



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
AGENDA**

September 26, 2019

**BMA MEETING
7:00 PM**

- I. Silent Prayer, Pledge of Allegiance, Roll Call**
- II. Approval of Agenda**
- III. Mayor's Report**
- IV. Approval of Minutes**
 - A. September 12, 2019
- V. Business Items**
 - A. Approval of Request for Supplement from Cannon & Cannon, Inc. for Additional Engineering Services for Development of Advanced Traffic Management System (ATMS) Phase 1 Project
 - B. Approval of Bid for one (1) new 2020 2-Wheel Drive ½ Ton Pick-up Truck
 - C. Approval of Bid for one (1) new 2020 2-Wheel Drive ¾ Ton Pick-up Truck
 - D. Approval of Bid for one (1) new 2020 4-Wheel Drive ¾ Ton Pick-up Truck
- VI. Citizens Forum**
- VII. Town Administrator's Report**
- VIII. Town Attorney's Report**

11408 MUNICIPAL CENTER DRIVE | FARRAGUT, TN 37934 | 865.966.7057
WWW.TOWNOFFARRAGUT.ORG

It is the policy of the Town of Farragut not to discriminate on the basis of race, color, national origin, age, sex, or disability pursuant to Title VI of the civil Rights Act of 1964, Public Law 93-112 and 101-336 in its hiring, employment practices and programs. To request accommodations due to disabilities, please contact the ADA Coordinator at jcurry@townoffarragut.org or 865-966-7057 in advance of the meeting.

Board of Mayor and Aldermen Meeting Public Comment Protocol

The Board of Mayor and Aldermen welcomes and invites citizens to participate in public meetings.

At the beginning of each meeting, there will be time reserved for public comment under the Citizen Forum agenda item. If you are interested in speaking, please fill out a blue comment card and turn it in to the Town Clerk or staff member. This time is set aside specifically for comments on items that are not on the Board of Mayor and Aldermen regular agenda for the meeting. Each speaker will be given five (5) minutes to speak on his/her topic.

During the regular agenda portion of the meeting there may be an allowance for public comment for each agenda item. The Mayor may recognize individuals for public comment based on the following guidelines:

1. The Mayor shall maintain and control the meeting to provide a professional and objective environment conducive to presentation and discussion of the agenda items;
2. Anyone interested in speaking should fill out a blue comment card stating which agenda item they would like to comment on and turn in to the Town Clerk or a staff member;
3. Speakers shall come to the podium and identify themselves by name and address;
4. Public comment shall be limited to five (5) minutes per individual, time may be extended at the discretion of the Mayor; time is not transferable to other speakers;
5. Speakers should strive to avoid redundancy;
6. Comments shall address issues, not individuals or personalities;
7. Comments may support or oppose particular issues or measures, but the motives of those with differing views shall not be questioned or attacked;
8. Personal attacks and malicious comments shall not be tolerated;
9. An applicant, and/or their representative(s), for an item on the regular agenda shall be afforded the time necessary to present their request and respond to questions. The five (5) minute limitation shall not apply. However, the Mayor may ask an applicant to stay on point in order to facilitate the efficiency of the meeting.

MINUTES

September 12, 2019

Mayor Williams called the meeting to order at 7:00 PM. Members present were Mayor Williams, Aldermen Burnette, Pinchok and Povlin; Alderman Meyer was absent.

Approval of Agenda

Motion was made to amend the agenda by deleting item VI., A., 1., Ordinance 19-27. Moved by Alderman Povlin, seconded by Alderman Pinchok, voting yes, Mayor Williams, Aldermen Burnette, Pinchok and Povlin; Alderman Meyer was absent; no nays, motion passed.

Mayor's Report

Presentation of donations to the Knox County Schools
Star Spangled Banner Day Proclamation

Approval of Minutes

Motion was made to approve the minutes of August 22, 2019 as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok, voting yes, Mayor Williams, Aldermen Burnette, Pinchok and Povlin; Alderman Meyer was absent; no nays, motion passed.

Business Items

Approval of the Veterans Salute 10K, 5K and 1 Mile Kids Run

Motion was made to approve the Veterans Salute as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok, voting yes, Mayor Williams, Aldermen Burnette, Pinchok and Povlin; Alderman Meyer was absent; no nays, motion passed.

Approval of the Hot to Trot Race 5K/10K and Fun Run

Motion was made to approve the Hot to Trot Race as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok, voting yes, Mayor Williams, Aldermen Burnette, Pinchok and Povlin; Alderman Meyer was absent; no nays, motion passed.

