	MAINFRAME LAYOUT LINE 24" <i>Body mainframe layout line to be 24". Includes body and all applicable</i>		1	11-07-25		1.00		
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0	3340-1137-12B	modules. EQUIPMENT ALLOWANCE <i>Equipment allowance on the apparatus shall be 2000 lbs. This allowance is in addition to the weight of the hoses and ground ladders listed in the shop order as applicable.</i>		1	11-07-25		1.00		
0	3340-1648	TRIM ANODIZE ALUM BOTTOM EDGE <i>Anodized aluminum trim on bottom edge of all body compartment openings including pump enclosure if applicable with painted edges.</i>		1	11-07-25		1.00		
0	3340-2668	OVRLY FLUSH ROOF TOP COMPTS <i>The outboard panels of the roof top compartments (or full width hosebed if applicable) to have painted smooth plate overlays that are flush with the body sides. Note: The front and rear of the panel will have a shallow vertical seam. Long bodies may also have a center seam.</i>		1	11-07-25		1.00		
0	3365-0050	LADDERS BRAND DUO-SAFETY <i>Brand of ladders capable of being carried on unit to be Duo-Safety.</i>		1	11-07-25		1.00		
0	3365-0075-O97	LADDR TUNNEL FOR LOW HOSE BED <i>Officer side vertical storage tunnel. For use with low hose bed. Tunnel to hold: (1) 2-section, (1) roof, (1) attic, (2) pike poles, (1) backboard in Officer. Includes vertical hinged rear smooth plate door(s) with push-button latch.</i>		1	11-07-25		1.00		
0	3365-0086-1JB	PIKE POLE TYPE / SIZE <i>Pike pole(s) capable of being stored are to be the following length: (2) 10' New York Style Hooks.</i>		1	11-07-25		1.00		
0	3365-0087-Z71	SECTION AND ROOF LADDER LENGTH <i>The length of ladders capable of being stored shall be the following: 24' 2-section, 14' roof ladder and 10' attic ladder w/shoes.</i>		1	11-07-25		1.00		
0	3365-1622	HARD SUCT STORAGE ABOVE TNL <i>(2) 6"x10' hard suction hose storage with stops located in the officer side tunnel above the ladder storage. Includes a rear access door matching the ladder storage door and diamond plate</i>		1	11-07-25		1.00		
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0	3370-0245	top. SHELF PERMANENT MNT <i>Permanent fixed shelf. Aluminum or stainless steel body applications.</i> <i>Location: L1; L3; R1; R3 - @ OFFSET</i>		1	11-07-25	4.00		
0	3370-0247	TRACK SHELF/TRAY <i>Tracks for adjustable shelf and/or adjustable tray in a compartment.</i> <i>Location: L1; L2; L3; B1; R1; R2; R3</i>		1	11-07-25	7.00		
0	3380-0460-135	TRAY SUCTION RNG BRD FLOATING <i>Running board suction tray (floating style). Includes tapered 3" front corner. No slats. Location(s): driver side running board.</i>		1	11-07-25	1.00		
0	3380-0460-136	TRAY SUCTION RNG BRD FLOATING <i>Running board suction tray (floating style). Includes tapered 3" front corner. No slats. Location(s): officer side running board.</i>		1	11-07-25	1.00		
0	3380-0461-000-13	FLRMT DRI DEK DRIVER TRAY <i>Dri-Dek Brand Black floor matting covering on driver side running board suction tray floor.</i>		1	11-07-25	1.00		
0	3380-0462-000-13	FLRMT DRI DEK OFFICER TRAY <i>Dri-Dek Brand Black floor matting covering on officer side running board suction tray floor.</i>		1	11-07-25	1.00		
0	3380-0498	TRAY FLR MNT W/500LB SLDS <i>Tray, floor mounted roll-out with gas spring. 500 lbs. capacity. Location: L3; B1; R3</i>		1	11-07-25	3.00		
0	3380-0515	PNL PAC TRAC WALL MNT <i>PAC TRAC panels vertical stacked with tool mounting grooves orientated horizontal on wall of a compartment.</i> <i>Location: L1 U; L2; R1 U; R2</i>		1	11-07-25	4.00		
0	4005-0031	RATING 1500 GPM <i>Rating 1500 GPM.</i>		1	11-07-25	1.00		
0	4005-0196	PUMP HALE QMAX 1250-2250-1/S <i>Hale QMAX 1000-2250 GPM single stage pump. Requires primer option.</i>		1	11-07-25	1.00		
0	4010-0064	TANK WTR "L" 780 GLN W/LWRD <i>780 Gallon" L" shape Water Tank. Includes lowered rear section for lower hosebed height. Note: Any foam cell(s) optioned will reduce the overall water</i>		1	11-07-25	1.00		
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0	4010-0099	capacity. Tank capacity is 780 US gallon / 649 Imperial gallons / 2952 Liters. FILL TOWER LOCATIONS Fill tower(s) to be located offset to officer side of water tank.		1	11-07-25	1.00		
0	4015-0008	ANODES HALE PUMP - PR Zinc anodes for Hale pump (PR), (1) discharge side and (1) intake side.		1	11-07-25	1.00		
0	4015-0012	PUMP SHIFT OVERRIDE Pump shift override, side panel mounted.		1	11-07-25	1.00		
0	4015-0016	VLV THERMAL RELIEF TRVL-120 Thermal relief valve, Hale TRVL-120.		1	11-07-25	1.00		
0	4015-0022	PUMP SEAL MECH HALE Mechanical pump seal - Hale.		1	11-07-25	1.00		
0	4015-0053-198	STEAMERS FLUSH + 1 Steamers to be Flush + 1". Location: driver's side.		1	11-07-25	1.00		
0	4015-0053-199	STEAMERS FLUSH + 1 Steamers to be Flush + 1". Location: officer's side.		1	11-07-25	1.00		
0	4015-0098	DRAIN MASTER MANUAL Manual operated master pump drain. The master drain shall be clearly marked and placed in accessible location on pump panel.		1	11-07-25	1.00		
0	4015-0210	COOLER PUMP 1/4 TURN VLV Pump cooler with Innovative Control 1/4 turn valve with "T" handle and label.		1	11-07-25	1.00		
0	4015-0265	TRIDENT AUTO PMP PRIMER Trident W/3 barrel Automatic Pump Primer. For use with 1250 GPM and larger pumps. Requires 15.6 CFM or large engine air compressor.		1	11-07-25	1.00		
0	4015-0384	PUMP SHIFT ELECTRIC 2-BUTTON 2-Button electric pump shift.		1	11-07-25	1.00		
0	4415-0012-853	DIS 1.5 CRSLY MAN AKR 1.5" Crossslay with Akron manual valve. Location: crossslay 1.		1	11-07-25	1.00		
0	4415-0012-A22	DIS 1.5 CRSLY MAN AKR 1.5" Crossslay with Akron manual valve. Location: crossslay 2.		1	11-07-25	1.00		
0	4415-0014-581	DIS 2.5 LH PNL MAN AKR 2.5" Left Pump Panel Discharge Akron Manual Valve. Location: left side discharge 1.		1	11-07-25	1.00		
0	4415-0014-582	DIS 2.5 LH PNL MAN AKR		1	11-07-25	1.00		

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0	4415-0016-584	2.5" Left Pump Panel Discharge Akron Manual Valve. Location: left side discharge 2. DIS 2.5 RH PNL MAN AKR		1	11-07-25	1.00		
0	4415-0022-350	2.5" Right Pump Panel Discharge Akron Manual Valve. Location: right side discharge 2. DIS 2.5 LH REAR MAN AKR		1	11-07-25	1.00		
0	4415-0041	2.5" Left Rear Discharge Akron Manual Valve. Location: left rear discharge. DIS 3.0 DECK GUN MAN AKR		1	11-07-25	1.00		
0	4415-0054-583	3" Deck Gun Discharge, Akron manual valve. (outlet shall terminate with MNPT threads unless extend gun is install) DIS 4.0/3.0 RH PNL MAN AKR		1	11-07-25	1.00		
0	4415-0058-655	4" Right Pump Panel Discharge with 3" Akron Manual Valve (Waterous pumps noted location to be forward lower port). Location: right side discharge 1. DIS 2.5 CRSLY MAN AKR		1	11-07-25	1.00		
0	4415-0178-532	2.5" Crosslay Akron Manual Valve. Location: crosslay 3. SWVL FJL POLISHED SS		1	11-07-25	1.00		
0	4415-0194	Polished Stainless Steel Swivel Located on Top of Bumper officer's side of center tray for Front Bumper Discharge. DIS 2.5 FRT BPR MAN AKR		1	11-07-25	1.00		
0	4415-1249	2.5" Front bumper discharge Akron manual valve. DECON DISCH .75 HEATED DRV		1	11-07-25	1.00		
0	4417-0106-L65	Decontamination discharge 3/4" with valve; heated. Includes pressure reducing valve, heat exchanger, and thermostatic mixing valve. Location: Driver side pump panel. PIPING DECK GUN LOCATION		1	11-07-25	1.00		
0	4417-0175	Deck gun piping to be positioned centered in deck gun channel. CNTRL PUSH/PULL T-HNDL IC		1	11-07-25	1.00		
0	4417-0177	Innovative Controls push/pull valve controls with locking T handles. VLV 3/4 BLEEDER/DRAIN IC		1	11-07-25	10.00		
0	4417-0185	Innovative Controls 3/4" bleeder/drain valve include 1/4 turn T-handle. BEZEL DISCH/INTAKE IC SM		1	11-07-25	1.00		
		Innovative Controls discharge and intake						

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0	4417-0246	bezels with integral color code and verbiage for side mount pump panel. MONITOR/NOZ DEALER INSTALLED Dealer/Customer installed monitor, nozzle and/or tips, make and model as specified. Akron Apollo Hi-Riser		1	11-07-25	1.00		
0	4435-0347-527	GA IC 10LED TNK LVL WTR/PSTNK2 IC 10 LED SL series/Whelen PSTank2 water tank level gauge package. Location of Whelen PSTank2 Strip Lights: each side of cab rear of front doors.		1	11-07-25	1.00		
0	4435-0451	GA PRESS IC TC 2.5" Innovative Controls TC Series 2.5" (63MM) pressure gauge with chrome bezel.		1	11-07-25	10.00		
0	4435-0453	GA PRESS IC TC 4" DUAL BZL Innovative Controls TC Series 4" (100MM) Master pressure gauges with dual chrome bezel. Includes integrated test ports and alarm.		1	11-07-25	1.00		
0	4435-0458	GA PRESS 0-400/30-0-400 Pump panel pressure gauges to be 0-400 / Master Intake gauge to be 30-0-400.		1	11-07-25	1.00		
0	4440-0005	INT 2.5 LH PNL AKRON VALVE 2.5" Left Intake Akron Manual Valve.		1	11-07-25	1.00		
0	4440-0006	INT 2.5 RH PNL AKRON VALVE 2.5" Right intake Akron manual valve.		1	11-07-25	1.00		
0	4445-0009	VLV RELIEF INTAKE AKRON Intake relief valve, Akron.		1	11-07-25	1.00		
0	4450-0010	TANK FILL 2.0 AKRON VLV 2" tank fill Akron manual valve.		1	11-07-25	1.00		
0	4450-0119	TTP 3.0 AKRON W/4.0 TANK CONN 3" tank to pump Akron manual valve w/4" tank connection.		1	11-07-25	1.00		
0	4460-0003	PMP PNL TAGS COLOR CODED Pump panel tags color coded per NFPA compliance.		1	11-07-25	1.00		
0	4460-0004	TAGS MECHANICALLY FASTENED All tags installed on the exterior of the apparatus shall be mechanically fastened with stainless steel screws. These include but not limited to tags installed on the pump module, body, cab and bumper. Pump panel tags shall be mechanically fastened regardless whether the panel is enclosed behind a door.		1	11-07-25	1.00		
0	4460-0088-283	AIR OUTLET VALVE		1	11-07-25	1.00		

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0	4460-0090	Air outlet with Innovative Control 1/4" valve w/1/4 turn "T" handle and label for: officer's side pump panel.		1	11-07-25		1.00		
0	4465-0047	TAGS MECHANICALLY FASTENED P/P All single tags placed directly on the pump panel to be mechanically fastened with screws.		1	11-07-25		1.00		
0	4475-0000	GOV PRESS FRC PUMPBOSSE PBA500 FRC PumpBoss Max pressure governor (PBA500 series). Includes engine monitor gauges.		1	11-07-25		1.00		
0	5010-0049	PUMP CERT 750-2250 GPM Pump certification 750-2250 GPM (or metric/imperial equivalent).		1	11-07-25		1.00		
0	5010-0094	VEHICLE DATA RECORDER Vehicle data recorder - 2009 / 2016 / 2024 NFPA compliant. Includes occupant detection shown in multiplex display. E-ONE chassis only.		1	11-07-25		1.00		
0	5010-0140	SPRAY CORROSION INHIBITING Nanoprotech (or equivalent) corrosion inhibiting spray coating to be applied on all exposed electrical connections.		1	11-07-25		1.00		
0	5010-0144-168	ELEC SYSTEM V-MUX2 DTD V-MUX2 DTD Electrical system for pumper / tanker / rescue / ARFF.		1	11-07-25		1.00		
0	5010-0144-649	DISPLAY ULTRAVIEW 7" (EA) 7" UltraView display for multiplex electrical system. Location: officer's side engine cover.		1	11-07-25		1.00		
0	5010-0145	DISPLAY ULTRAVIEW 7" (EA) 7" UltraView display for multiplex electrical system. Location: driver's side engine cover.		1	11-07-25		1.00		
0	5010-0145	CONTROLS HVAC MUX DISPLAY HVAC Controlled through multiplex display(s). For use with VMUX DTD.		1	11-07-25		1.00		
0	5100-0006-198	SWITCH FOOT Q2B Foot switch to control Q2B located driver's side.		1	11-07-25		1.00		
0	5100-0165	ALARM DOOR AJAR Audible door ajar alarm wired through door ajar light. For use with multiplex display(s) only.		1	11-07-25		1.00		
0	5110-0017	ALARM BACK-UP 97 DB Back-up alarm 97 dB.		1	11-07-25		1.00		
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Order Date	
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Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date		Qty		
0	5110-0219-762	12V BLUE SEA PWR DIST MODULE <i>Blue Sea 12V power distribution module model 5032. Location: behind officer's seat.</i>		1	11-07-25		1.00		
0	5150-0017	LT LICENSE PLATE LED <i>License plate light LED with chrome housing located at the rear of the body.</i>		1	11-07-25		1.00		
0	5150-0151	LTS MRKR PKG BDY/CAB LED <i>Marker light package cab / body LED. Body lights to be .75" Dia for custom pumpers and tankers.</i>		1	11-07-25		1.00		
0	5150-0205	LTS S/T,AT FR6 LED VERT CST4 <i>Federal Signal FireRay LED vertical mount tail lights. Includes LED stop/tail, arrow turn and back-up lights with vertical 4 housing and weatherproof connectors.</i>		1	11-07-25		1.00		
0	5150-0271	BRACKET LICENSE PLATE <i>Bracket license plate at rear of body. Smooth plate sanded bracket.</i>		1	11-07-25		1.00		
0	5300-0506-000-4V	LIGHTBAR LED COLOR (FRONT) <i>Front light bar LED color: Red/White with clear lenses (If applicable, includes side facing when colors are the same.)</i>		1	11-07-25		1.00		
0	5300-0548	MOUNT STD FRT FED BAR (PR) <i>2" standard mount for front Federal Navigator light bar (PR).</i>		1	11-07-25		1.00		
0	5300-0762	LT BAR FED NVG73 <i>Light bar Federal Signal Navigator 73" with (12) (without front vista windows) or (10) (with front vista windows) Quadraflare LED lights. Location: Centered on the front cab roof.</i>		1	11-07-25		1.00		
0	5310-0156	LT DIR FED MPS SM LED 6 LT <i>Light bar Federal Signal MicroPulse Signal Master LED 32" with 6 lights.</i>		1	11-07-25		1.00		
0	5310-0159	LOC - DIRECTIONAL LT BR CNTRL <i>Directional light bar control is to be located per dash layout.</i>		1	11-07-25		1.00		
0	5350-0192	CAMERA RR SAFETY VISION <i>Safety Vision back-up camera wired through multiplex display. Video displays automatically when transmission is in reverse. Camera only - does not include monitor.</i>		1	11-07-25		1.00		
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Customer:

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SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
Order Date	
Plan. Del.	
Sales Admin.	NAVARRO, JOHN

Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date	Qty		
0	5380-0382	LT GROUND PKG TECNIQ E10 LG <i>Ground light package TecNiq E10 LED - large.</i>		1	11-07-25	1.00		
0	5380-0473	LT COMPT PKG TECNIQ E45 MED DL <i>Compartment light package TecNiq E45 LED for medium bodies. Includes two lights per compartment (four if transverse).</i>		1	11-07-25	1.00		
0	5390-0007	DECK LIGHT WIRING CIRCUIT <i>Deck/scene light circuit wiring through chassis reverse. Requires rear deck or scene light.</i>		1	11-07-25	1.00		
0	5390-0264-457	LT SCENE FIRETECH FT-GESM (PR) <i>FireTech FT-GESM scene lights (PR) with chrome flange (when required) and weatherproof connectors. Switch in cab (driver and officer side lights switched separately). Locate: (1) each side of body rear facing up high.</i>		1	11-07-25	1.00		
0	5390-0264-861	LT SCENE FIRETECH FT-GESM (PR) <i>FireTech FT-GESM scene lights (PR) with chrome flange (when required) and weatherproof connectors. Switch in cab (driver and officer side lights switched separately). Locate: driver side forward and rearward areas of roof top storage compartment (inboard of warning lights if equipped).</i>		1	11-07-25	1.00		
0	5390-0264-862	LT SCENE FIRETECH FT-GESM (PR) <i>FireTech FT-GESM scene lights (PR) with chrome flange (when required) and weatherproof connectors. Switch in cab (driver and officer side lights switched separately). Locate: officer side forward and rearward areas of roof top storage compartment (inboard of warning lights if equipped).</i>		1	11-07-25	1.00		
0	5390-0381	LT HOSEBED TECNIQ E45 <i>Hose bed light, Tecniq E45 LED strip light. Locate at the front area of hose bed. Switched with work light switch in cab.</i>		1	11-07-25	1.00		
0	5390-0398	LT CROSSLAY TECNIQ PO4 LED <i>Crosslay light(s) LED TecNiq (EA), model P04-WBFP-1 with black housing(s). Locate to rear of crosslay (SM) and forward of crosslay (TM as applicable). Switched</i>		1	11-07-25	1.00		

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SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
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Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date		Qty		
0	5400-0185	with work light switch in cab. LT PUMP COMPT TECNIQ LED (EA)		1	11-07-25		1.00		
0	5400-0224	LED pump compartment light (EA). LT ENGINE COMPT LED (EA)		1	11-07-25		1.00		
		Engine compartment light Optronics LED Series ILL22 (EA).							
0	5400-0259	LT PMPPNL E10 LED 6 LT SM PKG TecNiq model E10 pump panel LED light package with (3) lights per side pump panel. Pump panels over 45" may require additional lights. Side mount only.		1	11-07-25		1.00		
0	5450-0337-493	LT FIRETECH 35" BROW MT WHT FireTech 35" 12V mini brow light with white housing and flood optics. Includes switch in cab (driver and officer side facing lights switched separately). Location: driver and officer side over rear cab door.		1	11-07-25		2.00		
0	5450-0438-4A7	LT FIRETECH 72" SCENE WHT FireTech 72" 12V scene light with white housing. Includes switch accessible to driver. Side facing lights switched separately. Location: front of cab between top of windshield and drip rail.		1	11-07-25		1.00		
0	5470-0004-663	RECPT 20AMP/110V 3-PRONG INT Receptacle household 20A/110V duplex 3-prong NEMA 5-20 with cover plate interior mounted wired to inlet receptacle. Location: L1 high on forward wall.		1	11-07-25		1.00		
0	5470-0004-744	RECPT 20AMP/110V 3-PRONG INT Receptacle household 20A/110V duplex 3-prong NEMA 5-20 with cover plate interior mounted wired to inlet receptacle. Location: R1 high on forward wall.		1	11-07-25		1.00		
0	5500-0009	SIREN FED PA300 RECS Federal PA300 electronic siren recessed (if applicable) mounted.		1	11-07-25		1.00		
0	5500-0010-209	SIREN FED Q2B-FLUSH BMPR MNT Federal Q2B siren - flush mounted in bumper. Location: driver side front bumper. Requires activation switch.		1	11-07-25		1.00		
0	5500-0024-170	LOC - ELECTRONIC SIREN The primary electronic siren control is to be located center overhead.		1	11-07-25		1.00		
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8050 MCGOWIN DRIVE
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Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date		Qty		
0	5510-0029-852	SPKR FED DYNAMAX ES100-E1 <i>Speaker, Federal Signal Dynamax ES100 with "E-ONE" grille through bumper. Location: one each side front bumper inboard of frame.</i>		1	11-07-25		2.00		
0	5550-0068	FLSH PATTERN FED LED 75 PULSE <i>Flash rate for Federal QuadraFlare and/or FireRay LED lower level warning lights to be set at FedPulse 75 - Simultaneous.</i>		1	11-07-25		1.00		
0	5600-0106	LT ROTO RAY LED (2-RED 1-CLR) <i>Warning light Roto Ray LED with clear lenses, light diode color is (2) red and (1) clear. Locate on front of cab centered below windshield.</i>		1	11-07-25		1.00		
0	5600-0680-3RE-4T	LTS FED FR6 LED (PR) <i>Warning light Federal Signal FireRay model FR6 LED (PR) RED with CLEAR lenses (Note: Split LEDs are not available). Surface mounted with bezel. Location: (1) each side NFPA/ULC required lower zone front facing.</i>		1	11-07-25		1.00		
0	5600-0680-3RF-4T	LTS FED FR6 LED (PR) <i>Warning light Federal Signal FireRay model FR6 LED (PR) RED with CLEAR lenses (Note: Split LEDs are not available). Surface mounted with bezel. Location: (1) each side NFPA/ULC required lower zone forward side facing.</i>		1	11-07-25		1.00		
0	5600-0680-3RG-4T	LTS FED FR6 LED (PR) <i>Warning light Federal Signal FireRay model FR6 LED (PR) RED with CLEAR lenses (Note: Split LEDs are not available). Surface mounted with bezel. Location: (1) each side NFPA/ULC required lower zone midship side facing.</i>		1	11-07-25		1.00		
0	5600-0680-3RI-4T	LTS FED FR6 LED (PR) <i>Warning light Federal Signal FireRay model FR6 LED (PR) RED with CLEAR lenses (Note: Split LEDs are not available). Surface mounted with bezel. Location: (1) each side NFPA/ULC required lower zone rear facing.</i>		1	11-07-25		1.00		
0	5600-0680-464-4T	LTS FED FR6 LED (PR) <i>Warning light Federal Signal FireRay model FR6 LED (PR) RED with CLEAR lenses</i>		1	11-07-25		1.00		

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8050 MCGOWIN DRIVE
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Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date	Qty		
0	5600-0681-457-4T	(Note: Split LEDs are not available). Surface mounted with bezel. Location: (1) each side of cab down low just ahead of rear doors. LTS FED FR9 LED (PR) Warning light Federal Signal FireRay model FR9 LED (PR) RED with CLEAR lenses (Note: Split LEDs are not available). Surface mounted with bezel. Location: (1) each side of body rear facing up high.		1	11-07-25	1.00		
0	5600-0681-G98-4T	LTS FED FR9 LED (PR) Warning light Federal Signal FireRay model FR9 LED (PR) RED with CLEAR lenses (Note: Split LEDs are not available). Surface mounted with bezel. Location: (1) each side of body side facing upper forward.		1	11-07-25	1.00		
0	5600-0681-G99-4T	LTS FED FR9 LED (PR) Warning light Federal Signal FireRay model FR9 LED (PR) RED with CLEAR lenses (Note: Split LEDs are not available). Surface mounted with bezel. Location: (1) each side of body side facing upper rearward.		1	11-07-25	1.00		
0	5600-0773-3RH-4T	LTS FED MICROPULSE 3 (PR) Warning light Federal Signal Micro Pulse Ultra model MPS3 LED w/ bezel (PR) RED with CLEAR lenses. Location: (1) each side NFPA/ULC required lower zone rear side facing. Note: MicroPulse Series lights are only available with clear lenses.		1	11-07-25	1.00		
0	5600-0850-170	LT HAZARD TECNIQ S38 LED Hazard (door ajar) light TecNiq S38 LED red. Location: center overhead.		1	11-07-25	1.00		
0	7200-0026	SWVL STORZ 4FNSTX5 30DEG ELBOW Swivel Connector 4" FNST x 5" Storz 30 Deg Elbow with Tethered Cap.		1	11-07-25	1.00		
0	7800-0003	LADDER 10' DUO-SAFETY FLDG 10' folding Duo-Safety 585-A ladder.		1	11-07-25	1.00		
0	7800-0008	LADDER ROOF 14' 775-A DUO-SFTY 14' roof ladder, Duo-Safety 775-A.		1	11-07-25	1.00		
0	7800-0018	LADDER EXT 2SECT 900-A 24' DUO Extension ladder, Duo-Safety 900-A, 24' 2-section.		1	11-07-25	1.00		
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8050 MCGOWIN DRIVE
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Vehicle Type	XPAL-CYCN
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Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date	Qty		
0	7900-0014	KIT DRIVEAWAY DOT REQUIRED <i>DOT Required Drive Away Kit - Kit includes three (3) triangular warning reflectors with carrying case. This kit is for the end user and is to remain with the truck.</i>		1	11-07-25	1.00		
0	8100-0064	PAINT BREAK STANDARD W/DIP <i>Cab paint break - standard with dip to grille. Break is 31.5" inches below the drip rail on Typhoon and Cyclone cabs. (100" wide Cyclone cab with 4" front raised roof to use 8100-0710).</i>		1	11-07-25	1.00		
0	8100-0084	PAINT PMP/PRCNT MODULE <i>All applicable pump/pre-connect application modules are to have a job color finish. Includes upper and lower pump modules, crosswalk module and/or speedlay/pre-connect module (as applicable). Rear mounted body/pump module to be painted job color.</i>		1	11-07-25	1.00		
0	8100-0116	REAR BODY UNPAINTED <i>Rear body surface to have a sanded finish (not painted job color). Includes hinged doors that do not have discrete sales codes and removable panels.</i>		1	11-07-25	1.00		
0	8100-0416	GRILLE PNTD MESH W/PNTD FLAG <i>Front cab grille mesh painted with the waving United States flag. ONLY available on Typhoon and Cyclone cabs.</i>		1	11-07-25	1.00		
0	8100-0518	PAINT DRIPRAILS BDY JOB COLOR <i>Paint Drip Rails. Paint all body compartment drip rails (hinged and/or rollup door) job color.</i>		1	11-07-25	1.00		
0	8100-0838	PAINT MANUFACTURER <i>PPG brand paint will be used on the E-ONE supplied components.</i>		1	11-07-25	1.00		
0	8100-0839	PAINT BODY STANDARD - SMALL <i>Paint Body - Small - For Pumpers, Rear Mounts, S/A Tankers and Rescues (non-metallic). Color: PPG Eq FLNA 3225E-1</i>		1	11-07-25	1.00		
0	8100-0851	PAINT E-ONE CAB STANDARD <i>Paint E-ONE cab - (non-metallic) paint. Color: PPG Eq FLNA 3225E-1</i>		1	11-07-25	1.00		
0	8100-0853	PAINT CAB 2-TONE STANDARD <i>Paint cab two-tone (non-metallic) color.</i>		1	11-07-25	1.00		

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SUNBELT FIRE, INC
8050 MCGOWIN DRIVE
FAIRHOPE, AL 36532

Vehicle Type	XPAL-CYCN
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Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date		Qty		
0	8150-0011	Upper area of cab to be painted: PPG Eq FLNA 4006 CAB INTER PAINT MT GRAY The interior of the cab to be painted multi-tone gray finish.		1	11-07-25		1.00		
0	8150-0024	DOOR PANEL MASKING The lower area of the painted cab interior door panels to be masked off and left un-painted for reflective material.		1	11-07-25		1.00		
0	8175-0086-000-39	SCORP BUMPER TOP PERIMETER The top perimeter of the bumper to have Job Color Scorpion finish. Includes top lip, radius, and approx. 1" down. Requires formed heavy duty bumper.		1	11-07-25		1.00		
0	8200-0117	LETTER SIGN GOLD (EA) <=6 Sign Gold Letter (Each) upto 6" tall. The exact size and location of the letters as specified by the customer.		1	11-07-25		60.00		
0	8300-0042	STRIPE RUBRAIL WHITE White rubrail scotchlite insert.		1	11-07-25		1.00		
0	8300-0061-000-G6	STRIPE SCOTCHLITE 6" CHEVRON A Chevron "A" style 6" individual Scotchlite striping full width on rear of body. Includes rear facing extrusions, panels and doors. Colors to be Red/Lemon Yellow.		1	11-07-25		1.00		
0	8300-0142-000-72	STRIPE SCOTCHLITE 6" CHEVRON A Chevron "A" style 6" individual Scotchlite striping on front bumper. Colors to be Yellow/Red.		1	11-07-25		1.00		
0	8300-0331	STRIPE SCLITE NOSTRT UPTO 6W Single NFPA Scotchlite Stripe - up to 6" wide with hockey style, Z or S style or other customer specific design style. Stripe to be installed on cab and the body. Size, color and location as specified by the customer.		1	11-07-25		1.00		
0	8300-0340	STRIPE PAINT BRK SIGN GOLD OUT Paint break Sign Gold cab stripe with outline - 3/4" wide total, gold with customer specified outline color. To be located above existing paint break.		1	11-07-25		1.00		
0	8300-0381	YLW MRKER FOR STND / WLK AREA Yellow perimeter marking to indicate designated standing / walking areas		1	11-07-25		1.00		
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Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date	Qty		
	0 8400-0060	above 48" high in compliance with NFPA 1900/1901 consisting of individual Reflexite diamonds approximately 1" wide. Steps, ladders and areas with a railing or structure at least 12" high are excluded from this requirement. DRAWING GRAPHICS		1	11-07-25	1.00		
	0 8400-0066	Graphics drawing showing striping, lettering and logos. Requires E-ONE installed graphics. VISION GRAPHIC ON WINDOW (EA)		1	11-07-25	2.00		
	0 9100-0101	Vision graphic on window (EA). Location and design: Reference graphics layout drawing. WARRANTY MERITOR FRT AXLE		1	11-07-25	1.00		
	0 9100-0102	Meritor 5 year / unlimited miles parts and labor warranty for front non-drive axle. Exceptions: MFS rated at 22,800 includes a 2 year / 200K miles parts and labor warranty and a front drive axle includes a 2 year / unlimited miles parts and labor warranty. WARRANTY MERITOR RR AXLE		1	11-07-25	1.00		
	0 9100-0117	Meritor 5 year unlimited miles, parts and labor rear drive single or rear drive tandem axle warranty. WARR 1 YR/24K GENERAL		1	11-07-25	1.00		
	0 9100-0126	General One (1) year or 24,000 Miles Limited Warranty (RFW0001) WARR CUSTOM CHAS 1Y/18K		1	11-07-25	1.00		
	0 9100-0132	Custom chassis One (1) Year or 18,000 Miles Limited Warranty (RFW0101). WARR ELECTRICAL 1Y/18K		1	11-07-25	1.00		
	0 9100-0136	Electrical One (1) Year or 18,000 Miles Limited Warranty (RFW0201). WARR BODY STRL ALUM 10Y/100K		1	11-07-25	1.00		
	0 9100-0138	Body Structure Aluminum Ten (10) years or 100,000 Miles Limited Warranty (RFW0502). WARR CAB STRUCTURE 10Y/100K		1	11-07-25	1.00		
	0 9100-0139	Cab Structural Ten (10) Years or 100,000 Miles Limited Warranty (RFW0602). WARR PLMB/PIPE SS 10Y/100		1	11-07-25	1.00		
		Plumbing and piping (Stainless Steel) Ten (10) years or 100,000 Miles Limited Warranty (RFW0800).						

