City of Columbia City Council
Agenda
September 3, 2026 - 5:30 PM

City Hall Council Chambers
700 North Garden Street
Columbia, TN 38401
Phone: 931-560-1510

Chaz Molder, Mayor
Randy McBroom, Vice Mayor
Council Member Carl McCullen, Ward 1
Council Member Charlie Huffman, Ward 2
Council Member Cheryl E. Secrest, Ward 3
Council Member Kenny Marshall, Ward 4
Council Member Brian McKelvy, Ward 5

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Tony Massey, City Manager
Jake Hubbell, City Attorney
Thad H. Jablonski, City Recorder
Liz Bermudez, Recording Secretary

Public Comments are welcome under Section 11 of the Agenda. Please sign the sign-up sheet before the meeting begins. Once recognized, you may then come to the podium and state your name and address.

Anyone requesting accommodations due to disabilities should contact the ADA Coordinator, Wanda McClain, at 931-560-1570 prior to the meeting.

PUBLIC HEARINGS

1 CALL TO ORDER/ROLL CALL.

2 INVOCATION.

3 PLEDGE OF ALLEGIANCE LED BY GIRL SCOUT TROOP 1308.

4 APPROVAL OF AGENDA.

5 PRESENTATIONS.

5.1. PRESENTATION OF THE CARNEGIE MEDAL TO SAMUEL HARDIN ADCOCK (REGULAR MEETING ONLY).

5.2. PRESENTATION OF FRUIT TEASER PROCLAMATION (REGULAR MEETING ONLY).

6 ORGANIZATIONAL BUSINESS.

6.1. APPROVE THE MINUTES OF THE AUGUST 13, 2026 CITY COUNCIL MEETING - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

ATTACHMENTS: August 13, 2026 City Council Minutes.

6.2. APPROVE THE RETIREMENT BENEFITS FOR JAMES BLACKWOOD, JR., FIRE DRIVER/PUMP OPERATOR, COLUMBIA FIRE & RESCUE, PRESENTATION OF RETIREMENT PLAQUE BY MAYOR MOLDER - FINANCE.

RECOMMENDATION: Approve.

INFORMATION: James Blackwood Jr. has been an employee of the City of Columbia for 24 years. His effective retirement date is September 21, 2026 with pension payments to begin on October 1, 2026.

ATTACHMENTS: Staff Report James Blackwood.

6.3. APPROVE THE APPOINTMENT OF MILA MARTINICO TO THE CITY OF COLUMBIA ARTS COUNCIL FOR A TERM BEGINNING SEPTEMBER 10, 2026 AND ENDING ON JUNE 12, 2028

RECOMMENDATION: Approve.

ATTACHMENTS: Mila Martinico Resume Bio 2026.

6.4. APPROVE THE APPOINTMENT OF VANESSA ALDERSON TO THE CITY OF COLUMBIA ARTS COUNCIL FOR A TERM BEGINNING ON SEPTEMBER 10, 2026 AND ENDING ON JUNE 13, 2027

RECOMMENDATION: Approve.

ATTACHMENTS: Vanessa English Alderson Resume Bio 2026.

7 CONSENT AGENDA

7.1. APPROVE DISBURSEMENTS FOR THE MONTH OF JULY 2026 IN THE AMOUNT OF $11,615,452.19 - FINANCE.

RECOMMENDATION: Approve.

ATTACHMENTS: July 2026 Disbursements.

7.2. APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE AMENDMENT WITH TYLER TECHNOLOGIES TO ADD THE PARKS AND RECREATION MODULE TO THE EXISTING CONTRACT WITH A TOTAL FY27 COST OF $20,665 ($14,260 A ONE TIME CONVERSION COST AND $6,405 AN ANNUAL REOCCURING COST) - FINANCE.

RECOMMENDATION: Approve.

INFORMATION: This amendment would add the Parks and Recreation module to our existing Tyler contract. The total FY27 cost will be $20,665 of which $14,260 is conversion and $6,405 is a reoccuring annual cost. This will take the place of their current system resulting in only an annual increase of $1,680 between the two systems.

CERTIFICATION: The Chief Financial Officer certifies that this is budgeted in General Fund -Parks and Recreation- Software.

ATTACHMENTS: Staff Report Tyler Technologies, Tyler Technology Quote Amendment.

7.3. APPROVE AND AUTHORIZE THE MAYOR TO EXECUTE A LEASE AGREEMENT BETWEEN THE CITY OF COLUMBIA AND CAMPBELL & LOVELL RENTALS FOR STORAGE SPACE IN THE AMOUNT OF $900 PER MONTH - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

INFORMATION: The City of Columbia is in need of additional storage space. The lease agreement with Campbell & Lovell Rentals will provide this necessary storage space for $900 per month. The contract would begin on October 1, 2026, and expires on June 30, 2029.

CERTIFICATION: The Chief Financial Officer certifies that $10,800 is budgeted and unencumbered in Leases.

ATTACHMENTS: Staff Report Campbell & Lovell.

7.4. APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND JOURNAL COMMUNICATIONS FOR ADVERTISING IN THE 2027 TENNESSEE VACATION GUIDE IN THE AMOUNT OF $10,000 - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

INFORMATION: Visit Columbia will purchase a one-third page ad in the 2027 Tennessee Vacation Guide in the amount of $10,000. This popular annual visitor trip-planning guide is available in an online digital version and 500,000 printed guides.

CERTIFICATION: The Chief Financial Officer certifies that $10,000 is budgeted and unencumbered in Tourism Enhancement - Professional Services.

ATTACHMENTS: Staff Report TN Vacation Guide, Journal Comm Contract TN Vacation Guide.

7.5. APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND LAMAR ADVERTISING IN THE AMOUNT OF $5,625 FOR HOLIDAY DIGITAL BILLBOARD ADVERTISING IN THE NASHVILLE/MIDDLE TENNESSEE AREA - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

INFORMATION: Visit Columbia will utilize Lamar's digital rotary program to place advertising on a variety of billboards designed to reach thousands of travelers daily along interstates and surface streets of the Nashville/Middle Tennessee area, encouraging and inspiring holiday travel to Columbia while building brand awareness.

CERTIFICATION: The Chief Financial Officer certifies that $5,625 is budgeted and unencumbered in Tourism Enhancement-General Fund-Professional Services.

ATTACHMENTS: Staff Report Lamar Advertising, Lamar Contract Holiday.

7.6. APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND TUCK RIVER TOURING IN THE AMOUNT OF $15,000 FOR LIVE ENTERTAINMENT AT THE 2027 FRUIT TEA FESTIVAL - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

INFORMATION: Visit Columbia is producing a new summer festival called the Fruit Tea Festival scheduled for June 26, 2027 at Riverwalk Park. Tuck River Touring will provide the headline artist to perform at the inaugural festival. (The artist's name is contractually embargoed until November 1, 2026.)

CERTIFICATION: The Chief Financial Officer certifies that $15,000 will be proposed in Appropriation No. 1 in Fruit Tea Festival – Professional Services.

ATTACHMENTS: Staff Report Tuck River Touring.

7.7. APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE CONTRACT WITH MATRIX CONSULTING GROUP LTD. FOR A USER FEE STUDY IN THE AMOUNT OF $20,000 - DEVELOPMENT SERVICES DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: The State of Tennessee passed House Bill 0375, requiring government agencies and departments to justify fees that exceed $250 with a publicly available cost analysis for such. This bill takes effect in 2026 and the City is requesting Matrix Consulting Group to review and analyze current fee schedules for Development Services, Fire and Rescue and Wastewater Departments for compliance. The scope spans an approximate four (4) month process and includes data collection, review, workshops, calculations, and the results of all these tasks for $20,000.

CERTIFICATION: The Chief Financial Officer certifies that $20,000 will be budgeted and unencumbered in Development Services - Professional Services.

ATTACHMENTS: Staff Report Matrix Consulting Contract, Matrix Contract.

7.8. APPROVE A THREE-YEAR AGREEMENT FOR PROFESSIONAL SERVICES WITH NEEL-SCHAFFER, INC. FOR ON-CALL TRAFFIC ENGINEERING SERVICES - DEVELOPMENT SERVICES DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: The Development Services Department solicited qualifications for on-call traffic engineering consultant services within City of Columbia, Tennessee. These services are related to traffic study review, preparation, and signal timing recommendations.
Thirteen (13) proposals were submitted and reviewed, and T-Square Engineering, Inc. and Neel-Schaffer, Inc. were chosen to provide these services.
The scope of services and fees are outlined in the proposals. This agreement is established for a three-year term.

CERTIFICATION: The Chief Financial Officer certifies that funds are budgeted and unencumbered in Development Services - Professional Services (private, development related expenditures will be reimbursed by the developer during approvals process).

ATTACHMENTS: Staff Report Neel-Schaffer, Neel-Schaffer On-Call Agreement.

7.9. APPROVE A THREE-YEAR AGREEMENT FOR PROFESSIONAL SERVICES WITH T-SQUARE ENGINEERING, INC. FOR ON-CALL TRAFFIC ENGINEERING SERVICES - DEVELOPMENT SERVICES DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: The Development Services Department solicited qualifications for on-call traffic engineering consultant services within City of Columbia, Tennessee. These services are related to traffic study review, preparation, and signal timing recommendations.
Thirteen (13) proposals were submitted and reviewed, and T-Square Engineering , Inc. and Neel-Schaffer, Inc. were chosen to provide these services.
The scope of services and fees are outlined in the proposals. This agreement is established for a three-year term.

CERTIFICATION: The Chief Financial Officer certifies that funds are budgeted and unencumbered in Development Services - Professional Services (private, development related expenditures will be reimbursed by the developer during approvals process).

ATTACHMENTS: Staff Report T-Square Engineering, T-Square On-Call Agreement.

7.10. APPROVE THE PURCHASE OF AN XTREME VAC DCL800SM25 LEAF VACUUM TRUCK FROM CMI EQUIPMENT SALES UTILIZING SOURCEWELL CONTRACT #112624-ODB IN THE AMOUNT OF $298,880.05 - PUBLIC WORKS DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: City Council approved funding in the FY27 budget for the purchase of a leaf vacuum truck to be utilized in the Public Works Streets Division. Public Works would like to utilize Sourcewell Contract # 112624-ODB to purchase this truck from CMI Equipment Sales, to be utilized in our Streets Division.

CERTIFICATION: The Chief Financial Officer certifies that $298,880.05 is budgeted and unencumbered in Capital - Streets-Admin-Auto.

ATTACHMENTS: Staff Report CMI Leaf Vacuum Truck, CMI Quote, Sourcewell Contract 112624-ODB.

7.11. APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE CONTRACT BETWEEN THE CITY OF COLUMBIA AND WATER MANAGEMENT SERVICES, LLC, FOR PUMPKIN CREEK AND BEAR CREEK PIKE SEWER CAPACITY ANALYSIS AND DEVELOPMENT OF SEWER CAPACITY FEES IN AN AMOUNT NOT TO EXCEED $45,000 - WASTEWATER DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: The City of Columbia's Wastewater Department requests the Mayor to sign the Contract between the City of Columbia and Water Management Services, LLC, Consulting Engineers to assist in the development of a sewer fee structure to recover costs associated with infrastructure improvements not to exceed $45,000. The improvements will be within the Pumpkin Creek and Bear Creek Pike drainage basins previously identified as required to accommodate the future development within the sewer service area.

CERTIFICATION: The Chief Financial Officer certifies that $45,000 is budgeted and unencumbered in Wastewater - Treatment Plant - Professional Services.

ATTACHMENTS: Staff Report Sewer Fee Structure, Water Management Contract.

7.12. APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE TENNESSEE DEPARTMENT OF COMMERCE & INSURANCE, STATE FIRE MARSHAL'S OFFICE, INITIAL RESCUE SQUAD RECOGNITION APPLICATION AND ANY OTHER RELATED DOCUMENTS ON BEHALF OF THE CITY OF COLUMBIA, AND APPROVE THE REQUIRED $50 APPLICATION FEE - FIRE & RESCUE.

RECOMMENDATION: Approve.

INFORMATION: Columbia Fire & Rescue is submitting an application to the Tennessee State Fire Marshal's Office for official Rescue Squad Recognition. As part of the application process, the State requires certification by the highest-ranking elected official or approval by the local governing body and includes a $50 application fee.

CERTIFICATION: The Chief Financial Officer certifies that $50 is budgeted and unencumbered in Fire - Investigations - Other Services.

ATTACHMENTS: Staff Report TARS, TARS Recognition Application.

7.13. APPROVE AND AUTHORIZE THE MAYOR TO SIGN A NETTN PARTICIPATION AGREEMENT BETWEEN THE CITY OF COLUMBIA AND AT&T ENTERPRISES, LLC UTILIZING THE PRICING OUTLINED WITHIN THE MASTER SERVICE AGREEMENT - FIRE & RESCUE.

RECOMMENDATION: Approve.

INFORMATION: This agreement is pertaining to moving AT&T Fiber from the Old Reservoir Hill building site to the new building which links our East Tower to Reservoir Hill. Once the facilitation agreement is signed and returned to AT&T the order/installation process will start. The first step of the installation process is a site walk by an AT&T Engineer. The Engineer will determine where the fiber will be run to the building. If any special construction cost is revealed AT&T will present it to the City of Columbia by a letter. Any additional expenses, such as special construction costs, would be identified as noted in the attached agreement. No additional work will be completed without being proposed to City Council in advance.

CERTIFICATION: The Chief Financial Officer certifies $3,818.28 is budgeted and unencumbered in Fire - Admin - Other Services.

ATTACHMENTS: Staff Report AT&T, AT&T Agreement.

7.14. APPROVE THE PURCHASE OF EIGHT(8) 2026 FORD POLICE INTERCEPTOR AWD VEHICLES FROM TWO RIVERS FORD IN THE AMOUNT OF $354,272 UTILIZING STATEWIDE CONTRACT #209 - POLICE DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: The purchase of these eight (8) 2026 Ford Police Interceptor AWD vehicles will cost the City of Columbia $354,272.00, utilizing SWC #209, for the purpose of replacing old fleet vehicles. These new vehicles will be upfitted with proper equipment to be used in the Patrol Division as marked police units.

CERTIFICATION: The Chief Financial Officer certifies that $354,272 is budgeted and unencumbered in Capital - Police-Patrol-Auto.

ATTACHMENTS: Staff Report Ford Interceptor, Two Rivers Ford Quote, State Contract Dealership Letter.

7.15. APPROVE THE PURCHASE OF EIGHT (8) IN-CAR/BODY CAMERA SYSTEMS FROM MOTOROLA IN THE AMOUNT OF $65,332.48 - POLICE DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: Today's law enforcement environment requires accountability and documentation of all actions taken by officers in the field. In an effort to fulfill this requirement, the department uses Motorola Solutions for both in-car(m500) and body camera systems(V700). It was determined that a system integrating both an in-car camera system with a body camera into a single video record of an enforcement event to be the best option for the City. These eight (8) cameras systems are the same make and model as purchased previously and they will integrate with our current hardware and software systems.

CERTIFICATION: The Chief Financial Officer certifies that $10,800 is budgeted and unencumbered in Capital - Police-Patrol-Auto.

ATTACHMENTS: Motorola Staff Report, Motorola Quote Revised Quantity (8).