Approval of Contract for On-Call Stormwater Repairs

Motion was made to award the On-Call Stormwater Repairs contract to Whaley Construction, LLC. Moved by Alderman Povlin, seconded by Alderman Pinchok, voting yes, Mayor Williams, Aldermen Burnette, Pinchok and Povlin; Alderman Meyer was absent; no nays, motion passed.

Approval of Dates for the November and December BMA meetings

Motion was made to cancel the Board of Mayor and Aldermen meetings of November 28 and December 26, 2019. Moved by Alderman Povlin, seconded by Alderman Pinchok, voting yes, Mayor Williams, Aldermen Burnette, Pinchok and Povlin; Alderman Meyer was absent; no nays, motion passed.

Approval of 2019 Parade of Homes Directional Signage

Motion was made to approve the 2019 Parade of Homes Directional Signage. Moved by Alderman Povlin, seconded by Alderman Pinchok, voting yes, Mayor Williams, Aldermen Burnette, Pinchok and Povlin; Alderman Meyer was absent; no nays, motion passed.

Citizens Forum

Deb McCarthy, Brass Lantern subdivision, would like more buffer at McFee Park and timers on the tennis lights.

Madonna Martin, Brass Lantern subdivision, wants the board to reconsider dog park.

Town Administrator's Report

David Smoak, Town Administrator, announced the Intro to Farragut Class schedule and that the free Putt Putt day is September 16.

Meeting adjourned at 7:27 pm.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Darryl W. Smith, PE


SUBJECT: Consider Approval of Request for Supplement from Cannon & Cannon, Inc. for Additional Engineering Services for Development of Advanced Traffic Management System (ATMS) Phase 1 Project.

INTRODUCTION: The purpose of this item is consideration of a supplement request from Cannon & Cannon, Inc. for additional design services related to the Town's ATMS project that's currently being developed.

BACKGROUND: In 2017, the Board entered into an agreement with Cannon & Cannon, Inc. for design services for development of a Congestion Mitigation Air Quality (CMAQ)-funded project that will upgrade our existing traffic signals to a Town-wide centrally controlled system. The project also includes replacement of signal controllers, communications systems, and other hardware. Original estimated cost was \$2,925,000 (100% CMAQ funding, with no local match).

Early last year, the Town requested additional CMAQ funds that will cover costs for all desired equipment, plus the addition of five closed-circuit television cameras and short-range communications devices. Our request for additional funding (for \$4,020,000) was approved by TDOT, adjusting the total project estimate to \$6,945,000. The additional equipment requires additional design effort, and the attached supplement request for \$20,000 will increase our contract with Cannon & Cannon from \$417,480 to \$437,480.

FINANCIAL SECTION:

Project: CMAQ ATMS Phase 1			
<u>Project Budget</u>	<u>Requested Amount</u>	<u>Contracted Amount</u>	<u>Available Amount</u>
\$6,945,000	\$20,000	\$417,480	\$6,507,520
Approved By: 			

PROPOSED MOTION: Approval of request for supplement from Cannon & Cannon, Inc. for additional design services required, with fee of \$20,000.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>POVLIN</u>	<u>PINCHOK</u>	<u>MEYER</u>	<u>BURNETTE</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



July 1, 2019

Mr. Darryl W. Smith, P.E.
Town Engineer
Town of Farragut
11408 Municipal Center Drive
Farragut, Tennessee 37934

**RE: Budget Supplement Agreement No. 1
Farragut Advanced Traffic Management System Phase 1 Project**

Dear Mr. Smith:

Cannon & Cannon, Inc. (CCI) appreciates the opportunity to prepare this budget supplement agreement for the referenced project. The original agreement was executed by the Town of Farragut on October 27, 2017. The Town of Farragut was recently awarded supplement CMAQ funding for this project from the Tennessee Department of Transportation (TDOT). This Budget Supplement Agreement No. 1 is being submitted to provide additional engineering services per the scope from the supplemental funding.

The additional services to be provided by CCI include the design and specification for closed-circuit television (CCTV) cameras at up to five (5) signalized intersections within the Town. The intersections that will receive these CCTV cameras will be discussed with the Town prior to design of the cameras.

Additionally, CCI will prepare specifications for dedicated short-range communications (DSRC) devices, which will be located at all signalized intersections within the project limits. These DSRC devices are a TDOT requirement of the Town having received the additional CMAQ funding. CCI will also revise and resubmit the systems engineering analysis (SEA) document to TDOT to incorporate CCTV cameras and DSRC devices.

Based on our understanding of these additional services, the proposed budget for the services described above in Budget Supplement Agreement No. 1 is \$20,000. This brings the total CCI engineering budget contract of this project to \$437,480. In accordance with the original agreement, CCI will continue to bill services on a lump sum basis, with invoices issued monthly.

