



City of Cartersville

P.O Box 1390 – 10 Public Square – Cartersville, Georgia 30120
Telephone: 770-387-5616 – Fax 770-386-5841 – www.cityofcartersville.org

COUNCILPERSONS:

Matt Santini – Mayor
Calvin Cooley – Mayor Pro Tem
Gary Fox
Kari Hodge
Cary Roth
Jayce Stepp
Taff Wren

AGENDA

Council Chamber, Third Floor of City Hall– 7:00
PM – 11/1/2018
Work Session – 6:00PM

CITY MANAGER:

Tamara Brock

CITY ATTORNEY:

David Archer

CITY CLERK:

Meredith Ulmer

I. Opening of Meeting

- Invocation
- Pledge of Allegiance
- Roll Call

II. Regular Agenda

A. Council Meeting Minutes

1. October 18, 2018 (Pages 1 - 16)

[Attachments](#)

B. Proclamations

1. National Hospice Month (Pages 17 - 18)

[Attachments](#)

C. Appointments

1. Gas Department Appointment (Page 19)

[Attachments](#)

D. Resolutions

1. Creation of Festival Zone (Pages 20 - 22)

[Attachments](#)

E. Second Reading of Ordinances

1. T18-05: State Route 113 Billboard Revisions. Applicant: Tilley Properties, Inc.
Text Amendment to Chapter 20, Article II, Sign Ordinance, Sec. 20-29, Billboards.
(Pages 23 - 33)

[Attachments](#)

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2. FY 2017-18 Budget Amendment (Pages 34 - 36)

[Attachments](#)

F. Bid Award/Purchases

1. 2019 Calendar Printing (Page 37)

[Attachments](#)

2. Historic Downtown Water Main Replacement (Pages 38 - 41)

[Attachments](#)

3. Bartow County Purchase Meter – Grassdale Road (Pages 42 - 45)

[Attachments](#)

4. Purchase of Copier/Printer for Administrative Services (Pages 46 - 65)

[Attachments](#)

5. 2019 Health Insurance Renewal (Pages 66 - 71)

[Attachments](#)

6. 2019 Medicare Supplement Insurance Renewal (Pages 72 - 73)

[Attachments](#)

7. 2019 Employee Wellness Program (Pages 74 - 96)

[Attachments](#)

8. Fire Station #3 Guaranteed Maximum Price Agreement (Pages 97 - 101)

[Attachments](#)

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES OFFICE, ADA COORDINATOR, 48 HOURS IN ADVANCE OF THE MEETING AT 770-387-5616.



City of Cartersville

City Council Meeting
11/1/2018 7:00:00 PM
October 18, 2018

SubCategory:	Council Meeting Minutes
Department Name:	Clerk
Department Summary Recommendation:	The minutes have been attached and are ready for your review.
City Manager's Remarks:	The minutes have been prepared by staff and are recommended for your approval with any modifications you may have.
Financial/Budget Certification:	
Legal:	
Associated Information:	

City Council Meeting
 10 N. Public Square
 October 18, 2018
 6:00 P.M. – Work Session
 7:00 P.M. – Council Meeting

I. Opening Meeting

Invocation by Council Member Roth.

Pledge of Allegiance led by Council Member Fox.

The City Council met in Regular Session with Calvin Cooley, Mayor Pro Tem Ward 4 presiding and the following present: Jayce Stepp, Council Member Ward Two; Cary Roth, Council Member Ward Three; Gary Fox, Council Member Ward Five; Taff Wren, Council Member Ward Six; Tamara Brock, City Manager; Meredith Ulmer, City Clerk and Keith Lovell, City Attorney.

Absent: Kari Hodge, Ward One and Matt Santini, Mayor

II. Regular Agenda

A. Council Meeting Minutes

1. October 4, 2018 City Council Minutes

A motion to approve the October 4, 2018 City Council Meeting Minutes as presented was made by Council Member Stepp and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

B. First Reading of Ordinances

1. T18-05: State Route 113 Billboard Revisions. Applicant: Tilley Properties, Inc. Text Amendment to Chapter 20, Article II, Sign Ordinance, Sec. 20-29, Billboards.

Randy Mannino, Planning and Development Department Head stated billboards are currently not allowed on E. Main Street. The only existing billboard, and focus of this amendment, was approved prior to the current sign ordinance adoption. This amendment would allow static and LED billboards along E. Main St within 2700ft of the centerline of I-75. Revisions to the Main Street Overlay District ordinance are not required.

This is a first reading with no action required.

Ordinance no. _____

Now be it and it is hereby ORDAINED by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 20. SIGNS AND OUTDOOR ADVERTISING. ARTICLE II. SIGN ORDINANCE. SECTION 20-29 BILLBOARDS, PARAGRAPHS (a) AND (b)(2)(a) are revised as follows:

1.

Paragraph (a) is hereby revised by adding Sec. 20-29(a) 5 per the following:

5. State Route 113 (beginning at the centerline of the I-75 Right of Way and continuing west a distance of 2,700 linear feet).

2.

Paragraph (b)(2)(a) is hereby revised by adding Sec. 20-29(b)(2)(a) 5 per the following:

5. State Route 113 (beginning at the centerline of the I-75 Right of Way and continuing west a distance of 2,700 linear feet).

3.

The remaining provisions of Section 20-29 are to remain as is and the revised locations are to be made part of the listed streets in Section 20-29(a) and Section 20-29(b)(2)(a).

4.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____

SECOND READING: _____

MATTHEW J. SANTINI, MAYOR

ATTEST: _____
MEREDITH ULMER, CITY CLERK

C. Easements

1. Easements for Gas and Electric Departments – Harbin Clinic

Keith Lovell, City Attorney stated this is a permanent gas and electric utility easement for the construction, and operation, maintenance and use of electric and gas utilities on Harbin Clinic property.

A motion to approve Easements for Gas and Electric Departments – Harbin Clinic was made by Council Member Fox and seconded by Council Member Roth. Motion carried unanimously. Vote: 4-0.

D. Resolutions

1. Resolution for Bartow County SPLOST Election

Mr. Lovell stated this is a resolution approving the election results for the May 22nd SPLOST. Resolutions are attached as exhibits.

A motion to approve Resolution for Bartow County SPLOST Election was made by Council Member Roth and seconded by Council Member Wren. Motion carried unanimously. Vote: 4-0.

2. Time Change for December 6, 2018 Council Meeting

Tamara Brock, City Manager stated the first Council Meeting in December conflicts with the annual Christmas Parade. The Council has traditionally opted to change the evening meeting to a morning meeting.

A motion to approve Time Change for December 6, 2018 Council Meeting was made by Council Member Stepp and seconded by Council Member Wren. Motion carried unanimously. Vote: 4-0.

3. Resolution for Creation of Festival Zone

Lillie Read, Downtown Manager stated two events have been added to the downtown schedule and a festival zone has been requested for both. Staff recommends approval of this resolution.

A motion to approve Resolution for Creation of Festival Zone was made by Council Member Fox and seconded by Council Member Wren. Motion carried unanimously. Vote: 4-0.

Resolution No. - _____

of the

City of Cartersville, Georgia

WHEREAS, the Cartersville City Council approved a Festival Ordinance in 2014; and

WHEREAS, the Downtown Development Authority (DDA) wishes to establish a Festival Zone for the following events to be held downtown:

October 27	Mullinax Team Halloween Movie Night
November 8	Downtown Holiday Open House

WHEREAS, the DDA Board recommends that these events be designated a controlled Festival Zone; and

WHEREAS said Festival Zone will allow those of 21 years and older, who show proof of identification and receive a wristband, be allowed to consume purchased alcoholic beverages within the Festival Zone; and

WHEREAS, DDA board and staff will, in conjunction with event staff and volunteers, keep those with alcoholic beverages inside the allotted Festival Zone; and

WHEREAS, the Director of Planning and Development will receive all necessary proposals and applications prior to each event with the understanding that alcoholic beverages will only be sold by an approved alcohol-license holding businesses.

NOW, THEREFORE BE IT RESOLVED by the City of Cartersville that the aforementioned events, as planned and implemented by the DDA, and approved by the Director of Planning and Development, be designated a Community Festival Zone.

ADOPTED this the 18th day of October, 2018

/s/ _____
Matt Santini
Mayor

ATTEST:

/s/ _____
Meredith Ulmer
City Clerk

E. Contracts/Agreements

1. Metro Atlanta EMS Agreement

Scott Carter, Fire Chief stated on October 1, 2018, Metro Atlanta Emergency Medical Service began operating via contract with Bartow County as the provider of Emergency Medical Services for our county which includes the City of Cartersville. With Bartow EMS no longer functioning, City Fire thinks that the City of Cartersville should enter into a written agreement with Metro Atlanta EMS to clarify mutual services, training, expectations and field support. Highlights of this agreement include a mutual training program, disposable equipment replacement and field support for our live fire training exercises, participation in drills, and standby activities in support of the health and safety for Cartersville Firefighters.

It is the goal of the City of Cartersville and Metro Atlanta EMS for the citizens and guests to continue receiving quality care with the objective of improving the aid that is provided through this pre-hospital team approach. Cartersville Fire will continue to work toward the licensing and establishment of Basic Life Support services through GA DPH Region 1 EMS Council as a medical first responder. This agreement has been reviewed and approved by the City of Cartersville legal staff and the administration of Metro Atlanta EMS.

A motion to approve Metro Atlanta EMS Agreement was made by Council Member Roth and seconded by Council Member Roth. Motion carried unanimously. Vote: 4-0.

2. Corps of Engineers – Storage Payment

Bob Jones, Water Department Head stated the City has two contracts with the Corps of Engineers (Corps) to store raw water in Lake Allatoona. The contracts require an annual payment to the Corps for storage space and a pro-rata portion of operations and maintenance costs associated with operation of the dam. These payments are part of our annual operating budget, have been made for decades and typically fall in a predictable range.

This year, the Corps in its infinite wisdom, decided to load the entire restoration cost related to the powerhouse fire several years ago, into the O&M cost calculations. Our typical bill is in the \$185,000 to \$225,000 range, but this year City Water has been given seven invoices which total \$327,123.25. City Water has budgeted \$250,000 in the current year for this expense based on billing from the previous five years.

Mr. Jones recommended approval to the United States Corps of Engineers despite being far in excess of our budgeted amount. If we want to continue making drinking water from Allatoona, the City really does not have a choice. The excess cost will be covered through cuts to multiple line items or through use of reserve funds, if cuts are not sufficient.

A motion to approve Corps of Engineers – Storage Payment was made by Council Member Wren and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

F. Bid Award/Purchases

1. WPCP Bypass Elimination

Mr. Jones stated the original 1971 Water Pollution Control Plant (WPCP) had an intentional bypass structure built which allowed diversion of the entire wastewater flow directly to the Etowah River.

Bids were taken for the construction of a concrete wall which will eliminate the bypass structure. Bids were solicited from contractors the City has used in the past, as well as advertisement on the State of Georgia Procurement Website. Bids were received from the following: Willow Construction \$14,800; Lanier Construction \$39,245; Southern Champion Construction: No Bid.

In addition to the construction work above, bypass pumping of the entire flow on the 36-inch sewer main will be required. Godwin Pumps has provided the attached estimated cost for bypassing 3,200 gallons per minute 24/7. Mr. Jones asked for a not to exceed authorization to Godwin in the amount of \$35,000 to allow for any unforeseen delays in the work.

Mr. Jones recommended approval of the Willow Construction bid in the amount of \$14,800. Mr. Jones requested approval for a not to exceed authorization to Godwin Pumps (Xylem) in the amount of \$35,000.

A motion to approve WPCP Bypass Elimination was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

2. WPCP Camera System

Mr. Jones stated in the last few months, City Water has had a few incidents of people trespassing onto the Water Pollution Control Plant (WPCP) after hours. On one occasion, the operator on duty observed two individuals exiting the Operations Room when returning from a plant check. To date, nothing has been taken or damaged.

Mr. Jones recommended approval of the "4K Quote" in the amount of \$15,960.00 as specified by Fibercom. This price includes all needed hardware, software and labor for installation of the camera system.

A motion to approve WPCP Camera System was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

3. Garbage Truck Purchase

Tommy Sanders, Public Works Department Head stated Solid Waste opened bids on October 5th for a 20 Yd Rear Loader Garbage Truck and received 14 bids. The recommended best bid is for \$148,151.00 from Carolina Environmental for a Heil PT-1000 body on a Kenworth T370 chassis.

This is a budgeted item and is recommended for approval.

A motion to approve Garbage Truck Purchase was made by Council Member Fox and seconded by Council Member Roth. Motion carried unanimously. Vote: 4-0.

4. HVAC Purchase

Dan Porta, Assistant City Manager stated one of the Fiber Department's air conditioners had a freon leak and needed a new compressor. Since the air conditioner was over seven years old and used the old type of Freon which will be obsolete in a year or two, the decision was made to replace the unit. The total cost to replace the air conditioner with a 10-year extended parts and compressor warranty was \$7,478.91. Mr. Porta recommended approval of this purchase.

A motion to approve HVAC Purchase was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

5. Matthews Garage Vehicle Repair Invoice

Mr. Porta stated a City vehicle was involved in an accident in August and the other party was at fault. The cost to repair the City's vehicle was \$6,793.29 and this cost is being paid for by the other party's insurance, Progressive Insurance. Mr. Porta recommended approval to pay Matthews Garage for this vehicle repair.

A motion to approve Matthews Garage Vehicle Repair Invoice was made by Council Member Stepp and seconded by Council Member Roth. Motion carried unanimously. Vote: 4-0.

G. Discussion

1. 2014 SPLOST Projects

Mr. Porta stated in June 2017, the estimated total 2014 SPLOST collections for the City based on the current collections was \$4,056,000. Based on this, the City Council approved the project list with Fire Station #3 being budgeted at \$2,600,000. As of last week, the City received the estimated Guaranteed Maximum Price (GMP) from the construction manager at risk for Fire Station #3 which totaled \$3,563,044. As you can see, this cost estimate far exceeds our current budgeted amount for this fire station. An estimated breakdown of the projected total costs for Fire Station #3 based on this GMP is as follows:

Abuck, Inc. Construction Manager at Risk GMP	\$3,563,044
Croft & Associates, Architect	150,000
Furnishings, Cameras, Miscellaneous	80,000
Geo-Hydro Engineers – Site Testing Services	28,000
Total Estimated Costs for Fire Station #3	\$3,821,044

Therefore, based on the current projected cost estimates, Fire Station #3 will exceed our

current budgeted funds. The good news is that the 2014 SPLOST collections have improved and through August 2018 collections, the total estimated collections for 2014 SPLOST will be \$5,048,898 or \$992,898 higher than previously estimated based on increases in collections. The reason for the discussion of 2014 SPLOST is for the City Council to decide how to allocate the additional SPLOST collections.

City Council went into discussion about options. Council could rebid the project due to the project being over budget. Mr. Porta could work with Abuck in an attempt to get a price reduction. Construction is the bulk of the expense along with the architect. It was discussed that before the next Council meeting Mr. Porta could try to get a price reduction from Abuck. Chief Carter stated he hopes Council will be prudent, because once this station is done another station will need to be worked on.

Further discussion will take place next Council meeting on November 1, 2018.

H. First Reading of Ordinances

1. FY 2017-18 Budget Amendment

Tom Rhinehart, Finance Department Head stated after Completion of the Fiscal Year 2017-18 close, the General Fund, Special Revenue funds, and the SPLOST Fund's budgets need to be amended. The process of amending these budgets is done annually before the year-end close and will bring the city General Fund, Special Revenue Funds, and SPLOST Funds into compliance with Generally Accepted Accounting Principles (GAAP) standards. These adjustments reflect the necessary changes needed to bring the budgets back into balance where the revenues equal expenses and mirror the actual year-to-date revenues and expenses in each of the funds.

This is a first reading and does not require a vote.

I. Monthly Financial Statement

1. August 2018 Financial Report

Mr. Rhinehart went over the changes in each fund in a comparison between August 2018 and August 2017.

After announcements a motion to adjourn the meeting was made by Council Member Stepp and needing no second. Motion carried unanimously. Vote 4-0.

Meeting Adjourned

/s/ _____
Matthew J. Santini, Mayor

ATTEST:/s/ _____
Meredith Ulmer, City Clerk

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF CARTERSVILLE, GEORGIA DECLARING THE
RESULTS OF AN ELECTION HELD ON MAY 22, 2018 TO
DETERMINE THE REIMPOSITION OR NON-
REIMPOSITION OF A SPECIAL ONE PERCENT SALES
AND USE TAX AND FOR OTHER RELATED PURPOSES.**

WHEREAS, the Commissioner of Bartow County (the “Commissioner”), who is the governing authority of Bartow County, Georgia (the “County”) and who is charged with the duties of levying taxes, contracting debts, and managing the affairs of the County, and the Bartow County Board of Elections and Registration (the “Superintendent of Elections”), which is the Superintendent of Elections of Bartow County, called an election that was held on May 22, 2018, for the purpose of submitting to the qualified voters of Bartow County the question of whether or not a special one percent sales and use tax should be reimposed; and

WHEREAS, the ballots used in the election provided that if reimposition of the tax is approved by the voters, such vote shall also constitute approval of the issuance of general obligation debt of the City of Cartersville, Georgia (the “City”) in the principal amount of \$20,000,000 (the “General Obligation Debt”); and

WHEREAS, the returns of the election were duly brought up by the managers of such election, as required by law, and were presented to the City and the Superintendent of Elections for consolidation and for the declaration of the result of the election; and

WHEREAS, the returns of the election were received from all of the poll officers and thereupon the Superintendent of Elections canvassed, computed, and consolidated the returns of the election and concurrent with the adoption of this resolution delivered a certified copy of the consolidated return of the election to the City, and the result of the election was as follows:

For the City of
Cartersville, Georgia

Total Votes Cast	1,872
Spoiled Ballots	1
Total number of votes cast FOR the reimposition of a special one percent sales and use tax	1,321
Total number of votes cast AGAINST the reimposition of a special one percent sales and use tax	550

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cartersville, Georgia, and it is hereby resolved by authority of the same, that the election resulted in favor of the reimposition of a special one percent sales and use tax, by an affirmative vote of a majority of the qualified voters of the City voting in the election held for such purpose, that

accordingly the issuance of the General Obligation Debt has been authorized as required by law, and that the results of the election are hereby declared to be as set forth above.

BE IT FURTHER RESOLVED by the authority aforesaid, and it is hereby resolved by authority of the same, that a duly certified copy of the consolidated election return of the Superintendent of Elections be attached to this resolution as Exhibit "A" and made a part hereof.

PASSED, ADOPTED, SIGNED, APPROVED, and **EFFECTIVE** this 17th day of October 2018.

CITY OF CARTERSVILLE, GEORGIA

(SEAL)

By: _____
Mayor

Attest:

City Clerk

CITY CLERK'S CERTIFICATE

I, **MEREDITH ULMER**, the duly appointed, qualified, and acting City Clerk of the City of Cartersville, Georgia (the "City"), **DO HEREBY CERTIFY** that the foregoing pages of typewritten matter constitute a true and correct copy of a resolution adopted on October 17, 2018 by the City Council of the City in a meeting duly called and assembled in accordance with applicable laws and with the procedures of the City, by a vote of ____ Yea and ____ Nay, which meeting was open to the public and at which a quorum was present and acting throughout, in connection with declaring the results of an election pertaining to the reimposition or non-reimposition of a special one percent sales and use tax, and that the original of the foregoing resolution appears of public record in the Minute Book of the City, which is in my custody and control.

GIVEN under my hand and the seal of the City, this 17th day of October 2018.

(SEAL)

City Clerk, City of Cartersville, Georgia

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARTERSVILLE, GEORGIA AUTHORIZING THE COMMENCEMENT OF VALIDATION PROCEEDINGS FOR CITY OF CARTERSVILLE, GEORGIA GENERAL OBLIGATION BONDS AND FOR OTHER RELATED PURPOSES.

WHEREAS, the Commissioner of Bartow County (the “Commissioner”), who is the governing authority of Bartow County, Georgia (the “County”) and who is charged with the duties of levying taxes, contracting debts, and managing the affairs of the County, and the Bartow County Board of Elections and Registration, which is the Superintendent of Elections of Bartow County, called an election that was held on May 22, 2018, for the purpose of submitting to the qualified voters of Bartow County the question of whether or not a special one percent sales and use tax should be reimposed; and

WHEREAS, the ballots used in the election provided that if reimposition of the tax is approved by the voters, such vote shall also constitute approval of the issuance of general obligation debt of the City of Cartersville, Georgia (the “City”) in the principal amount of \$20,000,000 (the “General Obligation Debt”); and

WHEREAS, at the election duly called and held on May 22, 2018, a majority of the qualified voters of the City, voting in the election, voted in favor of the reimposition of the sales and use tax, which vote also constituted approval of the issuance of the General Obligation Debt; and

WHEREAS, on October 18, 2018, the City Council of the City adopted, at a meeting duly called and held, a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARTERSVILLE, GEORGIA DECLARING THE RESULTS OF AN ELECTION HELD ON MAY 22, 2018 TO DETERMINE THE REIMPOSITION OR NON-REIMPOSITION OF A SPECIAL ONE PERCENT SALES AND USE TAX AND FOR OTHER RELATED PURPOSES.

declaring the results of the election within the City to be in favor of the reimposition of the sales and use tax; and

WHEREAS, the City wishes to issue all of the General Obligation Debt so authorized in the aggregate principal amount of \$20,000,000, in the form of general obligation bonds of the City, and wishes to authorize the commencement of validation proceedings for such bonds;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cartersville, Georgia, and it is hereby resolved by authority of the same, that the attorneys for the City are hereby authorized and instructed to commence validation proceedings in accordance with the requirements of Article 2 of Chapter 82 of Title 36 of the Official Code of Georgia Annotated, as amended, and to take all actions necessary to obtain an order of the Superior Court

of Bartow County, Georgia validating and confirming such bonds, and that the Mayor or Mayor Pro Tempore of the City is hereby authorized and directed to execute any pleadings in connection therewith.