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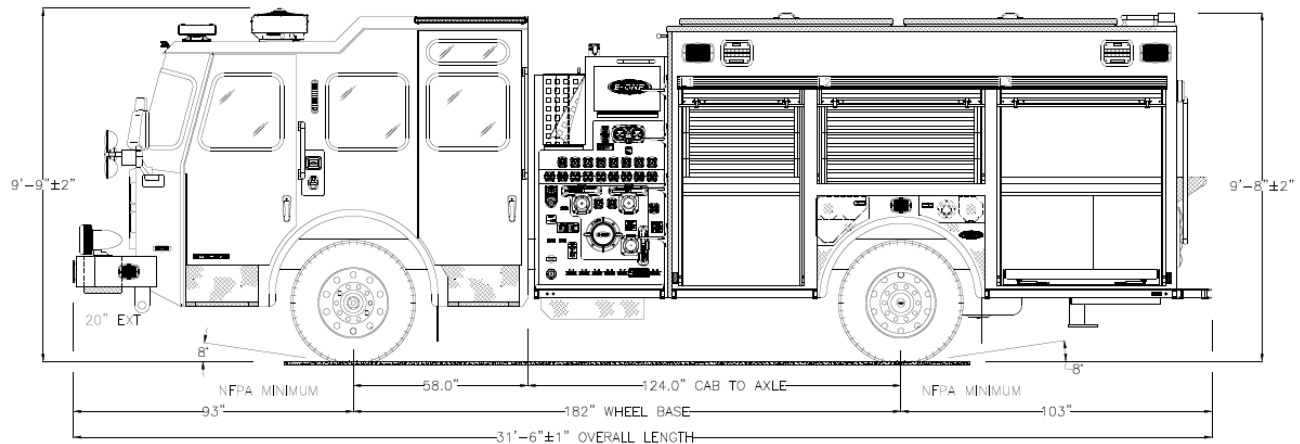
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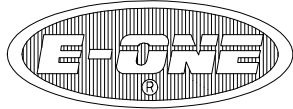
Plt	Item Number	Item Description / Text	Spq Code	Seq	Eff.Date		Qty		
0	9100-0140	WARR PAINT LIMITED - 10Y <i>Paint and Finish (Exterior Clear coated) Ten (10) Years Limited Warranty (RFW0710).</i>		1	11-07-25		1.00		
0	9100-0141	WARR CAB PAINT LIMITED - 10Y <i>Cab Paint and Finish (Exterior Clear coated) Ten (10) Years Limited Warranty (RFW0710).</i>		1	11-07-25		1.00		
0	9100-0151	WARR FRAME CORROSION 25/150 <i>Frame Rail Corrosion (Zinc Plate and Powder Coat) Twenty Five (25) Years or 150,000 Miles Limited Warranty (RFW0316).</i>		1	11-07-25		1.00		
0	9100-0165	WARR FRAME ASSY STRL 50Y/250K <i>Frame Rail Lifetime (50) Years or 250,000 Miles Limited Warranty (RFW0305).</i>		1	11-07-25		1.00		
0	9300-0009	MANUALS OPERAT & SRVC <i>Manuals, Operator and Service in digital format.</i>		1	11-07-25		1.00		
0	9300-0012	APPROVAL DRAWINGS PUMP PNL <i>Pump panel approval drawings. Will be provided on purchased units prior to construction.</i>		1	11-07-25		1.00		
0	9300-0016	APPROVAL DRAWINGS-STANDARD <i>Approval Drawings-Standard.</i>		1	11-07-25		1.00		
0	9300-0031	APPROVAL DRAWINGS DASH PANEL <i>Dash/Console panel layout approval drawings. Will be provided on purchased units prior to construction.</i>		1	11-07-25		1.00		
0	9300-0316	GUIDE FAMA SAFETY <i>Fire Apparatus Safety Guide published by FAMA, latest edition.</i>		1	11-07-25		1.00		
End of Detail....									



- NFPA 1900 Compliance
- Koni Front Shock Absorbers
- 21,000-lbs. Front Axle
- 27,000-lbs. Rear Axle
- Wheel Covers
- Tire Pressure Monitoring System
- Gen4 Electronic Stability Control
- Allison EVS3000 Transmission
- Cummins L9 450-hp Engine
- SmartDock SCBA Brackets
- Valor Brand Seating
- Seating Capacity Tag (6)
- E-ONE Cyclone Cab
- 12" raised vista roof, crew cab
- 420-amp Leece-Neville alternator
- 42/56 RHS/LHS Body Compartments
- RHS/LHS Rooftop Stge Boxes
- Side-Mount Pump Module
- Single Stack, Triple Crosslays
- ROM Brand Painted Roll-Up Doors
- Wheelwell (10) SCBA bottle stge
- Duo-Safety brand ladders
- Hard suction stge, RHS upper body
- Shelf/Tray Package
- PAC-Trac toolboard systems
- LHS/RHS runningboard trays
- Hale QMAX 1500-gpm Pump
- 780-gallon Poly water tank
- Pump shift override
- Trident Auto Primer
- Electronic pump shift
- Anodes
- Hale TRV-L thermal relief valve
- PSTank2 water level gauges
- PumpBoss PBA500 pressure governor
- Q2B mechanical siren
- PA300 electronic siren
- FireTech cab and body LED scene lights
- Safety Vision Back-Up Camera
- Federal Signal LED Warning Lights
- Roto-Ray Warning Light

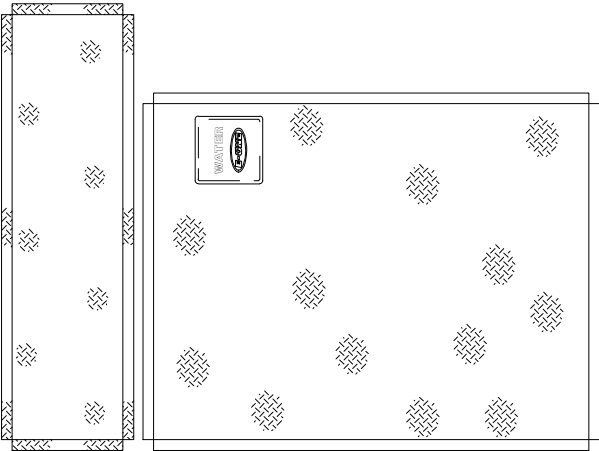


Sunbelt Fire, Inc.,
is the Authorized Dealer for
E-ONE Fire Apparatus

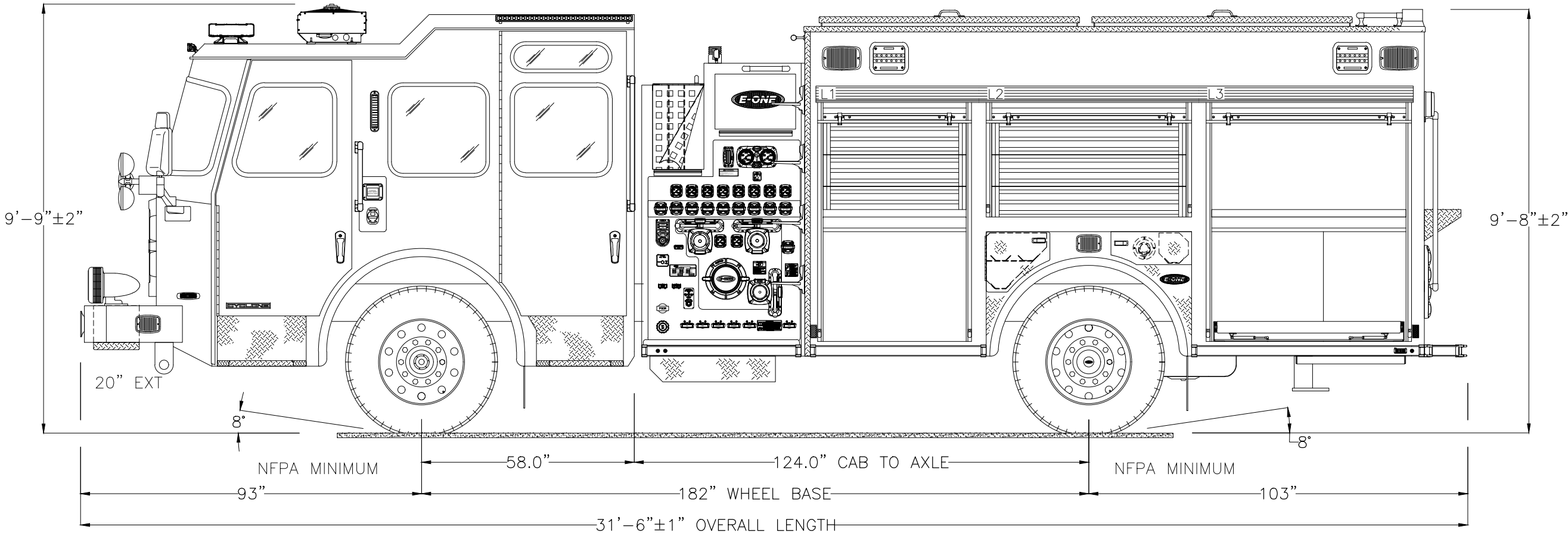
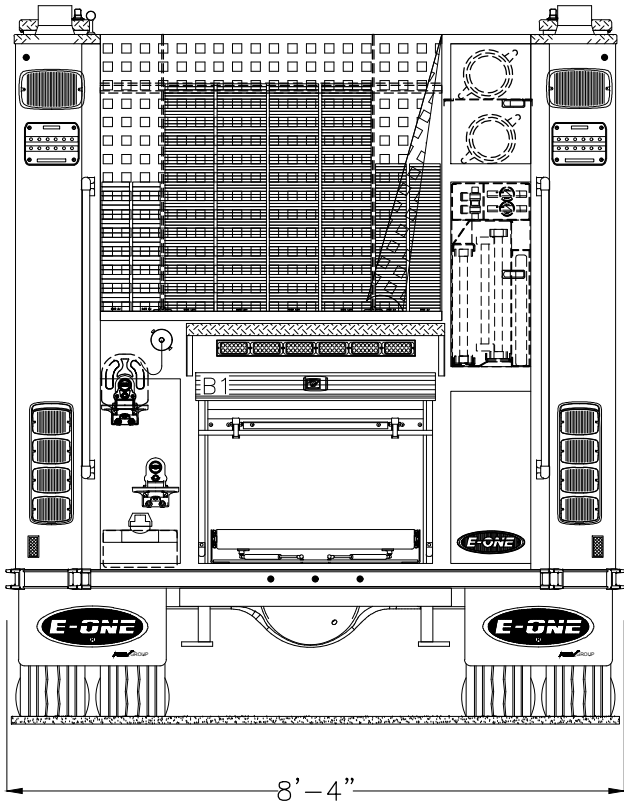


FAIRHOPE VOLUNTEER FIRE DEPARTMENT
FAIRHOPE, AL
SO149396 / Q0000000186
PUMPER
CYCLONE 4X2 CHASSIS

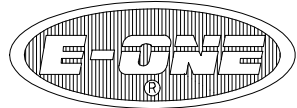
1500 GPM HALE QMAX PUMP 780 GALLON WATER TANK			HOSE LOAD:		
			1000' OF 5.00" DJ		
			800' OF 2.50" DJ		
			200' OF 1.75" DJ		
COMPT.	OPENING		INTERIOR DIMENSION		
L1	40W	59H	42W	25H	12D UPPER
			42W	30H	26D LOWER
R1	40W	59H	42W	25H	12D UPPER
			42W	30H	26D LOWER
L2/R2	54W	25H	56W	25H	12D
L3/R3	54W	59H	56W	25H	12D UPPER
			56W	30H	26D LOWER
B1	36W	21H	38W	30H	27D
THIS DRAWING IS FOR REFERENCE PURPOSES. ALL DIMENSIONS ARE SUBJECT TO MINOR VARIATIONS DUE TO MANUFACTURING PROCESSES.					
(FOR INTERNAL SALES PURPOSES ONLY)					
DEALER APPROVAL		DATE	☐ AS IS		
CUSTOMER APPROVAL		DATE	☐ WITH REVISIONS		



HOSEBED HEIGHT:
(FOR REFERENCE ONLY)
TO TAILBOARD: 42"
TO GROUND: 66±2"



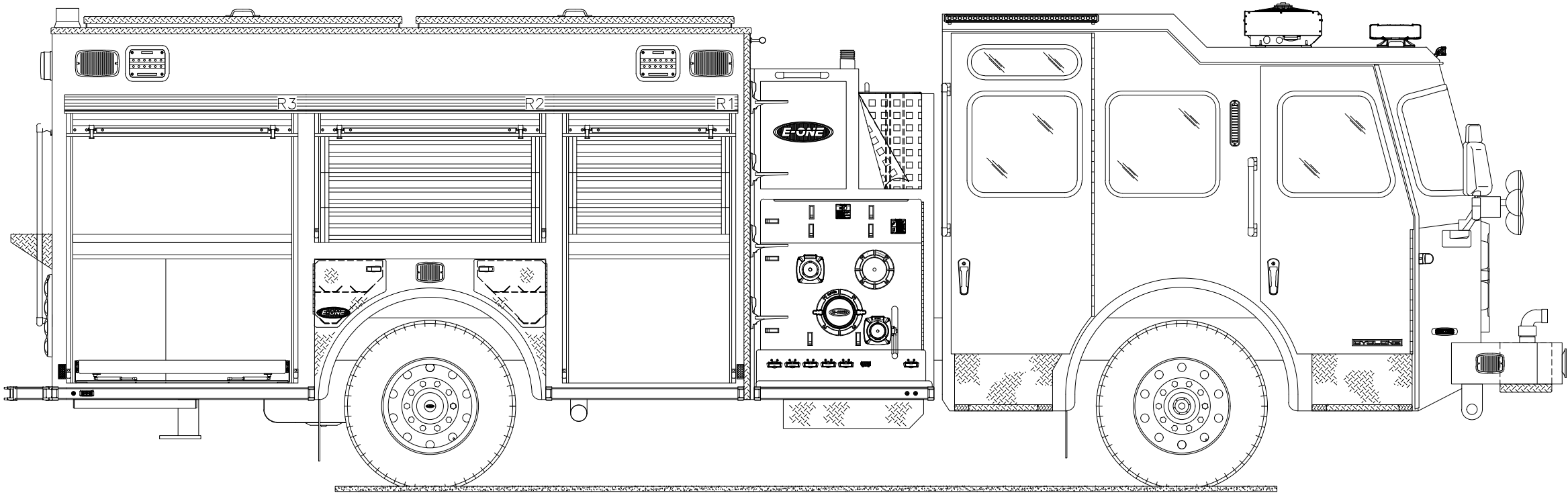
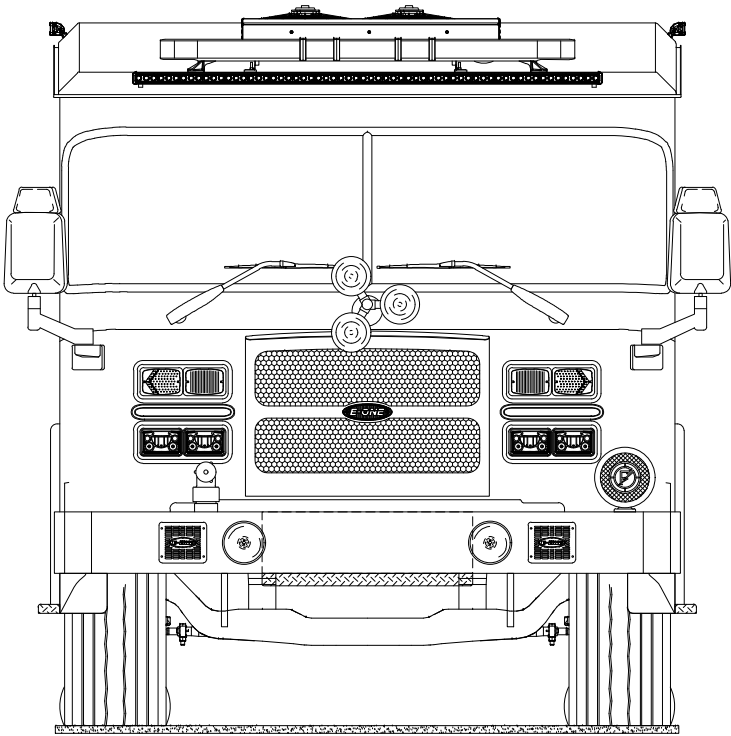
JBWLEY	A	ORDER REVIEW 1	2025-NOV-10	JBWLEY
DRAWN BY	REV.	DESCRIPTION	DATE	APPROVED
APPROVAL		REVISIONS	SHEET 1 OF 2	



FAIRHOPE VOLUNTEER FIRE DEPARTMENT
FAIRHOPE, AL
SO149396 / Q0000000186
PUMPER
CYCLONE 4X2 CHASSIS

THIS DRAWING IS FOR REFERENCE PURPOSES. ALL DIMENSIONS ARE
SUBJECT TO MINOR VARIATIONS DUE TO MANUFACTURING PROCESSES.

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E-ONE, Inc. Its contents are confidential and must not be
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JBEWLEY	A	ORDER REVIEW 1	2025-NOV-10	JBEWLEY
DRAWN BY	REV.	DESCRIPTION	DATE	APPROVED
APPROVAL REVISIONS			SHEET 2 OF 2	



CITY OF FAIRHOPE PURCHASING DEPARTMENT PURCHASING REQUEST FORM

Name: Chris Ellis

Date: 12/2/2025

Department: Fire

Expenditure Threshold**	Distinctions	Quotes Required	Approval	Green Sheet	Resolution
Under \$5,000	No restrictions	Not Required	N/A	N/A	N/A
Utilities \$5,001-\$10,000	Operational NON -Budgeted	Three	Treasurer/Mayor	N/A	N/A
Greater than: Gen Govt - \$5,001 Utilities - \$10,001	Operational NON -Budgeted	Three	Council	Required	Required
Gen Govt - \$5,001-\$30,000 Utilities - \$10,001 - \$30,000	Operational Budgeted	Three	Treasurer	N/A	N/A
Over \$30,000	Operational Budget*	State Bid List or Buying Group	Treasurer/Mayor	N/A	N/A
Over \$30,000/\$100,000	Operational Budgeted	Bids	Council	Required	Required
Professional Service Over \$5,000	Budgeted or Non-Budgeted	Mayor Select	Council	Required	Required

*Budgeted items that meet or are under budget may be purchased with the Mayor and/or Treasurer's approval if they are on the State Bid list or from an approved buying group. Items that are over budget must go to Council for approval and will require a green sheet and resolution.