8 ADMINISTRATION.

8.1. ACKNOWLEDGE RECEIPT OF "REPORT ON DEBT OBLIGATION" FOR STATE REVOLVING FUND (SRF) LOAN - COLUMBIA 2024-10571, SERIES 2026 (STUDY SESSION ONLY) - CITY MANAGER'S OFFICE.

RECOMMENDATION: No City Council action is required.

INFORMATION: This item is a Study Session Only item. Bond Counsel Jeff Oldham has included a letter on the Report on Debt Obligation for SRF Loan - Columbia 2024-10571 Series 2026.

ATTACHMENTS: Staff Report Debt Obligation, Letter regarding Report on Debt Obligation, Report on Debt Obligation document.

8.2. REQUEST FROM MAURY COUNTY GOVERNMENT TO WAIVE APPROXIMATELY $85,000 IN BUILDING PERMIT FEES FOR THE RENOVATIONS AT MAURY COUNTY COURTHOUSE.

RECOMMENDATION:

ATTACHMENTS: Staff Report Fee Waive Request, Email request for waiving of fees.

9 RESOLUTIONS.

9.1. RESOLUTION NO. 26-58 – TAX CORRECTIONS - CITY RECORDER'S OFFICE.

RECOMMENDATION: Approve Resolution No. 26-58.

INFORMATION: The City Recorder is presenting tax corrections through 8/19/2026 for Council consideration as submitted by Mr. Bobby Daniels, Maury County Tax Assessor.

ATTACHMENTS: Staff Report Resolution No. 26-58, Resolution No. 26-58, Resolution No. 26-58 Exhibit A.

9.2. RESOLUTION NO. 26-59 – 10 YEAR DELINQUENT TAX/ASSESSMENT DELETIONS - CITY RECORDER'S OFFICE.

RECOMMENDATION: Approve Resolution No. 26-59.

INFORMATION: The City Recorder is presenting tax and assessment corrections through 8/13/2026 for Council consideration. The items include property assessments and personal property assessments. As the items included are over 10 years old, the applicable statute of limitations for collections of such amounts has expired and the accounts are no longer collectible.

ATTACHMENTS: Staff Report Resolution No. 26-59, Resolution No. 26-59, Resolution No. 26-59 Exhibit A.

9.3. RESOLUTION NO. 26-60 – A RESOLUTION APPROVING THE AMENDED FACILITY FEE SCHEDULE FOR THE CITY OF COLUMBIA PARKS AND RECREATION DEPARTMENT - PARKS & RECREATION DEPARTMENT.

RECOMMENDATION: Approve Resolution No. 26-60.

INFORMATION: The City of Columbia is committed to providing affordable recreational facilities, programs and services for the citizens of the City of Columbia. The listed fees are being updated to include proposed new fees for court rentals, EA Sports room rental, large meeting room, small meeting room and lap lane rentals for the Columbia Aquatics and Recreation Center/Parks and Recreation Department.

ATTACHMENTS: Staff Report Resolution No. 26-60, Resolution No. 26-60, Resolution No. 26-60 Exhibit A.

9.4. RESOLUTION NO. 26-61 - A RESOLUTION TO ACCEPT THE OWNERSHIP AND MAINTENANCE OF SEWER IMPROVEMENTS SERVING THE DRAKE/WOODLAND & EAST 7TH MULTI-FAMILY - WASTEWATER DEPARTMENT.

RECOMMENDATION: Approve Resolution No. 26-61.

INFORMATION: The Drake consists of 229 linear feet of sanitary sewer main. The Developers met all of the qualifications for acceptance. The Wastewater Department has performed the necessary testing and inspections.

ATTACHMENTS: Staff Report Resolution No. 26-61, Resolution No. 26-61, Lien Affidavit Resolution No. 26-61, Dedication Letter Resolution No. 26-61.

10 ORDINANCES.

10.1. 1ST CONSIDERATION OF ORDINANCE NO. 4594 - AN ORDINANCE TO AMEND THE FISCAL YEAR 2026-2027 BUDGET ORDINANCE NO. 4587 PROVIDING FOR REVISIONS TO THE GENERAL FUND AND ESTABLISH THE DATE OF OCTOBER 8, 2026 AS THE DATE OF PUBLIC HEARING - FINANCE.

RECOMMENDATION: Approve Ordinance No. 4591 on first consideration and establish the date of October 8, 2026 as the date of public hearing.

INFORMATION: The proposed ordinance is the first amendment to the FY 2027 Appropriation Ordinance, impacting several departments within the General Fund.

Within this budget amendment, the following items are included:

- Establish a budget for the Fruit Tea Festival totaling $65,000,
- Budget prior year funds remaining for FY 2027 Tourism Enhancement Reserves totaling 494,430.89,
- Budget prior year funds remaining for FY 2027 Firefighters Park Reserves totaling 24,776.34,
- Budget $138,411.20 for Equitable Sharing "Justice" proceeds, $19,261 for Equitable Sharing "Treasury" proceeds, $73,814.61 for sales of seized weapons, and $160,127.20 for Sexual Offender Registry fees in Police,

A detailed schedule of items included within this budget amendment is attached. This amendment increases the City's total budget for FY 2027 by $975,821.24 to $85,442,422.

ATTACHMENTS: Staff Report Ordinance No. 4594, Ordinance No. 4594.

10.2. 1ST CONSIDERATION OF ORDINANCE NO. 4595 - AN ORDINANCE CONVEYING A FORTY-FOOT-WIDE ELECTRIC LINE EASEMENT TO DUCK RIVER ELECTRIC MEMBERSHIP CORPORATION FOR PROPERTY LOCATED ON HAMPSHIRE PIKE BEING TAX MAP 104, PARCEL 16.00 - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve Ordinance No. 4595 on first consideration.

INFORMATION: Columbia Power and Water Systems will be constructing a new Hampshire Pike Pump Station. While the property the pump station will be located on is owned by CPWS, the parcel is within the Duck River Electric Membership Corporation service territory and, as such the power for the pump station must be supplied by DREMC. CPWS has requested the City convey a forty-foot-wide electric line easement to DREMC for the purpose of bringing power to the new pump station.

ATTACHMENTS: Staff Report Ordinance No. 4595, Ordinance No. 4595, Electric Line Easement Document, Ordinance No. 4595 Exhibit A, Ordinance No. 4595 Exhibit B.

10.3. 1ST CONSIDERATION OF ORDINANCE NO. 4596 - AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING, AND APPROVAL OF APPLICATIONS FOR LAND USE, ZONING, BUILDING, SITE PLAN, OR CONDITIONAL FACILITIES; REQUIRING A STUDY OR INFRASTRUCTURE, ENVIRONMENTAL, ACOUSTIC, AND UTILITY IMPACTS; PROVIDING FOR EXEMPTIONS;PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN IMMEDIATE EFFECTIVE DATE AND ESTABLISH THE DATE OF OCTOBER 8, 2026 AS THE DATE OF PUBLIC HEARING - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve Ordinance No. 4596 on first consideration and establish the date of October 8, 2026 as the date of Public Hearing.

INFORMATION: There has been a significant surge in interest, site inquiries, and development applications for "Data Centers" and "High-Density Computing Facilities" across the State of Tennessee, driven by the expansion of artificial intelligence, cloud storage and cryptographic mining operations. These facilities consume exceptionally high amounts of electrical energy and water, potentially straining public utility grids, driving up infrastructure costs for local ratepayers and impacting local aquifers and public water supplies. The City's current zoning ordinances and land use plans do not adequately address the unique infrastructure, environmental, acoustic and community utility impacts specific to large-scale data centers. The City has a substantial public interest in ensuring that data centers and high-density computing facilities are not permitted or vested under land-use classifications that do not accurately describe the principal use or address the use's operational impacts. A temporary pause on these specific developments is necessary to allow the Planning Commission and staff sufficient time to study these impacts, coordinate with local utility providers and draft comprehensive, permanent zoning text amendments.

ATTACHMENTS: Staff Report Ordinance No. 4596, Ordinance No. 4596.

11 PUBLIC COMMENT.

12 OTHER BUSINESS.

13 EXECUTIVE SESSION.

14 ADJOURNMENT.

15 UPCOMING EVENTS.

15.1. FRUIT TEASER - SATURDAY, SEPTEMBER 12, 2026 - 3:00-8:00 P.M. - MAURY COUNTY PUBLIC LOT.

PUBLIC HEARINGS

REGULAR MEETING

CALL TO ORDER/ROLL CALL

Mayor Chaz Molder called the meeting to order, pursuant to proper public notice having been given. Present were Council Member Carl McCullen, Council Member Charlie Huffman, Council Member Cheryl Secrest, Council Member Kenny Marshall, Council Member Brian McKelvy, Vice Mayor Randy McBroom, Mayor Chaz Molder, City Manager Tony Massey, City Attorney Jake Hubbell, City Recorder Thad Jablonski and Recording Secretary Rebekah Woodward.

INVOCATION BY BRANDON ABBOTT OF THE CHURCH AT WEST END

PLEDGE OF ALLEGIANCE

Vice Mayor Randy McBroom led the Pledge of Allegiance.

APPROVAL OF AGENDA

City Manager Tony Massey advised that item 7.11, Approve and authorize the mayor to sign a contract between the City of Columbia and Tuck River Touring in the amount of $15,000 for live entertainment at the 2027 Fruit Tea Festival, is being removed from the agenda.
Council Member McKelvy moved to approve the agenda with the exception of item 7.11.
Council Member Marshall seconded the motion.

All Council Members present voted aye.

PRESENTATIONS

Item 5.1. - **QUARTERLY PRESENTATION BY WIL EVANS, PRESIDENT OF MAURY COUNTY CHAMBER AND ECONOMIC ALLIANCE.**

Mr. Evans gave a brief presentation providing an overview of current projects and local economic statistics, including unemployment and labor force participation rates.

Item 5.2. - **PRESENTATION OF A PROCLAMATION TO COLUMBIA LITTLE LEAGUE 8U.**

Mayor Molder presented a proclamation to the Columbia Little League team and coaches, recognizing their accomplishments, sportsmanship, and positive representation of the community.

ORGANIZATIONAL BUSINESS

Item 6.1. - **APPROVE THE MINUTES OF THE JULY 9, 2026 CITY COUNCIL MEETING**

Council Member McKelvy moved to approve the minutes of the July 9, 2026, City Council Meeting. Council Member McCullen seconded the motion.

All Council Members present voted aye.

CONSENT AGENDA

Mayor Molder requested that Item 7.22 be removed from the Consent Agenda to allow him to recuse himself from consideration of the item.

Mayor Molder moved to approve the consent agenda as amended. Council Member McKelvy seconded the motion.

All Council Members present voted aye and the following items were approved:

Item 7.1. - **APPROVE DISBURSEMENTS FOR THE MONTH OF JUNE 2026 IN THE AMOUNT OF $12,160,873.02**

Item 7.2. - **APPROVE AND AUTHORIZE THE DISPOSAL OF SURPLUS EQUIPMENT**

Item 7.3. - **APPROVE ANNUAL RENEWAL OF PROPERTY INSURANCE WITH TML PUBLIC ENTITY PARTNERS**

Item 7.4. - **APPROVE THE ANNUAL RENEWAL OF WORKERS' COMPENSATION INSURANCE WITH THE TML PUBLIC ENTITY PARTNERS**

Item 7.5. - **APPROVE PAYMENT TO MAURY COUNTY TO PROVIDE FUNDING FOR THE MAURY COUNTY/CITY OF COLUMBIA ANIMAL SERVICES FACILITY FOR THE 3rd & 4th QUARTERS OF FY 2026 $121,000**

Item 7.6. - **APPROVE AND AUTHORIZE THE MAYOR TO EXECUTE AMENDMENT NO. 2 TO THE CONTRACT WITH TENNESSEE PROPERTY MANAGEMENT LLC IN THE AMOUNT OF $450 PER MONTH**

Item 7.7. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND JOURNAL COMMUNICATIONS IN THE AMOUNT OF $11,070 FOR ADVERTISING IN THE 2027 NASHVILLE VISITOR GUIDE**

Item 7.8. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND JULIANA & DAVID HOLLINS, CONTENT CREATORS, IN THE AMOUNT OF $4,500 FOR A VISIT COLUMBIA 'AMERICA IN 250' TRAVEL CAMPAIGN ON SOCIAL MEDIA**

Item 7.9. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND CHELSEA GUEDES CONTENT**

CREATOR IN THE AMOUNT OF $1,800 FOR A VISIT COLUMBIA FALL TRAVEL CAMPAIGN ON SOCIAL MEDIA

Item 7.10. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND CUMULUS MEDIA IN THE AMOUNT OF $500 FOR ADVERTISING & PROMOTION OF THE 2027 FRUIT TEA FESTIVAL**

Item 7.12. - **APPROVE THE PURCHASE OF A COMMERCIAL FRONT LOAD GARBAGE TRUCK IN THE AMOUNT OF $396,761.20 USING SOURCEWELL CONTRACT # 110223-LEG**

Item 7.13. - **APPROVE BID AWARD TO TEMPLE, INC. IN THE AMOUNT OF $76,514 FOR THE PURCHASE OF 60 CONFLICT MONITORS AND SOFTWARE LICENSE**

Item 7.14. - **APPROVE BID AWARD TO UTILICOM SUPPLY ASSOCIATES, LLC. IN THE AMOUNT OF $133,500 FOR THE PURCHASE OF 20 AXIS CCTV INTERSECTION CAMERAS**

Item 7.15. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE NON-EXCLUSIVE USE AND OCCUPANCY PERMIT BETWEEN THE CITY OF COLUMBIA AND COLUMBIA YOUTH ATHLETIC ASSOCIATION FOR THEIR 2026 FOOTBALL SEASON - WARDS 4 AND 5**

Item 7.16. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE NON-EXCLUSIVE USE AND OCCUPANCY PERMIT BETWEEN THE CITY OF COLUMBIA AND COLUMBIA STATE COMMUNITY COLLEGE FOR THEIR 2026 SEASON - WARDS 4**

Item 7.17. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE NON-EXCLUSIVE USE AND OCCUPANCY PERMIT BETWEEN THE CITY OF COLUMBIA AND THE MAURY COUNTY SCHOOL BOARD OF EDUCATION**

Item 7.18. - **APPROVE THE PURCHASE FROM ALAN JAY FLEET SALES IN THE AMOUNT OF $47,693 FOR A 2026 TOYOTA TUNDRA 4WD USING STATE WIDE CONTRACT #209 FOR THE CITY OF COLUMBIA, TN**

Item 7.19. - **APPROVE THE PURCHASE FROM ALAN JAY FLEET SALES IN THE AMOUNT OF $112,604.50 FOR (2) 2026 CHEVROLET SILVERADO 1500 CREW CAB PICKUP 4WD 2.7L TURBO LT 5.5' BED USING STATEWIDE CONTRACT #209**

Item 7.20. - **APPROVE AND AUTHORIZE THE FY 26-27 RENEWAL BETWEEN LOCALITY MEDIA, INC DBA FIRST DUE AND THE CITY OF COLUMBIA FOR**

SOFTWARE APPLICATIONS AND SUPPORT SERVICES IN THE AMOUNT OF $50,925

Item 7.21. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT FOR SERVICES WITH CIVIL & ENVIRONMENTAL CONSULTANTS, INC. FOR STORMWATER PROGRAM SERVICES IN AN AMOUNT NOT TO EXCEED $135,925**

Item 7.23. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE LONG TERM FLOW MONITORING AGREEMENT BETWEEN THE CITY OF COLUMBIA AND CSL SERVICES, INC IN THE AMOUNT OF $107,485**

Item 7.24. - **APPROVE THE PURCHASE OF DESKTOPS, TOWERS, TABLETS, AND ACCESSORIES FROM DELL TECHNOLOGIES IN THE AMOUNT OF $145,147 UTILIZING THE OMNIA NATIONAL COOPERATIVE PURCHASING ALLIANCE (NCPA) AND STATE CONTRACTS**

Item 7.25. - **RATIFY APPROVAL OF THE 8x8 RENEWAL AGREEMENT FOR PHONE AND FAX SERVICES IN THE AMOUNT OF $4,951.30 PER MONTH**

Item 7.26. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN A LEASE AGREEMENT WITH FIVE-STAR VENDING FOR THE RENTAL OF THREE WATER SERVICE UNITS FOR THE POLICE DEPARTMENT AT A WEEKLY RENTAL FEE OF $13 AND A SEMIANNUAL FILTER REPLACEMENT FEE OF $99.50 PER FILTER**

Item 7.22. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND RSI (ROOF SYSTEMS, INC) UTILIZING TIPS COOPERATIVE PURCHASING TO REMOVE AND REPLACE THE EXISTING ROOF OF THE WASTEWATER ADMINISTRATIVE BUILDING IN THE AMOUNT OF $50,260**

Vice Mayor McBroom read item 7.22.