BE IT FURTHER RESOLVED by the authority aforesaid, and it is hereby resolved by authority of the same, that it is hereby determined that, during each year in which any payment of principal or interest on such bonds comes due, the City will have received from the sales and use tax net proceeds sufficient to fully satisfy such liability, as indicated on Exhibit A attached hereto and made a part hereof.

PASSED, ADOPTED, SIGNED, APPROVED, and EFFECTIVE this ____ day of _____ 2018.

CITY OF CARTERSVILLE, GEORGIA

(SEAL)

By: _____
Mayor

Attest:

City Clerk

EXHIBIT A**SUFFICIENCY DETERMINATION**

<u>Year Ending December 31</u>	<u>Estimated Beginning Balance of Net Proceeds of Sales and Use Tax</u>	<u>Estimated Net Proceeds of Sales and Use Tax</u> ¹	<u>Principal and Interest Requirements</u> ²	<u>Estimated Ending Balance of Net Proceeds of Sales and Use Tax</u>
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¹ Based on assumed growth rate of ____% per year.

² Based upon maximum interest rate of 6.00% and after deducting funded interest and expected interest earnings thereon.

CITY CLERK'S CERTIFICATE

I, **MEREDITH ULMER**, the duly appointed, qualified, and acting City Clerk of the City of Cartersville, Georgia (the "City"), **DO HEREBY CERTIFY** that the foregoing pages of typewritten matter constitute a true and correct copy of a resolution adopted on _____, 2018 by the City Council of the City in a meeting duly called and assembled in accordance with applicable laws and with the procedures of the City, by a vote of _____ Yea and _____ Nay, which meeting was open to the public and at which a quorum was present and acting throughout, in connection with authorizing the commencement of validation proceedings for the City's general obligation bonds, and that the original of the foregoing resolution appears of public record in the Minute Book of the City, which is in my custody and control.

GIVEN under my hand and the seal of the City, this ____ day of _____ 2018.

(SEAL)

City Clerk, City of Cartersville, Georgia



City of Cartersville

City Council Meeting
11/1/2018 7:00:00 PM
National Hospice Month

SubCategory:	Proclamations
Department Name:	Administration
Department Summary Recommendation:	This is a chance to recognize hospice and services they provide through a proclamation.
City Manager's Remarks:	Mayor and Council will recognize National Hospice Month and the services they provide with a proclamation. There is no action to be taken by Council.
Financial/Budget Certification:	
Legal:	
Associated Information:	



CITY of CARTERSVILLE

Proclamation

WHEREAS, hospice is a program that works offering person-centered, compassionate care, ensuring people dignity, choice, and quality of life; and

WHEREAS, the hospice model involves an interdisciplinary, team-oriented approach to treatment, including expert medical care, quality symptom control, and comprehensive pain management as a foundation of care; and

WHEREAS, beyond providing physical treatment, hospice attends to the patient's emotional, spiritual and family needs, and provides family services like respite care and bereavement counseling; and

WHEREAS, research indicates that timely access to hospice and palliative care can decrease hospitalizations and Emergency Room visits and increase quality of life for patients and family caregivers; and

WHEREAS, every year more than 1.5 million Americans living with life-limiting illness, and their families, receive care from the nation's hospice programs in communities throughout the United States; and

WHEREAS, hospice and palliative care organizations are advocates and educators about advance care planning that help individuals make decisions about the care they want.

NOW, THEREFORE I, Matthew J. Santini, Mayor of the City of Cartersville, do hereby proclaim November 2018 as National Hospice and Palliative Care Month and encourage citizens to express encouragement and appreciation for the services performed by hospice caregivers.

*In Witness whereof I have hereunto set my
hand and caused this seal to be affixed*

Mayor

Attest: _____ City Clerk



City of Cartersville

**City Council Meeting
11/1/2018 7:00:00 PM
Gas Department Appointment**

SubCategory:	Appointments
Department Name:	Administration
Department Summary Recommendation:	Upon Gary Riggs retirement, Michael Hill has served as interim superintendent. With the Mayor and Council's approval, I would like to appoint Michael Hill to be the permanent superintendent of the gas department.
City Manager's Remarks:	With Gary Riggs recent retirement, Michael Hill has been serving as interim superintendent of the gas department. I would like to recommend for approval from Mayor and Council to appoint Michael Hill as the permanent superintendent of the gas department.
Financial/Budget Certification:	
Legal:	
Associated Information:	



City of Cartersville

**City Council Meeting
11/1/2018 7:00:00 PM
Creation of Festival Zone**

SubCategory:	Resolutions
Department Name:	Downtown Development Authority
Department Summary Recommendation:	Patty Richardson, owner of Periwinkle Under the Bridge, would like to create a festival zone for their holiday open house shopping event on November 8 so that shoppers can easily eat, shop, and socialize under the bridge.
City Manager's Remarks:	The DDA has received an additional request for a festival zone for an event under the bridge. It is a festival zone requested by Patty Richards from Periwinkle for a holiday shopping night under the bridge. (see map attached) The event will take place from 4pm to 10pm on November 8th. The festival zone will be marked with the appropriate signage. All insurance, permits and additional information needed has been received. Your approval of the festival zone for November 8th is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Resolution No. - _____

of the

City of Cartersville, Georgia

WHEREAS, the Cartersville City Council approved a Festival Ordinance in 2014; and

WHEREAS, the Downtown Development Authority (DDA) wishes to establish a Festival Zone for the following events to be held downtown:

November 8 Under the Bridge Holiday Shopping Open House 4pm-10pm

WHEREAS, the DDA Board recommends that these events be designated a controlled Festival Zone in the area known as Under the Bridge; and

WHEREAS said Festival Zone will allow those of 21 years and older, who show proof of identification and receive a wristband or some other means of identification, be allowed to consume purchased alcoholic beverages within the Festival Zone; and

WHEREAS, DDA board and staff, or event staff and volunteers, will keep those with alcoholic beverages inside the allotted Festival Zone; and

WHEREAS, the Director of Planning and Development will receive all necessary proposals and applications prior to each event with the understanding that alcoholic beverages will only be sold by an approved alcohol-license holding businesses.

NOW, THEREFORE BE IT RESOLVED by the City of Cartersville that the aforementioned events, as planned and implemented by the DDA, and approved by the Director of Planning and Development, be designated a Community Festival Zone.

ADOPTED this the 1st day of November, 2018

/s/ _____
Matt Santini
Mayor

ATTEST:

/s/ _____
Meredith Ulmer
City Clerk





City of Cartersville

City Council Meeting

11/1/2018 7:00:00 PM

T18-05: State Route 113 Billboard Revisions. Applicant: Tilley Properties, Inc

SubCategory:	Second Reading of Ordinances
Department Name:	Planning and Development
Department Summary Recommendation:	Currently, billboards are not allowed on E. Main Street. The only existing billboard, and focus of this amendment, was approved prior to the current sign ordinance adoption. This amendment would allow static and LED billboards along E. Main St within 2700ft of the centerline of I-75. Revisions to the Main Street Overlay District ordinance are not required.
City Manager's Remarks:	This is a text amendment that was proposed by the applicant. The Planning Commission recommended your approval of this item.
Financial/Budget Certification:	
Legal:	
Associated Information:	

MEMO

To: Planning Commission, Mayor Santini & City Council
From: Randy Mannino and David Hardegree
Date: October, 2018
Re: *Text Amendment T18-05. Billboard Boundary Revision
for State Route 113*

Tilley Properties, Inc. (Applicant), 917 N. Tennessee St, proposes a revision to the Sign Ordinance, *Section 20-29 (A) Billboards*, to allow billboards on State Route 113 beginning at the centerline of the I-75 Right of Way and continuing west along State Route 113 a distance of 2,700 linear feet.

This text amendment is requested in order to convert an existing billboard on State Route 113/Main Street to a digital billboard. Because the text amendment justification is the conversion of a static billboard to an LED billboard, an additional change to Section 20-29 (B)(2) will also be required to allow LED billboards on the same section of Hwy 113.

The billboard to be converted is located in the G-C (General Commercial) district and in the Main Street Overlay District. Revisions to the Main Street Overlay District are not required.

A MF-14 (Multifamily dwelling district) is approximately 795 ft. from the edge of the 2700ft. delineation. A minimum of 500ft is the required distance from a billboard to a residential zoning district.

The existing billboard also received a variance in 2012 per V12-05, for the following:

1. Reduce setback from 100 ft to 20 ft from E. Main St right-of-way for installation of a billboard (Application based on previous sign ordinance standards effective before May 4, 2012).
2. Increase allowable size of a billboard from 300 sqft to 400 sqft.

The zoning ordinance sections to be updated and the proposed text amendment are as follows:

Sec. 20-29. - Billboards.

(a) Billboards shall be allowed, in addition to freestanding signs, on nonresidential use properties adjacent to only the following roads:

- (1) State Route 20.
- (2) U.S. 41 and corresponding frontage roads.
- (3) U.S. 411 and corresponding frontage roads.
- (4) West Ave. (beginning at, and including, the intersection with Henderson Dr. and running southwest).

ADD---5) State Route 113 (beginning at the centerline of the I-75 Right of Way and continuing west along State Route 113 a distance of 2,700 linear feet).

(b) Billboards require a permit to be erected, and shall comply with the following regulations:

(1) *General standards.*

- a. Shall be allowed a maximum sign area of three hundred (300) square feet.
- b. Shall not exceed a height of thirty (30) feet. Height shall be measured from the nearest road grade elevation.
- c. Shall be set back at least fifty (50) feet from the right-of-way of a public street or highway and twenty-five (25) feet from all property lines and buildings on the site.
- d. Shall be a minimum of five hundred (500) feet from a residential zoning district.
- e. Shall be a minimum of one thousand five hundred (1,500) feet from all other billboards. Distance shall be measured from one (1) billboard to another on the same road.
- f. Shall not be visible from or located along Interstate Highway 75.
- g. Shall not be attached to or painted directly on any building or any other natural or manmade structure or object other than the supporting structure specifically built for said sign.

(2) *Electronic billboards.*

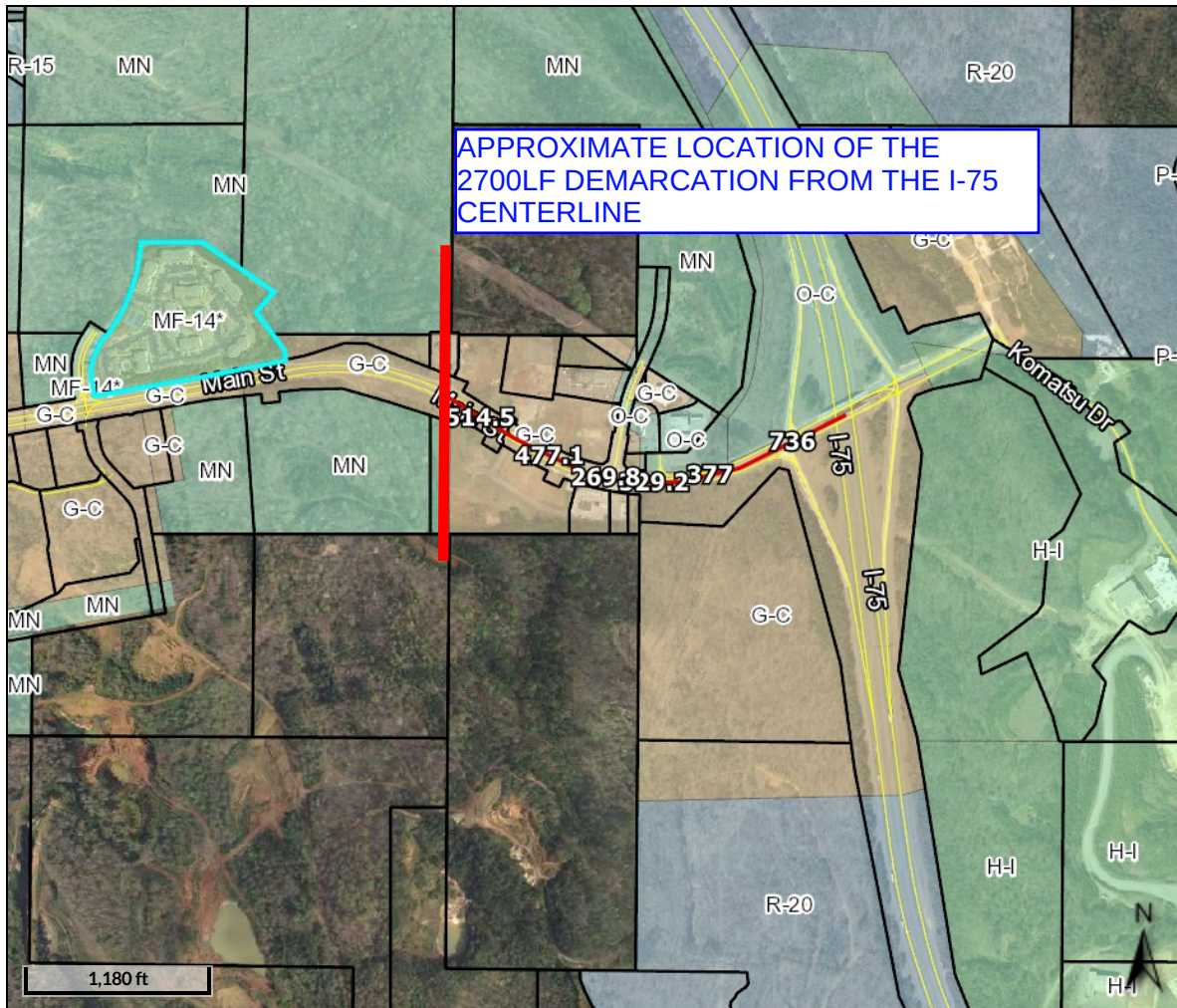
a. Billboard which are directly illuminated, exhibit animation; blink, change copy, display moving pictures or images, flash, contain light emitting diode (LED), and/or contain liquid crystal display (LCD) shall be prohibited except when located adjacent to one of the following roads:

1. State Route 20.
2. U.S. 41 and corresponding frontage roads.
3. U.S. 411 and corresponding frontage roads.
4. West Ave. (beginning at, and including, the intersection with Henderson Dr. and running southwest).

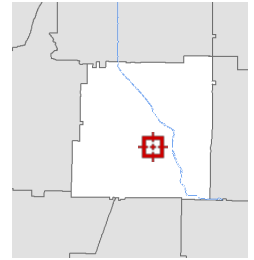
ADD---5. State Route 113 (beginning at the centerline of the I-75 Right of Way and continuing west along State Route 113 a distance of 2,700 linear feet).



Bartow County, GA



Overview



Legend

Parcels

Roads

City Labels

Cartersville Zoning

- AG
- DBD
- G-C
- G-C*
- H-I
- H-I*
- L-I
- L-I*
- M-U
- M-U*
- MF-14
- MF-14*
- MN
- O-C
- O-C*
- P-D
- P-D*
- P-I
- P-S
- P-S*
- R-10
- R-10*
- R-15
- R-15*
- R-20
- R-20*
- R-7
- R-7*
- R-D
- RA-12
- RA-12*

Parcel ID C007-0002-001
Sec/Twp/Rng n/a

Alternate ID 32910
Class Commercial

Owner Address VKEP-ALLC
C/O QUINTUS CORPORATION

Item # 5



City of Cartersville

PLANNING AND DEVELOPMENT

P.O. Box 1390 • 10 North Public Square • Cartersville, Georgia 30120

Telephone: 770-387-5600 • Fax: 770-387-5605 • www.cityofcartersville.org

June 19, 2012

Beth Tilley
917 N. Tennessee St
Cartersville, GA 30120

Dear Ms. Tilley,

This letter confirms the outcome of your variance application, heard on June 18, 2012. The result of the application to the Cartersville Board of Zoning Appeals was the following:

File V12-05: Variance application by Tilley Holdings LLC (Jeff Watkins, rep.) for property located at 1325 E. Main St (approximately 13 acres) for the following:

1. Reduce the minimum required setback for a billboard from the E. Main St right-of-way from 100 ft to 20 ft (application based on previous Sign Ordinance standards effective before May 4, 2012)
2. Increase allowable size for a billboard from 300 sqft to 400 sqft.

Approved 25 ft setback from E. Main St right-of-way with condition that billboard shall not be directly illuminated, animated, blink, change copy, display moving pictures or images, flash, contain Light Emitting Diode (LED), and/or contain Liquid Crystal Display (LCD).

Approved 400 sqft size.

If you have any questions, please contact me at rosborne@cityofcartersville.org or 770-387-5614.

Sincerely,

Richard Osborne, AICP
City Planner

Item # 5

**Application for Text Amendment(s)
To Zoning Ordinance
City of Cartersville**

Case Number: _____

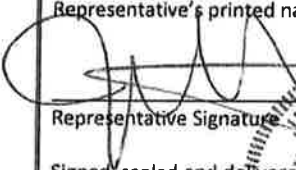
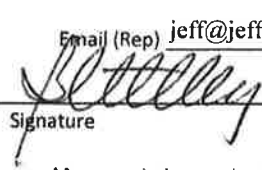
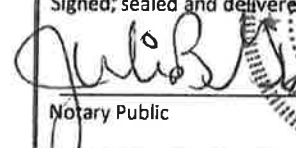
Date Received: _____

AMENDED APPLICATION

Public Hearing Dates:

Planning Commission _____ 1st City Council _____ 2nd City Council _____
5:30pm 7:00pm 7:00pm

APPLICANT INFORMATION

Applicant <u>TILLEY PROPERTIES, INC.</u> (printed name)	Office Phone <u>770-386-0040</u>
Address <u>917 N TENNESSEE STREET</u>	Mobile/ Other Phone _____
City <u>CARTERSVILLE</u> State <u>GA</u> Zip <u>30120</u> Email _____	
JEFFREY A. WATKINS Representative's printed name (if other than applicant)	Phone (Rep) <u>770-382-7017</u>
	Email (Rep) <u>jeff@jeffwatkinslaw.com</u>
 Representative Signature	 Applicant Signature
Signed, sealed and delivered in presence of:  Notary Public	My commission expires: _____

1. Existing Text to be Amended:

Article SIGN ORDINANCE, Section 20-29, Subsection (a)

Existing Text Reads as Follows: (a) Billboards shall be allowed, in addition to freestanding signs, on non-residential use properties adjacent to only the following roads: (1) State Route 20.; (2) U.S. 41 and corresponding frontage roads.; (3) U.S. 411 and corresponding frontage roads.; (4) West Ave. (beginning at, and including, the intersection with Henderson Dr. and running southwest).

2. Proposed Text:

Proposed Text Reads as Follows: To include a new subsection (a)(5) to read as follows:

(5) State Route 113 (beginning at the west side of I-75 Right of Way and running along State Route 113 a distance of 1,500 feet) at the centerline of I-75 right of way and running west along State Route 113/Main Street a distance of 2,700 linear feet).

(Continue on additional sheets as needed)

**Application for Text Amendment(s)
To Zoning Ordinance
City of Cartersville**

Case Number: _____

Date Received: _____

Public Hearing Dates:

Planning Commission _____ **1st City Council** _____ **2nd City Council** _____
 5:30pm 7:00pm 7:00pm

APPLICANT INFORMATION

Applicant TILLEY PROPERTIES, INC. Office Phone 770-386-0040
 (printed name)
 Address 917 N TENNESSEE STREET Mobile/ Other Phone _____
 City CARTERSVILLE State GA Zip 30120 Email _____

JEFFREY A. WATKINS Phone (Rep) 770-382-7017
 Representative's printed name (if other than applicant) Email (Rep) jeff@jeffwatkinslaw.com

Representative Signature _____

Applicant Signature _____

Signed, sealed and delivered in presence of: _____

My commission expires: _____

Notary Public

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Amended

(Continue on additional sheets as needed)

**Application for Text Amendment(s)
To Zoning Ordinance
City of Cartersville**

3. Reason(s) for the Amendment Request: To allow conversion of the existing billboard on State
Route 113/Main Street to a digital billboard.

(Continue on additional sheets as needed)

**REQUIREMENTS FOR FILING
AN APPLICATION FOR TEXT AMENDMENT(S)
CITY OF CARTERSVILLE, GA**

Completed applications must be submitted to the City of Cartersville Planning & Development Department, located at 10 N. Public Square, 2nd Floor. Cartersville, GA 30120.

Requirements

- 1. Completed Application:** Include all signatures. Complete items 1, 2 and 3.
- 2. Filing Fee:** A non-refundable filing fee of \$400.00 must accompany the completed application.
- 3. Public Notice Fee (Optional):** The applicant may choose to have city staff prepare and manage the public notification process outlined in **Requirement 4** below. If this option is requested, there is an additional, non-refundable fee of \$30.00 which covers the cost of the newspaper ad.
- 4. Public Notification:** The applicant is responsible for the following **public notification** process unless the applicant has requested that staff manage this process as outlined in **item 4** above:
 - a. Not less than fifteen (15) days and not more than forty-five (45) days prior to the scheduled date of the public hearing being the final action by the City Council and not less than ten (10) days prior to the Planning Commission meeting, a **notice of public hearing** shall be published in the legal notice section of the Daily Tribune newspaper within the City of Cartersville. Such notice shall state the application file number, and shall contain the location of the property, its area, owner, current zoning classification, and the proposed zoning classification. Such notice shall include both the Planning Commission and the City Council meeting dates. (See attached Notice of Public Hearing).