****Expenditure Threshold is a combined total of labor and materials, including materials provided by the City. If the total amount is within \$10,000 of the listed threshold, Purchasing/Treasurer may require a formal bid due to potential materials cost increases.**

QUOTES

Vendor Name	Vendor Quote
1. <u>Sunbelt Fire</u>	\$ <u>893,300.00</u>
2. <u>Click or tap here to enter text.</u>	\$ _____
3. <u>Click or tap here to enter text.</u>	\$ _____

Check any applicable boxes: ☐ State Contract ☐ ALDOT ☒ Purchasing Group
☐ Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? EOne Cyclone Pumper Truck
2. What is the total cost of the item or service? \$ 893,300.00
3. How many do you need? 1
4. Item or Service Is: ☒ New ☐ Used ☐ Replacement ☐ Annual Request
5. Vendor Name (Lowest Quote): Sunbelt Fire
6. Vendor Number: 830

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

1. Is it budgeted? ☒ Yes ☐ No ☐ Emergency Request
2. If budgeted, what is the budgeted amount? 1,000,000
3. Budget code: 50470

Email completed form with quotes and other supporting documentation to
Erin.Wolfe@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-227

FROM:	Jeff Montgomery
SUBJECT:	The I.T. Director, Jeff Montgomery, is requesting approval for the procurement of the renewal of 35 user subscriptions for the Citizenserve software by Online Solutions, LLC.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the procurement of the renewal of 35 user subscriptions of Citizenserve Software for multiple City departments from Online Solutions, LLC; and authorizes procurement allowed by the Code of Alabama 1975, Section 41-16-51(a)(11). The total annual cost will be \$52,500.00.

BACKGROUND INFORMATION:

The I.T. Director, Jeff Montgomery, is requesting approval for the procurement of the renewal of 35 user subscriptions of Citizenserve Software for multiple City departments from Online Solutions, LLC. This software provides online submittal and permitting for citizens, builders, and developers. The annual cost per license is One Thousand Five Hundred Dollars (\$1,500.00). The total annual cost will be Fifty-Two Thousand Five Hundred Dollars (\$52,500.00). Currently, only 35 user licenses are being used and Baldwin County Commission is paying for 1 license. The Planning Department has 1 license that is budgeted but is not active.

This procurement is exempt from formal bidding per Code of Alabama 1975, Section 41-16-51(a)(11) which states:

“(a) Competitive bids for entities subject to this article shall not be required for utility services, the rates for which are fixed by law, regulation, or ordinance, and the competitive bidding requirements of this article shall not apply to:

(11) Purchases of computer and word processing hardware when the hardware is the only type that is compatible with hardware already owned by the entity and custom software.”

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
001100-50300	Computer Expense	\$1,500.00	\$1,500.00	\$0.00

001120-50300	Computer Expense	\$15,000.00	\$15,000.00	\$0.00
001130-50300	Computer Expense	\$16,500.00	\$15,000.00	\$1,500.00
001160-50300	Computer Expense	\$1,500.00	\$1,500.00	\$0.00
001180-50300	Computer Expense	\$3,000.00	\$3,000.00	\$0.00
001350-50300	Computer Expense	\$6,000.00	\$6,000.00	\$0.00
001360-50300	Computer Expense	\$1,500.00	\$1,500.00	\$0.00
002-50300	Computer Expense	\$1,500.00	\$1,500.00	\$0.00
003-50300	Computer Expense	\$3,000.00	\$3,000.00	\$0.00
004010-50300	Computer Expense	\$4,500.00	\$4,500.00	\$0.00
	TOTALS	\$54,000.00	\$52,500.00	\$1,500.00

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope approves the procurement of the renewal of 35 user subscriptions of Citizenserve Software for the IT Department from Online Solutions, LLC; and authorizes procurement allowed by the Code of Alabama 1975, Section 41-16-51(a)(11). The total annual cost is \$52,500.00.

ADOPTED ON THIS 18TH DAY OF DECEMBER 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Current Citizenserve License

Department	Count of Department
Building	11
Planning	9
Public Works	4
Water	3
Revenue	2
Electric	2
Streets	1
Gas	1
General	1
IT	1
Grand Total	35

Online Solutions LLC
1101 E. Warner Rd Suite 160
Tempe, AZ 85284 USA
+18003259818
accounting@citizenserve.com
www.citizenserve.com



BILL TO
City of Fairhope ATTN: Erik Cortinas 161 North Section St. Fairhope, AL 36532

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
6143	07/01/2025	\$51,000.00	07/01/2025	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Subscription:Annual Billing Annual billing for 34 Citizenserve user subscriptions (10/13/2025 - 10/12/2026)	34	1,500.00	51,000.00

SUBTOTAL	51,000.00
TAX (8.3%)	0.00
TOTAL	51,000.00
BALANCE DUE	\$51,000.00

Pay invoice



CITY OF FAIRHOPE

PURCHASING DEPARTMENT

PURCHASING REQUEST FORM

Name: Jeff Montgomery

Date: 12/11/25

Department: IT

Expenditure Threshold**	Distinctions	Quotes Required	Approval	Green Sheet	Resolution
Under \$5,000	No restrictions	Not Required	N/A	N/A	N/A
Utilities \$5,001-\$10,000	Operational NON -Budgeted	Three	Treasurer/Mayor	N/A	N/A
Greater than: Gen Govt - \$5,001 Utilities - \$10,001	Operational NON -Budgeted	Three	Council	Required	Required
Gen Govt - \$5,001-\$15,000 Utilities - \$10,001 - \$15,000	Operational Budgeted	Three	Treasurer	N/A	N/A
Over \$15,000/\$50,000	Operational Budget*	State Bid List or Buying Group	Treasurer/Mayor	N/A	N/A
Over \$15,000/\$50,000	Operational Budgeted	Bids	Council	Required	Required
Professional Service Over \$5,000	Budgeted or Non-Budgeted	Mayor Select	Council	Required	Required

*Budgeted items that meet or are under budget may be purchased with the Mayor and/or Treasurer's approval if they are on the State Bid list or from an approved buying group. Items that are over budget must go to Council for approval and will require a green sheet and resolution.

****Expenditure Threshold is a combined total of labor and materials, including materials provided by the City. If the total amount is within \$10,000 of the listed threshold, Purchasing/Treasurer may require a formal bid due to potential materials cost increases.**

QUOTES

Vendor Name	Vendor Quote
1. <u>Citizenserve 6285</u>	\$ <u>51,000</u>
2. <u>Click or tap here to enter text.</u>	\$ _____
3. <u>Click or tap here to enter text.</u>	\$ _____

Check any applicable boxes: ☐ State Contract ☐ ALDOT ☐ Purchasing Group
☐ Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? Click or tap here to enter text.
2. What is the total cost of the item or service? 51000
3. How many do you need? Click or tap here to enter text.
4. Item or Service Is: ☐ New ☐ Used ☐ Replacement ☒ Annual Request
5. Vendor Name (Lowest Quote): Click or tap here to enter text.
6. Vendor Number: Click or tap here to enter text.

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

1. Is it budgeted? ☒ Yes ☐ No ☐ Emergency Request
2. If budgeted, what is the budgeted amount 54,000
3. Budget code: Attachment

Email completed form with quotes and other supporting documentation to
Erin.Wolfe@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-228

FROM:	Stephanie Hollinghead, Chief
SUBJECT:	The Chief of Police, Stephanie Hollinghead, is requesting to procure promotional assessment and testing services for the ranks of Corporal, Sergeant, and Lieutenant.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the selection of Mark Foster Company by the Mayor for RFQ PS26-014 Professional Services for the Promotion Assessment Center for the Police Department, and authorize the Mayor to negotiate the not-to-exceed cost to be approved by City Council.

BACKGROUND INFORMATION:

The Chief of Police, Stephanie Hollinghead, is requesting to procure promotional assessment and testing services for the ranks of Corporal, Sergeant, and Lieutenant. The scope of work includes developing a written exam, administering the exam, handling the interview process, and making a final recommendation for promotion.

Utilizing the promotion assessment center will help the department to more accurately evaluate candidates, reinforce fairness and objectivity, help identify true leadership ability, decrease the risk of poor promotions, and enhance professional development. The testing will be customized to the Fairhope Police Department and State of Alabama laws.

Mayor Sullivan has selected Mark Foster Company for this service.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
001150-50290	Professional Services	\$15,000.00	TBT	\$0.00

001150-50290-50 Promotion Assessment Center \$15,000.00

GRANT:

N/A

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. ____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection by Mayor Sherry Sullivan for Professional Services for (RFQ PS26-014) for the Promotion Assessment Center for the Police Department to Mark Foster Company; and hereby authorize Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.

ADOPTED ON THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.,
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

Sherry Sullivan
Mayor

To: Lisa Hanks, City Clerk
Kim Creech, Treasurer

From: 
Erin Wolfe, Purchasing Manager

Date: December 10, 2025

Re: RFQ PS 26-014 Professional Services – Promotion Assessment Center for Police Department

Council Members:
Andrea F. Booth
Jack Burrell, ACO
Jimmy Conyers
Joshua N. Gammon
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Police Chief, Stephanie Hollinghead, is requesting the hiring of a professional Services for a Promotion Assessment Center for the Police Department.

Per our Procedure for Procuring Professional Services, Chief Hollinghead and I are providing firms for the Mayor to select from for the work.

The purpose of this contract is to help the Police Department more accurately evaluate candidates, reinforce fairness and objectivity, help identify true leadership ability, decrease the risk of poor promotions, and enhance professional development.

Please move this procurement of professional services forward to the Mayor for the selection of a professional service provider.

The short list is:

<u>Sherry Sullivan</u>	<u>Dec 11, 2025</u>	Mark Foster Company
_____	_____	None. Submit another list

61 North Section St.
PO Box 429
Fairhope, AL 36533

Cc: file, Stephanie Hollinghead, Mayor Sherry Sullivan

251-928-2136 (p)

Memo to choose - Prof Srvcs - Police Assessment Center

Final Audit Report

2025-12-11

Created:	2025-12-10
By:	Erin Wolfe (erin.wolfe@fairhopeal.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfwuJcAq1D5sZ0KbyRKPSANBx4R0IAv3E

"Memo to choose - Prof Srvcs - Police Assessment Center" History

-  Document created by Erin Wolfe (erin.wolfe@fairhopeal.gov)
2025-12-10 - 4:55:39 PM GMT
-  Document emailed to Sherry Sullivan (sherry.sullivan@fairhopeal.gov) for signature
2025-12-10 - 4:56:07 PM GMT
-  Email viewed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
2025-12-10 - 5:18:21 PM GMT
-  Document e-signed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
Signature Date: 2025-12-11 - 4:07:06 PM GMT - Time Source: server
-  Agreement completed.
2025-12-11 - 4:07:06 PM GMT



Fairhope Police Department

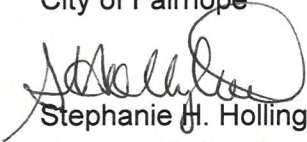
"On Beautiful Mobile Bay"

107 N. Section St.
Fairhope, AL 36532
(251) 928-2385
Fax (251) 990-0158

Stephanie H. Hollinghead
Chief of Police

DATE: December 5, 2025

TO: Erin Wolfe, Purchasing Agent
City of Fairhope

FROM: 
Stephanie H. Hollinghead, Chief
Fairhope Police Department

SUBJECT: Promotion Assessment Center

Please find attached a quote in the amount of \$12,000.00 from Mark Foster Company, a promotion assessment center. The purpose of the assessment center is to provide promotional testing services for the ranks of Corporal, Sergeant, and Lieutenant. The scope of work includes developing a written exam, administering the exam, handling the interview process, and making a final recommendation for promotion.

Utilizing a promotion assessment center will help the department to more accurately evaluate candidates, reinforce fairness and objectivity, help identify true leadership ability, decrease the risk of poor promotions, and enhance professional development. Further, the testing is customized to Fairhope Police Department and state laws. This will lead to improved organizational culture by boosting morale, instilling trust in leadership, and an increase in confidence that promotions are earned and not based on favoritism.

This purchase was approved in the 2026 budget for \$15,000.00. I respectfully request that this item be placed on the next City Council agenda. Let me know if you need additional information or have any questions.

SHH/tdh



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-229

FROM:	Stephanie Hollinghead, Chief
	Nicole Love, Grants Coordinator
SUBJECT:	The Chief of Police, Stephanie Hollinghead, and the Police Community Outreach and Communication Specialist, Sheri Swartz, are requesting to procure a professional consultant for prevention education and assistance for individuals actively involved with illicit substances in finding the necessary support to transform their lives for the better.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

To approve the selection by the Mayor of People Engaged in Recovery ("PEIR") for RFQ PS26-015 Prevention Education and Assistance for Individuals involved with illicit substances for the Police Department, and authorize the Mayor to negotiate the not-to-exceed cost to be approved by City Council.

BACKGROUND INFORMATION:

Our department's mission, as the driving force behind the "Community Overdose Prevention Effort" (C.O.P.E.), is to save lives. We aim to achieve this through prevention education and by assisting individuals actively involved with illicit substances in finding the necessary support to transform their lives for the better.

A vital partner in our recovery efforts is the organization "People Engaged in Recovery" (PEIR). PEIR acts as an emergency support line for those battling addiction, connecting individuals with resources that suit their needs. A PEIR coordinator visits our jail weekly and maintains ongoing communication with our staff, working diligently to encourage inmates to choose recovery, thereby improving their lives and, ideally, preventing their return to incarceration. Furthermore, we heavily rely on PEIR for prevention education, both for the general public and our own personnel.

We were among the few departments to collaborate with PEIR and take advantage of their free services. However, word has spread, and their demand is increasing rapidly. PEIR has one dedicated coordinator for Baldwin County; while we depend on her expertise, we recognize she is serving many individuals.

For this reason, we firmly believe that one of the most effective ways to utilize grant

funds for combating addiction and preventing overdoses is to sponsor a second PEIR outreach coordinator for Baldwin County. PEIR's initiatives have demonstrated tangible results, but the need for assistance is so great that we now find ourselves waiting in line. By supporting their work, we can benefit our department and countless others throughout Baldwin County.

Some of the confirmed trainings & outreach efforts within our city limits would include:

- Narcan training at each municipal court date – bi-monthly, minus holidays (average 20 per year)
- Monthly group meetings with inmates
- Outreach efforts at local high school as requested

Utilizing “People Engaged in Recovery” will significantly enhance our department's ability to reach out to community members who require support. Engaging individuals in recovery to connect with those struggling with addiction offers a deeper understanding and connection than what a law enforcement officer might achieve with someone facing this challenge.

Mayor Sullivan has selected People Engaged in Recovery ("PEIR") for this professional service.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
001150-50290		\$____	\$____	(\$____)

GRANT:

Department of Justice Fentanyl/Overdose Prevention Grant

LEGAL IMPACT:

N/A

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City Council approves the selection by Mayor Sherry Sullivan for Professional Consultant Services for (RFQ PS26-015) for Prevention Education and Assistance for Individuals involved with illicit substances for the Police Department to People Engaged in Recovery (“PIER”); and hereby authorize Mayor Sullivan to negotiate the not-to-exceed fee to be approved by Council.

DULY ADOPTED THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Memo to choose - Prof Srvcs -People Engaged in Recovery

Final Audit Report

2025-12-11

Created:	2025-12-10
By:	Erin Wolfe (erin.wolfe@fairhopeal.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjQBAHCAueeR1HzuOB6cgxG3MVjgifzEU

"Memo to choose - Prof Srvcs -People Engaged in Recovery" History

-  Document created by Erin Wolfe (erin.wolfe@fairhopeal.gov)
2025-12-10 - 10:39:42 PM GMT
-  Document emailed to Sherry Sullivan (sherry.sullivan@fairhopeal.gov) for signature
2025-12-10 - 10:40:10 PM GMT
-  Email viewed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
2025-12-11 - 4:05:31 PM GMT
-  Document e-signed by Sherry Sullivan (sherry.sullivan@fairhopeal.gov)
Signature Date: 2025-12-11 - 4:06:00 PM GMT - Time Source: server
-  Agreement completed.
2025-12-11 - 4:06:00 PM GMT

REQUEST FOR USE:

FENTANYL/OVERDOSE PREVENTION GRANT MONIES



Our department's mission, as the driving force behind the "Community Overdose Prevention Effort" (C.O.P.E.), is to save lives. We aim to achieve this through prevention education and by assisting individuals actively involved with illicit substances in finding the necessary support to transform their lives for the better.