Council Member Marshall moved to approve item 7.22. Council Member McCullen seconded the motion. All members present voted aye with the exception of Mayor Molder who abstained. The motion passed.

ADMINISTRATION

RESOLUTIONS

Item 9.1. - **RESOLUTION NO. 26-54 – TAX CORRECTIONS**

Council Member Marshall moved to approve Resolution No. 26-54. Council Member McKelvy seconded the motion.

All Council Members present voted aye.

Item 9.2. - **RESOLUTION NO. 26-55 - A RESOLUTION TO ACCEPT THE OWNERSHIP AND MAINTENANCE OF SEWER IMPROVEMENTS SERVING MARLON'S CREEK 1A, 1B AND PUMP STATION**

Council Member McKelvy moved to approve Resolution No. 26-55. Council Member Marshall seconded the motion.

All Council Members present voted aye.

Item 9.3. - **RESOLUTION NO. 26-56 - A RESOLUTION TO ACCEPT THE OWNERSHIP AND MAINTENANCE OF SEWER IMPROVEMENTS SERVING MARLON'S CREEK PHASE 2A**

Council Member Marshall moved to approve Resolution No. 26-56. Council Member McKelvy seconded the motion.

All Council Members present voted aye.

Item 9.4. - **RESOLUTION NO. 26-57 - A RESOLUTION ACCEPTING A DONATION BY SUTTON CIRCUS K9 ACADEMY OF A TRAINING SERVICE VALUED AT $4,270 (FOUR THOUSAND TWO HUNDRED SEVENTY DOLLARS) FOR AN EMOTIONAL SUPPORT ANIMAL TO FIREFIGHTERS AT COLUMBIA FIRE & RESCUE. COLUMBIA FIRE & RESCUE WILL CONTRIBUTE UP TO $500 (FIVE HUNDRED DOLLARS) TO PURCHASE EQUIPMENT REQUIRED BY THE TRAINER TO CONDUCT THE CANINE TRAINING**

Council Member McCullen requested clarification regarding the resolution. Chief Cummins explained that Blaze will serve as the Fire Department’s emotional support canine and that training services are being provided at no cost to the City, aside from necessary equipment. He noted that Blaze will provide support to Fire Department personnel and participate in public education events.

Council Member McKelvy moved to approve Resolution No. 26-57. Council Member Marshall seconded the motion.

All Council Members present voted aye.

ORDINANCES

PUBLIC COMMENTS

Joshua Moore addressed the City Council regarding recent CPWS water rate increases and his opposition to it.

OTHER BUSINESS

EXECUTIVE SESSION

ADJOURNMENT

There being no further business Council Member Marshall moved to adjourn the meeting. Council Member Secrest seconded the motion. All members present voted aye. The meeting adjourned at 06:12 PM.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Tara Smith, Benefits Administrator, tsmith@columbiatn.gov, (931) 560-1572

AGENDA ITEM TITLE: APPROVE THE RETIREMENT BENEFITS FOR JAMES BLACKWOOD, JR, FIRE DRIVER/PUMP OPERATOR, COLUMBIA FIRE & RESCUE, PRESENTATION OF RETIREMENT PLAQUE BY MAYOR MOLDER.

RECOMMENDATION: Approve.

INFORMATION: James Blackwood Jr. has been an employee of the City of Columbia for 24 years. His effective retirement date is September 21, 2026 with pension payments to begin on October 1, 2026.

CERTIFICATION:

ATTACHMENTS: Staff Report.

MILA MARTINICO

Bio

Mila Martinico, lovingly known throughout Columbia as Mama Mila, is the owner and founder of Mama Mila's, an Italian restaurant rooted in family, tradition, and community.

Raised in her grandparents' restaurant, Mila learned from an early age that sharing a meal is about far more than food—it's about creating connection, preserving culture, and making people feel seen. After the unexpected loss of her Nonna, she felt called to continue her family's legacy. In 2017, Mila and her husband Mateo moved to Tennessee with little more than faith, determination, and generations of family recipes. They began serving Italian pastries and take-and-bake lasagnas from a renovated vintage Airstream before opening Mama Mila's, which has become a gathering place in Columbia's Arts District.

Deeply invested in the growth and revitalization of downtown Columbia, Mila believes the Arts District is a vital part of Columbia's identity—a place where creativity, entrepreneurship, and community intersect. She is passionate about preserving its character while creating opportunities for local businesses, artists, and neighbors to grow together. She believes in cultivating the arts by creating opportunities for local artists to showcase their work, build meaningful connections, and enrich the cultural fabric of Columbia. Through Mama Mila's, she strives to create a welcoming space where people can experience not only exceptional food, but also the creativity, craftsmanship, and talent that make Columbia such a special place to call home.

Beyond her work as a business owner, Mila is passionate about serving her community through healthcare advocacy. Inspired by her family's experiences navigating both profound loss and complex medical care, she became a Patient and Family Partner, working alongside hospital leadership to improve the patient experience and ensure families feel heard, valued, and cared for during some of life's most difficult moments. She believes that compassion—whether expressed through hospitality, healthcare, or the arts—has the power to change lives.

At the heart of everything Mila does is a simple belief: great communities don't happen by accident. They are built intentionally by creating places where people gather, artists are celebrated, small businesses are supported, and everyone feels like they belong. She believes that when a community invests in its artists, entrepreneurs, and neighbors, it creates more than a thriving downtown—it creates a place where people truly belong.

Vanessa Alderson **[*Kayola61@gmail.com*](mailto:Kayola61@gmail.com)** ***Cellphone: 931-797-0212***

Vanessa English Alderson, MPS, received the 2025 prestigious President's Award of Honor for Distinguished Alumni at Columbia State Community College. 1981 Columbia State Graduate.

Vanessa is a published contributing author in the book the *Power of Us: Unity in Sisterhood*. She is a member of Alpha Kappa Alpha Sorority, Inc.

She brings her expertise as an Educational Assistant at Randolph Howell Elementary School.

Notably she served on the Vanderbilt Medical Center Staff Advisory Board and is a graduate of Vanderbilt Program in Research Administration Development. She received her BBA from MTSU, master's from Tennessee State University, and a graduate of Columbia Central High School Class of 1979 and Cheerleader.

Vanessa's dedication to her community earned her recognition from the City of Columbia with a **Proclamation**:
" ***Vanessa English Alderson Day September 27, 2023***", in acknowledgment of her achievements and impact on the Columbia community.

She was featured in Alpha Kappa Alpha Sorority's Summer 2023 *Ivy Leaf, "Sorors Soaring to Greater Heights",* 2022 Alpha Delta Omega Soror of the Year, named 2021 AKAdemic Excellence Proud Perpetual Pearl Educator and 2020 COVID-19 Essential Workers Badge of Honor. 2024 Nashville ATHENA Award Traditional Nominee.

Vanessa received the 2023 Middle Tennessee State University Contribution to the Black Arts Award at the Unsung Heroes 27th Unity Luncheon. She was recognized as an Extraordinary Individual by the 2022 Tennessee Department of Health Division of Health Disparities Elimination Black History Month.

She served as 1982 Miss Black MTSU and was honored at the 2020 Columbia State Black History Program recognizing African American Crowned Queens. She performed at the Stellar Awards, TBN's "Praise the Lord," and the Ryman Auditorium. She worked with the Assistant Vice Chancellor for Federal Relations in Washington D.C. during President Barack Obama's administration and attended the grand opening of the National Museum of African American History and Culture. She is a member of the National Museum of African American Music and NAACP Life member. She was a member of the Cheekwood Botanical Garden and the Frist Art Museum, Nashville,TN.

CITY OF COLUMBIA

DISBURSEMENTS FOR MONTH ENDING JULY 31, 2026

FUND	GROSS	TRANSFERS & CD's	PAYROLL TRANSFERS	NET TOTAL
General Fund	5,310,661.65	1,567,137.70	1,872,039.51	1,871,484.44
Sanitation Fund	414,378.42	12,115.59	94,576.69	307,686.14
Wastewater Fund	3,186,652.26	33,150.72	230,142.11	2,923,359.43
Street & Transportation Fund				-
State Street Aid	22,880.35	-		22,880.35
Drug Fund	15,482.19			15,482.19
Debt Service Fund	-			-
Capital Projects Fund	1,871,339.79	1,451,000.17		420,339.62
Sewer Revenue & Tax Bond Issue				-
Sewer Impact Fee #2				-
Insurance Fund	658,908.36	492,212.15		166,696.21
2017 GO Public Imp Bonds				-
2010 GO Bond Issue				-
Cleary Construction Escrow				-
Industrial Development Board	2,900.00			2,900.00
Grant Fund	132,249.17	-		132,249.17
	$ 11,615,452.19	$ 3,555,616.33	$ 2,196,758.31	$ 5,863,077.55

CITY OF COLUMBIA
DISBURSEMENT REPORT
FOR THE PERIOD 7/1/2026 - 7/31/2026

208165	07/09/2026	AMERICAN PUMPING	1,400.00
208166	07/09/2026	AQUAFIX, INC	5,508.29
208167	07/09/2026	Atlantic Pools & Spas	417.99
208168	07/09/2026	BCV Systems LLC	10,271.00
208169	07/09/2026	BEST CLEANERS OF COLUMBIA, LLC	53.59
208170	07/09/2026	Best One Tire	778.10
208171	07/09/2026	BRANDON OWEN	100.00
208172	07/09/2026	CARRIE ANN BELL	100.00
208173	07/09/2026	Center Of Hope	5,000.00
208174	07/09/2026	STEPHEN S CHANDLER	14,875.00
208175	07/09/2026	CHOICE SCREENING	172.50
208176	07/09/2026	Cintas Corporation #241	794.83
208177	07/09/2026	Columbia Firefighter Assn	367.50
208178	07/09/2026	Columbia Oil Company Inc	37,748.75
208179	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	50,737.67
208180	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	12,534.15
208181	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	2,579.31
208182	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	932.09
208183	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	126.93
208184	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	7,142.32
208185	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	6,772.20
208186	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	166.93
208187	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	52,464.32
208188	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	1,549.07
208189	07/09/2026	COLUMBIA POWER & WATER SYSTEMS	2,805.70
208190	07/09/2026	Columbia Rubber & Gasket Co	75.20
208191	07/09/2026	COMBINED INSURANCE, A CHUBB COMPANY	1,486.70
208192	07/09/2026	Complete Forms Supply Co LLC	765.00
208193	07/09/2026	Connor McClain Reeves	235.00
208194	07/09/2026	CPWS - Broadband	716.85
208195	07/09/2026	CRYSTAL CHAPLICK	200.00
208196	07/09/2026	Cumberland International	118.24
208197	07/09/2026	David C Williams	235.00
208198	07/09/2026	David Wright	235.00
208199	07/09/2026	Dewayne Cooper	235.00
208200	07/09/2026	Duck River Electric	3,195.55
208201	07/09/2026	Daily Herald (Ads)	201.68
208202	07/09/2026	GATEWAY BOBCAT, LLC	434.45
208203	07/09/2026	GRAPHIX GARAGE	6,650.00
208204	07/09/2026	HIGH FOREST EQUIPMENT LLC	16.47
208205	07/09/2026	Impressions	242.32
208206	07/09/2026	INT'L DATA BASE CORP	5,047.00
208207	07/09/2026	JAKE HUBBELL	1,039.00
208208	07/09/2026	KATE FREEMAN	100.00
208209	07/09/2026	KRISTEN MEYERS	575.00
208210	07/09/2026	Leaf Capital Funding LLC	668.26
208211	07/09/2026	Line to Line LLC	540.00
208212	07/09/2026	Lively Florist	72.85
208213	07/09/2026	Lose Design - Lose & Associates, Inc	3,731.25
208214	07/09/2026	MAIN STREET MEDIA OF TN	157.42
208215	07/09/2026	MARIA CATHARINA VAN DEVENTER	100.00
208216	07/09/2026	Marshall County Solid Waste and Recycling	3,563.30

CITY OF COLUMBIA
DISBURSEMENT REPORT
FOR THE PERIOD 7/1/2026 - 7/31/2026

208217	07/09/2026	Maury Co United Way	722.00
208218	07/09/2026	MAURY COUNTY CHAMBER &	35,000.00
208219	07/09/2026	MEGAN FITZGERALD	125.00
208220	07/09/2026	MULETOWN SOUND, INC	5,000.00
208221	07/09/2026	Municipal Technical Advisory Service	1,700.00
208222	07/09/2026	NexAir LLC	53.79
208223	07/09/2026	North Central Laboratories-NCL of Wisconsin, Inc	810.44
208224	07/09/2026	Novatech Inc	898.88
208225	07/09/2026	O'Reilly Auto Parts	27.98
208226	07/09/2026	Phillips Distributing	1,725.00
208227	07/09/2026	Preventia Security	2,778.09
208228	07/09/2026	PROCARE PBM	43,736.07
208229	07/09/2026	QUALITY PARTS EXPRESS, INC	62.92
208230	07/09/2026	Randolph Electronics	17.95
208231	07/09/2026	Benjamin Holloway	105.81
208232	07/09/2026	Brightland Homes	1,191.38
208233	07/09/2026	Robert J Young Company LLC	33.00
208234	07/09/2026	ROBERTSON, ANSCHUTZ, SCHNEID, CRANE	9.25
208235	07/09/2026	Rogers Group Inc	565.43
208236	07/09/2026	ROSE HILL CEMETERY ASSOCIATION	12,300.00
208237	07/09/2026	Samsara Inc	5,493.60
208238	07/09/2026	Sansom Equipment Co Inc	2,901.29
208239	07/09/2026	SHANNA BLACKMON	100.00
208240	07/09/2026	Sherrill Morgan	9,875.00
208241	07/09/2026	SONIA M SACHA	300.00
208242	07/09/2026	South Central Tennessee Development District	3,750.00
208243	07/09/2026	South Central Tennessee Development District	1,400.00
208244	07/09/2026	South Central Tennessee Development District	1,500.00
208245	07/09/2026	South Central Tennessee Tourism Association	2,500.00
208246	07/09/2026	Southern Software Inc	1,330.00
208247	07/09/2026	SRM Concrete	2,794.50
208248	07/09/2026	Staples Inc	297.45
208249	07/09/2026	State Of TN Attn: Lily White	213.75
208250	07/09/2026	State Of TN Dept Of Revenue	38.00
208251	07/09/2026	State Systems, LLC	350.00
208252	07/09/2026	Sun Life Financial	41,774.66
208253	07/09/2026	Temple Inc	3,163.00
208254	07/09/2026	THE CEDARSTREAM COMPANY INC	2,329.26
208255	07/09/2026	THE DAILY HERALD	35.00
208256	07/09/2026	Tn Dept Of Revenue	1,193.88
208257	07/09/2026	TN Fire Chiefs Association	700.00
208258	07/09/2026	TN Fire Svs & Codes Enf Academy	1,945.50
208259	07/09/2026	Trigreen Equipment	295.55
208260	07/09/2026	TriStar Elevator LLC	878.00
208261	07/09/2026	Tyler Technologies, Inc	559.00
208262	07/09/2026	UDP MT PLEASANT DISPOSAL LLC	34,301.50
208263	07/09/2026	UDP TN Hauling	517.45
208264	07/09/2026	Uline	3,089.60
208265	07/09/2026	CFS	1,812.62
208266	07/09/2026	Volunteer Paving LLC	86.88
208267	07/09/2026	Vulcan Materials Co	409.59
208268	07/09/2026	Water Management Services LLC	1,980.00