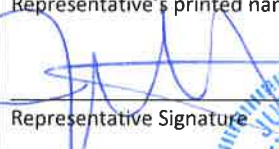
**Application for Text Amendment(s)
To Zoning Ordinance
City of Cartersville**

Case Number: T18-05
Date Received: 9/5/18

Public Hearing Dates:

Planning Commission 10/9/18 5:30pm 1st City Council 10/18/18 7:00pm 2nd City Council 11/1/18 7:00pm

APPLICANT INFORMATION

Applicant <u>TILLEY PROPERTIES, INC.</u> (printed name)	Office Phone <u>770-386-0040</u>
Address <u>917 N TENNESSEE STREET</u>	Mobile/ Other Phone _____
City <u>CARTERSVILLE</u> State <u>GA</u> Zip <u>30120</u> Email _____	
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	Email (Rep) <u>jeff@jeffwatkinslaw.com</u>
 Representative Signature	 Applicant Signature
Signed, sealed and delivered in presence of:  Notary Public	My commission expires: _____



Item # 5

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(Continue on additional sheets as needed)

**Application for Text Amendment(s)
To Zoning Ordinance
City of Cartersville**

3. Reason(s) for the Amendment Request: To allow conversion of the existing billboard on State
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(Continue on additional sheets as needed)

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City of Cartersville

City Council Meeting
11/1/2018 7:00:00 PM
FY 2017-18 Budget Amendment

SubCategory:	Second Reading of Ordinances
Department Name:	Finance
Department Summary Recommendation:	After Completion of the Fiscal Year 2017-18 close, the General Fund, Special Revenue funds, and the SPLOST Fund's budgets need to be amended. The process of amending these budgets is done annually before the year-end close and will bring the city General Fund, Special Revenue Funds, and SPLOST Funds into compliance with Generally Accepted Accounting Principles (GAAP) standards. These adjustments reflect the necessary changes needed to bring the budgets back into balance where the revenues equal expenses and mirror the actual year-to-date revenues and expenses in each of the funds. I recommend your approval of the attached ordinance amendment.
City Manager's Remarks:	This brings the FY17-18 budget back into balance and allows the revenues to equal expenses and mirror the year-to-date revenues and expenses. Your approval of the budget amendment is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Ordinance
of the
City of Cartersville, Georgia

Ordinance No. _____

NOW BE IT HEREBY ORDAINED by the Mayor and City Council that pursuant to the City of Cartersville Charter; the City of Cartersville Fiscal Year 2017 - 2018 budget.

2017 - 2018 Budget Summary

<u>General Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
Revenues	\$40,111,945	
Expenditures:		
Legislative		\$16,945,290
Administration		\$ 1,200,445
Finance Dept.		\$ 1,196,075
Customer Service Dept.		\$ 761,320
Police		\$ 5,496,750
Fire		\$ 7,349,220
Municipal Court		\$ 253,930
Public Works		\$ 2,409,590
Recreation		\$ 3,194,005
Planning & Development		\$ 1,096,400
Downtown Development Authority		\$ 208,920
 <u>Special Revenue Funds</u>		
GO Park Bonds Series 2014	\$ 5,118,185	\$ 5,118,185
SPLOST – 2003	\$ 142,075	\$ 142,075
SPLOST – 2014	\$ 2,429,700	\$ 2,429,700
DEA	\$ 283,250	\$ 283,250
State Forfeiture	\$ 3,000	\$ 3,000
Hotel/Motel Tax	\$ 1,032,560	\$ 1,032,560
Motor Vehicle Rental Tax	\$ 84,875	\$ 87,875
Grant Funds	\$ 987,600	\$ 987,600
Impact Fees	\$ 0	\$ 0
Business Improve Dist Tax	\$ 45,765	\$ 45,765
Development Fees	\$ 19,980	\$ 19,980
Cartersville Building Authority	\$14,194,275	\$14,194,275

Tax Allocation District	\$ 249,360	\$ 249,360
CDBG Supplemental Dis Rec	\$ 420	\$ 420

Enterprise Funds

Fiber Optics	\$ 2,361,120	\$ 2,361,120
Electric	\$48,806,080	\$48,806,080
Gas	\$34,235,980	\$34,235,980
Solid Waste	\$ 2,717,135	\$ 2,717,135
Stormwater	\$ 1,809,815	\$ 1,809,815
Water & Sewer	\$27,517,245	\$16,444,125
Water Pollution Control Plant		\$ 4,401,430
Water Treatment Plant		\$ 6,671,690

Internal Service Fund

Garage	\$ 831,460	\$ 831,460
--------	------------	------------

BE IT AND IT IS HEREBY ORDAINED.

ADOPTED, this ____ day of October 2018. First Reading.

ADOPTED this ____ day of November 2018. Second Reading.

/s/ _____
Matthew J. Santini
Mayor

ATTEST:

/s/ _____
Meredith Ulmer
City Clerk



City of Cartersville

**City Council Meeting
11/1/2018 7:00:00 PM
2019 Calendar Printing**

SubCategory:	Bid Award/Purchases
Department Name:	Administration
Department Summary Recommendation:	Recommend approval of the only bid from A New Dimension Graphic Design & Printing for \$9,029.84.
City Manager's Remarks:	This is a budgeted item. Your approval of the 2019 City calendar from a New Dimension for \$9,029.84 is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	
Associated Information:	



City of Cartersville

City Council Meeting
11/1/2018 7:00:00 PM
Historic Downtown Water Main Replacement

SubCategory:	Bid Award/Purchases
Department Name:	Water Department
Department Summary Recommendation:	Phase I will construct approximately 1,800-feet of 12-inch ductile iron water main. The project will run from the Chamber of Commerce, behind Young Brothers Pharmacy, cross Main Street at the railroad tracks and continue to Cherokee Street. Installation of these lines will allow us to abandon approximately 1,200-feet of 1880's era 10-inch cast iron main, dramatically increase fire flow capabilities, and improve water quality in the area. Two bids were received for this project on October 4, 2018 from the following contractors: · RDJE, Inc. – Newnan, GA \$1,397,102.40 · Site Engineering, Inc. – Atlanta, GA \$1,494,299.04 The design engineer, G. Ben Turnipseed, has certified the bids and recommended award to RDJE in the amount indicated above. \$1,250,000 was allocated for this project in our FY18-19 budget, to be funded with \$950,000 in bond proceeds and \$300,000 from an ARC Grant. \$1,200,000 was borrowed for this project because of rising material prices and increased infrastructure workload between the March budget submission and the June issuance of debt. Adding the \$300,000 ARC Grant, there is \$1,500,000 in available funds for the project. For this reason, the approval of the RDJE bid is recommended despite being over our budgeted amount. Several factors have caused a higher than expected price for this work: the tight work area, extremely heavy traffic, and the age of the area presents unknowns as to the location of existing facilities. There has also been a significant price increase (approximately 20%) in ductile iron pipe and fittings due to recent tariffs. There will be change orders with this project which will drive the price higher. The Water Department has adequate funds to cover those changes despite the higher than expected bids.

Cover Memo

Item # 8

City Manager's Remarks:	This is Phase I of the downtown water main replacement. The project will run from the Chamber of Commerce, behind Young Brothers Pharmacy, cross Main Street at the railroad tracks and continue to Cherokee Street. As mentioned above, the water department has adequate funds to cover this project despite the anticipated change orders and the higher than expected bid. Your approval of this bid is recommended.
Financial/Budget Certification:	This is a budgeted project and all expenditures related to this project will be paid through account 505.3320.54.3398.
Legal:	
Associated Information:	



October 19, 2018

Mr. Bob Jones
Director of Water and Sewer
City of Cartersville
Water Department
148 Walnut Grove Road, SE
Cartersville, Georgia 30120

Re: City of Cartersville
Water System Improvements
Project No. 151998

Dear Mr. Jones:

We have checked the bids received October 4, 2018 on subject project. A tabulation of the bids received is as follows:

	<u>Bidder</u>	<u>Total Amount Bid</u>
1.	RDJE, Inc. Newnan, Georgia	\$1,397,102.40
2.	Site Engineering, Inc. Atlanta, Georgia	\$1,494,299.04

As indicated the low bidder is RDJE, Inc. of Newnan, Georgia. Since the low bidder appears to have adequate experience, technical ability and financial capability to complete the project, we recommend contract award be made to RDJE, Inc. of Newnan, Georgia in the amount of \$1,397,102.40.

We have enclosed a certified copy of the bid tabulation for the bids received and a sample resolution the City should consider adopting. A copy of the System for Award Management (SAM) search results is also enclosed. These results document no active records of exclusion or debarment of participants in this project were found in a search of the federal SAM database.

Item # 8

If the contract is awarded, we will proceed with preparation of the contract documents for execution by both the contractor and the City.

If you have any questions concerning our recommendation, please call us.

Yours truly,

A handwritten signature in blue ink, appearing to read "J. Lamar Rogers".

J. Lamar Rogers, P.E.
Turnipseed Engineers

JLR:sn
Enclosures

Item # 8



City of Cartersville

City Council Meeting
11/1/2018 7:00:00 PM
Bartow County Purchase Meter – Grassdale Road

SubCategory:	Bid Award/Purchases
Department Name:	Water
Department Summary Recommendation:	The Bartow County Water Department (BCWD) plans to construct a new purchase point on the Cartersville Water Department (CWD) system along Grassdale Road. As has been the case with other wholesale purchase points, the cost of construction will be borne by the BCWD. The new purchase point presents an opportunity for the CWD to install and test a new type of meter system. The new system can be compared to the conventional system installed by BCWD for accuracy and reliability. The new system will be capable of sending real time meter readings from the purchase point. This capability, if deployed to other high volume purchase points, would allow better operation of the Water Treatment Plant (WTP) as well as quicker response to increases in demand. Pricing for an 8-inch Master Meter Octave Mag Meter was requested from Consolidated Pipe and Supply (Consolidated), a sole source provider. They provided a price of \$13,213.31 for the meter, vault and all fittings needed for installation. I would like to request a not to exceed authorization of \$20,000 to include purchase of material from Consolidated and any additional installation cost. This project will be paid through account 505.3320.54.1513 – Meters and Settings. This account is a capital improvement account and has a zero balance in the current budget because this project was unknown at the time of budget preparation.
City Manager's Remarks:	The new purchase point from the County allows the City to test out a new type of meter for real time demand and will allow us to better anticipate needs. This is not a budgeted purchase, however a budget amendment form will be prepared to move funds from O&M Meters and Settings to Capital Meters and Settings. There will be no increase to the budget for the department. Your approval of this purchase is recommended.
Financial/Budget Certification:	A budget amendment form will be prepared to transfer funds from 505.3320.52.2390 Maintenance Meters & Settings to 505.3320.54.1513 Meters and Settings. There will be no increase

Cover Memo

Item # 9

	to the budget as a result.
Legal:	
Associated Information:	

BUDGET AMENDMENT REQUEST FORM

DATE: 11/2/2018
 TO: Tamara Brock, City Manager
 FROM: Bob Jones
 DEPARTMENT: Water

	<u>Account Name</u>	<u>Account #</u>	<u>Original Budget Amount</u>	<u>Requested Amendment Amount</u>	<u>Revised Budget Amount</u>
1	Meters and Settings	505.3320.54.1513	\$0.00	\$20,000.00	\$20,000.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

Total of Amended Line Items \$ 20,000.00

Reason for increase in the original budget amount: The funds are for construction of a new Bartow County purchase meter on Grassdale Road. At the time of budget preparation we did not know they wanted a new purchase point.

The following account(s) and amount(s) will offset requested change in budget.

	<u>Account Name</u>	<u>Account #</u>	<u>Original Budget Amount</u>	<u>Less Requested Budget Amendment Amount</u>	<u>Revised Budget Amount</u>
1					
2	Maintenance - Meters & Settings	505.3320.52.2390	\$80,000.00	\$20,000.00	\$60,000.00
3					
4					
5					
6					
7					
8					

Total of Amended Line Items \$ 20,000.00

Requested by: _____
 Department Head Signature

 Date

Approved by: _____
 Tom Rhinehart, Finance Director

 Date

Approved by: _____
 Tamara Brock, City Manager

 Date **Item # 9**

C O N S O L I D A T E D P I P E A N D S U P P L Y C O . , I N C .
C U S T O M E R Q U O T E

194 Hurricane Shoals Rd.
Lawrenceville GA 30046

Quote Nbr: 207788 000
Quote Date: 10/23/2018

Page 1

0030 - SCOTT MCCRARY
Phone 770-822-9664
Fax 770-822-9323
Toll Free 800-844-9585

Job: 8" MSTR MTR OCTAVE QUOTE
W/VAULT

262541 - CARTERSVILLE CITY OF
WATER DEPARTMENT
P O BOX 1390
CARTERSVILLE GA 30120

Good Until: 12/31/2018
To: BRENT BECK
Email: BBECK@CITYOFCARTERSVILLE.ORG

Qty	Size/Wall/Description	Price	Extended Price

1.0	8 MSTR MTR SS OCTAVE 0306-D1-D09 20"	7,791.32 EA	7,791.32
1.0	8 ROMAC DJ400 DISMANTLING JT	550.20 EA	550.20
2.0	6 6FT DI FLGXPE SPOOL PC	215.00 EA	430.00
2.0	8 ROMAC ALPHA-A-9.10 CPLG	332.48 EA	664.96
3.0	8 150 FF RBR BN&G SET 1/8	15.00 EA	45.00
1.0	4'X4'X7' PRECAST VAULT HATCH - CORED, PLUMBED AND DELIVERED	3,731.83 EA	3,731.83
Total:			13,213.31



City of Cartersville

City Council Meeting
11/1/2018 7:00:00 PM
Purchase of Copier/Printer for Administrative Services

SubCategory:	Bid Award/Purchases						
Department Name:	Police						
Department Summary Recommendation:	I am requesting approval to purchase a copier/printer for Administrative Services of the Police Department. Our current copier/printer is old and is constantly in need of repair. The Police Department sent a request for bids (RFB) for a copier/printer to three companies and received three bids. The following are the bids for the copier/printer from each company that met the specifications: <table><tr><td>Canon</td><td>\$5,397.00</td></tr><tr><td>Toshiba</td><td>\$5,019.40</td></tr><tr><td>Xerox</td><td>\$4,867.86</td></tr></table> I recommend the best bid, Toshiba, for \$5,019.40, (better warranty at no monthly cost). This is a budgeted item and the E-Verify and E-Save documents have been submitted to the Police Department and are on file. I am requesting your support and recommendation for this purchase.	Canon	\$5,397.00	Toshiba	\$5,019.40	Xerox	\$4,867.86
Canon	\$5,397.00						
Toshiba	\$5,019.40						
Xerox	\$4,867.86						
City Manager's Remarks:	This is a budgeted item. Your approval of the Toshiba copier/printer for \$5,019.40 for police administration is recommended for approval.						
Financial/Budget Certification:	This is a budgeted item.						
Legal:							
Associated Information:							



City of Cartersville

P O L I C E D E P A R T M E N T

Memorandum

To : Tamara Brock, City Manager
From : Chief Frank L. McCann
Date : October 25, 2018
Ref : Purchase of a copier/printer
for Administrative Services.

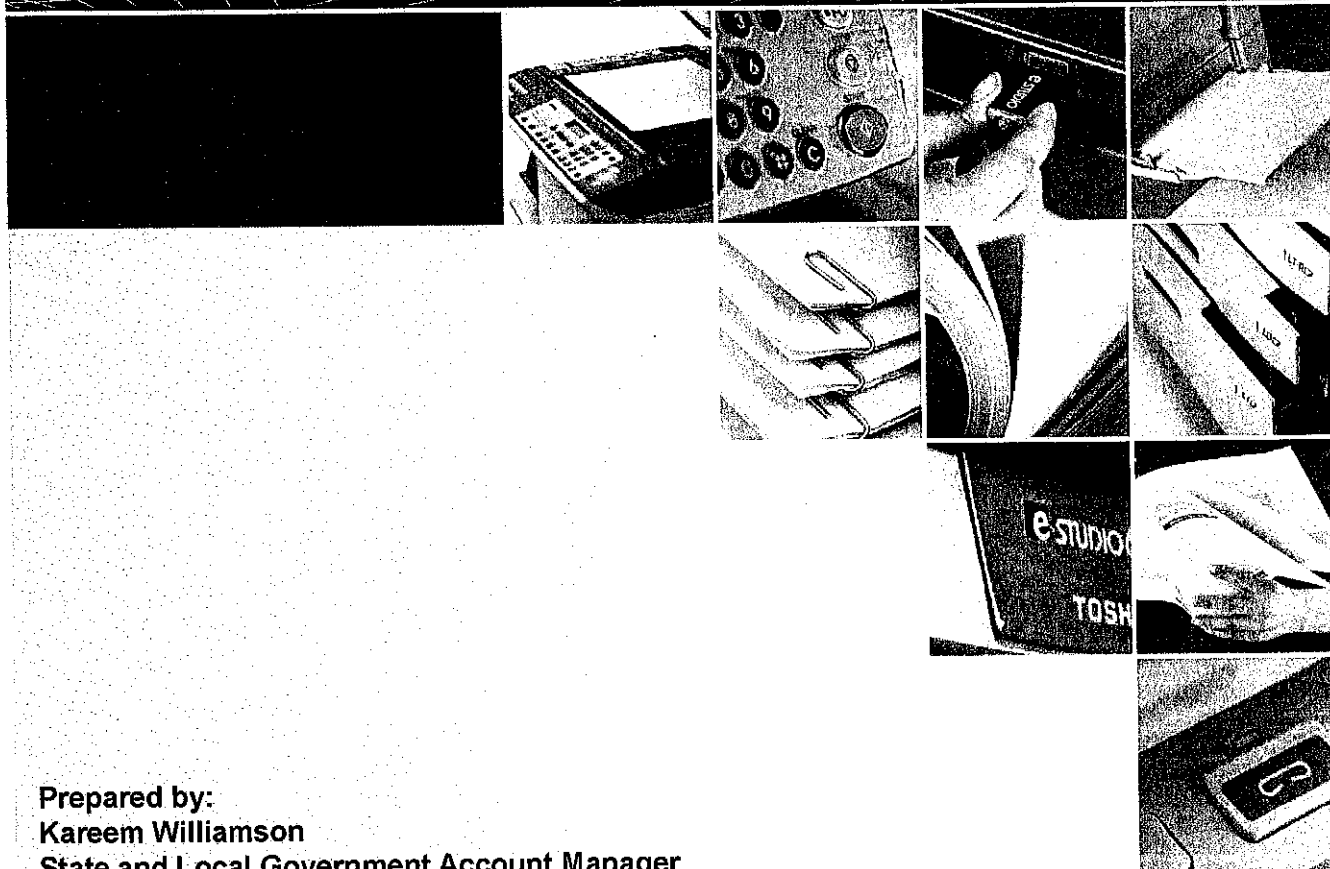
I am requesting approval to purchase a copier/printer for Administrative Services. Our current copier/printer is old and is constantly in need of repair.

The police department sent a request for bids (RFB) for a copier/printer to three companies. We subsequently received three bids from the companies. The following are the bids for the copier/printer from each company that met the specifications:

Cannon	\$5,397.00
Toshiba.	\$5,019.40
Xerox	\$4,867.86

I recommend the best bid, Toshiba, for \$5,019.40, (better warranty at no monthly cost) this is a budgeted item and the E-Verify and E-Save documents have been submitted to the police department and are on file. I am requesting your support and recommendation for this purchase.

Toshiba Business Solutions Proposal For Cartersville Police Department Administrative Services Division

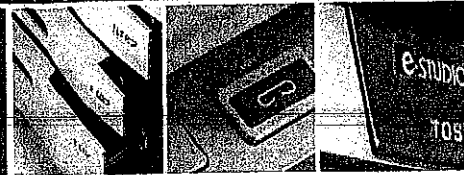


Prepared by:
Kareem Williamson
State and Local Government Account Manager
Business # 678-638-2193
kareem.williamson@tbs.toshiba.com

State of Georgia Contract # 99999-SPD0000137-0003

TOSHIBA
Leading Innovation >>>

Toshiba – A Global Leader

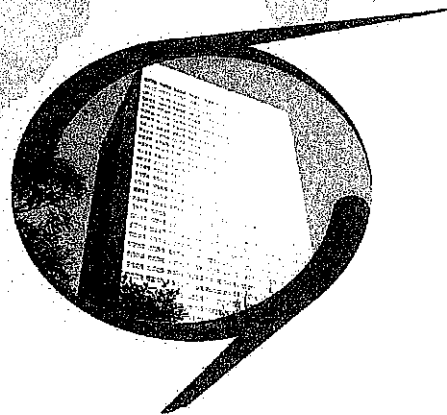


■ One of World's Largest Corporations

- \$50 Billion in Revenue
- Over 200K Employees
- 97st Largest Corporation
- 10th Largest Integrated Manufacturer of Electronic Equipment

■ Tremendous Resources

- \$3.2 Billion in R&D
- One of Leading Patents Holders in the U.S.



Committed to People,
Committed to the Future.



TOSHIBA
Leading Innovation >>>

TOSHIBA
Leading Innovation >>>



Total Quality Commitment

Parts and Supplies

To protect the investment you have made in your new Toshiba system, TBS GA only uses Toshiba OEM parts and supplies. We also include a complimentary power filter to help insure reliability. This guarantees optimum performance for your company.

No Charge Loaner

TBS GA wants to ensure that your office productivity does not suffer, therefore at your request, we will provide a free comparable loaner system should your system be unusable for more than one (1) business day.

Performance Guarantee

If at any time during the length of your lease agreement your new Toshiba system should not perform within the manufacturer's specifications, TBS GA will replace your system with a model of like or comparable value at no cost. We require only that your account be current.

Average 4 Hour Response – Guaranteed

TBS GA addresses any service call within an average of 4 business hours. This has been our policy for the last 35 years. TBS GA also has a 1 hour call back on average from the time your service call is placed.

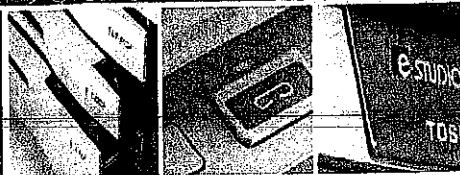
Team of Dedicated TBS GA Professionals

As part of TBS GA Total Quality Commitment you will have the following individuals assigned to your account.