A vital partner in our recovery efforts is the organization "People Engaged in Recovery" (PEIR). PEIR acts as an emergency support line for those battling addiction, connecting individuals with resources that suit their needs. A PEIR coordinator visits our jail weekly and maintains ongoing communication with our staff, working diligently to encourage inmates to choose recovery, thereby improving their lives and, ideally, preventing their return to incarceration. Furthermore, we heavily rely on PEIR for prevention education, both for the general public and our own personnel.

We were among the few departments to collaborate with PEIR and take advantage of their free services. However, word has spread, and their demand is increasing rapidly. PEIR has one dedicated coordinator for Baldwin County; while we depend on her expertise, we recognize she is serving many individuals.

For this reason, we firmly believe that one of the most effective ways to utilize grant funds for combating addiction and preventing overdoses is to sponsor a second PEIR outreach coordinator for Baldwin County. PEIR's initiatives have demonstrated tangible results, but the need for assistance is so great that we now find ourselves waiting in line. By supporting their work, we can benefit our department and countless others throughout Baldwin County.

With this mission in mind, we request the allocation of \$50,000 from our grant funds to expand the reach of this life-saving program. Approximately \$40,000 will cover their salary and an additional \$10,000 for benefits and equipment.

Some of the confirmed trainings & outreach efforts within our city limits would include:

- Narcan training at each municipal court date – bi-monthly, minus holidays (average 20 per year)
- Monthly group meetings with inmates
- Outreach efforts at local high school as requested

Utilizing “People Engaged in Recovery” will significantly enhance our department's ability to reach out to community members who require support. Engaging individuals in recovery to connect with those struggling with addiction offers a deeper understanding and connection than what a law enforcement officer might achieve with someone facing this challenge.

Funds can be directed to:

Larry Vahle
PEIR Executive Director
Larry@peopleengagedinrecovery.org
251.391.4387
3103 Airport Blvd # 160, Mobile, AL 36606

...

Sheri Swartz
Fairhope Police Department
Communications
Community Outreach
Emergency Management

Main (251) 928-2385
Direct (251) 517.5010
Cell (251) 421-5604



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-208

FROM:	Lisa Hanks, CITY CLERK
SUBJECT:	Temporarily suspends Ordinance No. 1425 from noon on December 31, 2025 to noon on January 1, 2026 for purposes of New Year's Celebration Activities.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

That the City Council hereby temporarily suspends Ordinance No. 1425 from noon on December 31, 2025 to noon on January 1, 2026 for purposes of New Year's Celebration Activities.

BACKGROUND INFORMATION:

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
		\$____	\$____	(\$____)

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

RESOLUTION NO. _____

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City of Fairhope hereby temporarily suspends Ordinance No. 1425 from noon on December 31, 2025 to noon on January 1, 2026 for purposes of New Year's Celebration Activities.

ADOPTED THIS 18TH DAY OF DECEMBER, 2025

James Reid Conyers, Jr.
Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

ORDINANCE NO. 1425

**AN ORDINANCE TO AMEND AND ADD TO CHAPTER 4
ALCOHOLIC BEVERAGES, ARTICLE I. IN GENERAL,
SECTION 4-2, RELATING TO HOURS OF SALE,
FAIRHOPE CODE OF ORDINANCES**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF
FAIRHOPE, ALABAMA, as follows:**

Section 1. The Code of Ordinances, City of Fairhope, Alabama, Chapter 4
Alcoholic Beverages, Article I, Section 4-2, is hereby amended to reflect
the following changes and additions:

Article I. – IN GENERAL

Section 4-2. Hours of Sale Regulated; Penalty.

(a) It shall be unlawful for any person holding a license issued by the state alcoholic beverage control board or a license issued by the city for the purpose of selling alcoholic beverages for consumption on premises and curtilage thereof, excluding private clubs, to exchange, barter, give or sell any alcoholic beverages to the general public during the following hours and days: Sunday through Wednesday from 12:00 a.m. (midnight) to 7:00 a.m.; and Thursday, Friday, and Saturday from 2:00 a.m. to 7:00 a.m.

(b) Upon conviction of violating this section, in addition to the penalty prescribed in section 1-8, any license issued by the city shall be revoked instantler.

(c) Any individual, business and/or group who plan to host an event that is not on a holiday as defined in this ordinance and that will not adhere to the rules and regulations set forth in this ordinance shall be allowed to obtain two (2) special event permits each year. Holidays, as defined in this section are: New Years Eve/New Year Day, Mardi Gras (dates specific to each parading organization permitted by the City of Fairhope, including Mardi Gras Day), St. Patrick's Day, Arts and Crafts (third weekend of March each year, Friday and Saturday only), Cinco de Mayo, Halloween, Thanksgiving Day, and the Fourth of July.

(d) The individual, business and/or group obtaining two (2) special event permits must complete an application with specifics on the requested event and must have written permission of two-thirds (2/3) of businesses/residents within three hundred (300) feet of said event and one hundred (100) percent of the businesses/residents within three hundred (300) feet of said event must be notified of the event. Application, petition and/or written permission, and notifications must be submitted to the City of Fairhope eight (8) weeks prior to the event.

(e) These two (2) special events will require review by the Chief of Police or his/her designee to determine if security is to be provided. If it is determined that security is needed, it must be provided thirty (30) minutes prior to the event and one hour after the event ends.

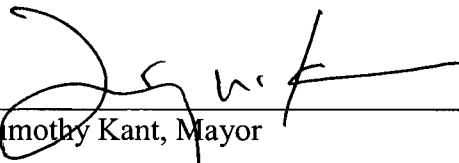
Ordinance No. 1425

Page – 2 –

Section 2. The sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by a court of competent jurisdiction, then such ruling shall not affect any other paragraphs and sections, since the same would have been enacted by the municipality council without the incorporation of any such unconstitutional phrase, clause, sentence, paragraph or section.

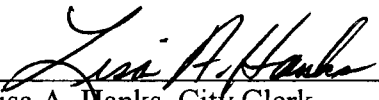
Section 3. This ordinance shall take effect immediately upon its due adoption and publication as required by law.

ADOPTED THIS 24TH DAY OF MAY, 2010



Timothy Kant, Mayor

ATTEST:



Lisa A. Hanks, City Clerk

Ord. No. 1425 Published in
THE FAIRHOPE COURIER
on Saturday May 29, 2010
 City Clerk



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-225

FROM:	Lisa Hanks, CITY CLERK
SUBJECT:	Request — To Approve the 2026 Regular City Council Meetings.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

City Council Approval.

BACKGROUND INFORMATION:

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
		\$___	\$___	(\$___)

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

City of Fairhope

2026 Regular City Council Meetings

Fairhope Municipal Complex Council Chamber

located at 161 North Section Street

6:00 p.m. on Second and Fourth Mondays or Noted below!

Months	Regular Date	Rescheduled	Reason
January	1/12/2026		
January	1/26/2026		
February	2/9/2026		
February	2/23/2026	2/19/2026 at 4:30 p.m.	Electric Cities of Ala. Feb 23 - Feb 25, 2026
March	3/9/2026		
March	3/23/2026		
April	4/13/2026	TBD	Spring Break
April	4/27/2026		
May	5/11/2026		
May	5/25/2026	5/26/2026	Memorial Day - 25
June	6/8/2026		
June	6/22/2026		
July	7/13/2026		
July	7/27/2026		
August	8/10/2026		
August	8/24/2026		
September	9/14/2026		
September	9/28/2026		
October	10/12/2026		
October	10/26/2026		
November	11/9/2026		
November	11/23/2026	TBD	Thanksgiving Week
December	12/14/2026		
December	12/28/2026	TBD	Christmas Holidays - 24-25



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-220

FROM:	Lisa Hanks, CITY CLERK
SUBJECT:	Request — Allison Marlow, Girl Scouts of Southern Alabama, Service Unit 8017 Coordinator, request permission for City Council approval for Girl Scout Troop 8017 to sell cookies in downtown Fairhope on City property.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

City Council Approval.

BACKGROUND INFORMATION:

Girl Scout Troop 8017 has sold cookies in downtown Fairhope in years prior with City Council approval.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
		\$____	\$____	(\$____)

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

Jenny Opal Wilson

From: Allison Marlow <allisonmarlow7@gmail.com>
Sent: Tuesday, December 9, 2025 11:00 AM
To: Jenny Opal Wilson
Subject: Dec 18 city council agenda

Good morning,

Thank you for speaking with me this morning. I am the leader of Girl Scout Troop 8017 in Fairhope. Every year our scouts request permission from City Council to sell cookies downtown on city property. May we be put in the agenda for the Dec 18 mtg, please.

Thank you
Allison



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-221

FROM:	Paige Crawford, DIRECTOR OF COMMUNITY AFFAIRS
SUBJECT:	Request - R. Brian Sanders, President Elect, Fairhope Sunset Rotary Club, request permission for the use of the City streets for a fundraising event that will benefit local charities on Saturday, January 31, 2026 for the Annual 0.5K Run in Fairhope from 2:30 - 3:30 p.m.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

City Council Approval.

BACKGROUND INFORMATION:

Requesting the same route and logistics as previous years. The run will start at 3:00 p.m. at Bay Breeze Café' and will proceed west on Fairhope Avenue, then right (north) on N. Summit Street, then right (east) on Magnolia Avenue, then right (south) on N. Church Street, then right (south) on Fairhope Avenue and ending at Bay Breeze Café'.

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
		\$___	\$___	(\$___)

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or

emailed):

City of Fairhope
Approval Special Event Request

12	08	2025
----	----	------

Date complete application submitted to Rental Facilities Department

Event: 0.5 k Road Race 2026

Person Requesting: Fairhope Sunset Rotary Club (Brian Sanders)

Date of Event: 01/31/2026

Location: See Attached Map

☒ **Approval/Disapproval supporting documentation attached.**

Approval:

Stephanie Hollinghead Date: 12/8/25 Approx. security cost \$ 540.00
Stephanie Hollinghead (Dec 8, 2025 14:46:03 CST)

Police Chief/Designee

George Ladd Date: 12/8/25 Approx. cost city services \$ 350.00
George Ladd (Dec 8, 2025 15:29:08 CST)

Director of Public Works/Designee

Paige Crawford Date: 12/8/25
Paige Crawford (Dec 8, 2025 15:39:19 CST)

Director of Community Events

Disapproval:

_____ Date: _____

Police Chief

_____ Date: _____

Director of Public Works/Designee

_____ Date: _____

Director of Community Events

☐ **Route back to rental facilities department for application package finalization**

NOTES: _____

APPLICATION FOR USE OF THE CITY OF FAIRHOPE SIDEWALKS AND/OR STREETS

We the undersigned hereby apply for the use of certain sidewalks and/or streets within the City of Fairhope and in connection with said application, furnish the following:

1. Which street and/or sidewalk do you wish to use? FAIRHOPE AVE, MAGNOLIA AVE, SUMMIT ST, AND CHURCH ST, START & END AT BAY BREEZE CAFE.
2. Date Requested: 01/31/2026 Hours requested from: 2:30 pm to 3:30 pm
3. Renter's Name: FAIRHOPE SUNSET ROTARY CLUB - BRIAN SANDERS
Address: PO Box 143
City: FAIRHOPE State: AL Zip: 36533
Phone Numbers: 205-876-5291 - BRIAN SANDERS, CONTACT
4. Purpose of Use: 0.5K ROAD RACE
5. Number of persons expected to attend (adults and minors): 350 +/-
6. Will there be alcohol on the premises during the event? No If requested, the Fairhope City Council may allow alcoholic beverages. If alcohol is allowed, the user must adhere to all rules of the Alabama Beverage Control Board and its permitting process. All permits required must be submitted to the City of Fairhope Police Chief at least 12 weeks prior to the event.
7. Describe any decorations, tents, sound equipment, staging, port-o-lets, etc.: NONE ON THE ROADWAYS
Rental Company: _____
8. Will you need electricity? _____ Yes ☒ No _____ For: _____
Will you need water? _____ Yes ☒ No _____ For: _____

INDEMNITY AND HOLD HARMLESS AGREEMENT

In consideration of the permission granted to me by the City of Fairhope to use the sidewalks and/or streets, I hereby indemnify and hold harmless the City of Fairhope, its agents, servants and employees from any and all claims and causes of action that may arise from injury to me or third parties using the sidewalks and/or streets who are injured or suffer property damage that is in any way caused by my use of the sidewalks and/or streets. This indemnity and hold harmless agreement is given to the City of Fairhope to protect the City and its agents, servants and employees from cost of defense and claims for injuries and damages that may be caused either directly or indirectly by my use of the sidewalks and/or streets.

CLEANING AND CANCELLATION POLICIES

- a.) At the conclusion of the event, the area will be inspected by a representative of the City. If the user has not cleaned up the park and restored it to its original condition, the City will clean up the park and charge the user for the services.
- b.) All cancellations and/or date changes must be in writing and signed by the same person who signed the application and paid the rental fees, and must be given to the Site Manager not less than 30 days prior to the event. No fee refunds will be made for cancellations made less than 30 days prior to the event.

Fee refunds will be made by check, and delivered by mail, less the cost of City services, as assessed by the appropriate City staff for cleaning, or a 20% handling charge for cancellations.

We the undersigned have read and understand the **Indemnity Agreement**, as well as all rules and regulations contained in **City Ordinance No. 1576** as set forth by the governing body of the City of Fairhope, and will abide by these rules and regulations, which include but are not limited to the **Cancellation** and **Cleaning** policies. We also understand that if, at any time, the City-appointed Law Enforcement Personnel feel that said rules and regulations are not being followed, the function will be terminated.

Renter's Signature: [Signature] Date: 12/04/2025

City Personnel: _____ Fees Paid: _____ Date: _____ Ck. #: _____

-Office Use Only-

Application Signed/Dated _____ Permit/Deposit Fees _____ Entered in Calendar _____

CITY OF FAIRHOPE

STREET & SPECIAL EVENT CHECKLIST

ALL INFORMATION AND DOCUMENTATION REGARDING YOUR EVENT MUST BE SUBMITTED TO
THE CITY OF FAIRHOPE AT LEAST 12 WEEKS PRIOR TO YOUR EVENT

ANY DOCUMENTATION THAT IS SUBMITTED LESS THAN 12 WEEKS WILL NOT BE ACCEPTED

✓ 1. Application, Cancellation Policy, Indemnity/Hold Harmless Agreement signed, dated, and fees paid.

✓ 2. Letter to the City Council if you are making any special requests which include but are not limited to street closing, permission to have alcohol, law enforcement personnel, barricades, and other event details.

3. Route/Map of Special Event [Emergency Vehicle access must be provided]

Estimated Law Enforcement/Personnel Cost: \$ _____

✓ 4. NON-PROFIT ORGANIZATIONS: Proof of nonprofit status (IRS letterhead)

✓ 5. Proof of liability insurance naming the City of Fairhope as additional insured for date of event requested.

✓ 6. Signatures from 75% businesses/residents directly affected by the street to be closed.

7. Notifications to 100% of businesses & residents within 300 ft. of street to be closed (30 days in advance)

8. For South Park Events, signatures from:

The Blind Tiger on Pier: _____ Date: _____

9. Event details (Items, including the ones listed below, must be removed immediately following event and park/street cleaned and restored to original condition. (If not, additional fees will be incurred.)

✓ Law Enforcement Personnel	Provided by: <u>CITY OF FAIRHOPE</u>
_____ Barricades	Provided by: <u>N/A</u>
_____ Staging	Provided by: <u>N/A</u>
_____ Tents	Provided by: <u>N/A</u>
_____ Port-o-lets	provided by: <u>N/A</u>
_____ Special transportation needs	provided by: <u>N/A</u>
_____ Special electrical needs:	_____

10. AGENDA DATE TO MEET WITH CITY COUNCIL (if required): _____

Fairhope Sunset Rotary Club

P.O. Box 143 – Fairhope, AL 36533

December 4, 2025

City Council
City of Fairhope
P.O. Box 429
Fairhope, AL 35633

RE: Fairhope Sunset Rotary Club 0.5K Fundraiser

On Saturday January 31, 2026 we are proposing to have the 6th Annual 0.5k Fundraiser “Race”. Attached is our application to request the use of City streets for this fundraising event that will benefit the local community and charities.

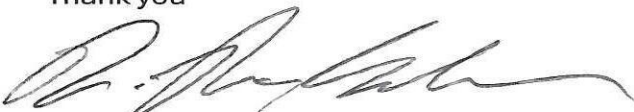
We are requesting the same route and logistics as previous years. The run will start at 3:00pm at Bay Breeze Café and will proceed west on Fairhope Avenue, then right (north) on N Summit Street, then right (east) on Magnolia Avenue, then right (south) on N Church Street, the right (south) on Fairhope Ave and ending at Bay Breeze Café.

All pre and post-race activities are held at Bay Breeze Café. We are anticipating the road race portion last 15 minutes. We are planning to hire Fairhope Police Officers for a three-hour period to ensure the safety of the participants before and during the event.

For review and processing needed we are providing our certificate of insurance provided for all Rotary Club Special events.

In addition, Signatures of Businesses and Residences forms are being circulated, with street and special event checklist information contained herein.