If the outlined terms of this proposed budget supplement agreement are acceptable, please have this document signed in the space provided and return a copy via e-mail for our records.

Please do not hesitate to give me a call if you have questions or require additional information.

Sincerely,

Paul Beebe, P.E.
Director of Transportation & Public Works

AUTHORIZATION TO PROCEED

By _____ Date _____

TEL **865.670.8555**
CANNON-CANNON.COM

KNOXVILLE 8550 Kingston Pike
MEMBER OF MEMBERSHIP
KNOXVILLE, TN 37919
A WORLD OF SERVICE FAX 865.670.8866

AGENDA NUMBER: V. B.

MEETING DATE: September 26, 2019

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: William E. McKelvey, Public Works Director

SUBJECT: Approval of Bid for one (1) new 2020 2-Wheel Drive ½ Ton Pick-up Truck

INTRODUCTION: The purpose of this agenda item is to approve the purchase of one (1) new 2020 2-Wheel Drive ½ Ton Pick-up Truck.

BACKGROUND: The 2020 2WD ½ ton pick-up truck will replace a 2009 Ford F150. Maintenance of the Ford F150 is increasing with some electrical issues and the overall condition of the truck is very poor.

DISCUSSION: Attached are two bids which were received on September 3, 2019. The vehicle bid was presented in two parts. The first was for a 2020 model truck, the alternate bid was for a new model truck that meets our bid specifications and that is currently on the dealer's lot. Staff recommends award of the contract to the lowest bidder for the 2020 model truck. The low bidder is Ted Russell Ford for the total amount of \$25,395.00 for one (1) 2020 Ford F150 Pick-Up Truck.

FINANCIAL SECTION: (if needed)

<u>Total Budget</u>	<u>Requested Amount</u>	<u>Expenditures to Date</u>	<u>Remaining Amount</u>
\$192,000	\$25,395	\$7,670.83	\$158,934.17
Approved By: <u><i>A. Myers</i></u>			

RECOMMENDATION BY: Bud McKelvey, Public Works Director, for approval.

PROPOSED MOTION: Approval of bids for the purchase of one (1) 2020 Ford F150 Pick-up Truck to Ted Russell Ford in the amount of \$25,395.00.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE / TOTAL</u>	Williams	Povlin	Pinchok	Meyer	Burnette
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

BID TABULATIONS FOR 2020 2-WHEEL DRIVE ½ TON PICK-UP TRUCK

BIDDER	BID QUANTITY, YEAR, MAKE AND MODEL	BID PRICE
<p>Vendor: Ted Russell Ford</p> <p>Location: 9925 Parkside Drive Knoxville, TN 37922</p>	<p><u>Bid #1</u> 1 2020 Ford Crew Cab 4x2 XL (145" WB 100A pkg) (Estimated Delivery Date: Feb 2020)</p> <p><u>Bid #2</u> 1 2019 Ford Crew Cab 4x2 XL (157" WB 101A pkg) (In-Stock)</p>	<p>\$25,395.00</p> <p>\$29,001.00</p>
<p>Vendor: Beaty Chevrolet</p> <p>Location: 9615 Parkside Drive Knoxville, TN 37922</p>	<p><u>Bid #1</u> 1 2020 Chevrolet (CC15753) (Estimated Delivery Date: 10/28/2019)</p> <p><u>Bid #2</u> 1 2019 Chevrolet (CC15753) (In-Stock)</p>	<p>\$29,000.00</p> <p>\$27,905.00</p>

AGENDA NUMBER: V.C.

MEETING DATE: September 26, 2019

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: William E. McKelvey, Public Works Director

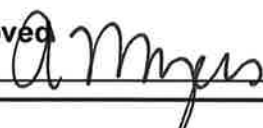
SUBJECT: Approval of Bid for one (1) new 2020 2-Wheel Drive ¾ Ton Pick-up Truck

INTRODUCTION: The purpose of this agenda item is to approve the purchase of one (1) new 2020 2-Wheel Drive ¾ Ton Pick-up Truck.

BACKGROUND: The 2020 2WD pick-up truck is being purchased as a necessity for meeting the increasing needs of the Town of Farragut.

DISCUSSION: Attached are two bids which were received on September 3, 2019. The vehicle bid was presented in two parts. The first was for a 2020 model truck, the alternate bid was for a new model truck that meets our bid specifications and that is currently on the dealer's lot. Staff recommends award of the contract to the lowest bidder for the 2020 model truck. The low bidder is Ted Russell Ford for the total amount of \$27,258.00 for one (1) 2020 Ford F250 Pick-Up Truck.