CITY OF COLUMBIA
DISBURSEMENT REPORT
FOR THE PERIOD 7/1/2026 - 7/31/2026

208269	07/09/2026	Waypoint Analytical, LLC	2,014.00
208270	07/09/2026	Weld-Rite LLC	900.00
208271	07/09/2026	WILCOLOCAL MEDIA	500.00
208272	07/10/2026	Best One Tire	1,782.92
208273	07/10/2026	Cintas Corporation #241	55.26
208274	07/10/2026	Columbia Oil Company Inc	265.22
208275	07/10/2026	Cumberland International	1,026.89
208276	07/10/2026	O'Reilly Auto Parts	654.53
208277	07/10/2026	Sarah Paxson	40.00
208278	07/10/2026	SMITH SHOLAR ASSOCIATES PLLC	76,153.47
208279	07/10/2026	UDP MT PLEASANT DISPOSAL LLC	22,076.69
208280	07/10/2026	Volunteer Paving LLC	92.31
208281	07/10/2026	WHISKEY ALLEY SALOON	200.00
208282	07/14/2026	Police Dept Narcotics & Vice'	1,000.00
208283	07/16/2026	AMER FAMILY LIFE ASSURANCE	40.30
208284	07/16/2026	Airgas USA, LLC	446.95
208285	07/16/2026	Alex Troge	574.99
208286	07/16/2026	Applied Industrial Technologies	3,311.22
208287	07/16/2026	AQUAPHASE	429.62
208288	07/16/2026	ARDURRA GROUP INC	67,200.00
208289	07/16/2026	AT&T (Fiber Optics)	726.44
208290	07/16/2026	Atlantic Pools & Spas	167.84
208291	07/16/2026	Atmos Energy	414.07
208292	07/16/2026	Brad Ribley	169.00
208293	07/16/2026	BRANDON ENTWISTLE	1,448.00
208294	07/16/2026	Camfil Usa Inc	3,550.24
208295	07/16/2026	Cheryl Macpherson	426.00
208296	07/16/2026	Cintas Corporation #241	2,385.92
208297	07/16/2026	City Of Col Employees Retireme	1,112,526.34
208298	07/16/2026	City Of Col Tn Retirement	23,511.84
208299	07/16/2026	COLUMBIA CARES INC	3,000.00
208300	07/16/2026	Columbia Oil Company Inc	3,157.70
208301	07/16/2026	COLUMBIA POWER & WATER SYSTEMS	11,826.33
208302	07/16/2026	COLUMBIA POWER & WATER SYSTEMS	1,635.93
208303	07/16/2026	COLUMBIA POWER & WATER SYSTEMS	1,828.16
208304	07/16/2026	COLUMBIA POWER & WATER SYSTEMS	1,147.58
208305	07/16/2026	Columbia Rubber & Gasket Co	126.80
208306	07/16/2026	CPWS - Broadband	600.00
208307	07/16/2026	CSL SERVICES, INC	6,250.00
208308	07/16/2026	Cumberland International	158.75
208309	07/16/2026	CUMBERLAND VALLEY CONSTRUCTORS, INC	327,531.45
208310	07/16/2026	CUSTOM CANINE UNLIMITED, LLC	13,500.00
208311	07/16/2026	D & D Towing & Recovery	250.00
208312	07/16/2026	DESIGN STUDIO 88 INC	514.00
208313	07/16/2026	Freedom Hill Land Management	325.00
208314	07/16/2026	Gray's Mulching & Excavating, LLC	1,040.00
208315	07/16/2026	HALEY BROOKE DECATUR	2,500.00
208316	07/16/2026	Hiller Plumbing Heating Cooling and Electrical	257.00
208317	07/16/2026	Impressions	327.70
208318	07/16/2026	INTEGRATION TECHNOLOGY, LLC	36,650.00
208319	07/16/2026	ISAAC MARLOW	93.25
208320	07/16/2026	iWorQ System Inc.	29,500.00

208321	07/16/2026	J & M Supply Solutions	1,229.38
208322	07/16/2026	J R Wauford & Co Cons Eng, Inc	22,500.00
208323	07/16/2026	James K Polk Memorial Association	3,000.00
208324	07/16/2026	JANE KNOX POLK	1,200.00
208325	07/16/2026	Jason Dark	169.00
208326	07/16/2026	Jeremy Haywood	169.00
208327	07/16/2026	John Bouchard & Sons Co Inc	49,836.00
208328	07/16/2026	KEN SMITH AUTO PARTS	1,767.55
208329	07/16/2026	Kimley-Horn & Associates, Inc	1,200.00
208330	07/16/2026	KS Supply Pressure Washer	297.44
208331	07/16/2026	Landen Barber	426.00
208332	07/16/2026	LEBANON CHEMICAL	307.10
208333	07/16/2026	Local Government Corporation	69,210.00
208334	07/16/2026	Maury County 911	8,282.40
208335	07/16/2026	Maury County Reg Airport Authority	10,000.00
208336	07/16/2026	Maury County, TN	88,439.65
208337	07/16/2026	Mid South Recreation	26,310.20
208338	07/16/2026	Millennium	682.50
208339	07/16/2026	NASHVILLE READY MIX	975.00
208340	07/16/2026	Nixon Power Services LLC	1,700.92
208341	07/16/2026	North Central Laboratories-NCL of Wisconsin, Inc	197.31
208342	07/16/2026	Novatech Inc	1,023.47
208343	07/16/2026	O'Reilly Auto Parts	498.99
208344	07/16/2026	Preventia Security	147.00
208345	07/16/2026	PROCARE PBM	39,838.43
208346	07/16/2026	REACH TECHNOLOGIES	107.92
208347	07/16/2026	PENNY CATES	25.00
208348	07/16/2026	Robert J Young Company LLC	283.84
208349	07/16/2026	Ryan Filipkowski	144.00
208350	07/16/2026	SIKES SERVICES, LLC	31,800.00
208351	07/16/2026	Southern Sales Co	4,153.95
208352	07/16/2026	SRM Concrete	2,362.25
208353	07/16/2026	State Systems, LLC	947.00
208354	07/16/2026	STEELHEAD BUILDING GROUP, LLC	158,522.00
208355	07/16/2026	The Family Center	5,000.00
208356	07/16/2026	TN Property Management	11,466.93
208357	07/16/2026	Trent Thomson	370.00
208358	07/16/2026	TROJAN TECHNOLOGIES CORP	2,210.62
208359	07/16/2026	Tyler Technologies, Inc	5,500.00
208360	07/16/2026	UDP MT PLEASANT DISPOSAL LLC	32,610.13
208361	07/16/2026	VERIZON CONNECT	617.15
208362	07/16/2026	VERIZON WIRELESS 00028	161.95
208363	07/16/2026	VISUAL MEDIA CO LLC	600.00
208364	07/16/2026	VULCAN, INC	1,765.28
208365	07/16/2026	Walter A Wood Supply Co	1,013.61
208366	07/16/2026	Waynes Pest Control	325.00
208367	07/16/2026	WM CORPORATE SERVICES, INC	9,433.24
208368	07/23/2026	8X8 INC	5,627.84
208369	07/23/2026	ACE HARDWARE	487.26
208370	07/23/2026	ADVANCED COVERT TECHNOLOGY	23,125.00
208371	07/23/2026	Ascap	464.50
208372	07/23/2026	Atlantic Pools & Spas	1,413.89

POOLED CASH CHECK LISTING

208373	07/23/2026	Atmos Energy	2,855.89
208374	07/23/2026	ALFRED BENESCH & COMPANY	1,409.25
208375	07/23/2026	Best One Tire	1,427.12
208376	07/23/2026	Better Business Solutions	299.48
208377	07/23/2026	BMI	466.11
208378	07/23/2026	Break Time Services	160.00
208379	07/23/2026	CARRIE ANN BELL	225.00
208380	07/23/2026	CARTER & VERPLANCK, INC.	9,207.00
208381	07/23/2026	Christopher Cummins	158.00
208382	07/23/2026	Cintas Corporation #241	2,387.92
208383	07/23/2026	Columbia Firefighter Assn	352.50
208384	07/23/2026	Columbia Oil Company Inc	29,086.04
208385	07/23/2026	COLUMBIA POWER & WATER SYSTEMS	13,729.51
208386	07/23/2026	COLUMBIA POWER & WATER SYSTEMS	3,064.27
208387	07/23/2026	COLUMBIA POWER & WATER SYSTEMS	2,396.18
208388	07/23/2026	COLUMBIA POWER & WATER SYSTEMS	1,050.76
208389	07/23/2026	COLUMBIA POWER & WATER SYSTEMS	1,684.64
208390	07/23/2026	Columbia Rubber & Gasket Co	1,026.85
208391	07/23/2026	COMMUNICATIONS INTERNATIONAL INC	359.10
208392	07/23/2026	Complete Forms Supply Co LLC	80.00
208393	07/23/2026	Copycats Print Services Llc	136.10
208394	07/23/2026	CRYSTAL CHAPLICK	175.00
208395	07/23/2026	Culleoka Company LLC	501.00
208396	07/23/2026	CUMBERLAND ESCROW - BEAR CREEK	17,238.50
208397	07/23/2026	Cumberland International	3,259.03
208398	07/23/2026	D & D Towing & Recovery	175.00
208399	07/23/2026	DAVID PATRICK MCGOVERN	50.00
208400	07/23/2026	David's Lock & Key Inc	10.50
208401	07/23/2026	Dell Marketing L P	42,401.35
208402	07/23/2026	DINGES FIRE COMPANY	414.82
208403	07/23/2026	Dixie Diesel Service	1,048.00
208404	07/23/2026	Doug Gibbs	142.66
208405	07/23/2026	Duck River Electric	474.30
208406	07/23/2026	Kade Suratt	155.00
208407	07/23/2026	Matthew Langford	155.00
208408	07/23/2026	Tyler Duke	155.00
208409	07/23/2026	Firstnet Services Provided By AT&T Mobility	2,283.74
208410	07/23/2026	Fleming Sheet Metal Shop	1,200.00
208411	07/23/2026	Freedom Hill Land Management	180.00
208412	07/23/2026	Gresham Smith & Partners	1,630.00
208413	07/23/2026	HANNA MILLER	86.00
208414	07/23/2026	Hawkins, Inc.	1,368.87
208415	07/23/2026	Hiller Plumbing Heating Cooling and Electrical	1,506.79
208416	07/23/2026	IMPERIALI LLC	5,995.01
208417	07/23/2026	Impressions	1,278.30
208418	07/23/2026	J & M Supply Solutions	1,015.73
208419	07/23/2026	JEFF ELLIS & ASSOCIATES, INC	1,500.00
208420	07/23/2026	Jim's Auto Accessories Inc	426.93
208421	07/23/2026	Jones & Lang Sporting Goods	37.00
208422	07/23/2026	KATE FREEMAN	100.00
208423	07/23/2026	KEITH REIHL	175.00
208424	07/23/2026	KREBS KUBOTA	110,120.21

POOLED CASH CHECK LISTING

208425	07/23/2026	KRISTEN MEYERS	450.00
208426	07/23/2026	LEAH KIRWAN	50.00
208427	07/23/2026	Lee Company	2,420.00
208428	07/23/2026	LEIA DARK	59.60
208429	07/23/2026	Mail Call	3,768.78
208430	07/23/2026	MARIA CATHARINA VAN DEVENTER	100.00
208431	07/23/2026	Maury Co United Way	707.00
208432	07/23/2026	MCCOY CONSTRUCTION & FORESTRY, INC	356.72
208433	07/23/2026	MEGAN FITZGERALD	150.00
208434	07/23/2026	MissionSquare Retirement	250.00
208435	07/23/2026	MOTOROLA SOLUTIONS INC	389.96
208436	07/23/2026	MSD Environmental Services, Inc	13,500.00
208437	07/23/2026	MX-SPORT GRAFIX & AWARDS LLC	2,190.00
208438	07/23/2026	Nick Brown	119.00
208439	07/23/2026	O'Reilly Auto Parts	354.48
208440	07/23/2026	Preventia Security	178.00
208441	07/23/2026	PROCARE PBM	31,472.05
208442	07/23/2026	Public Entity Partners	3,411.22
208443	07/23/2026	Randolph Electronics	40.97
208444	07/23/2026	SAVE THE DAY PORTABLES	480.00
208445	07/23/2026	SELF SERVICE, LLC	925.00
208446	07/23/2026	Simplot Turf & Horticulture	1,052.00
208447	07/23/2026	SONIA M SACHA	225.00
208448	07/23/2026	Southern Duplicating of Middle Tennessee	539.44
208449	07/23/2026	SOUTHERN LIGHTING & TRAFFIC SYSTEMS	1,575.00
208450	07/23/2026	Southern Software Inc	1,103.00
208451	07/23/2026	SRM Concrete	3,332.00
208452	07/23/2026	STAN MCNABB CHEVROLET CADILLAC	984.29
208453	07/23/2026	State Systems, LLC	335.00
208454	07/23/2026	STEELHEAD ESCROW	8,343.11
208455	07/23/2026	Ted's Sporting Goods	150.00
208456	07/23/2026	Temple Inc	37,481.00
208457	07/23/2026	THE CEDARSTREAM COMPANY INC	799.00
208458	07/23/2026	Tyler Technologies, Inc	2,980.00
208459	07/23/2026	UDP MT PLEASANT DISPOSAL LLC	28,787.11
208460	07/23/2026	Uline	1,645.76
208461	07/23/2026	Verizon Wireless 01	219.85
208462	07/23/2026	Verizon Wireless 03	41.97
208463	07/23/2026	Verizon Wireless 05	2,137.56
208464	07/23/2026	Verizon Wireless 07	1,285.53
208465	07/23/2026	Verizon Wireless 09	88.94
208466	07/23/2026	Verizon Wireless 10	777.18
208467	07/23/2026	Volunteer Paving LLC	84.17
208468	07/23/2026	Waypoint Business Solutions LLC	4,019.31
208469	07/24/2026	ARDURRA GROUP INC	37,000.00
208470	07/24/2026	JUDY - ESCROW	96,629.46
208471	07/24/2026	JUDY CONSTRUCTION COMPANY	1,885,999.87
208472	07/31/2026	APRIL BRYS	347.00
208473	07/31/2026	Jeff Segroves	347.00
208474	07/31/2026	Michael Brown	347.00
208475	07/31/2026	Michael W Schmidt	347.00
208476	07/31/2026	Neylan Barber	347.00