- Field Service Engineer
- IT Specialist
- IT Help Desk
- Supply Representative
- External Customer Service Representative
- Internal Customer Service Team



Recommended Monthly Solution for Special Collections



1. Toshiba Estudio 3005AC Multifunctional System, prints 30 PPM

- Document Feeder
- Two paper Drawers
- Console Finisher
- Bridge kit
- Stand
- Fax
- Data Overwrite
- Copy
- Print
- Scan

Purchase Option: \$5,019.40

or

Lease Term

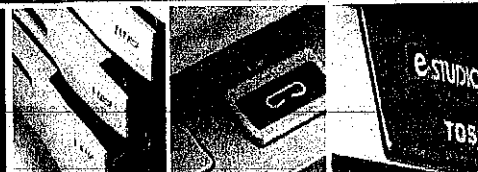
36 Months \$174.89

48 Months \$147.35

2. Full Service Includes all supplies, parts, labor and toner (excluding paper and staples)
3. B&W click rate .0083
4. Color Click rate .0440
5. Delivery, Installation, and Training

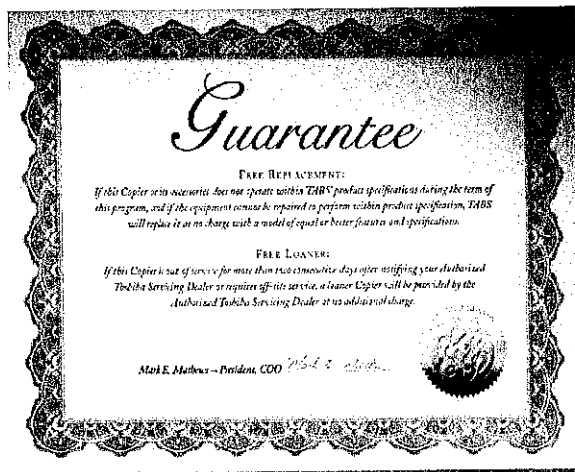
TOSHIBA
Leading Innovation >>>

Service and Support



TOSHIBA's EXCLUSIVE GUARANTEE PROGRAM

- Service problems are resolved in the most efficient manner possible. Toshiba's support model includes access to technical experts who offer assistance in the field to ensure that complex systems- and equipment-related issues are promptly resolved. In the event an issue cannot be resolved, Toshiba offers a Total Quality Commitment (TQC) guarantee policy for Toshiba products that includes further problem resolution steps as described below.
- Free Replacement (new Toshiba equipment)** - If your new Toshiba MFD or its accessories does not operate within Toshiba's product specifications during the term of this program, and if the equipment cannot be repaired to perform within product specifications, Toshiba will replace the copier or accessory at no charge with a model of equal or better features and specifications. If replacement is made within one year of the equipment installation date, the replacement will be a new machine and/or accessory.



TOSHIBA
Leading Innovation >>>

Environmental Commitment



Our Commitment to Environmental Stewardship.

At Toshiba, we believe the leading innovation leads to a better world. We continually seek ways to aid in the reduction of harmful environmental substances, the prevention of pollution, and the development of environmentally conscious products. Not only do we promote earth-friendly practices as our way of doing business, we also choose our suppliers based on their commitment to ecological harmony.

We Recognize Our Responsibility. And We've Been Recognized For It.



Toshiba's partnership with **Close The Loop, LLC** offers simple and convenient locations for consumers to drop off their spent consumables and ensure they are recycled responsibly and properly. With more than 5,000 drop off locations, 80% of U.S. population is within five miles of a drop box. It is the only non-remanufactured industry supported national collection program.

The majority of Toshiba MFPs are **Energy Star®** compliant. The Energy Star designation is only given to products that meet the Environmental Protection Agency's strict standards for energy efficiency and reduced environmental impact.

Environmental Vision 2050 is Toshiba's plan to improve the eco-efficiency of all our business processes and products by a factor of five by 2025 and by a factor of 10 by 2050 compared with 2000. This will allow people to "lead rich lifestyles in harmony with the Earth."

To meet Toshiba's aggressive environmental vision, Toshiba fully supports **The Environmental Protection Agency (EPA) Plug-In Partner**. Their recycling efforts last year generated energy savings equal to the energy to power over 7,000 U.S. Homes and prevented greenhouse gases equivalent to annual emissions from 12,000 cars.

Toshiba is ranked among the top ten **Portfolio 21** Performers. Only companies with an implicit commitment to sustainable business practices, such as energy resource efficiency and minimizing ecological impacts of products, receive this much-coveted award.



REUSE. REDUCE. RECYCLE.

TOSHIBA
Leading Innovation >>

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

33-0865305

Federal Work Authorization User Identification Number

07/11/2013

Date of Authorization

Toshiba America Business Solutions, Inc.

Name of Contractor

RFP (Event) No. 99999-SPD0000137

Name of Project

State of Georgia

Name of Public Employer

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

Executed on October, 28, 2016 in Irvine (city), CA (state).

R. Steven Tungate

Signature of Authorized Officer or Agent

R. Steven Tungate

Vice President, General Manager Strategic Business Planning & Supply Chain Management

Printed Name and Title of Authorized Officer or Agent

~~SUBSCRIBED AND SWORN BEFORE ME~~

~~ON THIS THE _____ DAY OF _____, 201__.~~

~~NOTARY PUBLIC~~

~~My Commission Expires:~~

SEE CALIFORNIA NOTARY ATTACHED 

CALIFORNIA JURAT

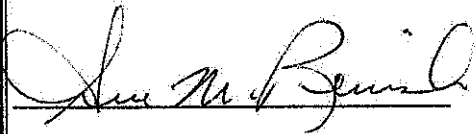
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

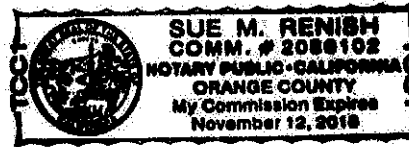
)

County of Orange)

Subscribed and sworn to (or affirmed) before me on this 28 day of October, 2016,
by R. Steven Tongate, proved to me on the basis of satisfactory
evidence to be the person(s) who appeared before me.



(Signature of Notary)



(Seal of Notary)

***** OPTIONAL *****

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of Attached Document

Title of Type of Document: Contractor Affidavit

Document Date: Oct. 28, 2016

Number of Pages: X 1

Other: _____

ATLANTA OFFICE EQUIPMENT SOLUTIONS



CARTERSVILLE POLICE DEPARTMENT

XEROX® ALTALINK® COLOR MULTIFUNCTION PRINTER

Smart, Secure and Connected

C7020/C7025/C7030

Hollis Stephens, President

hstephens@aoesatl.com

July 30, 2018

Proposed: Xerox C7030/SM2





ATLANTA OFFICE EQUIPMENT SOLUTIONS

XEROX C7030/SM2 COLOR COPIER SYSTEM

E-MAIL, SCAN, PRINT, COPY AND FAX ALL AT THE SAME TIME!!!!

****STANDARD FEATURES****

30 PPM COPYING AND PRINTING	Prints on 95% all Paper Types
Warm Up Time of 30 Seconds	High Definition LED Printer Engine
True Adobe Postscript, PCL, & XPS Drivers	Network Print (Windows, Mac, Linux, etc.)
Color Scan to Email (multiple destinations)	Xerox Mobile Printing/Scan to Cloud
Copy AND Print at 1200X2400 Resolution	Scan to and Print from USB device
Blazing Fast 3.5Ghz Processor	Login Accounting (Color Restrictions)
Shared 160GB Hard Drive for Document Storage	Xerox App Store (Download Apps to Copier)

OPTIONAL FEATURES *(All Checked Options are Included)*

- | | |
|---|---|
| ☐ C and Z Folder | ☐ Cassette Feeder |
| ☐ Staple Finisher | ☐ Hole Punch |
| ☐ Booklet Finisher (Saddle Finisher) | ☒ Network Fax |
| ☐ Paper Deck | ☐ EFI Fiery Controller |

Hollis Stephens

Atlanta Office Equipment Solutions

(678) 704-3001

hstephens@aoesatl.com



ATLANTA OFFICE EQUIPMENT SOLUTIONS

PURCHASE PRICING:

\$ 4,867.86

Purchase price includes all maintenance, materials, labor, parts, and all toner. It includes unlimited onsite service and support. Atlanta Office Equipment Solutions will deliver, install, and provide unlimited training for the Xerox C7030/SM2 graphics color copier system. We will guarantee a four hour response time on service. Contract includes the Xerox Replacement Guarantee for three years.

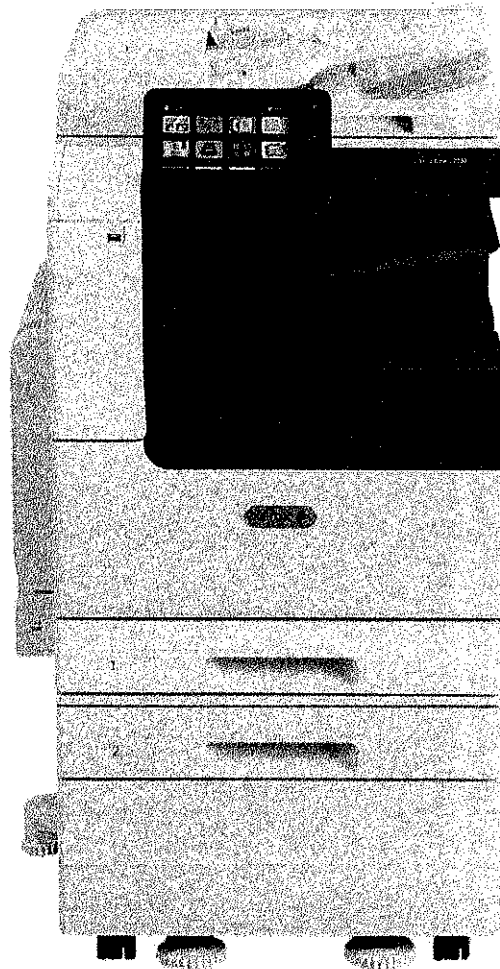
SERVICE AGREEMENT

\$ 20.00 PER MONTH

Included: 2,500 b/w copies
 Overage fees: \$0.0085 B/W
 \$0.055 COLOR

****COST IS FIXED FOR DURATION OF CONTRACT****





Item # 10

Atlanta Office Equipment Solutions

PRIME CONTRACTOR'S WORK AUTHORIZATION CERTIFICATION

Pursuant to O.C.G.A. §13-10-91, all qualifying contractors and sub-contractors performing work within the State of Georgia on a contract with a public employer must register and participate in a federal work authorization program. Prime contractors may participate in any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 ("IRCA").

The date by which a prime contractor must register and participate in a qualifying federal work authorization program depends on the number of employees in the prime contractor's company. If the prime contractor's company has 500 or more employees, it is required to register and participate in a qualifying federal work authorization program by July 1, 2007. If the prime contractor's company has 100 or more employees, it is required to register for and participate in a qualifying federal work authorization program by July 1, 2008. If the prime contractor's company has 99 employees or fewer, it is required to register for and participate in a qualifying federal work authorization program by July 1, 2009.

Certify compliance with O.C.G.A. § 13-10-91 by checking the appropriate line below:

_____ The undersigned has registered for and is participating in a qualifying federal work authorization program;

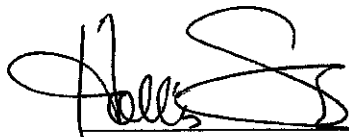
or,

XXX

The undersigned is not required to register for or participate in a qualifying federal work authorization program at this time. But, if the undersigned becomes a qualifying prime contractor in the future, the undersigned agrees to register for and participate in a qualifying federal work authorization program.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services within this state pursuant to this contract with a public employer, the undersigned will secure from such subcontractor(s) a verification of compliance with O.C.G.A. §13-10-91 using the form "Subcontractor's Work Authorization Certification" or a substantially similar form. The undersigned will maintain records of compliance and provide a copy of each sub-contractor's verification to the public employer at the time the sub-contractor is retained to perform such service.

[SIGNATURE ON NEXT PAGE]



BY: Authorized Officer or Agent

8/3/2018

Date

President

Title of Authorized Officer or Agent

Basic Pilot User Identification Number
(if applicable)

Harris Stephens

Printed Name of Authorized Officer
or Agent

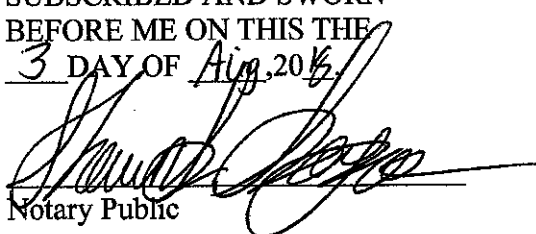
With express authority on behalf of:

Harris Stephens

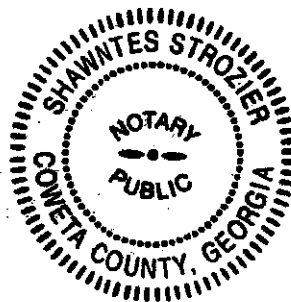
Printed Name of Prime Contractor

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

3 DAY OF Aug. 2018


Notary Public

My Commission Expires: Oct. 25 2021

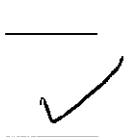


SUBCONTRACTOR'S WORK AUTHORIZATION CERTIFICATION

Pursuant to O.C.G.A. §13-10-91, all qualifying contractors and sub-contractors performing work within the State of Georgia on a contract with a public employer must register and participate in a federal work authorization program. Sub-contractors may participate in any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 ("IRCA").

The date by which your company must register and participate in a federal work authorization program depends on the number of employees in your company. If your company has 500 or more employees, you are required to register and participate in a federal work authorization program by July 1, 2007. If your company has 100 or more employees, you are required to register and participate in a federal work authorization program by July 1, 2008. If your company has 99 employees or fewer, you are required to register and participate in a federal work authorization program by July 1, 2009.

Certify compliance with O.C.G.A. §13-10-91 by checking the appropriate line below:



The undersigned has registered for and is participating in a qualifying federal work authorization program; *or*,

The undersigned is not required to register for or participate in a qualifying federal work authorization program at this time. But, if the undersigned becomes a qualifying sub-contractor in the future, the undersigned agrees to immediately:

- (1) Notify the covered prime contractor; *and*,
- (2) Register for and participate in a qualifying federal work authorization program.



BY: Authorized Officer or Agent

President

Title of Authorized Officer or Agent

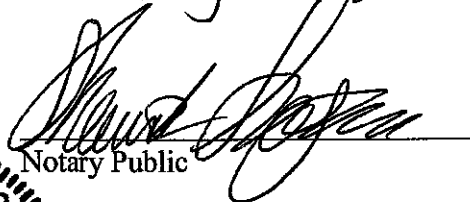
Hollis Stephens

Printed Name

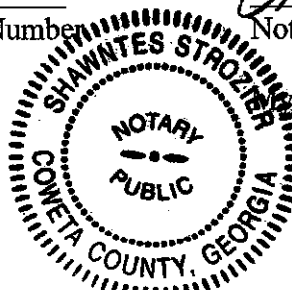
8/3/2008

Date

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE *30*
DAY OF *Aug*, 20*08*.


Notary Public

Basic Pilot User Identification Number
(if applicable)



Commission Expires: *Oct. 25 2009*



CANON SOLUTIONS AMERICA
 Canon Solutions America, Inc. ("CSA")
 One Canon Park, Melville, NY 11747
 (800)-613-2228

PURCHASE AND MAINTENANCE AGREEMENT

National IPA

PMAF# S0857262.01

Salesperson: Andrew James Daly

Order Date: 7/23/2018

Customer ("You"):		Customer Account: 1002993	Ship To:	
Company: CITY OF CARTERSVILLE			Company: CARTERSVILLE, CITY OF	
Address: 1 N IRWIN ST			Address: 195 CASSVILLE RD FL 1	
City: CARTERSVILLE		County: BARTOW	City: CARTERSVILLE	
State: GA		Zip: 30120-3121	State: GA	
Phone: 770.382.2526		Zip: 30120-2643		Phone: 770.382.2526
Contact: TWANDA HILL		Fax:	Contact: TWANDA HILL	
E-Mail: hill125@cartersvillepolice.com		E-Mail: hill125@cartersvillepolice.com		

Equipment, Supplies and Licenses of Application Software with listed third party support contracts: See Schedule A

Payment Terms	Other Requirements	Subtotal	5,397.00
☐ Check with Order Check # _____ ☒ Net 30 ☐ Other _____ ☐ Credit Card Requires submission of secure credit card authorization form.	☐ Purchase P.O. Required P.O.# _____ ☐ Maintenance P.O. Required P.O.# _____ ☒ Tax Exempt (Attach Certificate)	Delivery/Install	\$0.00
		Sales Tax	
		Total	
		Deposit	\$0.00
		Balance Due	

This transaction shall be governed in all respects by the Terms and conditions of contract # CP-002-13 dated 10-1-2013 between Canon Solutions America, Inc. and DuPage County and any terms and conditions which conflict with, vary from or supplement the contract terms shall be deemed null and void.

EQUIPMENT MAINTENANCE	Select 1 option: ☒ Included for all Equipment ☐ Included, except for Equipment excluded on Schedule A ☐ Decline ☐ Under separate agreement
Base Charge Billing Cycle	
☒ Monthly ☐ Quarterly ☐ Other _____	Coverage Plan ☒ Per Unit ☐ Fleet If adding to existing fleet, applicable contract # ☐ Aggregate If adding to existing Aggregate, provide either a contract # or serial #
Excess Per Image Charge Billing Cycle	Initial Term
☒ Monthly ☐ Quarterly ☐ Other _____	36 Months (min. 12)
Consumables Inclusive	
☒ Toner ☐ Other _____	

CUSTOMER SATISFACTION POLICY

If you are not satisfied with the performance of your Canon or Océ brand product, upon your written request, CSA in its sole discretion will repair or replace the product with a like unit with equivalent capabilities. Prior to replacement, CSA shall have had the opportunity to return the product to good working order in accordance with the terms of this agreement. This policy shall apply for 3 years from the date of installation or for the initial term of any CFS Lease, if longer, provided you are not in default of this Agreement and such maintenance services have not been canceled or terminated.

BY YOUR SIGNATURE BELOW, YOU AGREE TO PURCHASE THE ITEMS LISTED AND MAINTENANCE IF SELECTED ABOVE, IN SCHEDULE A OR IN ANY ADDENDUM(S) TO THIS AGREEMENT. YOU ACKNOWLEDGE RECEIPT OF A COPY OF THIS AGREEMENT, CONSISTING OF THIS FACE PAGE, THE ADDITIONAL TERMS AND CONDITIONS ON PAGE 2, SCHEDULE A AND ANY ADDENDUM(S) ATTACHED HERETO.

Customer's Authorized Signature _____

Printed Name _____

Title _____

Date _____

ADDITIONAL TERMS AND CONDITIONS

These are the additional terms and conditions referred to on the face page to which they are attached (such face page, schedules and any addendum(s) hereto, collectively with these terms and conditions, the "Agreement").

1. PURCHASE OF EQUIPMENT AND MAINTENANCE

1.1 Listed Items and Maintenance. You agree to purchase the units of equipment and supplies (the "Equipment") and licenses of application software with separate support contracts, if applicable (the "Listed Software" and, together with the Equipment, the "Listed Items"), as indicated on Schedule A and in any addendum(s) thereto (collectively, the "Schedule"). If you have selected maintenance on the face page, you also agree to purchase the maintenance services described in Section 2 below (such services are subject to the exclusions herein, "Maintenance") for the Listed Items described in Section 2 below ("Maintenance"). (a) The total purchase price specified on the face page, including sales taxes and delivery/installation charges, is due and payable in accordance with the payment terms herein. (b) In addition to the amounts shown in this Agreement, you shall pay CSA's rates if any special rigging is necessary for delivery and installation. (c) CSA reserves the right to withhold shipment of the Listed Items until you make full payment of the total price specified in this Agreement or if CSA revokes any credit extended to you because of your failure to pay any amounts when due or for any other reason affecting your creditworthiness. If, at any time prior to shipment, CSA discovers any mistake in pricing or Equipment configuration with respect to any Listed Item(s), CSA reserves the right to notify you of the mistake in writing, and such notification will constitute the non-acceptance of this Agreement by it with respect to such Listed Items without liability.

1.2 Maintenance Term. Maintenance under this Agreement, if selected by you on the face page, shall start on the date (the "Start Date") of installation for newly installed Equipment covered under toner inclusive maintenance. For all other newly installed Equipment, the Start Date shall be at the end of the relevant Equipment warranty or 90 days from installation, whichever comes first. The Initial Maintenance term specified on the face page shall renew for successive 12 month renewal terms unless either party gives written notice of non-renewal at least 30 days prior to the expiration of the then-current term. The renewal charges shall be reflected on the invoice for the first billing cycle of the renewal period. You shall have the right to terminate this Agreement during any renewal term on 30 days written notice to CSA.