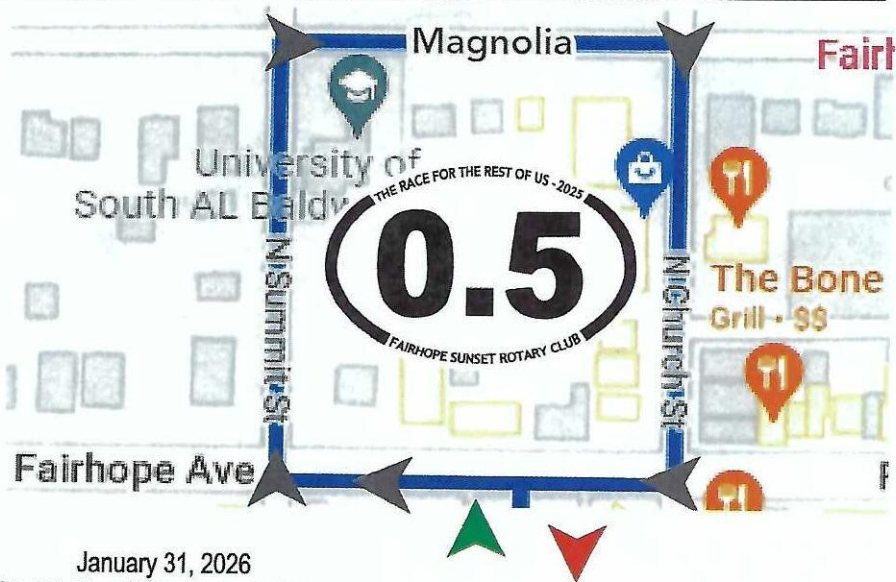
Thank you



R. Brian Sanders

President Elect

Fairhope Sunset Rotary Club Presents *The Race for the Rest of Us*



January 31, 2026

Registration & Pre-party - 1:00pm

Race Start - 3:00

After Party - 3:10 - 5:00pm

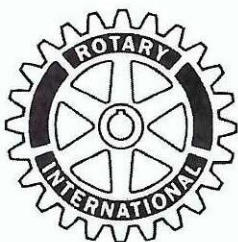
Rain or Shine!

Awards for fastest and slowest runner and best costumes - individual, group & Rotarian

START

BAY BREEZE CAFE

FINISH



**FAIRHOPE
SUNSET
ROTARY**

Fairhope Sunset Rotary Club is the Eastern Shore's most sociable civic club. We meet every Thursday, with cocktails, from 5:30pm - 6:30pm at the Fairhope Yacht Club. Our mission is to help those in need in our community and in our world, all while having a really fun time.

Please come be our guest on any Thursday at 5:30pm. Your first drink is on us!

www.fairhopesunsetrotary.org

[f @fairhopesunsetrotaryclub](https://www.facebook.com/fairhopesunsetrotaryclub)

Page 295 of 325



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12-04-2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Hylant Group Inc.
811 Madison Ave.
Toledo, OH 43604

CONTACT NAME: Sara Humphries / Macy Gorrell
PHONE (A/C, No, Ext): (419) 259-2710 **FAX (A/C, No):** (419) 255-7557
E-MAIL ADDRESS: Rotary@hylant.com

INSURED
All Active U.S. Rotary Clubs & Districts

ATTN: Risk Management Dept.
1560 Sherman Avenue
Evanston, IL 60201

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	Westchester Surplus Lines Ins	10172
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES

CERTIFICATE NUMBER:**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X		G73578917 004	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	X		G73578917 004	7/1/2025	7/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Certificate Holder is included as an additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER

CANCELLATION

City of Fairhope
P.O. Box 429
Fairhope, AL 35633

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Judy K. Wilson

Request for Taxpayer Identification Number and Certification

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

► Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Fairhope Sunset Rotary Club Charly

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

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. 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: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.
- ☒ Other (see instructions) ► **Domestic Non Profit 501(c)(3) Corporation**

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.) See instructions.
PO Box 143

6 City, state, and ZIP code

Fairhope Alabama 36533

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 instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

4 5 - 4 6 8 1 2 2 8

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 for Part II, later.

Sign
Here

Signature of
U.S. person ►

[Signature] Director

Date ► **November 17, 2021**

General Instructions

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

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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

City of Fairhope
Park & Street Usage Charges
(per city ordinance (Nos. 1818, 1576, & 1486))

Fairhope Civic Center, P.O. Drawer 429, Fairhope AL 36533 - (251) 929-1479 / 990-0130 (251) 929-1467[Fax]

Name: Fairhope Sunset Rotary Club .5 k

Address: PO box 143, Fairhope AL 36533

Date of function: 01/31/2026 Phone: 205 876 5291 No. in attendance: 350

FEE SCHEDULE

Park Rental Fee: \$200. per diem

Street Rental Fee: \$150. per diem **\$150**

Additional Hours – past allotted four hour: @ \$100 per hour

Subtotal: **\$150**

☒ **Non-profit organization; exempt from 50% rental fees.**

***Proof of 501 non-profit must be on file.**

50% Non-Profit Rate: **\$75**

Refundable Clean-up Deposit: **1000**

Balance Due: **\$1075**

-

Refund Due: **\$0**

Refunds for clean-up deposit to be mailed to address given on rental application, three weeks after event.

Notes: _____

DATE: 12-8/2025

SIGNATURES of BUSINESSES & RESIDENCES

Date of Street Closing: JANUARY 31, 2026Times: 2:30 -- 3:30Type of Event: CHARITY FUND RAISING ROAD RACEStreet(s) to be closed: FAIRHOPE AVE, MAGNOLIA AVE, N. SUMMIT ST,
N. CHURCH ST

- ☐ INSIDE CBD: Signatures of approval from 75% of biz/res whose store fronts are directly affected by street to be closed (12 weeks prior) AND Notification to 100% of bus/res within 300 ft. of the event (30 days prior)*
- ☐ OUTSIDE CBD: Signatures of 75% of businesses and residences within 300 ft. of street to be closed (12 weeks prior), AND notification to 100% of bus/res along the street to be closed (30 days prior)*

*NOTIFICATIONS MUST BE GIVEN VIA U.S. MAIL, E-MAIL, OR DOOR-TO-DOOR, 4 WEEKS BEFORE TO YOUR EVENT.
ALL SIGNATURES ARE DUE NO LATER THAN 12 WEEKS PRIOR TO EVENT DATE.

NAME	ADDRESS	PHONE	SIGNATURE
<i>Tami Wells</i>	205 Fairhope Ave	Trudy 251-401-5600	<i>Tami Wells</i>
<i>Trudy Wells</i>	205 Fairhope Ave		<i>Trudy Wells</i>
<i>William Ball</i>	208 Fairhope Ave	770-843-9592	<i>William Ball</i>
<i>Melanie LeRoy</i>	122 Fairhope Ave Suite #1	251-725-2040	<i>Melanie LeRoy</i>
<i>Amelia LeRoy</i>	<i>Amelia LeRoy</i>	251-3300600	<i>Amelia LeRoy</i>
	209 Magnolia		
<i>Sam Sanders</i>	19 N. Church St	334-759-1584	<i>Sam Sanders</i>
<i>Shirley Carter</i>	5 N Church St.	251-408-7153	<i>Shirley Carter</i>
<i>Jennifer Pelham</i>	300 Magnolia Ave	251-228-2211	<i>Jennifer Pelham</i>
<i>Terr Wright</i>	300 FAIRHOPE AVE		<i>Terr Wright</i>

Person(s) responsible for collecting and authenticating above signatures: Name BRIAN SANDERS
Phone 205-826-5291

SIGNATURES of BUSINESSES & RESIDENCES

DATE: 12/5/25

Date of Street Closing: JANUARY 31, 2026

Times: 2:30 -- 3:30

Type of Event: CHARITY FUND RAISING ROAD RACE

Street(s) to be closed: FAIRHOPE AVE, MAGNOLIA AVE, N. SUMMIT ST, N. CHURCH ST

☐ INSIDE CBD: Signatures of approval from 75% of biz/res whose store fronts are directly affected by street to be closed (12 weeks prior) **AND** Notification to 100% of bus/res within 300 ft. of the event (30 days prior)*

☐ OUTSIDE CBD: Signatures of 75% of businesses and residences within 300 ft. of street to be closed (12 weeks prior), **AND** notification to 100% of bus/res along the street to be closed (30 days prior)*

*NOTIFICATIONS MUST BE GIVEN VIA U.S. MAIL, E-MAIL, OR DOOR-TO-DOOR, 4 WEEKS BEFORE TO YOUR EVENT.
ALL SIGNATURES ARE DUE NO LATER THAN 12 WEEKS PRIOR TO EVENT DATE.

NAME	ADDRESS	PHONE	SIGNATURE
Ashley Moore	212 1/2 FAIRHOPE AVE	251-990-0294	A.B. Moore
Marlene Rutland	210 Fairhope Ave	251-383-8881	Marlene Rutland
Alicia Campbell	221 Fairhope Ave	251-651-0483	Alicia Campbell
Rebecca Castle	2257 Fairhope Ave	251-928-9173	Rebecca Castle
Tom Meyer	231 Fairhope	832-785-2698	Tom Meyer
Jessica Atkinson	218 Fairhope Ave	251-427-9257	Jessica Atkinson
A. J. Platts	218 Fairhope Ave	251-990-3344	A. J. Platts
CHESA PIRONE	212 FAIRHOPE AVE	251-610-9390	Chesa Pirone
CARLY PIRTE	212 B. FAIRHOPE AVE	251-410-4942	Carly Pirte
Lydia Bridges	2041 Bishop Rd	251-880-8586	Lydia Bridges
Ed Tonoro	19 N. Church St	601-955-9903	Ed Tonoro
Amber Blume	208 Magnolia Ave	830-328-7228	Amber Blume
ad Johnson	215 May 0114	251-928-7421	ad Johnson
Chelsey Hylke	19 N. Church St	251-200-2131	Chelsey Hylke
Mr. Z	16370 covered bridge	251-602-3001	Mr. Z

Person(s) responsible for collecting and authenticating above signatures: Name BRIAN SANDERS
Phone 205-876-5291

Signature: 
George Ladd (Dec 8, 2025 15:29:08 CST)
Email: george.ladd@fairhopeal.gov

Signature: 
Paige Crawford (Dec 8, 2025 15:39:19 CST)
Email: paige.crawford@fairhopeal.gov

0.5k Road Race 2026 Packet_0001

Final Audit Report

2025-12-08

Created:	2025-12-08
By:	Nick Martin (nicholas.martin@fairhopeal.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAadmFWTuUvOtEruZoTiTzwJWJC_ZGnWM2r

"0.5k Road Race 2026 Packet_0001" History

-  Document created by Nick Martin (nicholas.martin@fairhopeal.gov)
2025-12-08 - 8:01:20 PM GMT
-  Document emailed to stephanie.hollinghead@fairhopeal.gov for signature
2025-12-08 - 8:07:31 PM GMT
-  Email viewed by stephanie.hollinghead@fairhopeal.gov
2025-12-08 - 8:40:58 PM GMT
-  Signer stephanie.hollinghead@fairhopeal.gov entered name at signing as Stephanie Hollinghead
2025-12-08 - 8:46:01 PM GMT
-  Document e-signed by Stephanie Hollinghead (stephanie.hollinghead@fairhopeal.gov)
Signature Date: 2025-12-08 - 8:46:03 PM GMT - Time Source: server
-  Document emailed to George Ladd (george.ladd@fairhopeal.gov) for signature
2025-12-08 - 8:46:12 PM GMT
-  Email viewed by George Ladd (george.ladd@fairhopeal.gov)
2025-12-08 - 9:28:25 PM GMT
-  Document e-signed by George Ladd (george.ladd@fairhopeal.gov)
Signature Date: 2025-12-08 - 9:29:08 PM GMT - Time Source: server
-  Document emailed to paige.crawford@fairhopeal.gov for signature
2025-12-08 - 9:29:12 PM GMT
-  Email viewed by paige.crawford@fairhopeal.gov
2025-12-08 - 9:37:14 PM GMT
-  Signer paige.crawford@fairhopeal.gov entered name at signing as Paige Crawford
2025-12-08 - 9:39:17 PM GMT

 Document e-signed by Paige Crawford (paige.crawford@fairhopeal.gov)

Signature Date: 2025-12-08 - 9:39:19 PM GMT - Time Source: server

 Agreement completed.

2025-12-08 - 9:39:19 PM GMT



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-224

FROM:	Paige Crawford, DIRECTOR OF COMMUNITY AFFAIRS
SUBJECT:	Request — Fairhope East K-6 Parent Teacher Corporation, Fairhope West Parent Teacher Partnership, and J. Larry Newton Parent Teacher Organization, are requesting permission to close the streets in downtown Fairhope on Saturday, February 28, 2026, from 6:00 a.m. to 10:00 a.m. for the 11th annual "The Pirate Dash" a 5K Run and 1 Mile Fun Run; and requesting electricity at the starting/ending point of the race on the Bluff with barricades at major road intersections. The Pirate Dash will begin and end at the same location on Magnolia Avenue on the Bluff (Henry George Park).
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

City Council Approval.

BACKGROUND INFORMATION:

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
		\$ ____	\$ ____	(\$ ____)

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

City of Fairhope
Approval Special Event Request

09	22	2025
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Date complete application submitted to Rental Facilities Department

Event: Pirate Dash 2026
Person Requesting: Fairhope K-6 PTC(Heather Bailey)
Date of Event: 02/28/26
Location: Henry George Bluff and Streets (See attached map)

☐ **Approval/Disapproval supporting documentation attached.**

Approval:

Stephanie Hollinghead Date: 9/26/2025 Approx. security cost \$ 1620.00
Stephanie Hollinghead (Sep 26, 2025 10:22:21 CDT)
Police Chief/Designee
George Ladd Date: 9/26/25 Approx. cost city services \$ 650
George Ladd (Sep 26, 2025 15:16:08 CDT)
Director of Public Works/Designee
Paige Crawford Date: 9/26/25
Paige Crawford (Sep 26, 2025 15:21:30 CDT)
Director of Community Events

Disapproval:

____ Date: _____
Police Chief
____ Date: _____
Director of Public Works/Designee
____ Date: _____
Director of Community Events

☐ **Route back to rental facilities department for application package finalization**

NOTES: _____

APPLICATION FOR THE USE OF CITY OF FAIRHOPE PARKLANDS

We, the undersigned, hereby apply for the use of certain facilities at City of Fairhope Parklands, and in connection with said application, furnish the following:

1. We wish to use:

☒ Henry George Park (park on bluff above Fire Hall) (E)

☐ Fairhope Beach Pavilion (W & E)

☐ Park on South End of Pier (South Beach Park) (W&E)

2. Date Requested: 02/28/2026 Hours requested: from 5AM to 11AM

3. Renter's Name: Fairhope K-6 PTC

4. Address: P.O. BOX 1911 City: Fairhope State: AL Zip: 36532

5. Phone Numbers: Mobile: 251-609-1805 Work/Alt: Hbailey27@gmail.com

6. Purpose of Use: Pirate Dash (5K and 1K Fun Run)

7. Number of persons expected to attend (adults and minors): 850

8. Describe any decorations, tents, sound equipment, staging, port-o-lets, etc.: port-o-lets, sound equipment

Rental Company: AM Portals, United Rentals, SoHo

9. Will you need electricity? ☒ Yes ☐ No For: Sound Equipment

Will you need water? ☐ Yes ☒ No For: _____

INDEMNITY AND HOLD HARMLESS AGREEMENT

In consideration of the permission granted to me by the City of Fairhope to use the parks, I hereby indemnify and hold harmless the City of Fairhope, its agents, servants and employees from any and all claims and causes of action that may arise from injury to me or third parties using the parks who are injured or suffer property damage that is in any way caused by my use of the parks. This indemnity and hold harmless agreement is given to the City of Fairhope to protect the City and its agents, servants and employees from cost of defense and claims for injuries and damages that may be caused either directly or indirectly by my use of the parks.

CLEANING & CANCELLATION POLICIES

a.) At the conclusion of the event, the area will be inspected by a representative of the City. If the user has not cleaned up the park and restored it to its original condition, the City will clean up the park and charge the user for the services.

b.) All cancellations and/or date changes must be in writing and signed by the same person who signed the application and paid the rental fees, and must be given to the Site Manager not less than 30 days prior to the event. No fee refunds will be made for cancellations made less than 30 days prior to the event.

Fee refunds will be made by check, and delivered by mail, less the cost of City services, as assessed by the appropriate City staff for cleaning, or a 20% handling charge for cancellations.

We the undersigned have read and understand the Indemnity Agreement, as well as all rules and regulations contained in City Ordinance No. 1575 as set forth by the governing body of the City of Fairhope and will abide by these rules and regulations, which include but are not limited to the Cancellation and Cleaning policies. We also understand that if, at any time, the City-appointed Law Enforcement Personnel feel that said rules and regulations are not being followed, the function will be terminated.