208477	07/31/2026	William Mac Hull	347.00
208478	07/31/2026	Zachary E Garner	347.00
208479	07/31/2026	ACE HARDWARE	111.46
208480	07/31/2026	ADCO PIPE & SUPPLY TENNESSEE LLC	7,998.00
208481	07/31/2026	Advance Paving	6,600.00
208482	07/31/2026	ALEXANDER HENSLEY	327.64
208483	07/31/2026	ANTHEM SPORTS, LLC	974.20
208484	07/31/2026	Atlantic Pools & Spas	200.00
208485	07/31/2026	Atlantic Pools & Spas	33,175.00
208486	07/31/2026	Atmos Energy	239.97
208487	07/31/2026	Best One Tire	3,254.86
208488	07/31/2026	BOBCAT OF MAURY COUNTY	336.00
208489	07/31/2026	CHARTER COMMUNICATIONS	1,099.00
208490	07/31/2026	Cintas Corporation #241	702.77
208491	07/31/2026	Colonial Life	9,948.99
208492	07/31/2026	Columbia Oil Company Inc	2,356.33
208493	07/31/2026	COLUMBIA POWER & WATER SYSTEMS	1,256.66
208494	07/31/2026	COLUMBIA POWER & WATER SYSTEMS	58.05
208495	07/31/2026	Columbia Rubber & Gasket Co	164.73
208496	07/31/2026	Cook's Pest Control Inc	129.00
208497	07/31/2026	Culleoka Company LLC	1,332.00
208498	07/31/2026	Cumberland International	12,391.22
208499	07/31/2026	D & D Towing & Recovery	800.00
208500	07/31/2026	David's Lock & Key Inc	805.00
208501	07/31/2026	Duck River Electric	334.48
208502	07/31/2026	Matthew Gaston	155.00
208503	07/31/2026	ENCORE HOLDINGS, LLC	577.50
208504	07/31/2026	FEDERAL SIGNAL CORPORATION	26,565.70
208505	07/31/2026	FERGUSON US HOLDINGS, INC	264.37
208506	07/31/2026	Firstnet Services Provided By AT&T Mobility	375.19
208507	07/31/2026	Fitness Direct Service Inc	239.99
208508	07/31/2026	Fleming Sheet Metal Shop	1,200.00
208509	07/31/2026	Ford of Columbia	2,420.00
208510	07/31/2026	Freedom Hill Land Management	510.00
208511	07/31/2026	GATEWAY BOBCAT, LLC	894.04
208512	07/31/2026	Heritage-Crystal Clean, LLC	494.00
208513	07/31/2026	Impressions	594.26
208514	07/31/2026	J & M Supply Solutions	573.02
208515	07/31/2026	J.E.M. MECHANICAL, INC	2,000.00
208516	07/31/2026	JEFF ELLIS & ASSOCIATES, INC	110.00
208517	07/31/2026	Jim's Auto Accessories Inc	54.59
208518	07/31/2026	JOHN DALE ALDEN, III, PHD	125.00
208519	07/31/2026	KEN SMITH AUTO PARTS	68.30
208520	07/31/2026	KREBS KUBOTA	206.18
208521	07/31/2026	KS Supply Pressure Washer	292.80
208522	07/31/2026	Line to Line LLC	36,511.00
208523	07/31/2026	Lively Florist	82.31
208524	07/31/2026	M-L UTILITIES, LLC	2,391.21
208525	07/31/2026	Maury Co Government	16,562.36
208526	07/31/2026	Maury County 911	8,282.40
208527	07/31/2026	Maury County Equipment	224.46
208528	07/31/2026	MAURY COUNTY VETERINARY HOSPITAL	162.75

POOLED CASH CHECK LISTING

208529	07/31/2026	Maury Fence Co Of Tn Inc	3,557.00
208530	07/31/2026	MCCOY CONSTRUCTION & FORESTRY, INC	849.13
208531	07/31/2026	MI Homes	1,913.06
208532	07/31/2026	MID-SOUTH ELECTRIC INC	16,332.00
208533	07/31/2026	Joanne Pruitt	10,196.72
208534	07/31/2026	MSD Environmental Services, Inc	185.99
208535	07/31/2026	Mutual Of Omaha	19,105.26
208536	07/31/2026	O'Reilly Auto Parts	2,203.65
208537	07/31/2026	Police Dept Narcotics & Vice'	2,000.00
208538	07/31/2026	Preventia Security	434.99
208539	07/31/2026	Public Entity Partners	38,807.12
208540	07/31/2026	PURE WATER PARTNERS LLC	1,169.88
208541	07/31/2026	DRB GROUP OF TENNESSEE LLC	482.55
208542	07/31/2026	JAMES CHEVY WHITE	50.00
208543	07/31/2026	ROSEWOOD LONG TERM FACILITY INC	1,332.68
208544	07/31/2026	Robert J Young Company LLC	352.81
208545	07/31/2026	ROOF SYSTEMS, INC.	900.00
208546	07/31/2026	Safe Industries	9,945.00
208547	07/31/2026	SELF SERVICE, LLC	2,100.00
208548	07/31/2026	Simplot Turf & Horticulture	1,048.00
208549	07/31/2026	SOUTHERN PIPE & SUPPLY	343.10
208550	07/31/2026	SRM Concrete	1,544.75
208551	07/31/2026	STATE SYSTEMS, INC	867.00
208552	07/31/2026	State Systems, LLC	1,069.00
208553	07/31/2026	TN DEPT ENV & CONSERVATION	125.00
208554	07/31/2026	TN DEPT OF LABOR & WORKFORCE D	315.10
208555	07/31/2026	Tn Valley Packing Co	1,089.05
208556	07/31/2026	Turner & Osborne Tire Co	165.33
208557	07/31/2026	Tyler Technologies, Inc	4,170.00
208558	07/31/2026	UDP MT PLEASANT DISPOSAL LLC	31,999.81
208559	07/31/2026	Uline	10,636.36
208560	07/31/2026	CFS	67.88
208561	07/31/2026	Verizon	3,740.90
208562	07/31/2026	VERIZON WIRELESS SERVICES, LLC	150.00
208563	07/31/2026	Verizon Wireless 04	4,251.81
208564	07/31/2026	VOLUNTEER WELDING SUPPLY, INC.	75.95
208565	07/31/2026	Vulcan Materials Co	1,404.50
208566	07/31/2026	W W Grainger Inc	155.96
208567	07/31/2026	Wal-Mart Real Estate	9,216.21
208568	07/31/2026	WM CORPORATE SERVICES, INC	47,730.97

GENERAL

Total Purchase Cards:	$	-
Total Payroll Transfers:	$	1,872,039.51
Total Misc. Transfers:	$	1,567,137.70
Total Checks:	$	1,871,484.44
Total:	$	5,310,661.65

STATE STREET AID

Total Purchase Cards:	$	3,673.10
Total Misc. Transfers:	$	-
Total Checks:	$	19,207.25
Total:	$	22,880.35

SANITATION

Total Purchase Cards:	$	39,817.85
Total Payroll Transfers:	$	94,576.69
Total Misc. Transfers:	$	12,115.59
Total Checks:	$	267,868.29
Total:	$	414,378.42

WASTEWATER

Total Purchase Cards:	$	51,650.63
Total Payroll Transfers:	$	230,142.11
Total Misc. Transfers:	$	33,150.72
Total Checks:	$	2,871,708.80
Total:	$	3,186,652.26

DRUG

Total Purchase Cards:	$	13,656.36
Total Checks:	$	1,825.83
Total:	$	15,482.19

INSURANCE

Total Misc. Transfers:	$	492,212.15
Total Checks:	$	166,696.21
Total:	$	658,908.36

CAPITAL PROJECTS

Total Purchase Cards:	$	10,357.25
Total Misc. Transfers:	$	1,451,000.17
Total Checks:	$	409,982.37
Total:	$	1,871,339.79

GRANT

Total Purchase Cards:	$	1,221.60
Total Misc. Transfers:	$	-
Total Checks:	$	132,249.17
Total:	$	133,470.77

IDB

Total Misc. Transfers:	$	-
Total Checks:	$	2,900.00
Total:	$	2,900.00

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Jamey Owen, Assistant Finance Director, jowen@columbiatn.gov 931.560.1580

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE AMENDMENT WITH TYLER TECHNOLOGIES TO ADD THE PARKS AND RECREATION MODULE TO THE EXISTING CONTRACT WITH A TOTAL FY27 COST OF $20,665 ($14,260 A ONE TIME CONVERSION COST AND $6,405 AN ANNUAL REOCCURING COST).

RECOMMENDATION: Approve.

INFORMATION: This amendment would add the Parks and Recreation module to our existing Tyler contract. The total FY27 cost will be $20,665 of which $14,260 is conversion and $6,405 is a reoccuring annual cost. This will take the place of their current system resulting in only an annual increase of $1,680 between the two systems.

CERTIFICATION: The Chief Financial Officer certifies that this is budgeted in General Fund -Parks and Recreation- Software.

ATTACHMENTS: Staff Report Tyler Technologies, Tyler Technology Quote Amendment.

tyler technologies

Quoted By:	Jeremy Shaw
Quote Expiration:	12/31/26
Quote Name:	City of Columbia, TN - ERP - Parks & Rec
Saas Term	1.00

Sales Quotation For:
Columbia, Tn City Of
700 North Garden Street
Columbia TN 38401-3317

Shipping Address:
City of Columbia
707 N Main St
Columbia TN 38401-3317

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Civic Services			
Parks and Recreation	1	80	$ 6,405.00
TOTAL		**80**	**$ 6,405.00**

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
Project Management	12	$ 155.00	$ 0.00	$ 1,860.00	$ 0.00
Remote Implementation	80	$ 155.00	$ 0.00	$ 12,400.00	$ 0.00
TOTAL				**$ 14,260.00**	**$ 0.00**

Summary	One Time Fees	Recurring Fees
Total Tyler License Fees	$ 0.00	$ 0.00
Total SaaS	$ 0.00	$ 6,405.00
Total Tyler Services	$ 14,260.00	$ 0.00
Total Third-Party Hardware, Software, Services	$ 0.00	$ 0.00
Summary Total	**$ 14,260.00**	**$ 6,405.00**

Client's purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: ______________________ Date: ______________________

Print Name: ______________________ P.O.#: ______________________

All Primary values quoted in US Dollars

Attested By:

Thad H. Jablonski, City Recorder

Approved as to Legal Form:

Jake Hubbell, City Attorney

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;

- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
    - Implementation and other professional services fees shall be invoiced as delivered.
    - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
    - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
    - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
    - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
    - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Standard Project Management responsibilities include project plan creation, initial stakeholder presentation, bi-weekly status calls, updating of project plan task statuses, and go-live planning activities.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Rebekah Woodward, Administrative Assistant, 931-560-1503, RWoodward@Columbiatn.gov

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO EXECUTE A LEASE AGREEMENT BETWEEN THE CITY OF COLUMBIA AND CAMPBELL & LOVELL RENTALS FOR STORAGE SPACE IN THE AMOUNT OF $900 PER MONTH.

RECOMMENDATION: Approve.

INFORMATION: The City of Columbia is in need of additional storage space. The lease agreement with Campbell & Lovell Rentals will provide this necessary storage space for $900 per month. The contract would begin on October 1, 2026, and expires on June 30, 2029.

CERTIFICATION: The Chief Financial Officer certifies that $10,800 is budgeted and unencumbered in Leases.

ATTACHMENTS: Staff Report Campbell & Lovell.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kellye Murphy, Tourism & Marketing Director, kmurphy@columbiatn.gov, 931-560-1575

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND JOURNAL COMMUNICATIONS FOR ADVERTISING IN THE 2026 TENNESSEE VACATION GUIDE IN THE AMOUNT OF $10,000.

RECOMMENDATION: Approve.

INFORMATION: Visit Columbia will purchase a one-third page ad in the 2027 Tennessee Vacation Guide in the amount of $10,000. This popular annual visitor trip-planning guide is available in an online digital version and 500,000 printed guides.

CERTIFICATION: The Chief Financial Officer certifies that $10,000 is budgeted and unencumbered in Tourism Enhancement-General Fund - Professional Services.

ATTACHMENTS: Staff Report TN Vacation Guide, Journal Comm Contract TN Vacation Guide.

JOURNAL COMMUNICATIONS
CUSTOM MEDIA. CUSTOM CONTENT.

6550 Carothers Pkwy - Suite 420
Franklin, Tennessee 37067
(615) 771-0080 - Fax: (615) 771-0079

Sales Rep(s)
Mary Ann Stafford
(615) 771-5569, Ext. 229
mstafford@jnlcom.com

Contract Number: 5196

PO Number: xxxxx

Date: 08-14-2026

City of Columbia, TN
Kellye Murphy
700 N Garden St
Columbia, TN 38401

Advertiser
City of Columbia, TN
#12464
700 N Garden St
Columbia, TN 38401

Production Contact
Kellye Murphy
(931) 560-1510
kmurphy@columbiatn.GOV

Contract Description:
1/3 horizontal ad-new ad to be submitted-requesting same area placement
Featured Attraction with photo listing-Visit Columbia-Welcome Center-updates possible
Will have approval from the City of Columbia by 9/14/2026

Publication	Issue	Ad Size	Premium Position	Section	Wall Date
JT - Tennessee Vacation Guide - 0201 - Print	10 - 2027 Edition	TVG - 1/3 Square	General Placement	TVG-Middle Stand Alone Advertiser	12-18-2026
JT - Tennessee Vacation Guide - 0201 - Print	10 - 2027 Edition	TVG - Featured Attractions + Photo	TVG - Feature Attraction	TVG-Middle-South Central Stand Alone Advertiser	12-18-2026

Total Discount: $3,715.00

Total Contract $10,000.00

Advertisement Terms

TERMS
NET 30 DAYS FROM THE DATE OF INVOICE. Rates are net unless otherwise indicated. A finance charge at a MONTHLY RATE of 1.5% is added to the contracted balance if unpaid for 30 days. This is an annual percentage rate of 18%.

Credit Card Processing Fee
All payments processed by a credit card will add a 3% processing fee to the balance.
CONDITIONS
This is an order and authorization to secure advertising space with Journal Communications Inc.

If the Advertiser or Agency needs to cancel the contracted advertising space, the Advertiser or Agency must submit written notice of cancellation within 7 days of the contract, via certified mail, to the Publisher.

If the Advertiser or Agency fails to adhere to the deadline for submitting ad materials as stated, the Publisher will run a previous ad or run the Advertiser's name and address in the space committed for the ad.
Publisher reserves the right to hold the Agency and/or Advertiser jointly and severally responsible for monies due and payable to Publisher. The venue for any disputes arising hereunder shall be Williamson County, Tennssee. Tennessee Law shall govern all provisions of this contract. The Agency agrees that it is acting for its disclosed principal, the Client, and as such binds itself and the Client to the terms and conditions of this contract. Agency shall be liable for payment of sums due hereunder.
Publishers may look to either the Agency or the Advertiser for payment. Payment by the Advertiser to the Agency does not alleviate the obligation of the Advertiser to the Publisher for payment in full. The Publisher is not responsible for any type of errors set by the Publisher for advertisements that have been proofed and approved by the Advertiser or its Agency.