FINANCIAL SECTION: (if needed)

<u>Total Budget</u>	<u>Requested Amount</u>	<u>Expenditures & Contracted Amount</u>	<u>Remaining Amount</u>
\$192,000	\$27,258	\$33,065.83	\$131,676.17
Approved By: <u></u>			

RECOMMENDATION BY: Bud McKelvey, Public Works Director, for approval.

PROPOSED MOTION: Approval of bid for the purchase of one (1) 2020 Ford F250 Pick-up Truck to Ted Russell Ford in the amount of \$27,258.00.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE / TOTAL</u>	<u>Williams</u>	<u>Povlin</u>	<u>Pinchok</u>	<u>Meyer</u>	<u>Burnette</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

BID TABULATIONS FOR 2020 2-WHEEL DRIVE ¾ TON PICK-UP TRUCK

BIDDER	BID QUANTITY, YEAR, MAKE AND MODEL	BID PRICE
<p>Vendor: Ted Russell Ford</p> <p>Location: 9925 Parkside Drive Knoxville, TN 37922</p>	<p><u>Bid #1</u> 1 2020 F250 Crew Cab 4x2 (176" WB, 8' Bed 100A pkg) (Estimated Delivery Date: Feb 2020)</p> <p><u>Bid #2</u> N/A</p>	<p>\$27,258.00</p> <p>N/A</p>
<p>Vendor: Beaty Chevrolet</p> <p>Location: 9615 Parkside Drive Knoxville, TN 37922</p>	<p><u>Bid #1</u> 1 2020 Chevrolet (CC20943) (Estimated Delivery Date: 10/28/2019)</p> <p><u>Bid #2</u> 1 2019 Chevrolet (CC25943) (In-Stock)</p>	<p>\$31,200.00</p> <p>\$29,200.00</p>

AGENDA NUMBER: V. D.

MEETING DATE: September 26, 2019

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: William E. McKelvey, Public Works Director


SUBJECT: Approval of Bid for one (1) new 2020 4-Wheel Drive ¾ Ton Pick-up Truck

INTRODUCTION: The purpose of this agenda item is to approve the purchase of one (1) new 2020 4-Wheel Drive ¾ Ton Pick-up Truck.

BACKGROUND: The 2020 4WD ¾ ton pick-up truck will replace a 2008 Ford F250. We are replacing this truck with a **4WD model and adding a snowplow** to keep from using the ½ ton truck we have been using.

DISCUSSION: Attached are two bids which were received on September 3, 2019. The vehicle bid was presented in two parts. The first was for a 2020 model truck, the alternate bid was for a new model truck that met our bid specifications and that is currently on the dealer's lot. Staff recommends award of the contract to the bidder with an available in-stock truck because the low bid truck has an estimated delivery date of mid-February 2020. The cost of this truck from Beaty Chevrolet is \$38,000.00 for one (1) in-stock 2019 Chevy 2500 Pick-up Truck.

FINANCIAL SECTION: (if needed)

<u>Total Budget</u>	<u>Requested Amount</u>	<u>Expenditures & Contracted Amount</u>	<u>Remaining Amount</u>
\$192,000	\$38,000	\$60,323.83	\$93,676.17
Approved By: 			

RECOMMENDATION BY: Bud McKelvey, Public Works Director, for approval.

PROPOSED MOTION: Approval of bids for the purchase of one (1) 2019 Chevrolet 2500 4WD Pick-up Truck to **Beaty Chevrolet in the amount of \$38,000.00**

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE / TOTAL</u>	Williams	Povlin	Pinchok	Meyer	Burnette
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

BID TABULATIONS FOR 2020 4-WHEEL DRIVE ¾ TON PICK-UP TRUCK

BIDDER	BID QUANTITY, YEAR, MAKE AND MODEL	BID PRICE
<p>Vendor: Ted Russell Ford</p> <p>Location: 9925 Parkside Drive Knoxville, TN 37922</p>	<p><u>Bid #1</u> 1 2020 F250 Crew Cab 4x4 w/Snowplow (176" WB, 8' Bed 100A pkg) Estimated Delivery Date: Feb 2020</p> <p><u>Bid #2</u> 2019 F250 Crew Cab 4x4 w/Snowplow (176" WB, 8' Bed 101A pkg) In-Stock</p>	<p>\$36,434.00</p> <p>\$41,859.00</p>
<p>Vendor: Beaty Chevrolet</p> <p>Location: 9615 Parkside Drive Knoxville, TN 37922</p>	<p><u>Bid #1</u> 1 2020 Chevrolet w/Snowplow (CK20943) (Estimated Delivery Date: 10/28/2019)</p> <p><u>Bid #2</u> 1 2019 Chevrolet w/Snowplow (CC25943) (In-Stock)</p>	<p>\$38,969.00</p> <p>\$38,000.00</p>