1.3 Maintenance Charges. Base charges shall be billed in advance and per image charges, shall be billed in arrears. For Equipment designated as Corporate Advantage, the meter shall record a quantity of 2 images for any image produced on media wider than 8 1/2". Invoices shall be due and payable within 30 days of the invoice date unless otherwise stated on the invoice. Applicable taxes shall be added to the charges. (a) Consumables inclusive Maintenance includes replenishment of consumables specified on the face page for exclusive use with the Equipment. CSA may terminate the Maintenance under this Agreement if you use the consumables in a different manner. In the event your toner usage exceeds by more than 10% the published manufacturer specifications for conventional office image coverage, as determined by CSA, CSA may invoice you for such excess usage. You may purchase additional toner from CSA if required during the term. You shall bear all risk of loss, theft or damage to unused consumables, which shall remain CSA's property and shall be returned promptly upon termination of this Agreement. b) If you have selected the Fleet or Aggregate Coverage plan, the Base Charge and the Covered Images shall apply to all of the Equipment on the Schedule unless otherwise indicated. If specified on the face page that the Listed Items are being added to an existing Fleet Coverage Plan under a previous agreement between you and CSA, (i) the fleet shall include the listed items under the previous agreement, and all other agreements for which the add to existing fleet option was selected, and (ii) the maintenance term for all Listed Items under this Agreement shall be the same as the maintenance term for all listed items under all such previous agreements. (c) If specified on the face page that the Listed Items are being added to an existing Aggregate Coverage Plan under a previous agreement between you and CSA, the Covered Images shall apply to all of the Equipment on the schedule, unless otherwise indicated, plus the listed items under the previous agreement(s), and all other agreements for which the add to existing Aggregate Coverage Plan was selected, on an aggregated basis, for so long as the maintenance term for all such listed items continues. (d) Unless otherwise indicated, you authorize CSA to use networked features of the Equipment including imageWARE to receive software updates, activate features/new licenses and transmit use and service data accumulated by the Equipment over your network by means of an HTTPS protocol and to store, analyze and use such data for purposes related to servicing the Equipment, providing reports and product improvement. (e) You agree to provide meter readings to CSA, if applicable, in accordance with the meter read option selected and CSA's normal procedures. If you selected the myCSA website, you, your employees or agents shall complete CSA's registration process governing access to and use of such website, and you agree to be bound by, and comply with its Terms of Use. CSA may change your meter read options from time to time upon 60 days notice. If CSA does not receive timely meter readings from you, you agree to pay invoices that reflect CSA's estimates of meter readings. CSA reserves the right to verify the accuracy of any meter readings from time to time, and to invoice you for any shortfall in the invoice for the next periodic billing cycle.

2. Maintenance. YOU SHALL RECEIVE THE MAINTENANCE DESCRIBED IN THIS SECTION 2 ONLY IF YOU HAVE SELECTED THE SAME ON THE FACE PAGE. CSA shall provide all routine preventive maintenance and emergency service necessary to keep the Equipment in good working order in accordance with this Agreement and CSA's normal practice. Such service shall be performed during CSA's local regular business hours (8:30 A.M. to 5:00 P.M. Monday through Friday, except holidays). (a) You shall give CSA reasonable and safe access to the Equipment to perform on-site service. CSA may terminate maintenance for any Equipment you relocate to a site outside CSA's service territory. If, in CSA's opinion, any Equipment cannot be maintained in good working order through CSA's routine maintenance services, CSA may, at its option, (i) substitute comparable Equipment or (ii) cancel any balance of the term of this Agreement as to such Equipment and refund the unearned portion of any prepaid charges hereunder. Parts or Equipment replaced or removed by CSA in connection with maintenance services will become the property of CSA and you disclaim any interest therein. (b) Installation/Implementation of Listed Software may be at an additional charge except to the extent included as a Listed Item, and may be conditioned on your agreement to a separate statement of work or other document covering the scope and schedule of installation/implementation, configuration options, responsibilities of each party, and other matters, which shall solely govern as to the matters covered therein. Additional charges may apply for work beyond the initial scope described in such separate document. (c) Support for Listed Software is provided directly by the respective developers thereof and as set forth in each developer's applicable separate support contract, and is not provided by CSA under this Agreement except as expressly provided herein. Support for Listed Software may require separate purchase by you of a support contract, unless included under this Agreement as a Listed Item. The terms of support contracts for Listed Software are available from the developers, or will be provided to you by CSA upon request. Notwithstanding any provision in the support contract to the contrary, it shall automatically renew on an annual basis, subject to a price increase after the initial term. (d) CSA shall make available to you from time to time upgrades and bug fixes for the software licensed as part of the Equipment and for Listed Software, but: (i) only if such upgrades and bug fixes are provided to CSA by the developers of such Listed Software; (ii) availability of upgrades and bug fixes may be at additional charge, and (iii) installation of such upgrades and bug fixes by CSA if requested by you shall be at additional charge. You are not required to use CSA for installation of either Listed Software or for any upgrades and bug fixes, but if installation is done by anyone other than CSA, CSA shall have no responsibility for any performance or other issues that may result from such installation. (e) CSA shall also use reasonable efforts to provide Level 1 support for the Listed Software (except that for certain Listed Software shall be provided only if and so long as a separate software support contract for such Listed Software from the developer thereof is in effect. Level 1 support consists of (i) providing help-line telephone assistance in operating the Embedded Software and identifying service problems and attempting to troubleshoot any such problems in the Embedded Software; (ii) escalating operating problems to the available developer of the Embedded Software as needed to rectify such problems, including facilitating contact between you and the developer of the Embedded Software as necessary; and (iii) maintaining a log of such problems to assist in tracking the same.

3. Non-Covered Service. The following services, and any other work beyond the scope of this Agreement are not included within Maintenance and shall be invoiced in accordance with CSA's then current labor, parts and supply charges: (a) replacement of any consumable supply item not provided as part of toner inclusive service identified on the face page, including, without limitation, paper, toner, ink, waste containers, fuser oil, staples, other media, print heads and puncher dies; (b) repairs necessitated by factors other than normal use including, without limitation, any willful act, negligence, abuse or misuse of the Equipment; the use of parts, supplies or software which are not supplied by CSA and which cause abnormally frequent service calls or service problems; service performed by personnel other than CSA personnel; accident; use of the Listed Items with non-compatible hardware or software components; electrical power malfunction or heating, cooling or humidity ambient conditions; (c) de-installation, re-installation or relocation of Equipment;

(d) repairs to or realignment of Equipment, and related training, necessitated by changes you made to your system configuration or network environment; (e) work which you request to be performed outside of CSA's regular business hours; or (f) repair of network/system connection device, except when listed on face page. If you have NOT selected Maintenance on the face page, any of the maintenance services described in Section 2 above shall be available only upon your request, and shall be invoiced in accordance with CSA's then current labor, parts and supply charges. **4. DATA:** You acknowledge that the hard drive(s) on the Equipment, including attached devices, may retain images, content or other data that you may store for purposes of normal operation of the Equipment ("Data"). You acknowledge that CSA is not storing Data on behalf of you and that exposure or access to the Data by CSA, if any, is purely incidental to the services performed by CSA. Neither CSA nor any of its affiliates has an obligation to erase or overwrite Data upon your return of the Equipment to CSA or any leasing company. You are solely responsible for: (i) your compliance with applicable law and legal requirements pertaining to data privacy, storage, security, retention and protection; and (ii) all decisions related to erasing or overwriting Data. Without limiting the foregoing, you should, (a) enable the Hard Disk Drive (HDD) data erase functionality that is a standard feature on certain Equipment and/or (b) prior to return or other disposition of the Equipment, utilize the HDD (or comparable) formatting function (which may be referred to as "Initialized All Data/Settings" function) if found on the Equipment to perform a one pass overwrite of Data or, if you have higher security requirements, you may purchase from CSA at current rates an appropriate option for the Equipment, which may include (x) an HDD Data Encryption Kit option which disguises information before it is written to the hard drive using encryption algorithms, (y) an HDD Data Erase Kit that can perform up to a 3-pass overwrite of Data (for Equipment not containing data erase functionality as a standard feature), or (z) a replacement hard drive (in which case you should properly destroy the replaced hard drive). The terms of this Section 4 shall solely govern as to Data, notwithstanding that any provisions of this Agreement or any separate confidentiality or data security or other agreement now or hereafter entered into between you and CSA could be construed to apply to Data.

5. Limited Warranty. All Canon and Cc brand Equipment is provided with a manufacturer's end user limited warranty from Canon USA, Inc. CSA is an authorized Canon service dealer and provides warranty service under the Canon USA limited warranties. All other Listed Items are provided subject to such end user warranties and license terms as are provided by the manufacturer or developer as packaged or otherwise provided with the Listed Items. CSA shall upon your request provide to you copies of all such end user warranties and license. SUCH WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES REGARDING MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE USE OR PERFORMANCE OF THE LISTED ITEMS, AND ALL SUCH OTHER WARRANTIES ARE HEREBY EXPRESSLY DISCLAIMED. YOU EXPRESSLY ACKNOWLEDGE THAT SUCH WARRANTIES DO NOT ASSURE UNINTERRUPTED OPERATION AND USE OF THE LISTED ITEMS. This warranty does not extend to, and you shall pay, CSA's labor, parts and supply charges for any of the non-covered service described in Section 3 above.

6. EXCLUSION OF WARRANTIES AND LIMITATION OF LIABILITY. CSA SHALL NOT BE LIABLE FOR INJURY OR DAMAGE EXCEPT TO THE EXTENT CAUSED BY CSA'S NEGLIGENCE OR WILLFUL MISCONDUCT. CSA SHALL NOT BE LIABLE FOR EXPENDITURES FOR SUBSTITUTE EQUIPMENT OR SERVICES, LOSS OF REVENUE OR PROFIT, LOSS, CORRUPTION OR RELEASE OF DATA, FAILURE TO REALIZE SAVINGS OR OTHER BENEFITS, STORAGE CHARGES OR INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT REGARDLESS OF THE LEGAL THEORY ON WHICH THE CLAIM IS BASED AND EVEN IF CSA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Other than the limited warranty for the Canon-brand Equipment in Section 5 above, CSA EXPRESSLY DISCLAIMS ALL WARRANTIES EXPRESS OR IMPLIED INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE RELATING TO THE USE OR PERFORMANCE OF THE LISTED ITEMS OR ANY METER READ COLLECTION METHOD PROVIDED BY CSA OR THE MAINTENANCE OR ANY OTHER SERVICES HEREUNDER.

7. DEFAULT. You shall be in default of this Agreement if you fail to perform any of your obligations under this Agreement, including making payments when due. CSA may withhold service under this Agreement in whole or in part until any delinquent payment is received by CSA. CSA may terminate Maintenance in whole or in part upon your nonpayment or other default with thirty (30) days notice to you, unless such default is cured by you within the thirty (30) day period. If an overdue payment is disputed in good faith, you shall nonetheless pay all undisputed amounts when due and promptly make a good faith effort to resolve such dispute with CSA within no later than thirty (30) days after the due date of the disputed charges. In the event of your default, CSA may, without limiting its other rights and remedies available under applicable law and this Agreement, require you to pay all charges then due but unpaid, including any applicable late charges, plus an early termination fee equal to three (3) times the average monthly billing to date and any excess toner charges. You agree that such charges are reasonable liquidated damages for loss of bargain and not a penalty.

8. SECURITY; LATE PAYMENT. As security for the payment of all amounts due for the acquisition of the Listed Items, you hereby grant to CSA a security interest in the Listed Items. To the extent permitted by applicable law, you hereby authorize CSA to file with the appropriate governmental authorities any and all financing statements necessary to evidence or perfect CSA's security interest in the Listed Items. Without limiting any of CSA's right and remedies under applicable law, if payments are late, you shall pay the actual and reasonable costs and expenses of collection incurred by CSA, including the maximum attorney's fees permitted by law and CSA may charge you and you agree to pay, a late charge equal to the higher of five percent (5%) of the amount due or \$10 as reasonable collection fees, not to exceed the maximum amount permitted by law.

9. CHOICE OF LAW AND FORUM. THIS AGREEMENT AND ALL CLAIMS, DISPUTES AND CAUSES OF ACTION RELATING THERETO, WHETHER SOUNDING IN CONTRACT, TORT OR STATUTE, SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF NEW YORK. YOU CONSENT TO THE EXCLUSIVE JURISDICTION AND VENUE OF ANY STATE OR FEDERAL COURT LOCATED WITHIN THE CITY OF NEW YORK UPON SERVICE OF PROCESS MADE IN ACCORDANCE WITH THE APPLICABLE STATUTES AND RULES OF THE STATE OF NEW YORK OR THE UNITED STATES. ANY AND ALL SUITS YOU COMMENCE AGAINST CSA, WHETHER OR NOT ARISING UNDER THIS AGREEMENT, SHALL BE BROUGHT ONLY IN THE STATE OR FEDERAL COURTS LOCATED WITHIN THE CITY OF NEW YORK. YOU HEREBY WAIVE OBJECTIONS AS TO VENUE AND CONVENIENCE OF FORUM. ANY SUIT, OTHER THAN ONE SEEKING PAYMENT OF AMOUNTS DUE HEREUNDER, SHALL BE COMMENCED, IF AT ALL, WITHIN ONE (1) YEAR OF THE DATE THAT THE CLAIM ACCRUES. THE PARTIES IRREVOCABLY WAIVE ANY RIGHT TO A JURY TRIAL IN ANY SUIT BETWEEN THEM.

10. GENERAL. This Agreement shall be binding on you upon your signature and on CSA upon the delivery of any of the Equipment by CSA. This Agreement constitutes the entire agreement between the parties with respect to the purchase of the Listed Items and Maintenance, superseding all previous proposals and agreements, oral or written. All provisions of this Agreement including Section 4, which by their nature can be construed to survive the expiration or termination of this Agreement shall survive. If so indicated on a Schedule, you (or your leasing company) may submit a purchase order for procurement of Listed Items, and you may submit a purchase order for procurement of Maintenance hereunder, but any terms and conditions set forth in any purchase order (including a leasing company purchase order) which conflict with, vary from, modify or supplement the provisions of this Agreement shall be deemed null and void and of no force or effect, notwithstanding any statement to the contrary contained in any such purchase order. No representation or statement not contained on the original of this Agreement shall be binding upon CSA as a warranty or otherwise, nor shall this Agreement be modified or amended except by a writing signed by both you and a designated representative of CSA. If a court finds any provision of this Agreement (or part thereof) to be unenforceable, the remaining provisions of this Agreement shall remain in full force and effect. This Agreement shall not be assignable by you without CSA's prior written consent, and any attempted assignment without such consent, which shall not be unreasonably withheld, shall be void. You expressly disclaim having relied upon any representation or statement concerning the capability, condition, operation, performance or specifications of the Listed Items, except to the extent set forth on the original of this Agreement. You agree that CSA may accept an electronic image of this Agreement as an original, and that electronic copies of your signature will be treated as an original for all purposes.

Item # 10



CANON SOLUTIONS AMERICA
Canon Solutions America, Inc. ("CSA")
One Canon Park, Melville, NY 11747
(800)-613-2228

Purchase and Maintenance Agreement - NIPA

Schedule A

#PMAF S0857262.01

Page 1 of 1

Customer Name: CARTERSVILLE, CITY OF

Key to Meter Read Method: imageWARE Remote unless noted below (or W = mxCSA website)

Ship To Information	
Delivery Address: 195 CASSVILLE RD FL 1	Connectivity Contact: TWANDA HILL
City: CARTERSVILLE	I/T Phone #: 770.382.2526 E-Mail: hill125@cartersvillepolice.com
State: GA Zip: 30120-2643	Elevator: Yes ☐ No ☒ Loading Dock: Yes ☐ No ☒
Delivery Contact: TWANDA HILL	Earliest Delivery Date: # of Steps: 0 Hours of Operation: 9-5
E-Mail: hill125@cartersvillepolice.com	Special Instructions:

Equipment Information			Equipment Maintenance Information		
Item Code	Product Description	Qty	Serial #	Complete the following information. If Maintenance is selected on the face page, Maintenance is automatically selected herein unless you choose the option to exclude Maintenance by checking box(es) below	
1492C038	IRADVC3530I/2	1		☐ Equipment excluded from Maintenance	☐ Corporate Advantage
2384C001	CABINET TYPE-R	1		Equipment under separate MPS agreement	
1553C001	INNER FINISHER-K1	1			
1554C002	SUPER G3 FAX BOARD-AU1	1		Base Charge	Covered Image Included
2862V005	IR C3325/3330/3525/3530 INSTALL PAK	1		B & W	Color
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1		0	Long sheet
IntSupplies	Pre-Installed Supplies Installed in Machine	1		Start Meter	Excess per Image Charge
				B & W	Color
				0.01090	Long sheet
				0.06730	

Alternate Meter Read Method: _____

☐ Equipment excluded from Maintenance	☐ Corporate Advantage	Equipment under separate MPS agreement
Base Charge		Covered Image Included
B & W		Color
Start Meter		Long sheet
B & W		Color
Excess per Image Charge		Long sheet

Item # 10	Alternate Meter Read Method:
This transaction shall be governed in all respects by the Terms and conditions of contract # CP-002-13 dated 10-1-2013 between Canon Solutions America, Inc. and DuPage County and any terms and conditions which conflict with, vary from or supplement the contract terms shall be deemed null and void.	



City of Cartersville

**City Council Meeting
11/1/2018 7:00:00 PM
2019 Health Insurance Renewal**

SubCategory:	Bid Award/Purchases
Department Name:	Administration
Department Summary Recommendation:	For calendar year 2018, we changed to United Healthcare (UHC) from Blue Cross and Blue Shield (BC/BS) and are covered under a fully insured plan. We offered 3 plans for employees to choose from, as follows: The first UHC plan was a “Motion Plan” where employees can wear a fitness tracking device which can help them reduce (offset) their deductible and copays. The Motion Plan offered \$25 copays to primary physicians and \$40 copays to specialists, along with our \$1,500 single deductible/ \$3,000 family deductible. Employees were not mandated to wear the fitness tracking devices and only approximately 118 employees/spouses signed up for the tracking devices. A majority of City employees signed up for this plan. The second UHC plan that was offered provided some changes in copays and deductibles, so if an employee chose this plan they could pay a lower monthly premium but be subject to higher copay and deductibles. We did not have any City employees sign up for this plan in 2018. The third plan offered for 2018 was an HSA and we had 6 employees sign up for this plan. Unfortunately, our health insurance claims have been running higher and UHC came in with a 25.9% rate increase. Shaw Hankins has shopped the market and received proposals back from a few other insurance carriers as follows: Aetna – declined to quote BC/BS – fully insured: 10.5% premium increase over current year. Also, submitted self-insured plan at 22.8% increase over current year. Cigna – fully insured: 7.5% premium increase over current year Meritain – self-funded plan with 29.5% premium increase over current year Humana – proposal received, but uncompetitive

Cover Memo

Item # 11

	As our overall employee health insurance claims increase, the cost for health insurance continues to rise. A brief history of recent health insurance providers is as follows: 2017 – BC/BS – one-year term. Renewal for 2018 came in with a 21% rate increase, so we switched providers. 2018 – UHC – Renewal for 2019 came in with 25.9% rate increase. Out of the proposals received between BC/BS and Cigna, staff recommendation would be to go with BC/BS because of the following: 1. BC/BS provider network includes Children’s Healthcare at Egleston which has been used by employees previously and this hospital is not in the Cigna network. 2. Cigna Insurance was a previous provider for the City and we had some issues with insurance claims being processed correctly.
City Manager's Remarks:	Your approval of health insurance for 2019 with BC/BS is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	
Associated Information:	

City of Cartersville
Medical Renewal Analysis - UnitedHealthcare
 January 1, 2019

	UnitedHealthcare			
	Current Plans		Renewal Plans	
	Balanced (Traditional) Plan	HSA	Renewal Plan 3	Renewal Plan 4
Plan Name	AR-VL MOD (2017 Balanced) Rx SU MOD	AR-VG (2017 HSA) Rx IU HSA	BB-WY MOD (2018 CH+Adv (CH+ Direct)) Rx UG Mod	BB-WX MOD (2018 CH+Adv (CH+ Direct)) Rx 529 HSA MOD
Provider Network	Choice+ Legacy HMO	Choice+ Legacy HMO	Choice+ Legacy HMO	Choice+ Legacy HMO
Office Visits (PCP/Specialist)	In-Network \$25 / \$40 Out of Network 100% Not covered	In-Network Ded+Coins 100% Out of Network 60% Not covered	In-Network \$25 / \$40 Out of Network 60% Not covered	In-Network Ded+Coins 100% Out of Network 60% Not covered
Preventive Care	Single \$1,500 Family \$3,000	Single \$1,500 Family \$3,000	Single \$1,500 Family \$3,000	Single \$1,500 Family \$3,000
Deductible	Single \$3,000 Family \$7,000	Single \$3,000 Family \$8,000	Single \$3,000 Family \$8,000	Single \$3,000 Family \$8,000
Coinsurance	Single 90% Family 60%	Single 80% Family 60%	Single 90% Family 60%	Single 80% Family 60%
Out-of-Pocket Maximum	Includes Deductible Single \$5,000 Family \$13,000	Includes Deductible Single \$4,000 Family \$8,000	Includes Deductible Single \$5,000 Family \$13,000	Includes Deductible Single \$4,000 Family \$8,000
Annual Maximum	Single \$10,000 Family \$19,000	Single \$8,000 Family \$16,000	Single \$10,000 Family \$19,000	Single \$8,000 Family \$16,000
Emergency Room	NA	NA	NA	NA
Urgent Care	90%	80%	90%	80%
Wellness Budget	\$200	Ded+Coins \$30,000	\$200	Ded+Coins \$30,000
Prescription Drugs				
Rx Deductible	None	Subject to Medical Deductible	None	Subject to Medical Deductible
Tier 1 (Preferred Value/Generic)	\$15	\$15	\$15	\$15
Tier 2 (Preferred Brand)	\$40	\$40	\$40	\$40
Tier 3 (Nonpreferred)	\$60	\$75	\$60	\$75
Tier 4 (Preferred Specialty)	\$100	NA	\$100	NA
Tier 5 (Nonpreferred Specialty)	NA	NA	NA	NA
Mail Order	2.5 x retail	2.5 x retail	2.5 x retail	2.5 x retail
Rates by Plan				
Employee	1 3 Current \$659.90	Current \$569.01	Renewal Plan \$630.50	Renewal Plan \$726.11
Employee + Spouse	186 4 Current \$1,385.80	Current \$1,194.93	Renewal Plan \$1,744.06	Renewal Plan \$1,524.84
Employee + Child(ren)	44 0 Current \$1,286.83	Current \$1,109.59	Renewal Plan \$1,619.51	Renewal Plan \$1,415.94
Family	22 0 Current \$2,012.74	Current \$1,735.52	Renewal Plan \$2,553.08	Renewal Plan \$2,214.69
Monthly Premium by Plan	80 1 Current \$373,046	Current \$4,012	Renewal Plan \$469,487	Renewal Plan \$5,119
Annual Premium by Plan	Current \$4,476,553	Current \$48,139	Renewal Plan \$5,633,847	Renewal Plan \$61,430
Change From Current				
Employee	\$	\$	\$	\$
Employee + Spouse	%	%	%	%
Employee + Child(ren)				
Family				
Total Cost Difference-Monthly				
Combined Annual Plan Totals	Current \$4,524,691		Renewal \$5,695,277	Renewal \$1,170,585
Combined Annual Cost Difference (\$)				
Combined Annual Cost Difference (%)				25.9%

This comparison is intended to illustrate the carrier's proposed services and rates and should not be relied upon to fully determine benefits and rates. Refer to carrier's renewal/proposal for a complete representation of coverage terms and conditions.