PROOFING POLICY

A PDF color proof will be emailed for approval before publication for all original ads. Changes requested by the Advertiser and/or Agency on this proof will be provided at no charge, and a second proof will be emailed if requested. ***Any changes requested by the Advertiser after the second proof will be billed for production time at an hourly rate (minimum $50).***

Journal Communications Inc. does not provide proof for ads submitted digitally or as film. Ad content is subject to Publisher's approval. It is understood the Advertiser and/or Agency has approved the material before its receipt. The publisher will conclude that the files are set up as the Advertiser and/or Agency intends them to be produced and we will output the ad as supplied. The publisher is not responsible for the final quality of the ad. If there is a pre-press problem with the submitted digital file, any extra charges incurred will be billed to the Advertiser and/or Agency with a detailed explanation of the problem.

"Vendor agrees that, during the performance of this Agreement, they will not discriminate against any employee or applicant for employment because of race, color, national origin, religion, sex, age, disability, pregnancy (including childbirth or a medical condition related to pregnancy or childbirth), protected genetic information, or reprisal. Vendor further agrees that Vendor will fully comply with any and all applicable Federal, State and local equal employment opportunity statues, ordinances and regulations, including, but not limited to, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, the Age Discrimination in Employment Act of 1967, the Pregnancy Discrimination Act, the Pregnant Workers Fairness Act of 2022, the Genetic Information Act of 2008, and the Equal Pay Act of 1963. Nothing in this section shall require the Vendor to comply with or become liable under any law, ordinances, regulation or rule that does not otherwise apply to the Vendor."

Production Specifications

SUBMITTING A DIGITAL AD

For submitted digital files, our free services include checking Advertiser- and/or Agency-submitted files to ensure they meet our specifications for magazine printing. Journal Communications is not responsible for enhancing your digital files, resizing to match ad space purchased or proofreading for spelling and grammatical errors. The quality of submitted digital files is the responsibility of the submitter.
If files deviate from the size or specifications on the Digital Submission form, the files will be rejected and must be resubmitted. Please proof your ad carefully before submission. Resubmitted files will be subject to a $50 processing fee.
We do not provide proof for ads we did not produce. It is understood that the files are set up as the Advertiser intended and were approved prior to submission to Journal Communications Inc.
Any extra charges incurred by Journal Communications Inc. due to problems with supplied files will be billed to the Advertiser with a detailed explanation of the problem.

ORIGINAL ADS

Journal Communications Inc. can assist in producing an original ad. The advertiser and/or Agency should provide a basic layout with all necessary materials to produce the ad. The advertising salesperson will assist in this process. Journal's Ad Production division provides basic typesetting and design services for original ads free of charge. **These do not include services that an advertising agency would provide.** Journal Communications free basic typesetting and design services include:

- Typing customer-provided text
- Choosing a visually pleasing, professional font
- Placing logo and/or photos in provided layout.

Custom production work, such as cleaning up rough logos, resetting logos, drawing maps, and outlining photos, can be performed at an extra charge. Custom work is billed at $75/hour.
Custom photo work, such as feathering, fading, or custom edging, can be performed at a fixed rate per photo. *Please note: All charges/rates listed are subject to change.*

FORMATTED ADS

- All ads produced by the Publisher are formatted in the style approved by the magazine client.
- Visit ads.jnlcom.com for specifications and submission guidelines.
- A low-resolution PDF proof will be emailed before publication.
- Custom production work is available at an hourly rate of $75/hour.

Please note: All charges/rates listed are subject to change.

ONLINE ADS

Visit livmedia.com/ads for submission guidelines.

LISTING ENHANCEMENTS

For enhancements that include a logo, new logos must be submitted by the materials deadline on the contract. Logos that are not received by the deadline will receive a standard logo to be determined by the Publisher.

Representative Mary Ann Stafford	**Date** 08-14-2026	**Customer Signature** Charles (Chaz) M. Molder	**Date**

Attested By:

Thad H. Jablonski, City Recorder

Approved as to Legal Form:

Jake Hubbell, City Attorney

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kellye Murphy, Tourism & Marketing Director, kmurphy@columbiatn.gov, 931-560-1575

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND LAMAR ADVERTISING IN THE AMOUNT OF $5,625 FOR HOLIDAY DIGITAL BILLBOARD ADVERTISING IN THE NASHVILLE/MIDDLE TN AREA.

RECOMMENDATION: Approve.

INFORMATION: Visit Columbia will utilize Lamar's digital rotary program to place advertising on a variety of billboards designed to reach thousands of travelers daily along interstates and surface streets of the Nashville/Middle TN area, encouraging and inspiring holiday travel to Columbia while building brand awareness.

CERTIFICATION: The Chief Financial Officer certifies that $5,625 is budgeted and unencumbered in Tourism Enhancement-General Fund - Professional Services.

ATTACHMENTS: Staff Report, Lamar Contract Holiday.

Nashville
1993 Southerland Drive
Nashville, TN 37207
Phone: 615-228-5500
Fax: 615-228-5997

LAMAR

CONTRACT # 5657838

Date: 7/22/2026
New/Renewal: NEW
Account Executive: Erica Hawn
Phone: 615-228-5500

CONTRACTED DIRECTLY BY ADVERTISER	
Customer #	759919-0
Name	THE CITY OF COLUMBIA
Address	700 NORTH GARDEN STREET
City/State/Zip	COLUMBIA, TN 38401
Contact	Kellye Murphy
Email Address	kmurphy@columbiatn.com
Phone #	(931) 560-1575
Fax #	
P.O./ Reference #	
Advertiser/Product	THE CITY OF COLUMBIA
Campaign	

Space

# of Panels: 3 — Billing Cycle: Monthly

Panel # TAB ID	Market	Location	Illum	Media Type	Size	Misc	Service Dates	# Service Periods	Invest Per Period	Cost
TBD (2)	030-NASHVILLE, TN	TBD		Digital Bulletin			11/01/26-12/05/26	1	$5,000.00	$5,000.00
TBD (1)	030-NASHVILLE, TN	TBD		Digital Poster			11/01/26-12/05/26	1	$625.00	$625.00
									Total Space Costs:	$5,625.00

Special Considerations: Billboard locations rotate weekly. All space is booked as "preemptible" and locations will be scheduled based on availalbe space.

Advertiser authorizes and instructs The Lamar Companies (Lamar) to display in good and workmanlike manner, and to maintain for the terms set forth above, outdoor advertising displays described above or on the attached list. In consideration thereof, Advertiser agrees to pay Lamar all contracted amounts within thirty (30) days after the date of billing. Advertiser acknowledges and agrees to be bound by the terms and conditions on all pages of this contract.

The Agency representing this Advertiser in the contract executes this contract as an agent for a disclosed principal, but hereby expressly agrees to be liable jointly and severally and in solido with Advertiser for the full and faithful performance of Advertiser's obligations hereunder. Agency waives notice of default and consents to all extensions of payment.

The undersigned representative or agent of Advertiser hereby warrants to Lamar that he/she is the Mayor
(Officer/Title)
of the Advertiser and is authorized to execute this contract on behalf of the Advertiser.

Attested By:

Thad H. Jablonski, City Recorder

Customer: THE CITY OF COLUMBIA

Signature:
(signature above)

Name:
(print name above)

Date:
(date above)

Approved as to Legal Form:

Jake Hubbell, City Attorney

THE LAMAR COMPANIES

This contract is NOT BINDING UNTIL ACCEPTED by a Lamar General Manager.

ACCOUNT EXECUTIVE: Erica Hawn — GENERAL MANAGER — DATE

STANDARD CONDITIONS

1. Late Artwork: The Advertiser must provide or approve art work, materials and installation instructions ten (10) days prior to the initial Service Date. In the case of default in furnishing or approval of art work by Advertiser, billing will occur on the initial Service Date.

INITIALS ________

Nashville
1993 Southerland Drive
Nashville, TN 37207
Phone: 615-228-5500
Fax: 615-228-5997

LAMAR

CONTRACT # 5657838

Date: 7/22/2026
New/Renewal: NEW
Account Executive: Erica Hawn
Phone: 615-228-5500

2. Copyright/Trademark: Advertiser warrants that all approved designs do not infringe upon any trademark or copyright, state or federal. Advertiser agrees to defend, indemnify and hold Lamar free and harmless from any and all loss, liability, claims and demands, including attorney's fees arising out of the character contents or subject matter of any copy displayed or produced pursuant to this contract.

3. Payment Terms: Lamar will, from time to time at intervals following commencement of service, bill Advertiser at the address on the face hereof. Advertiser will pay Lamar within thirty (30) days after the date of invoice. If Advertiser fails to pay any invoice when it is due, in addition to amounts payable thereunder, Advertiser will promptly reimburse collection costs, including reasonable attorney's fees plus a monthly service charge at the rate of 1.5% of the outstanding balance of the invoice to the extent permitted by applicable law. Delinquent payment will be considered a breach of this contract. Payments will be applied as designated by the Advertiser; non designated payments will be applied to the oldest invoices outstanding.

4. Service Interruptions: If Lamar is prevented from posting or maintaining any of the spaces by causes beyond its control of whatever nature, including but not limited to acts of God, strikes, work stoppages or picketing, or in the event of damage or destruction of any of the spaces, or in the event Lamar is unable to deliver any portion of the service required in this contract, including buses in repair, or maintenance, this contract shall not terminate. Credit shall be allowed to Advertiser at the standard rates of Lamar for such space or service for the period that such space or service shall not be furnished or shall be discontinued or suspended. In the case of illumination, should there be more than a 50% loss of illumination, a 20% pro-rata credit based on four week billing will be given. If this contract requires illumination, it will be provided from dusk until 11:00p.m. Lamar may discharge this credit, at its option, by furnishing advertising service on substitute space, to be reasonably approved by Advertiser, or by extending the term of the advertising service on the same space for a period beyond the expiration date. The substituted or extended service shall be of a value equal to the amount of such credit.

5. Entire Agreement: This contract, all pages, constitutes the entire agreement between Lamar and Advertiser. Lamar shall not be bound by any stipulations, conditions, or agreements not set forth in this contract. Waiver by Lamar of any breach of any provision shall not constitute a waiver of any other breach of that provision or any other provision.

6. Copy Acceptance: Lamar reserves the right to determine if copy and design are in good taste and within the moral standards of the individual communities in which it is to be displayed. Lamar reserves the right to reject or remove any copy either before or after installation, including immediate termination of this contract.

7. Termination: All contracts are non-cancellable by Advertiser without the written consent of Lamar. Breach of any provisions contained in this contract may result in cancellation of this contract by Lamar.

8. Materials/Storage: Production materials will be held at customer's written request. Storage fees may apply.

9. Installation Lead Time: A leeway of five (5) working days from the initial Service Date is required to complete the installation of all non-digital displays.

10. Customer Provided Production: The Advertiser is responsible for producing and shipping copy production. Advertiser is responsible for all space costs involved in the event production does not reach Lamar by the established Service Dates. These materials must be produced in compliance with Lamar production specifications and must come with a 60 day warranty against fading and tearing.

11. Bulletin Enhancements: Cutouts/extensions, where allowed, are limited in size to 5 feet above, and 2 feet to the sides and 1 foot below normal display area. The basic fabrication charge is for a maximum 12 months.

12. Assignment: Advertiser shall not sublet, resell, transfer, donate or assign any advertising space without the prior written consent of Lamar.

13. Digital Provisions: Lamar will strive to provide Advertisers with 100% of the time they contract. However, due to problems with power interruptions, emergency governmental warnings (e.g. Amber Alerts) or other unforeseen interruptions, Lamar is guaranteeing copy will be displayed an average of 92.5% of the time contracted. If a location should be lost during the period of display for any reason, a digital location of equal advertising value will be substituted or credit issued for the loss of service. For purposes of determining whether a credit is due, the average number of guaranteed impressions per day will be measured over the duration of the contract, e.g., during a four week contract, the available impressions during the entire four week term of the contract will be calculated and 92.5% of that number will be used as the basis to determine whether a credit is due the Advertiser. If Lamar has provided 92.5% or greater of available impressions, then no credit will be due.

INITIALS ________

Nashville
1993 Southerland Drive
Nashville, TN 37207
Phone: 615-228-5500
Fax: 615-228-5997

CONTRACT # 5657838

14. Customer Supplied Content (iSpots) License and Indemnity Agreement
Copyright/Trademark: Advertiser warrants that all approved designs do not infringe upon any trademark or copyright, state or federal. Advertiser agrees to defend, indemnify and hold Lamar free and harmless from any and all loss, liability, claims and demands, including attorney's fees arising out of the character, contents or subject matter of any copy displayed or produced pursuant to this contract.

14(a) - Customer Supplied Content - When Advertiser desires to purchase digital advertising from Lamar featuring images, photographs, graphics, text, data, or other such media ("Customer Supplied Content (CSC)") that will be provided by Advertiser, some of which may be owned and/or provided, directly or indirectly, by a third party (hereinafter "Third Party Customer Supplied Content or Third Party CSC"):
(i) the Advertiser shall be solely responsible to ensure the appropriateness and inoffensive or otherwise innocuous nature of the CSC or Third Party CSC.
(ii) Advertiser acknowledges that Advertiser is solely responsible for acquiring, licensing, and/or purchasing any Third Party CSC and/or has the authority to use and to license CSC and Third Party CSC.
(iii) Advertiser warrants that the CSC and/or Third Party CSC will comply with all applicable local, state and federal laws and regulations.
(iv) Advertiser shall be solely responsible for the truthfulness, accuracy, integrity, and lawfulness of the CSC and/or Third Party CSC.
(v) Advertiser shall defend, cover, indemnify and hold Lamar harmless for all loss, expense or damages, of whatever nature, which may be incurred by Lamar as a result of any claims or actions in connection with Lamar's or Lamar's affiliates and subsidiaries for use of the CSC or Third Party CSC. Claims or Actions shall specifically include but not be limited to the CSC's or Third Party CSC's public appropriateness. The foregoing duty to defend, cover and indemnify shall include, without limitation, a duty to pay any attorneys' fees and other costs of defense incurred by Lamar and its affiliates or subsidiaries.
(vi) Advertiser hereby grants to Lamar a paid up, non-exclusive, royalty-free license to use, reproduce, display, perform and modify the CSC and Third Party CSC, on its digital displays or to adapt the CSC and Third Party CSC for such use. The license granted herein includes the right to prepare works which may be considered derivative works of the CSC and/or Third Party CSC or any intellectual property contained therein. Additionally, Advertiser grants to Lamar such trademark license rights as may be necessary for Lamar to use the CSC and Third Party CSC on its digital displays.

INITIALS ________

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kellye Murphy - Touring & Marketing Director, 931-560-1510, kmurphy@columbiatn.gov

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND TUCK RIVER TOURING IN THE AMOUNT OF $15,000 FOR LIVE ENTERTAINMENT AT THE 2027 FRUIT TEA FESTIVAL.

RECOMMENDATION: Approve.

INFORMATION: Visit Columbia is producing a new summer festival called the Fruit Tea Festival scheduled for June 26, 2027 at Riverwalk Park. Tuck River Touring will provide the headline artist to perform at the inaugural festival. (The artist's name is contractually embargoed until November 1, 2026.)