Renter's Signature: Heather Bailey Date: 09/04/2026

City Personnel: [Signature] Fees Paid: \$1200 Date: 09/22/25 Ck. #: 1004

-Office Use Only-

Application Signed/Dated ✓ Permit/Deposit Fees ✓ Entered in Calendar ✓

CITY OF FAIRHOPE
PARK AND/OR STREET USAGE CHECKLIST

ALL INFORMATION AND DOCUMENTATION REGARDING YOUR EVENT MUST BE SUBMITTED TO
THE CITY OF FAIRHOPE AT LEAST 12 WEEKS PRIOR TO YOUR EVENT
ANY DOCUMENTATION THAT IS SUBMITTED LESS THAN 12 WEEKS WILL NOT BE ACCEPTED

- _____ 1. Application, Cancellation Policy, Indemnity/Hold Harmless Agreement completed, signed, and dated.
- _____ 2. A copy of the letter to the City Council if you are making any special requests which include but are not limited to street closing, permission to have alcohol, law enforcement personnel, barricades, and other event details.
- _____ 3. Route/Map of Special Event [Emergency Vehicle (i.e. police, fire, etc.) access must be provided]
Estimated Law Enforcement/Personnel Cost: \$ _____
- _____ 4. NON-PROFIT ORGANIZATIONS: Proof of nonprofit status (IRS letterhead)
- _____ 5. Proof of liability insurance for event naming the City of Fairhope as certificate holder with date of event requested.
- _____ 6. For Street Closings within the Central Business District, signatures from 75% businesses/residences and notification to 100% of the businesses/residences within 300 feet of the location of event. (12 weeks prior to event)
- _____ 7. For Street Closings outside the Central Business District, signatures from adjacent businesses within 300 feet of event (12 weeks prior to event) and notification of all businesses/residents along race route (30 days prior to event).
- _____ 8. For South Park Events, signatures from:
Shuck's Restaurant: _____ Date: _____
Down by the Bay Cafe: _____ Date: _____
- _____ 9. Event details (Items, including the ones listed below, must be removed immediately following event and park/street cleaned and restored to original condition. (If not, additional fees will be incurred.)
- _____ Law Enforcement Personnel Provided by: City of Fairhope
- _____ Barricades Provided by: Police
- _____ Staging Provided by: _____
- _____ Tents Provided by: _____
- _____ Port-o-lets provided by: AM Portal
- _____ Special transportation needs provided by: _____
- _____ Special electrical needs: _____
- _____ 10. AGENDA DATE TO MEET WITH CITY COUNCIL (if required): _____

Office use only

_____ Street closing approved _____ Alcohol approved _____ ABC License if selling alcohol _____ Park/Street permit fees paid



September 4, 2025

To whom it may concern within the City of Fairhope:

We, the Fairhope East K-6 Parent Teacher Corporation in collaboration with the Fairhope West Parent Teacher Partnership and J. Larry Newton Parent Teacher Organization, are requesting permission to close the streets in downtown Fairhope on Saturday, February 28, 2026, from 6:00 am to 10:00 am. We are planning our 11th annual "The Pirate Dash." This is a 5K Run and 1 mile Fun Run to raise money for the educational needs of all three Fairhope elementary public schools. The 5K race will begin at 8:00 am and the 1-mile fun run will begin at 9:00 am. The race will begin and end at the same location on Magnolia Avenue by the bluff.

We will need electricity at the starting/ending point of the race on the bluff. We are requesting barricades at major road intersections to protect our runners. We will have a minimum of three port-o-lets at the start/end location of the race.

Attached you will find a copy of the race routes, which is due to be renewed this year. We are in the process of doing that at this time and will update the city as we have that information.

If there is anything else you need from us, please contact Heather Bailey (Fairhope East) at 251-609-1805 or hbailey27@gmail.com, Mamie Brett (Fairhope West) at 662-607-1960 or Mamiedbrett@gmail.com, or Tricia Gunnells (J. Larry Newton) at 251-295-2033, or Mandy Bruns at 334 685-1425.

We look forward to hearing from you and the City Council for final approval.

Sincerely,

Heather Bailey
Fairhope East

Mamie Brett
Fairhope West

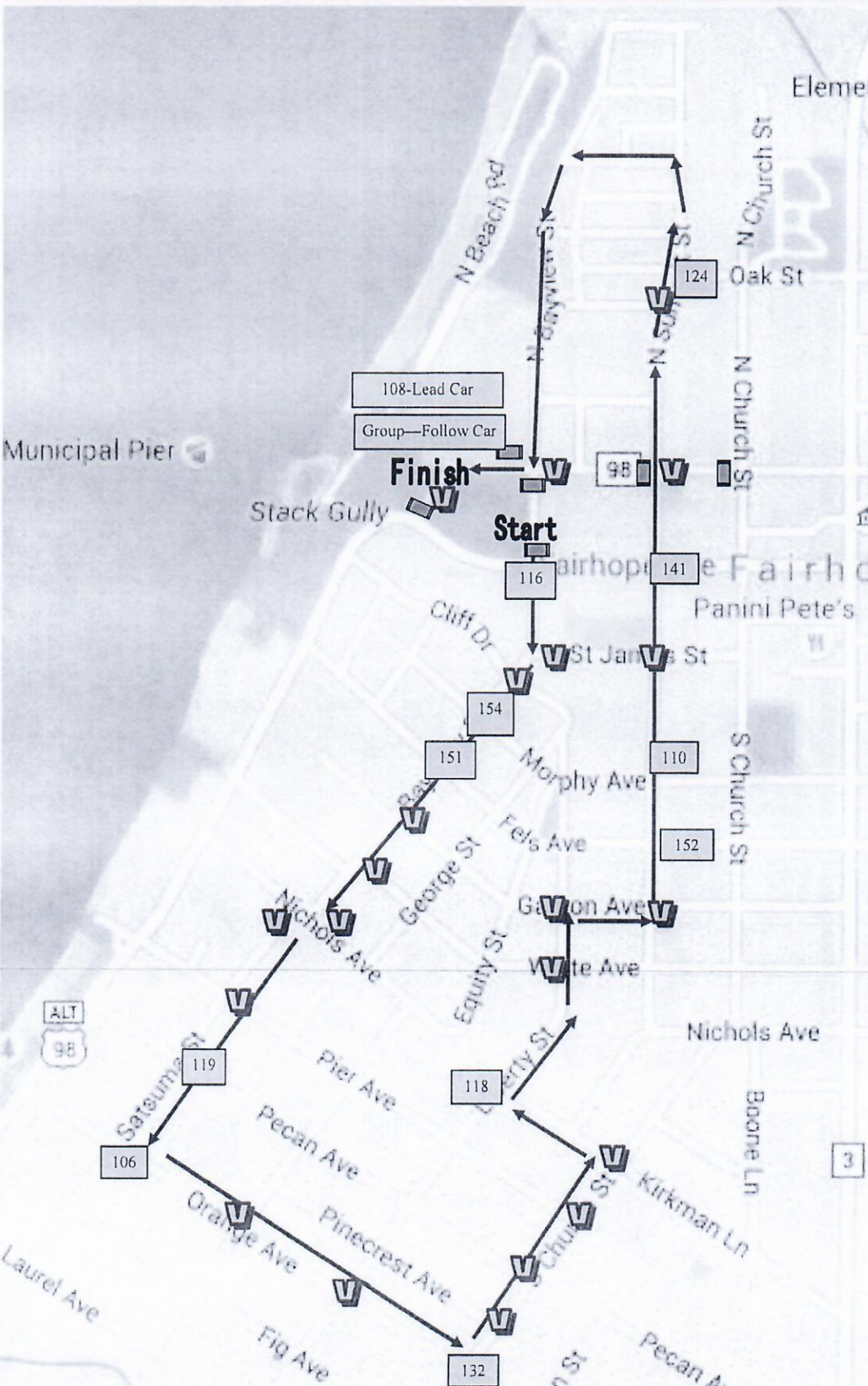
Mandy Bruns & Tricia Gunnells

J. Larry Newton

Pirate Dash—5K and Fun Run

Saturday, March 2, 2024

Starts at 8 a.m.



24 Volunteers
12 Officers

Group has follow car
PD has lead car

Meet at Fairhope bluff
overlooking the pier
at 7a.m.

5K starts at 8a.m.

Transition to new post
for Fun Run at 9a.m.

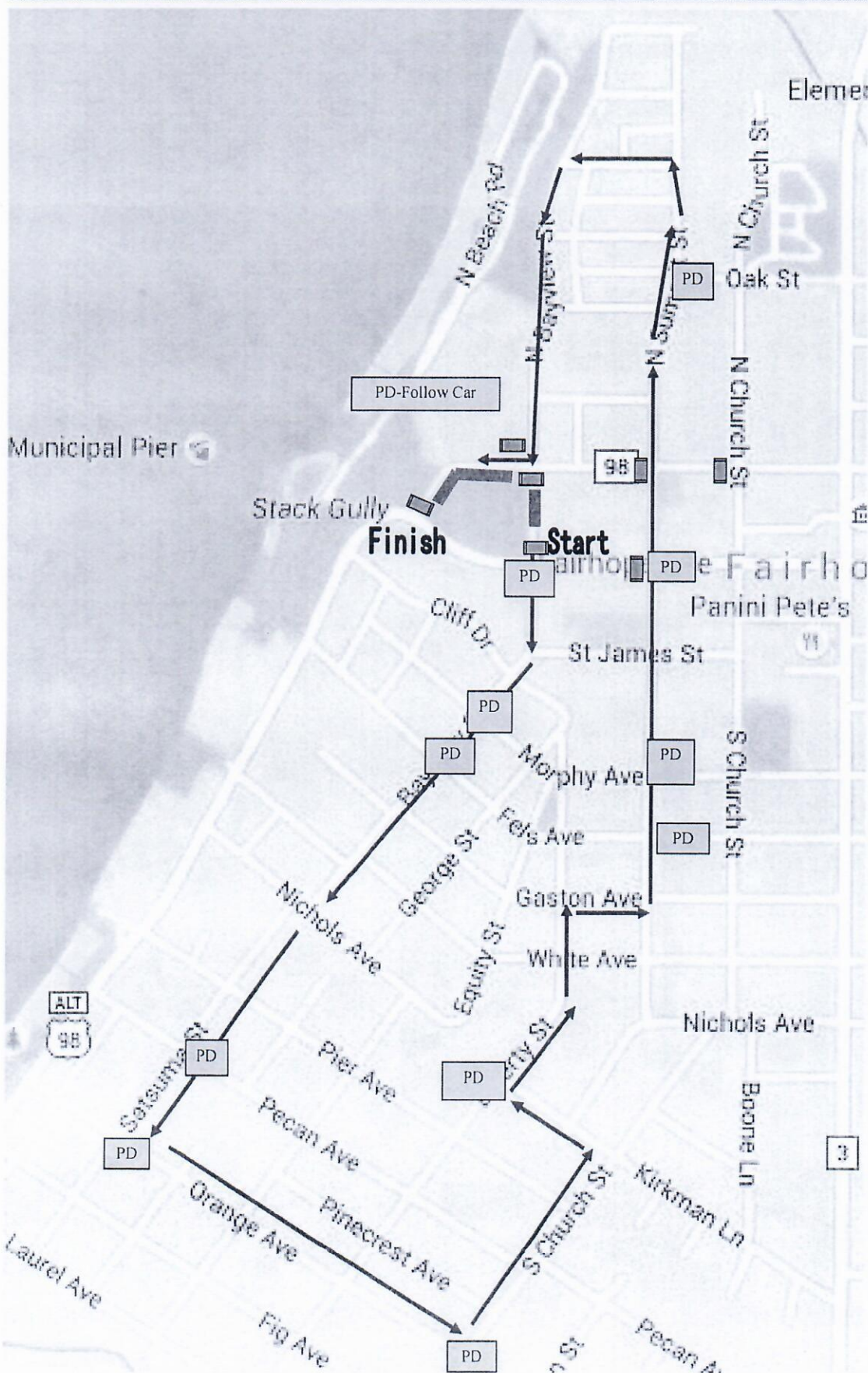
Good opportunity to
place vehicles at the
bluff before and after
the races and interact
with the kids

12 officers
7a.m.-10a.m.
\$45 per hour
Please pay officers
Individually
\$1,620 total

Pirate Dash—5K and Fun Run

Saturday, March 2, 2024

Public Works Map



Electric

20 amp on bluff between the veteran's memorial and the fenced in meters

Public Works

"No Parking When Displayed" signs:

- Magnolia from Fairhope Ave. to N. Bayview
- Bayview from Fairhope to Magnolia

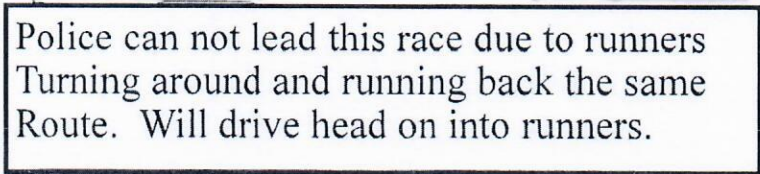
Orange wooden barricades at each of the following locations:

- Fairhope-Magnolia (4)
- Magnolia-Bayview (4)
- Bayview-Fairhope (4)
- Fairhope-Summit (2)
- Magnolia-Summit (2)
- Magnolia-Church (2)
- Summit-Oak (2)

PD

12 officers 7a.m.
(Group to provide 24 volunteers)

Saturday, March 2, 2024



Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

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

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Fairhope Parent-Teacher Corporation	
2 Business name/disregarded entity name, if different from above Fairhope K-6 PTC	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. 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: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☒ Other (see instructions) # 1	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. P.O. Box 1911	Requester's name and address (optional)
6 City, state, and ZIP code Fairhope, AL 36533	
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 instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-				-	
OR								
Employer identification number								
6	3	-	1	0	7	3	0	9

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 for Part II, later.

Sign Here	Signature of U.S. person # Ashley B Stukelmd	Date # 1/1/2023
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General Instructions

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

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

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

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

City of Fairhope
Park & Street Usage Charges

(per city ordinance (Nos. 1818, 1576, & 1486))

Fairhope Civic Center, P.O. Drawer 429, Fairhope AL 36533 - (251) 929-1479 / 990-0130 (251) 929-1467[Fax]

Name: Fairhope k-6 PTC (Heather Baily)

Address: PO Box 1911 Fairhope, AL 36533

Date of function: 02/28/26 Phone: 251 609 1805 No. in attendance: 850

FEE SCHEDULE

Park Rental Fee: \$200. per diem	\$200
Street Rental Fee: \$150. per diem	\$150
Additional Hours – past allotted four hour: @ \$100 per hour	

Subtotal: \$350

☒ Non-profit organization; exempt from 50% rental fees.

*Proof of 501 non-profit must be on file.

50% Non-Profit Rate: \$175

Refundable Clean-up Deposit:	\$1000
------------------------------	--------

Balance Due: \$1175

Refund Due: \$0

Refunds for clean-up deposit to be mailed to address given on rental application, three weeks after event.

Notes: Over paid \$1200 Refund to be \$1025

Paid: \$1200

Check# /Cash/CC 1004

Date: 09/22/25

Signature: 
George Ladd (Sep 26, 2025 15:16:08 CDT)

Email: george.ladd@fairhopeal.gov

Signature: 
Paige Crawford (Sep 26, 2025 15:20:30 CDT)

Email: paige.crawford@fairhopeal.gov



CITY OF FAIRHOPE
AGENDA MEMORANDUM

Item ID: 2026-222

FROM:	Paige Crawford, DIRECTOR OF COMMUNITY AFFAIRS
SUBJECT:	Request — Jill Everson and Jose Rodriquez of Thomas Hospital request approval for the Spring Fever Chase 10K and 2 Mile Fun Run on March 21, 2026, from 5:30 a.m. - 12:00 p.m. with street closures at Knoll Park and Bayfront Cliff Drive - Fels Avenue; 15 barricades at start and banner hung on Bayview Avenue with trash cans and light; 15 barricades at finish with tent and banner hung on Mobile Street; and sound at start of south side of N. Bayview Avenue and at finish near Fels Avenue.
AGENDA DATE:	December 18, 2025

RECOMMENDED ACTION:

City Council Approval.