UHC did not provide renewal for Choice+ Advanced plan since no one is enrolled.
 UHC is not renewing the current plans. All 2019 fully insured plans will add a \$500 per occurrence deductible for outpatient services performed at a hospital. (UHC waived new inpatient services deductible.)

City of Cartersville

Medical Marketing Analysis - BlueCross BlueShield

January 1, 2019

BlueCross BlueShield of Georgia							
Proposed							
Balanced (Traditional) Plan				HSA			
Plan Name		POS 2590 \$1,500		HSA \$1,500			
Provider Network		Blue Open Access POS		Blue Open Access POS			
		In-Network	Out of Network	In-Network	Out of Network		
Office Visits (PCP/Specialist)		\$25 / \$40	60%	Ded+Coins	60%		
Preventive Care		100%	60%	100%	60%		
Deductible	Single	\$1,500	\$3,500	\$1,500	\$4,000		
	Family	\$3,000	\$7,000	\$3,000	\$8,000		
Coinsurance		90%	60%	80%	60%		
Out-of-Pocket Maximum		Includes Deductible		Includes Deductible			
	Single	\$5,000	\$13,000	\$4,000	\$8,000		
	Family	\$10,000	\$39,000	\$8,000	\$16,000		
Annual Maximum		Unlimited		Unlimited			
Inpatient Hospital Copay*		NA	NA	NA	NA		
Inpatient Hospital Coinsurance		90%	60%	80%	60%		
Outpatient Hospital Copay*		NA	NA	NA	NA		
Outpatient Hospital Coinsurance		90%	60%	80%	60%		
Urgent Care		\$40	60%	Ded+Coins	60%		
Emergency Room		\$200		Ded+Coins			
Wellness Budget		\$50,000		\$50,000			
Prescription Drugs							
Rx Deductible		None		Subject to Medical Deductible			
Tier 1 (Preferred Value/Generic)		\$15		\$15			
Tier 2 (Preferred Brand)		\$40		\$40			
Tier 3 (Nonpreferred)		\$60		\$75			
Tier 4 (Preferred Specialty)		\$100		NA			
Tier 5 (Nonpreferred Specialty)		NA		NA			
Mail Order		2.5 x retail		2.5 x retail			
Rates by Plan		1	3	Current	Proposed	Current	Proposed
Employee		186	4	\$659.90	\$728.55	\$569.01	\$680.23
Employee + Spouse		44	0	\$1,385.80	\$1,529.96	\$1,194.93	\$1,428.49
Employee + Child(ren)		22	0	\$1,286.83	\$1,420.70	\$1,109.59	\$1,326.47
Family		80	1	\$2,012.74	\$2,222.12	\$1,735.52	\$2,074.75
Monthly Premium by Plan				\$373,046	\$411,854	\$4,012	\$4,796
Annual Premium by Plan				\$4,476,553	\$4,942,242	\$48,139	\$57,548
		Change From Current		Change From Current			
		\$		\$			
		%		%			
Employee		\$68.65		10.4%		\$111.22	
Employee + Spouse		\$144.16		10.4%		\$233.56	
Employee + Child(ren)		\$133.87		10.4%		\$216.88	
Family		\$209.38		10.4%		\$339.23	
Total Cost Difference-Monthly		\$38,807		10.4%		\$784	
		Current		Proposed			
Combined Annual Plan Totals		\$4,524,691		\$4,999,791			
Combined Annual Cost Difference (\$)				\$475,099			
Combined Annual Cost Difference (%)				10.5%			

This comparison is intended to illustrate the carrier's proposed services and rates and should not be relied upon to fully determine benefits and rates. Refer to carrier's renewal/proposal for a complete representation of coverage terms and conditions.

These rates have been quoted assuming the current plan designs. Rates and benefits are subject to change once final ACA guidance has been established and reviewed by BCBSGA to ensure compliance with this guidance.

BCBSGA quote includes a loss ratio guarantee. If the 2019 plan year results in a loss ratio of less than 70%, there will be no rate change for 2020. If the loss ratio is between 70% and 93%, the rate increase for 2020 will be between 4% and 19% based on the actual loss ratio. If the loss ratio exceeds 93%, there is no rate guarantee. See BCBS quote for details.

City of Cartersville

Medical Marketing Analysis - Cigna

January 1, 2019

Cigna								
Proposed (Fully Insured Divided Eligible)								
				Balanced (Traditional) Plan		HSA		
Plan Name				Open Access Plus Copay (8081422)		HSA Open Access Plus (8081417)		
Provider Network				Open Access Plus		Open Access Plus		
				In-Network	Out of Network	In-Network	Out of Network	
Office Visits (PCP/Specialist)				\$25 / \$40	60%	Ded + coins	60%	
Preventive Care				100%	70%	100%	70%	
Deductible		Single		\$1,500	\$3,500	\$1,500	\$4,000	
		Family		\$3,000	\$7,000	\$3,000	\$8,000	
Coinsurance				90%	60%	80%	60%	
Out-of-Pocket Maximum				Includes Deductible		Includes Deductible		
		Single		\$5,000	\$13,000	\$4,000	\$8,000	
		Family		\$10,000	\$39,000	\$8,000	\$16,000	
Annual Maximum				Unlimited		Unlimited		
Inpatient Hospital Copay*				NA	NA	NA	NA	
Inpatient Hospital Coinsurance				90%	60%	80%	60%	
Outpatient Hospital Copay*				NA	NA	NA	NA	
Outpatient Hospital Coinsurance				90%	60%	80%	60%	
Urgent Care				\$40	\$40	Ded + coins	60%	
Emergency Room				\$200		Deductible + coinsurance		
Wellness Budget (combined all plans)*				\$30,000		\$30,000		
Prescription Drugs								
Rx Deductible				None		Subject to medical deductible		
Tier 1 (Preferred Value/Generic)				\$15		\$15		
Tier 2 (Preferred Brand)				\$40		\$40		
Tier 3 (Nonpreferred)				\$60		\$75		
Tier 4 (Preferred Specialty)				\$100		NA		
Tier 5 (Nonpreferred Specialty)				NA		NA		
Mail Order				2.5 x retail		2.5 x retail		
Rates by Plan		1	2	3	Current	Proposed	Current	Proposed
Employee		186	0	4	\$659.90	\$709.28	\$569.01	\$616.33
Employee + Spouse		44	0	0	\$1,385.80	\$1,489.50	\$1,194.93	\$1,294.29
Employee + Child(ren)		22	0	0	\$1,286.83	\$1,383.10	\$1,109.59	\$1,201.84
Family		80	0	1	\$2,012.74	\$2,163.32	\$1,735.52	\$1,879.80
Monthly Premium by Plan					\$373,046	\$400,958	\$4,012	\$4,345
Annual Premium by Plan					\$4,476,553	\$4,811,495	\$48,139	\$52,141
					Change From Current		Change From Current	
					\$	%	\$	%
Employee					\$49.38	7.5%	\$47.32	8.3%
Employee + Spouse					\$103.70	7.5%	\$99.36	8.3%
Employee + Child(ren)					\$96.27	7.5%	\$92.25	8.3%
Family					\$150.58	7.5%	\$144.28	8.3%
Total Cost Difference-Monthly					\$27,912	7.5%	\$334	8.3%
					Current		Proposed	
Combined Annual Plan Totals					\$4,524,691		\$4,863,636	
Combined Annual Cost Difference (\$)					-		\$338,945	
Combined Annual Cost Difference (%)					-		7.5%	

This comparison is intended to illustrate the carrier's proposed services and rates and should not be relied upon to fully determine benefits and rates. Refer to carrier's renewal/proposal for a complete representation of coverage terms and conditions.

Cigna's Fully Insured Dividend Eligible product returns 50% of any surplus after the end of the policy period to the client.

*Cigna's wellness fund is for year 1 and must be revisited at renewal each year. Wellness funds cannot go to a wellness vendor other than Cigna.

City of Cartersville

Medical/Rx Renewal & Alternatives - Self-Funded Alternatives

January 1, 2019

	UnitedHealthcare Current	UnitedHealthcare Renewal	UHC Proposed ASO	BCBSGA Proposed	Meritain Alternate
Network	Choice+ Legacy HMO	Choice+ Legacy HMO	Choice+ Legacy HMO	Blue Open Access POS	Aetna Choice POS II
Benefits	Current	Current w/new OP copays	Current w/new OP copays	Current as close as possible	Current as close as possible
Stop Loss Carrier			UHC	BCBSGA	ACE American
PBM Vendor			Optum Rx	BCBSGA	Scrip World
Specific Deductible			\$100,000	\$100,000	\$150,000
Lasers			TBD	TBD	TBD
Specific Contract Basis			12/12 w/TL	12/12	12/12 w/TLO
Specific Includes			Medical & Rx	Medical & Rx	Medical & Rx
Aggregate Contract Basis			12/12 w/TL	12/12	12/12 w/TLO
Aggregate Includes			Medical & Rx	Medical & Rx	Medical & Rx
Aggregate Corridor			125%	125%	125%
Wellness Budget	\$30,000	\$30,000	\$30,000	\$30,000	\$3,000 one time
FIXED COSTS					
Fixed Administrative Costs					
Medical Administration					
Medical Administration	Included	Included	\$81.05	\$23.45	\$32.85
Network Access Fee	Included	Included	Included	Included	Included
Disease Management	Included	Included		Included	\$4.15
Utilization Management	Included	Included		Included	Included
Maternity Program	Included	Included		Included	\$0.75
Nurseline	Included	Included		Included	\$0.40
Teladoc	Virtual visits included	Virtual visits included	Virtual visits included		\$3.00
Standard Reporting Fee	Included	Included	Included	Included	Included
Healthcare Bluebook - SmartSelect	Not included	Not included	Not included	Not included	\$3.10
PBM Coordination	Included	Included	Included	Included	Included
Stop Loss Coordination	Included	Included	Included	Included	Included
Broker Fee	Included	Included	Included	\$23.00	\$23.00
Rx Credit	NA	NA	NA	NA	(\$6.00)
Total Monthly	\$0.00	\$0.00	\$81.05	\$46.45	\$61.25
Total Monthly Cost	\$0	\$0	\$27,314	\$15,654	\$20,641
Total Annual Cost	\$0	\$0	\$327,766	\$187,844	\$247,695
Stop Loss Premium					
Specific Premium					
Single			\$186.89	\$135.98	\$65.68
Family			\$186.89	\$135.98	\$196.35
Aggregate Premium					
Composite			\$16.17	\$5.18	\$5.29
Total Stop Loss Premium					
Total Monthly Cost	\$0	\$0	\$68,431	\$47,571	\$43,125
Total Annual Cost	\$0	\$0	\$821,175	\$570,851	\$517,505
Claims Liability					
Expected Claims Liability					
Single			\$1,073.83	\$949.36	\$1,007.94
Family			\$1,073.83	\$949.36	\$1,007.94
Total Monthly Cost	\$0	\$0	\$361,881	\$319,934	\$339,676
Total Annual Cost	\$0	\$0	\$4,342,569	\$3,839,212	\$4,076,109
Maximum Claims Liability					
Single			\$1,342.29	\$1,186.70	\$1,259.92
Family			\$1,342.29	\$1,186.70	\$1,259.92
Total Monthly Cost	\$0	\$0	\$452,352	\$399,918	\$424,593
Total Annual Cost	\$0	\$0	\$5,428,221	\$4,799,015	\$5,095,116
Total Annual Costs					
Medical Administration	\$0	\$0	\$327,766	\$187,844	\$247,695
Stop Loss Premium	\$0	\$0	\$821,175	\$570,851	\$517,505
Expected Claims Liability	\$0	\$0	\$4,342,569	\$3,839,212	\$4,076,109
Total Annual Costs with Expected Claims	\$0	\$0	\$5,491,509	\$4,597,907	\$4,841,309
Total Annual Costs					
Medical Administration	\$0	\$0	\$327,766	\$187,844	\$247,695
Stop Loss Premium	\$0	\$0	\$821,175	\$570,851	\$517,505
Additional Laser Liability	\$0	\$0	TBD	TBD	TBD
Maximum Claims Liability	\$0	\$0	\$5,428,221	\$4,799,015	\$5,095,116
Total Annual Costs with Maximum Claims	\$4,524,691	\$5,695,277	\$6,577,162	\$5,557,710	\$5,860,316
Percentage Change from Current		25.9%	45.4%	22.8%	29.5%
Annual Change from Current		\$1,170,586	\$2,052,471	\$1,033,019	\$1,335,625

This comparison is intended to illustrate the carrier's proposed services and rates and should not be relied upon to fully determine benefits and rates. Refer to carrier's renewal/proposal for a complete representation of coverage terms and conditions.

Calculations based on 190 Singles/147 Families.

Renewal and quotes above include \$30,000 wellness fund.

See quotes for assumptions and exclusions. Final quotes from all carriers contingent upon updated claims data.

UHC's quote will have attachment point of \$1,579.16 for the 3 months of terminal liability.

Meritain admin fees are guaranteed for three years and require a three year contract. Early termination fees may apply.



City of Cartersville

**City Council Meeting
11/1/2018 7:00:00 PM
2019 Medicare Supplement Insurance Renewal**

SubCategory:	Bid Award/Purchases
Department Name:	Administration
Department Summary Recommendation:	United HealthCare (UHC) has provided the Medicare supplement insurance for City retirees for several years and the insurance premium renewal for 2019 is 0.6% less than the current year premiums. UHC current premium rate is: Sr. Supp: \$191.87 <u>PDP: \$162.21</u> Total: \$354.08 2019 proposed rate, based on the current 2018 plan design, is: Sr. Supp: \$191.68 <u>PDP: \$160.25</u> Total: \$351.93 I recommend to renew the Medicare supplement insurance with UHC for 2019.
City Manager's Remarks:	This is a budgeted item and as mentioned about is .06% less than our current rate. Your approval of the Medicare Supplemental Assurance with UHC is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	
Associated Information:	

City of Cartersville

Medicare Supplement Renewal Analysis - UnitedHealthcare Medicare Advantage option

January 1, 2019

Benefits	UnitedHealthcare Medicare Supp		UnitedHealthcare Medicare Advantage Options	
	Current	Renewal	Medicare Advantage Opt 1	Medicare Advantage Opt 2
Plan	Sr. Supplement + PDP	Sr. Supplement + PDP	Group Medicare Adv PPO	Group Medicare Adv PPO
Carrier	UnitedHealthcare	UnitedHealthcare	UnitedHealthcare	UnitedHealthcare
Network	Not applicable	Not applicable	National Network	National Network
Annual Deductible				
Part A	\$1,340	\$1,340	\$0	\$0
Part B	\$183	\$183	\$0	\$0
Out-of-Pocket Maximum (not including Rx)	Unlimited	Unlimited	\$1,000	\$1,000
Out-of-Network Benefits	Match In-Network Benefits	Match In-Network Benefits	Match In-Network Benefits	Match In-Network Benefits
Part B - Doctor				
Primary Care Physician Office Visit	Part B deductible	Part B deductible	\$20	\$5
Specialist Office Visit	Part B deductible	Part B deductible	\$20	\$10
Urgent Care	Part B deductible	Part B deductible	\$0	\$5
Emergency Room	Part B deductible	Part B deductible	\$50	\$65
Ambulance	Part B deductible	Part B deductible	\$0	\$0
Part A - Hospitalization				
Inpatient	50% of Part A deductible	50% of Part A deductible	10% per admit	\$100 per admit
Outpatient Surgery	50% of Part A deductible	50% of Part A deductible	\$0	\$0
Skilled Nursing Facility (Days 1-20)	\$0	\$0	\$0	\$0
Skilled Nursing Facility (Days 21-100)	\$0	\$0	\$0	\$0
Part D - Prescription Drugs				
Rx Calendar Year Deductible	None	None	None	None
Generics or Selected Generics	\$10	\$10	\$10	\$10
Preferred Brand	\$45	\$45	\$45	\$45
Non-Preferred Brand	\$75	\$75	\$75	\$75
Specialty	\$75	\$75	\$75	\$75
Mail Order Maintenance Drugs	2 x retail	2 x retail	2 x retail	2 x retail
Initial Coverage Limit (GAP Threshold)*	\$3,750	\$3,820	\$3,820	\$3,820
GAP Coverage Period	Normal Copays Apply	Normal Copays Apply	Normal Copays Apply	Normal Copays Apply
Catastrophic Coverage OOP	\$5,000	\$5,100	\$5,100	\$5,100
Catastrophic Generic Drugs	Greater of \$3.35 or 5%	Greater of \$3.40 or 5%	Greater of \$3.40 or 5%	Greater of \$3.40 or 5%
Catastrophic Brand Drugs	Greater of \$8.35 or 5%	Greater of \$8.50 or 5%	Greater of \$8.50 or 5%	Greater of \$8.50 or 5%
Additional Benefits				
Vision (Medicare covered)	Not included	Not included	\$20	\$10
Hearing (Medicare covered)	Not included	Not included	\$20	\$10
Hearing Aid	Not included	Not included	\$500 allowance / 3 years	\$500 allowance / 3 years
Fitness	Included	Included	Included	Included
NurseLine	Included	Included	Included	Included
HouseCalls Program (wellness)	Not included	Not included	Included	Included
	Current	Renewal	Medicare Advantage Opt 1	Medicare Advantage Opt 2
Medical Monthly Rate (PMPM)	\$191.87	\$191.68	-	-
Rx Monthly Rate (PMPM)	\$162.21	\$160.25	-	-
Total PMPM	\$354.08	\$351.93	\$327.11	\$343.73
Quoted Membership (from renewal)	96	96	96	96
Total Monthly Premium	\$33,992	\$33,785	\$31,403	\$32,998
Total Annual Premium	\$407,900	\$405,423	\$376,831	\$395,977
Change from Current (\$)	-	-\$2,477	-\$31,069	-\$11,923
Change from Current (%)	-	-0.6%	-7.6%	-2.9%

This comparison is intended to illustrate the carrier's proposed services and rates and should not be relied upon to fully determine benefits and rates. Refer to carrier's renewal/proposal for a complete representation of coverage terms and conditions.

CMS (Center for Medicare Services) changes are highlighted in blue.

*GAP Threshold refers to combined member and plan costs for eligible drugs.

Quoted membership includes 11 pre-65 Medicare eligible retirees.

Rates above assume employer pays 100% of premium.



City of Cartersville

**City Council Meeting
11/1/2018 7:00:00 PM
2019 Employee Wellness Program**

SubCategory:	Bid Award/Purchases
Department Name:	Administration
Department Summary Recommendation:	For calendar year 2018, the City Council approved an agreement with Corporate Health Partners (CHP) to offer a voluntary wellness program where employees could have a biometric screening done and meet with a Health Coach one time to go over their results. We had approximately 90 out of 285 total employees (fire personnel were not included because they have a more comprehensive mandated program) to participate. The cost for the CHP program for calendar year 2018 was about \$10,500 out of \$30,000 provided by UHC. For calendar 2019, wellness dollars being offered by insurance carriers are as follows: UHC – \$30,000 BC/BS – \$50,000 Cigna – \$30,000 Corporate Health Partners has provided two quotes for a more comprehensive wellness program that could be implemented in 2019 if the City Council would like. The proposals are attached and the proposed cost for the entire program under each option is as follows: Option 1 – Prima Worksite Wellness Services - \$103,876 Option 2 – Health Awareness Program and Culture Building - \$59,042 I share this with the City Council because if you would like to move forward with one of these programs, it would be good to cover this with employees at the insurance open enrollment meetings. The cost could be offset by the wellness dollars from the approved insurance carrier, and the remaining balance would have to be covered by the City or added to the insurance premiums which are shared by the City and employees. Note that since

Cover Memo

Item # 13

	wellness programs are voluntary, some companies incentivize their insurance plan by offering wellness participants a discounted insurance premium. Those who elect not to participate will pay a higher premium and help fund the wellness program.
City Manager's Remarks:	Your direction on the wellness program is needed. There was not a significant amount of participation with the previous program but if Council wishes, those who elect to not participate in the wellness program could potentially pay a higher premium over those who do participate. Again, we cannot make participation in the wellness program mandatory but we can incentivize those who do participate.
Financial/Budget Certification:	The wellness plan for 2019 is not a budgeted item. However, the cost, if approved, will need to be covered by either the city or a combination of the city and the employees.
Legal:	
Associated Information:	

Opt.1 Prima Worksite Wellness Services for



CLIENT: City of Cartersville

DELIVERED ON: October 12, 2018

SUBMITTED BY: Jack Curtis



Corporate
Health Partners
Cultivating a Healthier Workforce

Item # 13

Dear Scott,

Thank you for the opportunity to propose our wellness services to the City of Cartersville. Our systematic, year-round Prima Program is the most comprehensive, standalone program that achieves significant results, with minimal strain on internal staff to administer. The goals of the program are multi-faceted:

- engage the majority of employees
- help build a culture of health into the organization
- identify health risks within the population
- reduce health risks for high and moderate risk participants
- increase compliance with care plans for high risk members
- maintain healthy status for low risk participants
- provide positive encouragement and accountability to participants for lasting behavior change
- decrease turnover within the employee population
- reward good participation and satisfactory health outcomes

The attached proposal outlines our flagship "Prima" program option to consider. The planning and design, communications, activities, implementation, management and reporting are all part of the program. We're confident that our >16 year experience delivering onsite, customized, results-focused programs is a tremendous option for the programming needs of City of Cartersville and its wellness participants.

Sincerely,

Jack Curtis, CEO

WHO IS CORPORATE HEALTH PARTNERS?