CERTIFICATION: The Chief Financial Officer certifies that $15,000 will be proposed in Appropriation No. 1 in Fruit Tea Festival – Professional Services.

ATTACHMENTS: Staff Report.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION

Paul Keltner, AICP, Development Services Director, pkeltner@columbiatn.gov, 931-560-1560

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE CONTRACT WITH MATRIX CONSULTING GROUP LTD. FOR A USER FEE STUDY IN THE AMOUNT OF $20,000.

RECOMMENDATION: Approve and authorize the Mayor to sign the contract.

INFORMATION: The State of Tennessee passed House Bill 0375, requiring government agencies and departments to justify fees that exceed $250 with a publicly available cost analysis for such. This bill takes effect in 2026 and the City is requesting Matrix Consulting Group to review and analyze current fee schedules for Development Services, Fire and Rescue and Wastewater Departments for compliance. The scope spans an approximate four (4) month process and includes data collection, review, workshops, calculations, and the results of all these tasks for $20,000.

CERTIFICATION: The Chief Financial Officer certifies that $20,000 is budgeted and unencumbered in Development Services - Professional Services.

ATTACHMENTS: Staff Report Matrix Consulting Contract, Matrix Contract.

MATRIX
CONSULTING GROUP

CONSULTING SERVICES AGREEMENT

AGREEMENT TO PROVIDE PROFESSIONAL CONSULTING SERVICES TO THE CITY OF COLUMBIA, TENNESSEE

THIS AGREEMENT, entered this 10th day of September 2026 and effective immediately by and between Matrix Consulting Group (hereinafter called the "CONSULTANT") and the City of Columbia, Tennessee (hereinafter called "**CLIENT**"), WITNESSETH THAT,

WHEREAS, CLIENT desires to engage the CONSULTANT to conduct a Development Services Fee Study.

NOW, THEREFORE, the parties hereto mutually agree as follows:

(1) **Employment of Consultant.** CLIENT agrees to engage the CONSULTANT and the CONSULTANT hereby agrees to perform the services described in CONSULTANT'S Proposal dated July 28, 2026, and incorporated into this Agreement as Attachment A.

(2) **Time of Performance.** All services to be performed hereunder by the CONSULTANT shall be completed within four months (16 weeks) of the project start date unless this Agreement is terminated earlier as provided for herein.

(3) **Compensation.** The CLIENT agrees to pay the CONSULTANT a sum not to exceed Twenty Thousand Dollars ($20,000). CONSULTANT agrees to complete the project and all services provided herein for said sum.

(4) **Method of Payment.** The CONSULTANT shall bill monthly for hours completed to date as described in the CONSULTANT'S Price Proposal. Total payments shall not exceed the amount shown in (3), Compensation, above. CLIENT shall pay invoices within thirty (30) days of receipt.

(5) **Changes.** CLIENT may, from time to time, require changes in the scope of services of the CONSULTANT to be performed hereunder. Such changes, which are mutually agreed upon by and between CLIENT and the CONSULTANT, shall be incorporated in a written amendment to this Agreement that is approved by both parties.

(6) **Services and Materials to be Furnished by CLIENT.** CLIENT shall furnish the CONSULTANT with all available necessary, non-confidential information, data, and material pertinent to the execution of this Agreement. CLIENT shall cooperate with the CONSULTANT in carrying out the work herein and shall provide adequate staff for liaison with the CONSULTANT.

(7) **Termination of Agreement.** If, for any cause, the CONSULTANT shall fail to fulfill in timely and proper manner his obligation under this agreement, CLIENT shall thereupon have the right to terminate this Agreement by giving written notice to the CONSULTANT of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination.

(8) **Records and Inspections.** CONSULTANT shall maintain complete and accurate records concerning all matters covered under this Agreement for one (1) year after the completion of the project. CLIENT shall have free access at all proper times to such records, and the right to examine and audit the same and to make transcripts therefrom, and to inspect all program data, documents, proceedings, and activities.

(9) **Completeness of Contract.** This Agreement to Provide Professional Consulting Services contains all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this contract or any part thereof shall have any validity or bind any of the parties hereto.

(10) **Assignability.** The parties hereby agree that Consultant may not assign, convey, or transfer its interest, rights, and duties in this Agreement without the prior written consent of CLIENT.

(11) **Notices.** Any notices, bills, invoices, or reports required by this Agreement shall be sufficient if sent by the parties by private courier (e.g., FedEx, UPS, etc.) or in the United States mail, postage paid to the addresses noted below:

Paul Keltner, Development Services Director
City of Columbia
700 N Garden Street
Columbia, TN 38401

Alan Pennington, President
Matrix Consulting Group
1875 S Grant Street, Suite 960
San Mateo, CA 94402

(12) **Force Majeure.** The obligations of the parties under this Agreement shall be excused during such time and to the extent that performance is prevented by any occurrence or actions beyond their reasonable control and not due to the intentional fault or negligence of the parties, including without limitation, the acts of the elements, riots, fire, war, and Acts of God.

(13) **Severability.** In the event that any provision of this Agreement shall be invalid, illegal or unenforceable in any respect, such a provision shall be considered separate and severable from the remaining provisions of this Agreement, and the validity, legality or enforceability of any of the remaining provisions of this Agreement shall not be affected or impaired by such provision in any way.

(14) **Independent Contractor.** No agency, employment, partnership, or joint venture relationship exists between the parties. Neither party is an affiliate of the other, neither party shall have the authority to act for or bind the other, and neither shall make any representation that would indicate an apparent agency, employment, partnership, or joint venture relationship.

This Agreement is not intended to constitute, create, give rise to, or otherwise recognize a joint venture agreement or relationship, partnership, or formal business organization of any kind, and the rights and obligations of the parties shall be only those expressly outlined in this Agreement.

The parties agree that no persons provided by CONSULTANT in the performance of its obligations under this Agreement are considered to be CLIENT employees and that no rights to CLIENT benefits, retirement, or personnel rules accrue to such persons. CONSULTANT shall have total responsibility for all salaries, wages, bonuses, retirement withholdings, workers' compensation, other employee benefits, and all taxes and premiums appurtenant thereto concerning such persons and shall save and hold the CLIENT harmless with respect thereto. It is expressly understood that all persons employed by CONSULTANT, its subcontractors, or agents are considered employees of those entities, and not employees of the CLIENT.

(15) **Governing Law.** The terms and conditions of this Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.

(16) **Execution in Counterparts.** This Agreement may be executed with counterpart signature pages or in two or more counterparts (including facsimile transmissions of such signature pages), all of which shall be considered the same agreement and each of which shall be deemed an original.

IN WITNESS WHEREOF, CLIENT and the CONSULTANT have executed this agreement as of the date first written above.

Matrix Consulting Group	**City of Columbia, Tennessee**
By:	By:
Title: President	Title:
Date:	Date:

Attested By:

Thad H. Jablonski, City Recorder

Approved as to Legal Form:

Jake Hubbell, City Attorney

ATTACHMENT A - PROPOSAL

MATRIX CONSULTING GROUP

July 28, 2026

Paul Keltner, AICP, Development Services Director
City of Columbia
700 N Garden Street
Columbia, TN 38401

Dear Mr. Keltner,

Matrix Consulting Group is pleased to submit a quote to the City of Columbia to review and document the cost basis for its development-related fees to ensure compliance with recent Tennessee legislative requirements. We have conducted over 300 cost-of-service studies and provided these services to our clients for more than 24 years. Our experience providing similar services is strengthened by our understanding of the practical implementation issues jurisdictions face.

At Matrix Consulting Group, we distinguish ourselves from our competitors through our commitment to delivering unparalleled value. Our staff possesses a deep understanding of the service and process assumptions behind the cost of service. This dual expertise allows us to provide comprehensive insights and solutions that optimize efficiency and maximize our clients' value.

FIRM BACKGROUND

Matrix Consulting Group, Ltd. is a management consulting firm that provides quality analytical assistance to local and state governments. Our history and composition are summarized below:

- Our headquarters are in California, and we maintain a regional office in Tennessee, as well as 18 other locations around the country and one in Canada.
- We comprise 34 full-time management consultants who specialize in analyzing local government functions across a wide range of operational areas, including financial services.
- We have worked with over 2,000 government agencies, conducting cost-of-service and management studies to provide recommendations on operations, compliance, and cost recovery.

The market and service focus of Matrix Consulting Group has always been financial, management, staffing, and operations analysis of local government. The following outlines the core financial services provided by our firm:

Full Cost Plans	**User Fee Studies**
OMB 2 CFR Part 200 Cost Plans	Development Impact Fee Studies
Indirect Cost Plans	Fully Burdened Hourly Rates
Internal Service Fund Analyses	Revenue Projections

No other firm better understands how public agencies operate or how to help them thrive.

MATRIX CONSULTING GROUP
1875 S Grant Street, Suite 960
San Mateo, CA 94402
650.858.0507

PROPOSED PROJECT TEAM

We will utilize a highly experienced, cross-trained team led by our Financial Services practice leader, Courtney Ramos, who has over 22 years of experience working with local government clients to develop cost-of-service solutions. Our proposed project manager, Khushboo Ingle, has worked with local governments for over 15 years to identify operational and staffing efficiencies, assess direct and indirect service costs, and develop real-world solutions that achieve client goals. Rounding out our team are Tennessee-based analysts who have Tennessee-specific municipal finance experience, one of whom is a Tennessee Certified Municipal Finance Officer (CMFO).

DEVELOPMENT FEE STUDY EXPERIENCE

Our firm has extensive experience conducting user fee studies for local governments, including building, fire, and wastewater fees. Recent development fee study clients include Allentown, PA; Bellaire, TX; Coral Springs, FL; Raleigh, NC; Royal Oak, MI; and Stonecrest, GA.

From the basic process steps for submitting, reviewing, inspecting, and approving applications and permits to the development of processes, procedures, and cost recovery goals, our project teams can address topics such as:

- The best metrics for assessing fees.
- Setting fees at levels that both recover costs and are not cost-prohibitive.
- The legal requirements for setting and administering user fees, including Public Chapter 140.
- Cost recovery and implementation options for support services, including Technology Fees.
- Financial policy development, including fee study update frequency and annual update procedures.

Beyond understanding processes and assessing time estimates, our project teams are aware of the cross-departmental support associated with application and permit services.

STUDY METHODOLOGY

Matrix Consulting Group employs a comprehensive, collaborative approach to fee studies that prioritizes accuracy, defensibility, and practical implementation. Our methodology relies on thorough data analysis, extensive staff engagement, and rigorous cost calculations that reflect the true cost of service delivery. Our methods include:

- **Data Collection**: We begin by requesting comprehensive information before initial meetings, including budgets, personnel lists, existing fee schedules, revenue reports, and workload metrics. This upfront collection ensures our team is prepared for productive discussions with staff.
- **Staff Engagement**: We employ a collaborative, multi-touchpoint approach, including initial consultation meetings, time/data-gathering workshops, and detailed review sessions. This iterative process ensures the study reflects operational realities and incorporates staff expertise.

- **Fee Analysis**: We utilize a defensible "bottom-up" costing methodology that calculates fully burdened hourly rates, incorporating direct and indirect costs; analyzes total costs using our proprietary model built on your specific operations; and provides a comprehensive cost recovery analysis comparing calculated costs to existing fees at the per-unit level.

This integrated methodology ensures transparency, defensibility, and accuracy while providing our clients with the detailed information needed to make informed policy decisions. This methodology is designed to satisfy the documentation and cost-basis requirements of Public Chapter 140 in Tennessee.

WORK PLAN

Below are descriptions of the tasks we will complete to develop detailed cost documentation for the City's development-related fees.

TASK 1: KICK-OFF MEETING AND DATA COLLECTION

Matrix Consulting Group will meet with key City staff to discuss the project goals and provide the City with a list of data requirements. This will allow our project team to review this information thoroughly in preparation for initial discussions with staff. A typical list of data collection items includes:

- The current fiscal year's adopted budget.
- List of budgeted personnel by program.
- A list of all current fees to be included in the analysis.
- Last fiscal year's revenue reports for fees or services.
- Volume or workload metrics for all fees included in the analysis.

The above list is just a sampling of the type of information that will be requested. Providing these items allows our project team to familiarize itself with the City's structure and current financial practices.

TASK 2: REVIEW FEE STRUCTURE

The project team will meet with the City's Building, Fire, and Wastewater staff to review the current development-related fee listing. We will discuss the fee structure to ensure that all services are accurately covered in the current fee schedule.

TASK 3: CONDUCT TIME DATA GATHERING WORKSHOPS

The project team will conduct workshops to gather time estimates for each service included in the study, interview key City personnel, and analyze the various activities. Emphasis will be placed on fees over $250 that must be documented to comply with Public Chapter 140, and staff will have time to edit or comment on the time estimate information.

TASK 4: FULLY BURDENED HOURLY RATES

Based on the City's staffing and budget information, the project team will calculate fully burdened hourly rates, including direct and indirect costs. The following points highlight the cost components and factors included in fully burdened rates:

- **Direct costs:** This component covers the salary and benefits for each employee or position and is reflected in the City's staffing and salary reports.
- **Indirect costs – departmental:** This component covers administrative and management support provided to line-level staff, operational services, and supplies used to perform job duties. It is developed through staff interviews and budget analysis. This will be unique for each service area – Building, Fire, and Wastewater.
- **Indirect costs – citywide:** This component accounts for citywide support, such as Finance and HR support provided by other departments or staff. If no indirect rate is available, the project team will calculate one based on industry standards or default to the federal *de minimis* standard.

Once the cost components have been documented and developed, the project team will review the personnel policies to identify sick leave, vacation, holidays, breaks, training, etc., and incorporate that information into the rates.

TASK 5: DRAFT PER-UNIT RESULTS

Matrix Consulting Group's costing model is built based on the City's operations, budget details, and intended uses for the results. It is a "bottom-up" approach, the most defensible methodology for calculating user fees. The methodology incorporates time estimates and fully burdened hourly rate information. The following graphic shows the cost calculation:

This costing method uses time-activity data to determine service costs on a per-unit basis. Once the time spent on a fee activity is determined for each individual or position, the team uses its fee and rate software to apply the fully burdened hourly rates from the previous task. At this point, draft results workbooks in Excel will be provided to staff for review.

TASK 6: DRAFT AND FINAL FEE STUDY REPORT WITH PROPOSED FEE SCHEDULE

Upon conclusion of the analysis phase of the fee study, we will prepare a detailed report summarizing the results of each of the previous work tasks described above. This report will document where the City is undercharging or overcharging on a line-item basis and will be provided to City staff for review and comment. A separate Excel document with the proposed fee schedule will be provided.

TASK 7: PRESENTATION TO COUNCIL AND STAKEHOLDERS

If needed, we can assist City staff in presenting the final results to Council or other key stakeholders.

TIMELINE

Studies of this nature typically take approximately 4 months (16 weeks) to complete. We can start within two weeks of a notice to proceed; a sample schedule is provided below.

- **Month 1**: Kickoff meeting and data collection.
- **Month 2**: Fee schedule review, time-gathering workshops, and fully burdened hourly rate calculation.
- **Month 3**: Draft results and draft report.
- **Month 4**: Final report and presentations.

All timelines can be modified to meet the City's needs.

COST PROPOSAL

Matrix Consulting Group proposes to conduct a Development Fee Study for Columbia for a fixed fee of **$20,000.** This cost is all-inclusive and covers all costs associated with the outlined scope of work.