BACKGROUND INFORMATION:

BUDGET IMPACT/FUNDING SOURCE:

<u>Account No.</u>	<u>Account Title</u>	<u>Current Budget</u>	<u>Cost</u>	<u>Available Budget</u>
		\$____	\$____	(\$____)

GRANT:

LEGAL IMPACT:

FOLLOW UP IMPLEMENTATION:

For time-sensitive follow up, select deadline date for follow up:

Individual(s) responsible for follow up:

Action required (list contact persons/addresses if documents are to be mailed or emailed):

City of Fairhope
Approval Special Event Request

12	05	2025
----	----	------

Date complete application submitted to Rental Facilities Department

Event: Spring Fever Chase 10k & 2 Mile Fun Run

Person Requesting: Jill Everson & Jose Rodriguez

Date of Event: 3/21/2026

Location: See Attached Map

☒ **Approval/Disapproval supporting documentation attached.**

Approval:

Stephanie Hollinghead Date: 12/8/25 Approx. security cost \$ 8,640
Stephanie Hollinghead (Dec 8, 2025 10:12:44 CST)

Police Chief/Designee

George Ladd Date: 12/8/2025 Approx. cost city services \$ 1,500.00
George Ladd (Dec 8, 2025 10:25:01 CST)

Director of Public Works/Designee

Paige Crawford Date: _____
Paige Crawford (Dec 8, 2025 13:30:41 CST)

Director of Community Events

Disapproval:

_____ Date: _____

Police Chief

_____ Date: _____

Director of Public Works/Designee

_____ Date: _____

Director of Community Events

☐ **Route back to rental facilities department for application package finalization**

NOTES: _____

APPLICATION FOR USE OF THE CITY OF FAIRHOPE SIDEWALKS AND/OR STREETS

We the undersigned hereby apply for the use of certain sidewalks and/or streets within the City of Fairhope and in connection with said application, furnish the following:

1. Which street and/or sidewalk do you wish to use? Knoll Park & Bayfront Cliff Dr. - Fels Ave
2. Date Requested: March 21, 2026 Hours requested from: 0530 am to 1200 pm
3. Renter's Name: Thomas Hospital (Jill Everson & Jose Rodriguez)
Address: 750 Morphy Ave
City: Fairhope State: AL Zip: 36532
Phone Numbers: 2512791697/2517521801
4. Purpose of Use: Spring Fever Chase 10k & 2 mile fun run
5. Number of persons expected to attend (adults and minors): 1000 adults/1500 minors
6. Will there be alcohol on the premises during the event? no If requested, the Fairhope City Council may allow alcoholic beverages. If alcohol is allowed, the user must adhere to all rules of the Alabama Beverage Control Board and its permitting process. All permits required must be submitted to the City of Fairhope Police Chief at least 12 weeks prior to the event.
7. Describe any decorations, tents, sound equipment, staging, port-o-lets, etc.: 15 barricades at start + banner hung on bayview ave., trash cans and light
15 barricades @ finish + tent+banner hung on Mobile Street Rental Company: A&M portables
8. Will you need electricity? X Yes No For: sound at start south side of n bayview and at finish near fels
Will you need water? Yes X No For:

INDEMNITY AND HOLD HARMLESS AGREEMENT

In consideration of the permission granted to me by the City of Fairhope to use the sidewalks and/or streets, I hereby indemnify and hold harmless the City of Fairhope, its agents, servants and employees from any and all claims and causes of action that may arise from injury to me or third parties using the sidewalks and/or streets who are injured or suffer property damage that is in any way caused by my use of the sidewalks and/or streets. This indemnity and hold harmless agreement is given to the City of Fairhope to protect the City and its agents, servants and employees from cost of defense and claims for injuries and damages that may be caused either directly or indirectly by my use of the sidewalks and/or streets.

CLEANING AND CANCELLATION POLICIES

- a.) At the conclusion of the event, the area will be inspected by a representative of the City. If the user has not cleaned up the park and restored it to its original condition, the City will clean up the park and charge the user for the services.
- b.) All cancellations and/or date changes must be in writing and signed by the same person who signed the application and paid the rental fees, and must be given to the Site Manager not less than 30 days prior to the event. No fee refunds will be made for cancellations made less than 30 days prior to the event.

Fee refunds will be made by check, and delivered by mail, less the cost of City services, as assessed by the appropriate City staff for cleaning, or a 20% handling charge for cancellations.

We the undersigned have read and understand the **Indemnity Agreement**, as well as all rules and regulations contained in **City Ordinance No. 1576** as set forth by the governing body of the City of Fairhope, and will abide by these rules and regulations, which include but are not limited to the **Cancellation and Cleaning** policies. We also understand that if, at any time, the City-appointed Law Enforcement Personnel feel that said rules and regulations are not being followed, the function will be terminated.

Renter's Signature: [Signature] Date: 10/27/2025
City Personnel: [Signature] Fees Paid: N/A Date: 12/5/25 Ck. #:

-Office Use Only-

Application Signed/Dated ✓

Permit/Deposit Fees ✓

Entered in Calendar ✓



Thomas Hospital
INFIRMARY HEALTH

Ormand P. Thompson III
President

August 30, 2016

Mr. Lisa Hanks
City Clerk
City of Fairhope
Post Office Drawer 429
Fairhope, Alabama 36533

Dear Ms. Hanks:

Please accept this as Thomas Hospital's request to continue our contract with the City of Fairhope for the waiver of fees associated with the Fairhope Civic Center and James P. Nix Center. Our current contract expires in September 2016. We are also requesting use of the city streets, parks, city services and security, and for use of Bay Front Bluff from Cliff Drive to Fels Avenue on Saturday, March 18, 2017 during the annual Spring Fever Chase run.

Thomas Hospital and Infirmary Health are 501(c)3 charitable organizations. All funds raised by the Thomas Hospital Foundation are for the benefit of Thomas Hospital. Thomas Hospital continues as one of the largest employers in Baldwin County and has a large economic impact on the City of Fairhope. This past year salaries paid to employees living in the Fairhope zip codes were approximately \$15M. Salaries to all Infirmary Health employees in the Fairhope zip codes are over \$20M. Thomas Hospital's utility bills paid to the city of Fairhope were \$2.6M last year.

Thomas Hospital and Infirmary Health continue to contribute time, employees and other resources toward Fairhope community health related programs. In addition, the Thomas Hospital Auxiliary provides local community service hours to the hospital to the benefit of Fairhope citizens.

Thomas Hospital has always been a source of pride for Fairhope and will continue to provide the best available healthcare services for a long time to come.

Please do not hesitate to contact me if you need additional information.

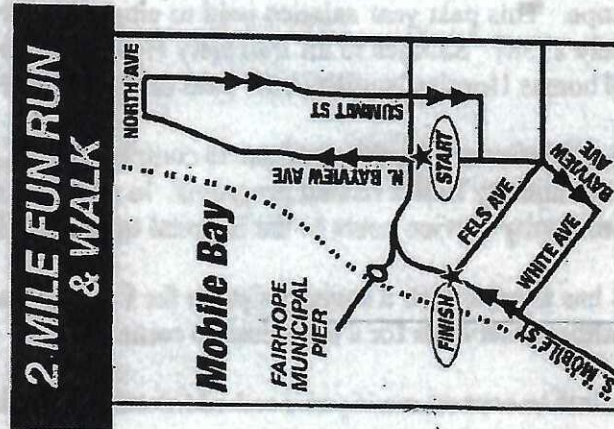
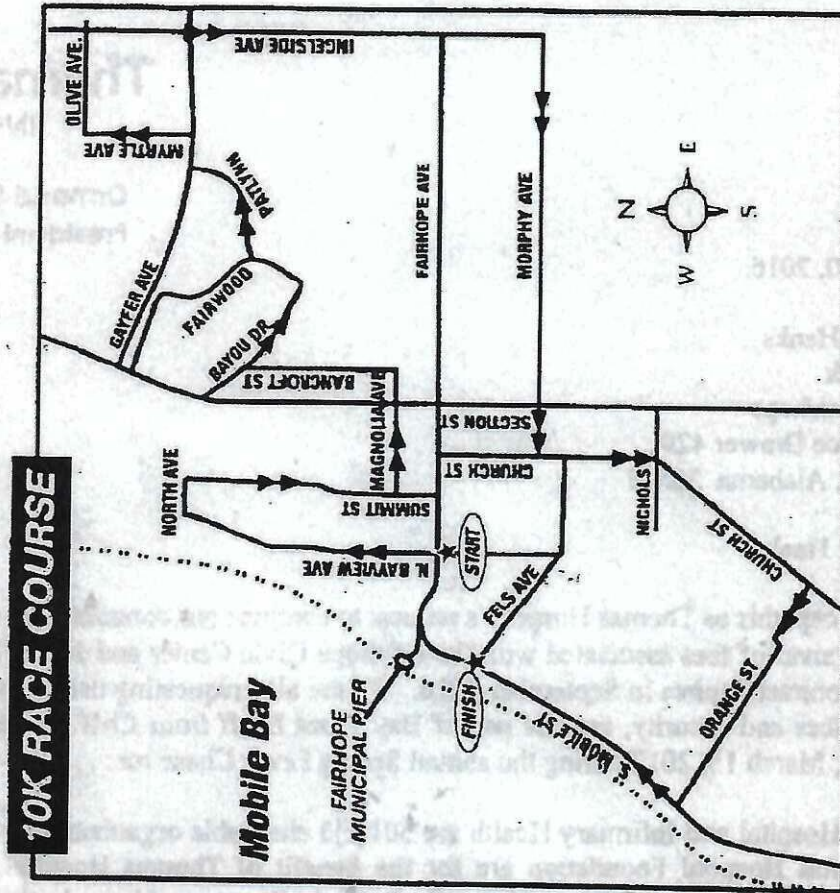
Sincerely,

Ormand P. Thompson III
President

OPT/smh

ANNUAL Spring Fever Chase

10K and 2-Mile Fun Run/Walk



CONTRACT

STATE OF ALABAMA

COUNTY OF BALDWIN

)
:
)

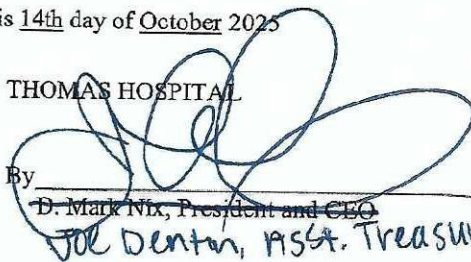
For and in consideration of the use of the City facilities (rental and cleaning fees), including streets and parks, depending on availability and permission from the Rental Facilities Manager; but they would be responsible for any incidentals, damages, or security if necessary. We, the THOMAS HOSPITAL, agree to work with the Mayor, and /or her agent(s), to promote the City of Fairhope and to contribute time, employees, and other resources putting on health related programs, meetings and programs affiliated with Thomas Hospital, throughout the year in the Fairhope community, schools or at the hospital facilities. Many events, schools, and Fairhope programs are sponsored by Thomas Hospital. The Thomas Hospital Auxiliary provides hours of service to the hospital that benefit Fairhope citizens.

The term of this contract is for one (1) year, beginning 1 October 2025 and ending 30 September 2026; but contract may be canceled at any time.

Signed this 14th day of October 2025

THOMAS HOSPITAL

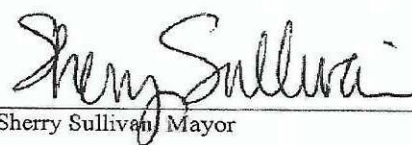
By


D. Mark Nix, President and CEO

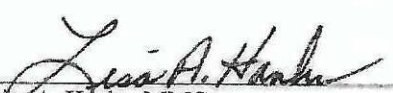
Joe Denton, ASST. Treasurer

CITY OF FAIRHOPE

By


Sherry Sullivan, Mayor

Attest:


Lisa A. Hanks, MMC
City Clerk

EVIDENCE OF LIABILITY INSURANCE

Issue Date:
11-07-2025

INSURED:
Infirmary Health System, Inc.
P.O. Box 2226
Mobile, AL 36652

THIS DOCUMENT IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE HOLDER. THIS DOCUMENT DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE PROGRAM BELOW.

COMPANIES AFFORDING COVERAGE

Company Letter

A

American Oak Hill Assurance LTD

Company Letter

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS DOCUMENT MAY BE ISSUED OR MAY PERTAIN, THE INDemnITY AFFORDED BY THE COVERAGES DESCRIBED HEREIN IS SUBJECT TO ALL TERMS, EXCLUSIONS AND CONDITIONS OF SUCH PROGRAM. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

CO LTR	TYPE OF INSURANCE	PROGRAM NUMBER	PROGRAM EFFECTIVE DATE	PROGRAM EXPIRATION DATE	LIMITS	
A	GENERAL LIABILITY ☒ COMPREHENSIVE FORM ☐ PREMISES/OPERATIONS ☐ UNDERGROUND EXPLOSION & COLLAPSE HAZARD ☐ PRODUCTS/COMPLETED OPER ☐ CONTRACTUAL ☐ INDEPENDENT CONTRACTORS ☐ BROAD FORM PROPERTY DAMAGE ☐ PERSONAL INJURY	1-16401-00-25	09/01/25	09/01/26	BODILY INJURY OCC	\$
					BODILY INJURY AGG.	\$
					PROPERTY DAMAGE OCC	\$
					PROPERTY DAMAGE AGG	\$
					BI & PD COMBINED OCC	\$ 1M
					BI & PD COMBINED AGG	\$ 3M
					PERSONAL & ADVERTISING INJURY OCC	\$ 1M
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS (private pass) ☐ ALL OWNED AUTOS (Other than Private Passenger) ☐ HIRED AUTOS ☐ NON-OWNED AUTOS ☐ GARAGE LIABILITY				BODILY INJURY (per person)	\$
					BODILY INJURY (per accident)	\$
					PROPERTY DAMAGE	\$
					BODILY INJURY & PROPERTY DAMAGE COMBINED	\$
	EXCESS LIABILITY ☐ UMBRELLA FORM ☐ OTHER THAN UMBRELLA FORM				EACH OCCURRENCE	\$
					AGGREGATE	\$
	WORKERS COMPENSATION AND EMPLOYER'S LIABILITY THE PROPRIETORS/ INCL ☐ PARTNERS/EXECUTIVE EXCL ☐ OFFICERS ARE				WC STATUTORY LIMITS	OTHER
					EL EACH ACCIDENT	\$
					EL DISEASE - POLICY LIMIT	\$
					EL DISEASE - EACH EMPLOYEE	\$
A	Other ☒ HOSPITAL, PROFESSIONAL LIAB	1-16401-00-25	09/01/2025	09/01/2026	EACH & EVERY CLAIM	\$ 4M

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

A \$1M/\$1M Professional & General Liability Buffer Limit applies to the Primary Hospital PL & GL limits evidenced above. Evidence of coverage via American Oak Hill Assurance, Ltd., a wholly owned subsidiary of Infirmary Health System, Inc. Primary Hospital PL & GL coverage evidenced above is a self-insured retention.

Spring Fever Chase
March 21, 2026

CERTIFICATE HOLDER

City of Fairhope
1611 N Section Street
Fairhope, AL 36532

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED COVERAGES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE PROGRAM PROVISIONS.

[Signature]

AUTHORIZED REPRESENTATIVE

Signature: 
George Ladd (Dec 8, 2025 10:25:01 CST)
Email: george.ladd@fairhopeal.gov

Signature: 
Paige Crawford (Dec 8, 2025 13:30:41 CST)
Email: paige.crawford@fairhopeal.gov

Spring Fever Chase 2026 packet_0001

Final Audit Report

2025-12-08

Created:	2025-12-05
By:	Nick Martin (nicholas.martin@fairhopeal.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFdLJ3pYdmVpGuxYohcRGVRXSEogBz4JR

"Spring Fever Chase 2026 packet_0001" History

-  Document created by Nick Martin (nicholas.martin@fairhopeal.gov)
2025-12-05 - 4:01:13 PM GMT
-  Document emailed to stephanie.hollinghead@fairhopeal.gov for signature
2025-12-05 - 4:04:29 PM GMT
-  Email viewed by stephanie.hollinghead@fairhopeal.gov
2025-12-05 - 7:12:00 PM GMT
-  Signer stephanie.hollinghead@fairhopeal.gov entered name at signing as Stephanie Hollinghead
2025-12-08 - 4:12:42 PM GMT
-  Document e-signed by Stephanie Hollinghead (stephanie.hollinghead@fairhopeal.gov)
Signature Date: 2025-12-08 - 4:12:44 PM GMT - Time Source: server
-  Document emailed to George Ladd (george.ladd@fairhopeal.gov) for signature
2025-12-08 - 4:12:47 PM GMT
-  Email viewed by George Ladd (george.ladd@fairhopeal.gov)
2025-12-08 - 4:23:47 PM GMT
-  Document e-signed by George Ladd (george.ladd@fairhopeal.gov)
Signature Date: 2025-12-08 - 4:25:01 PM GMT - Time Source: server
-  Document emailed to paige.crawford@fairhopeal.gov for signature
2025-12-08 - 4:25:08 PM GMT
-  Email viewed by paige.crawford@fairhopeal.gov
2025-12-08 - 7:29:33 PM GMT
-  Signer paige.crawford@fairhopeal.gov entered name at signing as Paige Crawford
2025-12-08 - 7:30:39 PM GMT



Document e-signed by Paige Crawford (paige.crawford@fairhopeal.gov)

Signature Date: 2025-12-08 - 7:30:41 PM GMT - Time Source: server



Agreement completed.

2025-12-08 - 7:30:41 PM GMT



Adobe Acrobat Sign