CHP is a full-service worksite wellness company with a human touch. Unlike many impersonal virtual programs, CHP offers hands-on health improvement solutions-designed to create lasting behavior change. We build - and manage - an infrastructure and culture of health, creating an 'ecosystem' for corporate wellness that is participation-based and results-focused.

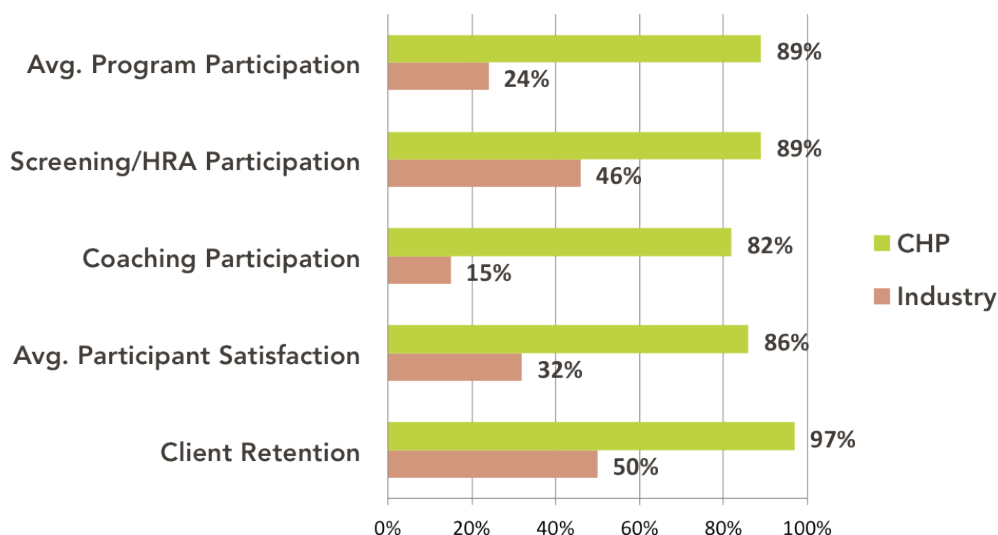
OUR BELIEFS

- Employees are a company's most important asset
- Health is an employee's most important asset
- Having health insurance doesn't always equal having healthy staff
- Employee health risks should be measured and managed
- Employee health risks are largely the result of lifestyle choices that can be changed
- Behaviors are influenced significantly by the culture at work, home, and in the community
- It takes an exceptional wellness program to effectively improve employee health

OUR IMPACT

CHP's programs outperform the industry in each category:

CHP ENGAGEMENT



Item # 13



Health Improvement | Ecosystem

Our "Prima" Program combines all the elements of best practices into one seamless program that's proven to reduce risks, time and time again. Our year-round Health Improvement Ecosystem utilizes a corporate wellness assessment and plan, assessments, benchmarks, onsite and virtual health coaching, and worksite culture building to transform organizations from the inside out.



SCOPE & OBJECTIVES

Your company is unique, so when it comes to wellness planning, CHP does not take a "one size fits all" approach. We begin by meeting with your leadership team to gain an understanding of your needs; we'll develop strategies, set goals, design incentives, and establish communication processes. From there, we'll implement engaging programs designed to make your employees, and your company, healthier, happier and more productive.

Corporate Health Partners' proposal for **City of Cartersville** will provide tactics to achieve the following objectives:

- Assess and address health risks for individuals and the company
- Give workers and their families tools and support to make better lifestyle choices
- Measurably improve the health of employees and encourage work-life balance
- Create a healthier, more vibrant workforce that contributes to overall productivity
- Contain costs related to health insurance and health-related absences
- Integrate wellness into the corporate culture for the long term

INDIVIDUAL ASSESSMENTS | BENCHMARKING

STEP 1

You can't manage what you don't measure. That's why Corporate Health Partners facilitates biometric screenings and Health Risk Assessments (HRA) to measure and establish baseline metrics for all aspects of wellness programs. Continued measurement enables all parties to track progress and measure VOI-for the health of employees and the health of the company. To ensure thorough, meaningful measurements, CHP provides:

- Health Risk Assessments (HRA) - questionnaire to identify the risky lifestyle choices that drive current and future health risks, including preventable chronic disease. *[For our participants' convenience, our HRA's are available on desktop and mobile devices.]*
- Biometric Screenings - blood tests (lipids, blood sugar+A1C for know diabetics), blood pressure, BMI calculation, and waist circumference. Other measurements, including tobacco use are available.

Item # 13

Corporate Health Partners

Prima Program



"Partnering with CHP, who are experts in the industry, have allowed us to be creative, and find programs that our employees respond to."

CHP becomes a part of the organization and structures programs that work for your company. Every year our successes are material and measurable. It is an investment that we continue to make for the future of the lives of our employees and the continued success of our company."

- Coeur, Inc.

Pam Pippin,
Corporate Director of HR

Jaccie Wheeler,
Chief Financial Officer



HEALTH COACHING

STEP 2

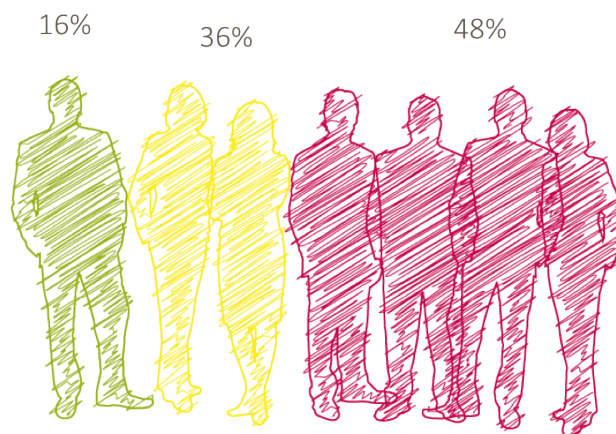
After analyzing the assessments, we triage participants into levels of High, Moderate, and Low Risk. We begin with an initial 30 minute "Results" coaching session, followed by a series of 15 minute sessions to review goals, establish accountability, motivation, and problem solving. Coaching is primarily **onsite**, but also available by video conference, phone, or secure messaging where needed.

COACHING TIERS

HIGH RISK | ~6 - 11 SESSIONS PER YEAR

MODERATE RISK | ~4 - 6 SESSIONS PER YEAR

LOW RISK | ~1 - 2 SESSIONS PER YEAR



AVERAGE PERCENTAGE OF RISK IN THE WORKPLACE

CULTURE BUILDING

STEP 3

CHP keeps wellness top-of-mind by conducting quarterly competitions, monthly Healthy Breaks, wellness team involvement (charter or integration with existing), community events, group classes, implementing aligned policy change, and more - - directly to the workplace.

These programs elevate an office's health collectively, regardless of each individual's size, age, or gender.

Note: See "CB Program Overview" for more details.

Item # 13

Corporate Health Partners

Prima Program



REPORTING

STEP 4

Clients are provided monthly progress reports, de-identified participant success stories, program compliance, and incentive reports to manage programming.

Annual Executive Summaries, Aggregate, and Cohort reports are provided to display year-over-year improvements in risk levels.

We use this collected information to make our programs more effective.

Unlike many wellness program that only give "points" for exercise, CHP's reporting system transparently shows objective data to prove or disprove our success.

Program Timetable Illustration

PRIMA WORKFLOW

Below is a customizable outline illustration of participant requirements and deadlines for CHP's Prima Program



CONCLUSION

Real value on investment

What investment is needed? Two perspectives produce the same recommendation:

1. How to flatten the trend?

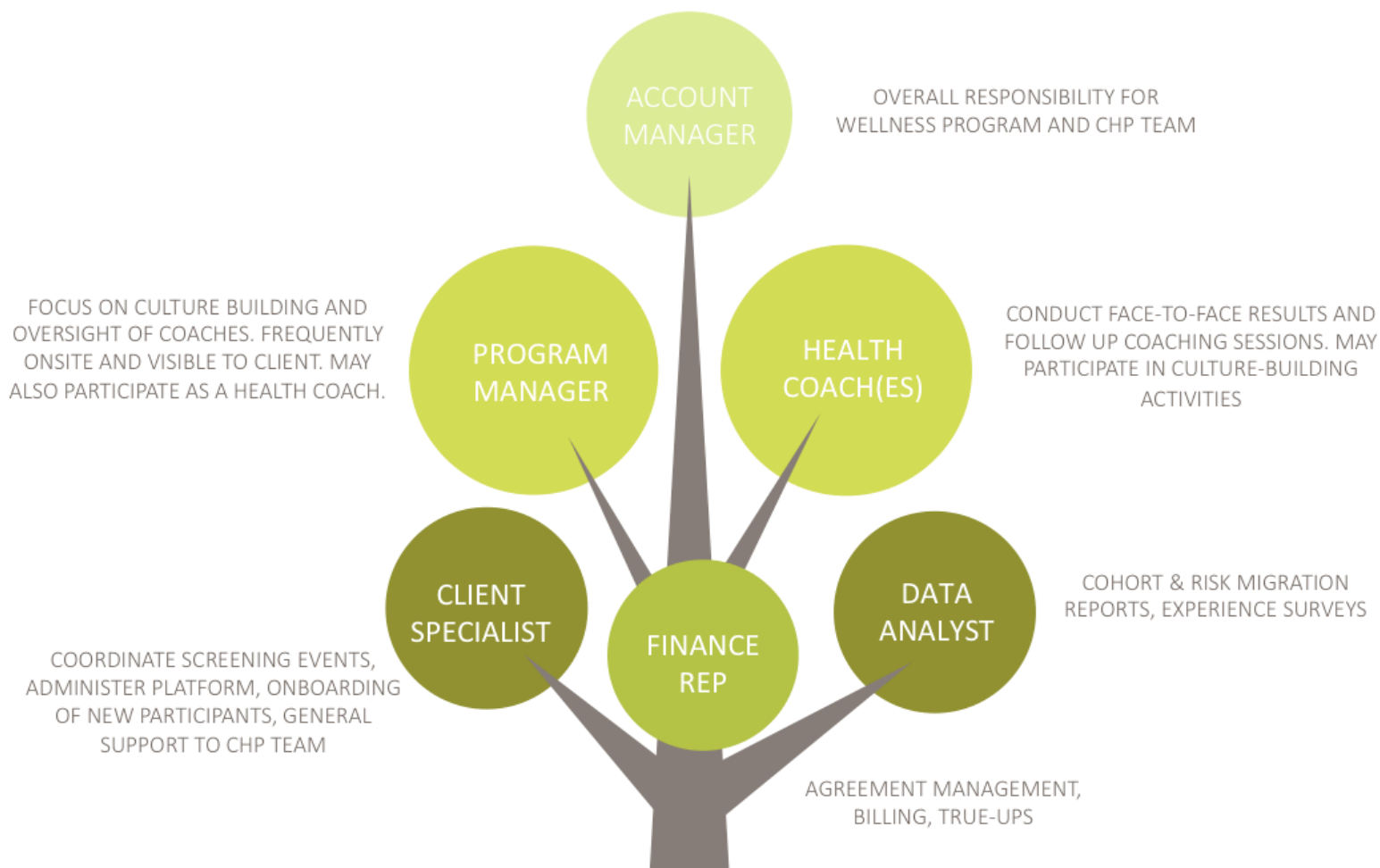
Healthcare costs for U.S. employers averages over \$10,000 pepy. An increase of 10% annually is \$1000 pepy. Wellness should earn at least \$2 per \$1 invested, so to offset \$1000 pepy increases, you'd need \$500 pepy investment in wellness.

2. Doing your fair share?

Only 5% of the national expenditure for healthcare in the USA goes towards wellness. Employers also reap productivity returns from wellness, which are 3 times the direct medical savings, so employers should at least match that 5%.. So, 5% x \$10,000/year also yields \$500 pepy. Dee Edington, the wellness guru from the University of Michigan, recommends that in the future employers should increase the wellness investment from 5% to 20%.

Every CHP account is assigned a team of passionate industry professionals, each with specific responsibilities, working seamlessly to keep your program running continuously and effectively, while minimizing strain on your internal staff.

CHP DELIVERY TEAM



Eligible Employees: 264

ITEM:		Price Per Unit	# of Units	Subtotal
Management Fee		\$2,500 / year	1	\$2,500
CHP Healthytrax® Portal		NA	NA	Included
☒ PRIMA Program Coaching 10-6-1 Prima Program \$32 PEPM		\$384	264	\$101,376
OPTIONAL SERVICES BELOW				
☐ INCENTIVES for Healthy Culture Activities		\$100	12	\$1,200
☐ Omni-Mobile Enhanced Coaching Series For Diabetes & Hypertension PPPY		\$240	30	\$7,200
☐ Weight Management Program 12 sessions onsite		\$1,250	1	\$1,250
☐ Diabetes Prevention Program 26 sessions (year long program)		\$5,000	1	\$5,000
☐ Tobacco Cessation Program 8 sessions onsite		\$1,000	1	\$1,000
Total				\$103,876

Item # 13

Corporate Health Partners

"Prima" Services Included



Program Management + Culture Building

These activities, which will be determined through collaboration between Client and CHP may include the following:

- **Program Management** - Overall management of wellness program
- **Review & Planning Session** - CHP Team meets with Client to familiarize themselves with company culture, determine best locations, dates, and times for screenings and results coaching, discuss communication of the program to employees (kick-off meetings), schedule additional meetings with department heads if necessary, discuss time-line and other aspects of the program (healthy breaks, wellness committee, etc.)
- **Culture Building** - The CHP Program Manager will provide consultation, activities, and a road map for building a supportive culture in the workplace for the wellness program. This will include aspects such as creating a wellness team, conducting challenges (gamification) and education sessions (Healthy Breaks and/or Lunch & Learns), establishing a communication plan, consultation on incentive plans and recognition, and other culture-building activities.

Reporting

- **Aggregate Management Report** - To the extent CHP is provided with employee biometric data, CHP will provide the client with a comprehensive Health Management Aggregate Report. This report will contain valuable information including the number of employees who are in a chronic disease state or at risk for future chronic disease.
- **Cohort Report** - Beginning with the second program year (following the second screening) and every year thereafter, CHP will prepare and present a comprehensive Cohort Report that will provide a comparison of risk levels and risk factors for those employees that participated in each of the screenings for each of the program years.
- **Incentive Management** - The CHP team will track and report on participant compliance and provide Client with timely and accurate information for related payroll adjustments or account contributions.
- **Monthly Progress Report** - provided by the CHP Program Manager, this report provides the client with updates on key initiatives, past accomplishments, calendar of events, coaching metrics, participant success stories, etc.

Wellness Information

- **Weekly Meal Plan** - A simple, nutritious weekly dinner meal plan suitable for the whole family and developed by a registered dietitian to make healthy eating easy. Includes links to 5 healthy recipes with suggested side items and a grocery list.
- **Health Newsletter** - Monthly Electronic Newsletter with hand-picked articles and features designed to help individuals live a healthy and active life.

Health Portal + Assessments

- **Participant Web Portal** - Used for collection and storage of individual participant data, completion of the Wellness Assessment/Health Risk Assessment (HRA), scheduling of health screening, appointment reminders, reporting of aggregate information, etc.
- **HRA** - Online Wellness Assessment/Health Risk Assessment - A census of client employees is imported into our web portal and assigned a unique Member ID to complete and access their Wellness Assessment/HRA
- **Biometric Screening** - CHP Screening Team collects body measurements (height, weight, waist circumference, % body fat, and blood pressure) and blood draw (Total Cholesterol, HDL, LDL, Triglycerides, and fasting glucose or A1C). CHP staff will confirm that all paperwork and the Wellness Assessment/HRA have been completed. *There is generally no more than one onsite health screening event per 50 employees.*
- **Individual Risk Assessment Report** - A comprehensive report of the participant's overall health will be available for review on the web portal within five business days of the screening.

Health Coaching

- **Results Coaching** - 30 minute one-on-one Results Coaching Session with CHP Health Coach - Participants will be scheduled post- screening for a session with a CHP Health Coach to review in detail and answer any questions they may have regarding their health risk report. Participants will also work out health goals with action plans and discuss how to overcome obstacles.
- **Follow-up Coaching** - Ongoing 15 minute one-on-one Follow-Up Coaching Sessions with CHP Health Coach - In Follow Up Coaching Sessions, the CHP Health Coach reviews progress, addresses barriers, and revises the individual's plan and goals. The frequency of coaching sessions is based on the risk level of each participant. While we can modify frequency to the needs of the Client, we recommend the following:

Item # 13

Corporate Health Partners

Culture Building Program



*"The part can never be well,
unless the whole is well." ~ Plato*

If your wellness program *virtually* exists, but is never seen or heard at the worksite, CHP can help. We understand that a culture of wellness cannot be commanded - it must be cultivated. That's where Onsite Culture-Building comes in. By bringing Health Coaches, challenges, awareness classes and more directly to your workplace, CHP makes the health of the whole organization a priority and keeps wellness top-of-mind. The year-round programming helps produce lasting changes, making your company stronger as employees become healthier.



CULTURE BUILDING INITIATIVES

PLAN DESIGN - Incentives, time and resources for wellness are valuable. We ensure none are wasted through a customized calendar of events and implementation timelines.

WELLNESS TEAM - Employee participation increases when they're given a voice. We'll charter a new wellness team or nurture an existing one through structured onsite guidance.

HEALTH COACHING - Educate, inspire, and hold participants accountable to goals set during "mini" sessions.

CHALLENGES - Feed the competitive spirit! Backed by team coaches, employees will engage in results-inspiring challenges like "The Biggest Loser" and "Maintain Don't Gain" to bring about lasting change.

EDUCATION/AWARENESS CLASSES - There's a lot of health information out there - but it can be inaccurate or even downright wrong. Our educational sessions give employees real information they can use, from Stress Management to Tobacco Cessation, Fitness 101 to Nutrition Basics.

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HEALTH INFORMATION - Keep wellness top-of-mind! Through emails, breakroom bulletins and templates, you'll receive targeted health information to distribute individually or to post where people congregate.

SURVEYS - Good ideas can come from anywhere - sometimes you just need to ask. Your employees will be heard as we conduct surveys to collect thoughts while gauging interest and satisfaction.

PERIODIC CHECKS - Culture change happens when care is ongoing. Through weigh-ins, waist measurement and blood pressure testing, CHP will continue to emphasize the importance of wellness long after implementation.

TOBACCO CESSATION - Many smokers want to quit - they just don't know how. Group or individual cessation classes provide the information they need, the motivation they want and the benefits that can be achieved.

HEALTH FAIR COORDINATION - Health fairs are no longer a hassle with CHP. Our team will coordinate vendors, create a theme and take care of the onsite logistics.

PROGRESS REPORTS - Monthly and annual reports on objectives, accomplishments, concerns and requests. Also included are participant testimonials and success stories.

POLICY AUDIT - You could be undermining efforts to create a healthy company culture without even knowing it. We'll conduct a workplace audit to determine tobacco, food and facility policies to ensure you're working toward wellness.

HIPAA/PRIVACY - Add important layer of insulation between employee/participant health information and company involvement in Personal Health Information (PHI) by using a confidential 3rd party while building trust with employees.

Item # 13

Opt. 2 Health Awareness Program + Culture Building for



CLIENT: City of Cartersville

DELIVERED ON: October 12, 2018

SUBMITTED BY: Jack Curtis



Corporate
Health Partners
Cultivating a Healthier Workforce

Item # 13

Dear Scott,

Thank you again for the opportunity to propose wellness services for your client, City of Cartersville.

Please see the Option 2 proposal for our Health Awareness Program plus onsite, year-round Culture Building.

The Health Awareness Program includes onsite Biometric Screenings, HRA and a 30 minute "results" coaching session to review results & set goals for each employee that participates in the screening and/or Lab Corp, PCP.

In addition to the Health Awareness program you will see the Culture Building program details including monthly educational sessions, quarterly challenges, weekly meal plan and monthly healthy newsletter.

The planning and design, communications, activities, implementation, management and reporting are all part of the program. We're confident that our >16 year experience delivering onsite, customized, results-focused programs is a tremendous option for the programming needs of City of Cartersville and its wellness participants.

Sincerely,

Jack Curtis, CEO

WHO IS CORPORATE HEALTH PARTNERS?

CHP is a full-service worksite wellness company with a human touch. Unlike many impersonal virtual programs, CHP offers hands-on health improvement solutions-designed to create lasting behavior change. We build - and manage - an infrastructure and culture of health, creating an 'ecosystem' for corporate wellness that is participation-based and results-focused.

Our Mission

To integrate preventative health and wellbeing into the culture to help the members and the organization thrive.

WE BELIEVE

- Employees are a company's most important asset
- Health is an employee's most important asset
- Having health insurance doesn't always equal having healthy staff
- Employee health risks should be measured and managed
- Employee health risks are largely the result of lifestyle choices that can be changed
- Behaviors are influenced significantly by the culture at work, home, and in the community
- It takes an exceptional wellness program to effectively improve employee health



Item # 13

Corporate Health Partners

Health Awareness Program



CHP's "Health Awareness Program" is not your average standalone screening event that only identifies problems, and walks away leaving the majority of participants feeling disheartened and exposed, nor does it move the needle on improving the out-of-range clinical values themselves. Out "HAP" program is a significant step towards improving the underlying cause of out-of-range clinical values; behavior change. Participants and Employers walk away with knowledge, support, and a road map to long-term success. CHP will provide the following:

Health Portal + Assessments

- **Participant Web Portal** - Used for collection and storage of individual participant data, completion of the Wellness Assessment/Health Risk Assessment (HRA), scheduling of health screening, appointment reminders, reporting of aggregate information, etc.
- **Biometric Screening** - One on-site biometric screening at main location. Other off site employees can use Lab Corp. or a physical exam from their doctor. CHP Screening Team collects body measurements (height, weight, waist circumference, % body fat, and blood pressure) and blood draw (Total Cholesterol, HDL, LDL, Triglycerides, and fasting glucose or A1C). CHP staff will confirm that all paperwork and the Wellness Assessment/HRA have been completed. *There is generally no more than one onsite health screening event per 50 employees.*

Coaching

- **Results Coaching** - One 30-minute session with a professional CHP Health Coach to review biometric & HRA results, set realistic goals for maintenance or improvement, and create an appropriate action plan for long-term success.

Reporting

- **Aggregate Management Report** - To the extent CHP is provided with employee biometric data, CHP will provide the client with a comprehensive Health Management Aggregate Report. This report will contain valuable information including the number of employees who are in a chronic disease state or at risk for future chronic disease.
- **Incentive Management** - The CHP team will track and report on participant compliance and provide Client with timely and accurate information for related payroll adjustments or account contributions.
- **Monthly Progress Report** - provided by the CHP Program Manager, this report provides the client with updates on key initiatives, past accomplishments, calendar of events, coaching metrics, participant success stories, etc.

Wellness Information

- **Weekly Meal Plan** - A simple, nutritious weekly dinner meal plan suitable for the whole family and developed by a registered dietitian to make healthy eating easy. Includes links to 5 healthy recipes with suggested side items and a grocery list.
- **Health Newsletter** - Monthly Electronic Newsletter with hand-picked articles and features designed to help individuals live a healthy and active life.



Item # 13

Corporate Health Partners

Culture Building Program



*"The part can never be well,
unless the whole is well." ~ Plato*

If your wellness program *virtually* exists, but is never seen or heard at the worksite, CHP can help. We understand that a culture of wellness cannot be commanded - it must be cultivated. That's where Onsite Culture-Building comes in. By bringing Health Coaches, challenges, awareness classes and more directly to your workplace, CHP makes the health of the whole organization a priority and keeps wellness top-of-mind. The year-round programming helps produce lasting changes, making your company stronger as employees become healthier.



CULTURE BUILDING INITIATIVES

PLAN DESIGN - Incentives, time and resources for wellness are valuable. We ensure none are wasted through a customized calendar of events and implementation timelines.

WELLNESS TEAM - Employee participation increases when they're given a voice. We'll charter a new wellness team or nurture an existing one through structured onsite guidance.

HEALTH COACHING - Educate, inspire, and hold participants accountable to goals set during "mini" sessions.

CHALLENGES - Feed the competitive spirit! Backed by team coaches, employees will engage in results-inspiring challenges like "The Biggest Loser" and "Maintain Don't Gain" to bring about lasting change.

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Item # 13

Examples of CHP Culture Building Challenges

Maintain Don't Gain	Maintain your weight during the holiday season!
Lose for Health	8-week weight loss challenge
Hydrate to Beat the Heat	Rethink your drink! Are you consuming enough water?
No Soda September	Eliminate sodas and other sweet drinks from your diet
Walktober	Walk every day during October, National Walking Month!
Drop the Drive Thru	4-week challenge saying "No!" to the drive-thru
Strive for Five	Pile on the nutrients and boost your fresh fruit & vegetable intake
No Junk Food	Remove all processed foods for 12 days
Add One, Drop One	Remove one unhealthy habit and add one healthy habit into your routine
Spring Into Motion	Get moving! By increasing your Cardio, Strength Training, Flexibility and Balance Exercises, the team with the largest percentage of increase wins!
Sweet Surrender	Cut out the sweet tooth and lower sugar intake
Couch to 5K	Start from sitting on the couch to running a 5K!

Culture Building Healthy Break Options

Know Your Numbers	Learn what your biometrics really mean, why are they important?
How Sweet It Is	Where all is sugar in our diet? Learn about natural versus artificial sugars
Ergonomically Correct	Education on correct posture and movement to prevent injury
Healthy Grilling	Food tasting and demo for how and what to put on the grill
Beat the Heat: Summer Safety	Hydration information, sunscreen and skin cancer, infused water tastings
Dental Hygiene	How taking care of your teeth and gums effects other areas of healthy; Includes tobacco cessation information
Fad Diets	Getting to the bottom of trending diets; supporting a healthy lifestyle
Smart Snacks	What are the best options for in between meals?
Sitting is the New Smoking	How to incorporate activity and movement throughout your day
Shop to Drop: Grocery Store Tour	Go off site for a field trip to the local grocery; Learn how to navigate the aisles to make the best selections for you and your family
Clean Cleaning	Learn about the how to avoid common chemicals in household cleaners
Controlling your Blood Pressure	What do those numbers mean? How daily choices can improve your BP readings and reduce hypertension
Stress Management	How stress effects your health, identify stressors and reduce them, tips for immediate stress relief and long term stress relief
Passport to Wellness	Tips and tricks to stay healthy while you travel
Heart of the Matter	Cardiovascular information, lifestyles habits that support a health heart
Read Well to Eat Well	Label reading information and guidance
Building your Own Exercise Routine	Learn what works for you and how to bring exercise into your daily routine
Effects of Tobacco	Learn how tobacco usage effects your health, loved ones, and pocket book; Encouraging participants to set a quit date and begin practicing methods of cessation

Dietitian Weekly Meal Plan

Corporate Health Partners proudly presents... [View this email in your browser](#)

Corporate Health Partners

**The Dietitian's Meal Plan
for the Week of June 19, 2017**

Meal One

Pork and Slaw Sandwiches, Fruit



Slow cooker meals are perfect for hot summer days when you don't want to heat up your kitchen. Serve with whole grain buns and fruit to add more fiber to the meal.

[Click here to explore this recipe...](#)

Meal Two

Vegetable Pot Pie with Parmesan Black Pepper Biscuits, Green Salad



Pot pie is one of the most requested meals in my house so I am always looking for healthy versions. Feel free to substitute whatever vegetables that you prefer or have on hand.

[Click here to explore this recipe...](#)

Grocery List

Produce

- ☐ Leafy greens for salad
- ☐ Onions
- ☐ Garlic
- ☐ Avocados
- ☐ Tomatoes
- ☐ Carrots
- ☐ Green bell pepper
- ☐ Celery
- ☐ Mushrooms
- ☐ Parsnips
- ☐ Green beans
- ☐ Coleslaw, packaged
- ☐ Fresh herbs - cilantro, thyme, parsley, oregano
- ☐ Fruit
- ☐ Potatoes, baking
- ☐ Limes
- ☐ Corn

Meat

- ☐ Pork loin roast, boneless, 3 lb
- ☐ Catfish, 4 fillets
- ☐ Grouper, 1.5 lbs

Meal Three

Easy Baked Fish Fillets, Green Beans, Brown Rice



Use this recipe with any firm white fish. For sustainably fished cod, choose U.S. Pacific cod or Atlantic cod from Iceland and the northeast Arctic. For more information, visit Monterey Bay Aquarium Seafood Watch at seafoodwatch.org.

[Click here to explore this recipe...](#)

Meal Four

Catfish with Corn Hash, Sliced Cucumbers and Tomatoes



You could also use tilapia if you don't like catfish. Adjust the seasoning to your liking.

[Click here to explore this recipe...](#)

Other

- ☐ Bacon
- ☐ Rotisserie chicken
- ☐ Olive oil/Canola oil
- ☐ Chicken broth, reduced sodium
- ☐ Vegetable broth
- ☐ Salsa verde
- ☐ Jalapeno peppers, pickled, sliced
- ☐ Brown rice
- ☐ Vinegar, white
- ☐ Bread/crumbly pork
- ☐ Cumin, ground
- ☐ Red pepper, ground
- ☐ Paprika
- ☐ Onion powder
- ☐ Barbecue sauce
- ☐ Mayonnaise, canola
- ☐ Brown sugar
- ☐ Flour, all purpose
- ☐ Baking powder
- ☐ Baking soda
- ☐ Hamburger buns, whole wheat
- ☐ Corn tortillas

Refrigerated Section

- ☐ Milk
- ☐ Buttermilk
- ☐ Butter
- ☐ Parmesan cheese
- ☐ Cheddar cheese, shredded
- ☐ Sour cream
- ☐ Green peas, frozen
- ☐ Pearl onions, frozen



Jackie Warren is a registered dietitian and a nutrition and wellness consultant for Corporate Health Partners. She develops weekly dinner meal plans that are kid-friendly to take the guesswork out of healthy eating.

[Click here to explore this recipe...](#)

[Click here to explore this recipe...](#)

[Click here to explore this recipe...](#)

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Disclaimer: The information provided in this newsletter is for informational purposes only. You should consult your doctor before starting any fitness or nutrition program.

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- **Weekly Meal Plan** - A simple, nutritious weekly dinner meal plan suitable for the whole family and developed by a registered dietitian to make healthy eating easy. Includes links to 5 healthy recipes with suggested side items and a grocery list.

Corporate Health Partners proudly presents... [View this email in your browser](#)


June 2017 CHP Client Newsletter



Men's Health Matters: Get it Checked June is Men's Health Month

Most men need to pay more attention to their health. Compared to women, men are more likely to put off regular checkups and medical care.

Many of the major health risks that men face - like colon cancer or heart disease - can be prevented and treated with early diagnosis. Screening tests can find diseases early, when they are easier to treat. It's important to get the screening tests you need.

[Check-up and screening guidelines for men](#)



Skin from Sunburn

The effect of a leisurely visit to the beach or United States, over 5.4 million cases of skin cancer are diagnosed each year and 90 percent of these cancers are caused by radiation from the sun, according to the American Cancer Society.

Dr. Lee says, "The UV rays found in sunlight and the DNA inside of cells. Once the DNA is damaged, the skin's defense against this damage is weakened. Dr. Mary Chuang, an assistant professor of Dermatology at the University of Medicine. "When your body senses sun damage, it produces melanin to surround cells and tries to prevent further damage." To protect the skin, the sun is as heat.

Dr. Lee says, "First, stop out of the sun," said Lee. Staying out of the sun also advises soaking in cool water to soothe the skin. After soaking, pat the skin dry gently. Then apply a moisturizer to trap the moisture.

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Insect Repellent Really Works

With so many mosquito-borne diseases to worry about seems to get either you're enjoying the Great Outdoors in your yard or when you apply insect repellent, you want the best.

Which products work best against the Aedes mosquitoes that tend to bite during the day and that can carry Lyme and other diseases. And choosing the right repellent can ward off all three of those insects for at least 10 hours. Consumer Reports' picks: they'll help take the guesswork out of your choice.



Healthier Grilling

When you prepare them can have a big impact on the health of the food. Here are some simple steps for a cookout that's tasty and healthy.

Dr. Lee says, "It is best to grill meat low and slow to prevent excess charring." Flipping food frequently also can prevent charring. Always use a food thermometer to ensure food has reached a [safe internal cooking temperature](#).

Cut the Fat

Fat from meat can drip into your grill's flame, causing it to flare up. The flare and resulting smoke contain polycyclic aromatic hydrocarbons, or PAHs, which have also been linked to cancer. Trimming the fat from meat prior to cooking can reduce PAHs, as can removing skin from chicken or fish. Cooking outside the flame rather than directly over it can also help prevent flaring.

Marinate

One easy way to minimize HCAs and PAHs is to [marinate](#) meat for at least 30 minutes before grilling. Acidic ingredients such as vinegar, lemon juice or orange juice are especially effective. Or try beer, wine or even green tea.

Wellness Information

- **Health Newsletter** - Monthly Electronic Newsletter with hand-picked articles and features designed to help individuals live a healthy and active life.

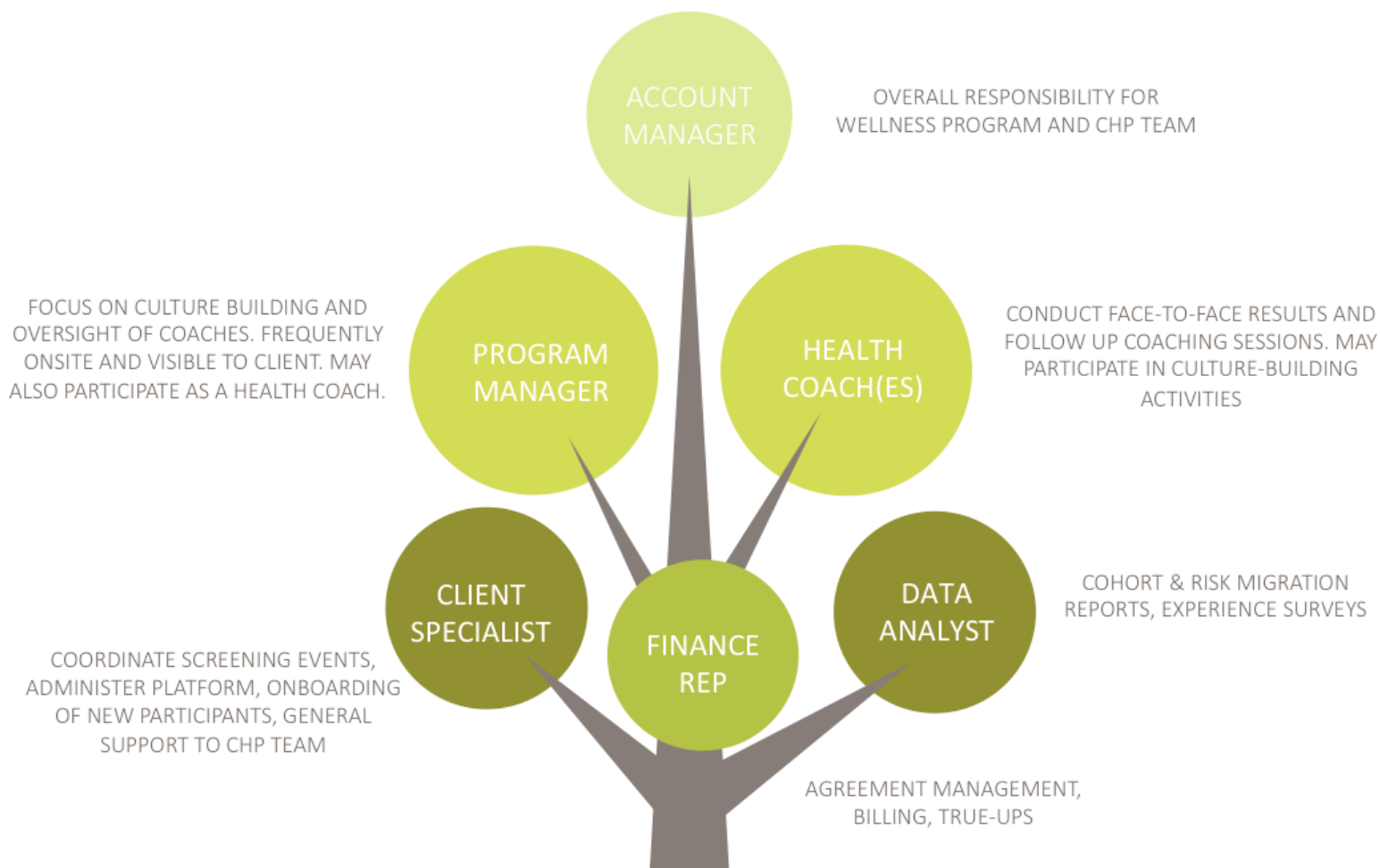
Eligible Employees: 264

ITEM:		Price Per Unit	# of Units	Subtotal
Management Fee		\$2,500 / year	1	\$2,500
CHP Healthytrax® Portal		NA	NA	Included
☒ Health Awareness Program		\$89	238	\$21,182
Biometric screening + HRA + 30 min. results coaching session Per Participant 90%=238				
☒ Culture Building Program		\$85	416	\$35,360
Est. 8 hours per week				
OPTIONAL SERVICES BELOW				
☐ INCENTIVES for Healthy Culture Activities		\$100	12	\$1,200
☐ Omni-Mobile Enhanced Coaching Series For Diabetes & Hypertension PPPY		\$240	30	\$7,200
☐ Weight Management Program 12 sessions onsite		\$1,250	1	\$1,250
☐ Diabetes Prevention Program 26 sessions (year long program)		\$5,000	1	\$5,000
☐ Tobacco Cessation Program 8 sessions onsite		\$1,000	1	\$1,000
Total				\$59,042

Item # 13

Every CHP account is assigned a team of passionate industry professionals, each with specific responsibilities, working seamlessly to keep your program running continuously and effectively, while minimizing strain on your internal staff.

CHP DELIVERY TEAM





City of Cartersville

City Council Meeting
11/1/2018 7:00:00 PM
Fire Station #3 Guaranteed Maximum Price Agreement

SubCategory:	Bid Award/Purchases
Department Name:	Administration
Department Summary Recommendation:	Chief Carter and I met with representatives from Abuck, Inc. (Construction Manager at Risk) and Croft & Associates (Architect) to discuss the guaranteed maximum price (GMP) for Fire Station #3 which initially came in at \$3,563,044 and ways to possibly reduce that cost. Based on our meeting, Abuck has made changes to the GMP which is now \$3,326,978, a reduction of \$236,066 from their original proposal. However, some of the items that were deducted from the GMP were items that the city was going to directly contract for like the generator, low voltage installation including data drops and the access control readers. A new estimated project costs for Fire Station #3 based on the revised GMP is attached. Therefore, based on the revised GMP and ancillary project costs, Fire Station #3 is estimated to cost \$3,659,978. Keep in mind that Fire Station #3 was budgeted from 2014 SPLOST funds and our projected cost was \$2,600,000 which is \$1,059,978 over the projected SPLOST budget. The good news is that the 2014 SPLOST collections through October 2018 have improved and it is projected that we may have an additional \$990,302 in SPLOST funds available. This projection is based on the average revenue collections for the 57 months that have been collected, and using this average to estimate for the remaining 15 months left to collect. Direction is needed from the City Council if we are to move forward on Fire Station #3 with the revised GMP from Abuck, Inc.
City Manager's Remarks:	Your direction on this matter is appreciated. As discussed at the last meeting, if you wish to rebid this, you may choose to have two options bid out: one for a construction manager at risk and one for a general contractor. Council would have both options to look at and decide what best fits the needs for the facility.
Financial/Budget Certification:	

Cover Memo

Item # 14

Legal:
Associated Information:

Fire Station #3 Estimated Project Cost

Description	10/01 GMP Est.	10/29 GMP Est.	Difference
Abuck, Inc. Construction Manager at Risk GMP	\$3,563,044	\$3,326,978	\$(236,066)
Croft & Associates, Architect	150,000	150,000	0
Generator and Installation		35,000	35,000
Furnishings, Cameras, Miscellaneous	80,000	120,000	40,000
Geo-Hydro Engineers – Site Testing Services	<u>28,000</u>	<u>28,000</u>	<u>0</u>
Total Estimated Costs for Fire Station #3	\$3,821,044	\$3,659,978	\$(161,066)

10/29/2018 8:49 AM

GMP ESTIMATE

Page 1

**GMP ESTIMATE SUMMARY**

Project: Cartersville Fire Station #3

Project No: 3624

Phase: GMP

Estimate Date: 27 September 2018

Revision Date: 29 October 2018

KEY	DESCRIPTION	TOTAL 10/29/18	Estimate 10/01/18	Difference
		11062 SF		
A	GENERAL CONDITIONS	\$300,077		
B	BUILDING FOUNDATIONS AND SLAB ON GRADE	\$119,914		
C	STRUCTURAL SYSTEM	\$238,388	251,388	
D	ROOFING SYSTEM	\$144,210		
E	EXTERIOR WALL SYSTEM	\$623,626	581,450	
F	EXTERIOR DOORS AND OPENINGS	\$118,640		
G	INTERIOR DOORS AND OPENINGS	\$83,950		
H	INTERIOR PARTITIONS	\$107,864	152,607	
I	WALL FINISHES	\$43,070		
J	FLOOR FINISHES AND BASE	\$140,641		
K	CEILINGS AND SOFFITS	\$38,259		
L	STAIRS AND RAILINGS	\$1,495		
M	ACCESSORIES AND SPECIALTIES	\$31,250	37,730	
N	FIXED EQUIPMENT	\$25,700	37,700	
O	CASEWORK AND MILL WORK	\$62,040		
P	LOOSE EQUIPMENT AND FURNISHINGS	\$1,708		
Q	MECHANICAL CONVEYANCES	\$0		
R	WATER SUPPLY AND TREATMENT	\$0		
S	WASTE WATER DISPOSAL AND TREATMENT	\$0		
T	PLUMBING	\$147,857		
U	FIRE PROTECTION	\$39,698		
V	HVAC SYSTEM	\$127,500	134,000	
W	ELECTRICAL POWER	\$92,355	85,980	
X	LIGHTING	\$91,995		
Y	SPECIAL SYSTEMS AND COMMUNICATIONS	\$26,389	107,514	
Z	SITE DEVELOPMENT	\$452,616	568,066	
AA	SITE UTILITIES	\$46,818	69,238	
BB	DEMOLITION	\$0		
	Subtotal	\$3,106,060	3,326,450	
	FINAL DESIGN / CM CONTINGENCY 2.5%	\$77,651	83,161	
	CONSTRUCTION COST	\$3,183,711	3,409,611	
	CM FEE 4.5%	\$143,267	153,433	
	ESTIMATE TOTALS	\$3,326,978	3,563,044	236,066

2014 Proposed Capital Projects:			
Department	Project Description	<u>Estimated Project Cost</u>	Notes
Fire	Fire Station #3	2,600,000	1
GIS	Updates to aerial maps and other information technology improvements	125,000	
Public Works	Cook Street Culvert Removal	255,000	
Public Works	Roadway infrastructure maintenance	346,000	
Public Works	Sugar Valley Road over Nancy Creek (Bridge)	180,000	
Public Works	Mission Road over Nancy Creek (Bridge)	200,000	
Water & Sewer	Cook Street Manhole Replacement	350,000	
	Capital Projects Estimated Total	4,056,000	

Note 1: Once new fire station is built the city could sell this 1.1 acre of valuable property on 61/113 probably for between \$600,000 to \$900,000

2014 Estimated SPLOST Collections as of June 2017

\$4,056,000

2014 Estimated SPLOST Collections as of October 2018

\$5,046,302

Additional 2014 SPLOST Funds Expected to be Available

\$990,302