*   *   *

As the firm's President, I am authorized to represent the firm in contract matters and to execute any service agreement. I can be reached at the address and phone number on the first page or at apennington@matrixcg.net.

Alan D. Pennington

ALAN D. PENNINGTON
President, Matrix Consulting Group, Ltd.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Lauryn Shockey, Engineering Associate, lshockey@columbiatn.gov, 931.560.1529

AGENDA ITEM TITLE: APPROVE A THREE-YEAR AGREEMENT FOR PROFESSIONAL SERVICES WITH NEEL-SCHAFFER, INC. FOR ON-CALL TRAFFIC ENGINEERING SERVICES.

RECOMMENDATION: Approve.

INFORMATION: The Development Services Department solicited qualifications for on-call traffic engineering consultant services within City of Columbia, Tennessee. These services are related to traffic study review, preparation, and signal timing recommendations.
Thirteen (13) proposals were submitted and reviewed, and T-Square Engineering , Inc. and Neel-Schaffer, Inc. were chosen to provide these services.
The scope of services and fees are outlined in the proposals. This agreement is established for a three year term.

CERTIFICATION: The Chief Financial Officer certifies that funds are budgeted and unencumbered in Development Services - Professional Services (private, development related expenditures will be reimbursed by the developer during approvals process).

ATTACHMENTS: Staff Report Neel-Schaffer, Neel-Schaffer On-Call Agreement.

NEEL-SCHAFFER

August 17, 2026

Mr. Glenn Harper, P.E.
City Engineer
City of Columbia
700 North Garden Street
Columbia, TN 38401

Subject: Professional Engineering Services Agreement
On-Call Traffic Engineering Services

Dear Glenn:

As requested, we are pleased to submit this contract agreement for as-needed traffic engineering professional services.

The contract defines the scope of services and fee terms included in the professional services agreement. Exhibit A – Scope of Services; Exhibit B – Professional Services Classification Rate Schedule; and Exhibit C – General Terms and Conditions are attached and comprise the full agreement. Exhibit B provides the rate schedule for independent review of traffic impact studies on a lump sum basis and also the hourly rate schedule for work assignments provided on an individual task order basis. At the city of Columbia's discretion, this as-needed professional services agreement will have an initial term of three years and, upon its expiration, may be extended for an additional three-year period with written approval from the city of Columbia. The agreement will become effective as of the date of final execution by all required signatures.

If the terms of this Letter Agreement are acceptable, please execute and return a copy to us.

We certainly appreciate the opportunity to provide these services to the city of Columbia. We look forward to working with you. Please let me know if you have any questions or need additional information concerning this proposal.

Sincerely,
NEEL-SCHAFFER, INC.

Gregory D. Judy, P.E., PTOE
Engineer Manager/Vice President

engineers | planners | surveyors | environmental scientists | landscape architects

P: 615.217.0500 | F: 615.383.9984
201 East Main Street, Suite 325
Murfreesboro, TN 37130
www.neel-schaffer.com

ACCEPTED: City of Columbia, TN

DATE:

City of Columbia

Attested By:

Thad H. Jablonski, City Recorder

CITY APPROVED, AS TO FORM:

DATE:

City Attorney, City of Columbia

ACCEPTED: Neel-Schaffer, Inc.

DATE:

08/17/22026

Gregory D. Judy, P.E., PTOE
Engineer Manager – Vice President
Neel-Schaffer, Inc.

EXHIBIT A

Scope of Services

The following tasks defines the general scope of services to be provided by the Consultant. The contract agreement includes two primary types of work assignments: Independent Review Assistance of Traffic Impact Studies and As-Needed Traffic Engineering Assistance. The following provides an overview of the typical tasks anticipated to be completed for each type of assignment.

TASK A - Independent Review Assistance of Traffic Impact Studies

The City of Columbia desires assistance with the technical review and advisement related to the review of traffic studies that are presented to the City as part of proposed development approvals. Such Traffic Access Reports (TARs) and Traffic Impact Studies (TIS) are typically prepared by the project applicant or the applicant's consultant and then reviewed by a transportation consultant retained under this contract. The City has need for peer review of these traffic impact studies in conjunction with and as a part of the Development Services Department staff review of development applications.

The Consultant retained under this contract will serve as an independent consulting resource for the City of Columbia. The Consultant will provide the City with said services, moreover described below, so as to provide the City with professional expertise and expedited reviews of TISs in association with development applications.

Typical elements of work will include the following tasks:

- Attend initial scoping meeting or intermediate summary meeting with the development application team and the Development Services Department,
- Provide advisement and recommendations related to study criteria, limits of study area and TIS methodology based upon the City of Columbia development guidelines, accepted industry standards and professional opinion,
- Review and comment on project trip generation, trip directional distribution and inclusion of off-site, background trips,
- Review of submitted report for accuracy and correctness,
- Evaluate and comment on study conclusions and recommendations,
- Advise of alternative and additional recommendations and considerations, and
- Availability to attend and assist at City of Columbia Municipal Planning Commission meetings.

The Consultant's independent review of submitted TIS reports will be assigned into one of three thresholds (levels) based on scoping decisions prior to preparation of the study by the applicant. The applicant should provide an initial assessment of the number of peak hour and daily trips expected to be generated by the project. The extent of review and desired involvement of the Consultant is defined as follows:

Traffic Access Report (TAR)

- All access driveways between the development and the public street network will be considered.

EXHIBIT A

- Study intersections: up to one adjacent, major public street intersection will be included. This may be excluded based on size, extent or location of the proposed development.
- Task will include one meeting attended by the City Development Services Department and the project applicant. This will either be a scoping meeting prior to the applicant beginning its study or an intermediate review meeting following the submittal and review of the TIS.
- Analysis may or may not include traffic capacity analysis according to Highway Capacity Manual procedures.

Traffic Impact Study (TIS)

- All access driveways between the development and the public street network will be considered.
- Study intersections: all adjacent public street intersections as determined from the scoping meeting will be included.
- Review will include intermediate review of proposed trip generation, trip distribution and background growth rate prior to applicant completing full study.
- Task will include up to two meetings, including traffic impact study scoping meeting with City Development Services Department and the project applicant. The additional meeting, if deemed necessary, may include a coordination meeting between the City and applicant following the initial TIS review, or attendance at a planning commission meeting.
- The size of the study area and study intersections will be determined during the scoping meeting.
- Analysis shall include traffic capacity analysis according to Highway Capacity Manual procedures. Vehicle queue evaluation of turn lanes at all study area intersections shall be prepared.

Custom / To Be Determined Traffic Studies

- All access driveways between the development and the public street network will be considered.
- Study intersections: all adjacent public street intersections as determined from the scoping meeting will be included.
- Review will include intermediate review of proposed trip generation, trip distribution and background growth rate prior to applicant completing full study.
- Task will include up to two meetings, including traffic impact study scoping meeting with City Development Services Department and the project applicant. The additional meeting, if deemed necessary, may include a coordination meeting between the City and applicant following the initial TIS review, or attendance at a planning commission meeting.
- The size of the study area and intersections will be determined at scoping meeting.
- Additional meetings may be held as additional services following contract hourly rates.
- Analysis shall include traffic capacity analysis according to Highway Capacity Manual procedures. Vehicle queue evaluation of turn lanes at all study area intersections shall be prepared.

EXHIBIT A

For all TIS review thresholds, the Consultant will prepare and submit a summary memorandum to the City Engineer. The memorandum will serve as an outline of the Consultant's thoughts, conclusions and recommendations to be used as input for decision making by the City staff and planning commission members. The level of detail of the memorandum will be commensurate to the complexity and study conclusions of the study.

Consultant assistance may be expanded beyond the typical level of effort with prior approval from the City. In these cases the nature of the additional tasks will be agreed to in writing before completing work with compensation based on the agreement's hourly rate schedule.

TASK B - As-Needed Traffic Engineering Assistance

As determined by the city engineer, the Consultant will assist with general traffic engineering services associated with a variety of projects or needs. Additional services approved by the City will be scoped on an individual basis and will be billed at the prevailing hourly rates shown in the project fee schedule. These services, scope and fee estimate for as-needed services will be identified in individual task order assignments.

As-Needed services may include, but are not limited to, the following tasks:

- Traffic signal design
- Traffic signal operation troubleshooting, field observation and adjustment
- Basic traffic signal timing (existing or new installation)
- Coordinated traffic signal timing development and implementation
- Traffic signal warrant investigations for traffic signals and turn lanes
- Traffic safety reviews and studies
- Traffic data collection
- Work zone and construction traffic control assistance and inspection
- Intersection design services

EXHIBIT B

NEEL-SCHAFFER RATE SCHEDULE

Task A - INDEPENDENT REVIEW OF TRAFFIC IMPACT STUDIES

CITY OF Columbia AS-NEEDED TRAFFIC ENGINEERING SERVICES

RATE SCHEDULE FOR REVIEW OF TRAFFIC IMPACT STUDIES	
TIS Level	**Lump Sum Rate**
Traffic Access Reports (TAR)	$3,500.00
Traffic Impact Study (TIS)	$5,800.00
Customized (Per City Engineer/Independent Reviewer)	To Be Determined by Project Scoping

EXHIBIT B

NEEL-SCHAFFER HOURLY RATE SCHEDULE

TASKS B AND C - As Needed Traffic Engineering Tasks

CITY OF COLUMBIA AS-NEEDED TRAFFIC ENGINEERING SERVICES

The estimated fee amount for specified services shall be identified in a Work Order prepared by the **Consultant** and reviewed, approved and issued by the **City** (Task B only).

RATE SCHEDULE FOR PROFESSIONAL SERVICES		
Employee Classification	**Position**	**Hourly Rate**
P-9	Principal	$310.00
P-8	Senior Engineer Manager / Senior Vice President	$285.00
P-7	Engineer Manager & Professional IV	$255.00
P-6	Senior Project Manager & Professional III	$220.00
P-5	Project Manager & Professional II	$165.00
P-4	Engineer & Professional I	$130.00
P-1 thru P-3	Profession Intern	$115.00
T-5	Certified Engineering Technician/Supervisory Technician	$125.00
T-3 thru T-4	Technician III-IV/Inspector III	$115.00
T-1 thru T-2	Technician I-II/Inspector I-II	$110.00
A-1 thru A-4	Administrative/Clerical	$95.00
"Professional" positions include engineer, architect, geologist, scientist, landscape architect, and planner		
"Technician" positions include engineering, soil, architecture, planning, GIS and information technology.		
Neel-Schaffer reserves the right to negotiate a reimbursement rate for employee classifications not listed should the need arise. Hourly rates may be adjusted on an annual basis in accordance with the terms of the agreement.		

The hourly labor rate for each job classification may be adjusted on an annual basis on January 1 of each calendar year.

EXHIBIT B

NEEL-SCHAFFER HOURLY RATE SCHEDULE

CITY OF COLUMBIA AS-NEEDED TRAFFIC ENGINEERING SERVICES

The fee terms and amount of payment for specified services shall be identified in a Work Order prepared by the Consultant and reviewed, approved and issued by the City.

REIMBURSABLE EXPENSE SCHEDULE	
Expense*	**Cost**
Vehicle Mileage	$0.75/mile
Vehicle Charge (per day)	$55.00/day
Bond (24" x 36")	$1.00/sheet
In-house Printing/Copying (8.5" x 11") B&W	$0.20/sheet
In-house Printing/Copying (8.5" x 11") Color	$1.00/sheet
In-house Printing/Copying (11" x 17") B&W	$1.00/sheet
In-house Printing/Copying (11" x 17") Color	$2.00/sheet
* All other expenses, including subcontractors, contract reproduction/printing, travel and subsistence, communications, equipment rental, postage and overnight mail, and supplies will be reimbursed at actual cost.	

Exhibit C
General Terms and Conditions
Professional Services

1. **Relationship between Consultant and Client.** Neel-Schaffer, Inc. ("Consultant") shall serve as the Client's professional consultant in those phases of the Project to which this Agreement applies. The relationship is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other. Consultant shall not be considered to be the agent or fiduciary of the Client.

2. **Responsibility of Consultant.** Consultant will perform services under this Agreement in a manner consistent with that standard of care and skill ordinarily exercised by members of the same profession currently practicing in the same locality under similar conditions (the "Standard of Care"). No other representation, warranty or guarantee, express or implied, is included or intended in this Agreement or in any report, opinion, document, or otherwise.

3. **Responsibility of the Client.** Client shall provide all information and criteria as to its requirements for the Project, including budgetary limitations. Consultant shall be entitled to rely upon the accuracy and completeness of any and all information provided by Client. If applicable to the scope of work, Client shall arrange for Consultant to enter upon public and private property and obtain all necessary approvals required from all governmental authorities having jurisdiction over the Project. Client shall provide reasonable notice to Consultant whenever Client becomes aware of any development that affects the scope or timing of Consultant's services.

   Client shall notify the Consultant of any deficiency in the Consultant's services of which the Client becomes aware, so that Consultant may take measures to minimize the consequences of such deficiency. Client's failure to notify the Consultant shall relieve the Consultant of any liability for costs to remedy the deficiency above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

4. **Construction Phase Services.** If Consultant's scope of services includes the observation and monitoring of work performed by Client's other contractors, Consultant shall provide personnel to observe and monitor the work in accordance with the Standard of Care in order to ascertain that it is being performed in general conformance with the plans and specifications. Consultant shall not supervise, direct, or have control over any construction contractor's work. Consultant shall not have authority over or responsibility for construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the work of the construction contractor. Consultant does not guarantee the performance of the construction contractor and does not assume responsibility for the contractor's failure to furnish and perform its work in accordance with the plans and specifications.

5. **Ownership of Documents.** All reports, drawings, specifications, data, calculations, notes, and other documents, including those in electronic form prepared by Consultant are instruments of Consultant's service that shall remain the property of Consultant. Client agrees not to use the deliverables for projects other than the Project for which the documents were prepared by Consultant, or for future modifications to the Project, without Consultant's express written consent. Any reuse or distribution to third parties without such express written permission or project-specific adaptation by Consultant will be at the Client's sole risk and without liability to Consultant or its employees, subsidiaries, and subconsultants.

6. **Opinion of Costs.** When required as a part of its scope of services, Consultant will furnish opinions or estimates of construction cost on the basis of Consultant's experience and qualifications, but Consultant does not guarantee the accuracy of such estimates. The parties recognize that Consultant has no control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors' methods of determining prices.

7. **Suspension of Services.** Client may, at any time, by written notice, suspend the services of Consultant. Upon receipt of such notice, Consultant shall take all reasonable steps to mitigate costs allocable to the suspended services. Client, however, shall pay all reasonable and necessary costs associated with such suspension including the cost of assembling documents, personnel and equipment, rescheduling or reassignment costs necessary to maintain continuity and the staff required to resume the services upon expiration of the suspension.

8. **Termination.** This Agreement may be terminated by either party upon 30 days' written notice to the other party. Upon such termination, Client shall pay Consultant for all services performed up to the date of termination. If Client is the terminating party, Client shall pay Consultant all reasonable cost and expenses incurred by Consultant in effecting the termination, including but not limited to non-cancellable commitments and demobilization costs, if any.

9. **Indemnification.** Consultant shall indemnify and hold harmless Client from and against those damages and costs (including reasonable attorneys' fees) that Client incurs as a result of third party claims for personal injury or property damage to the extent caused by the negligent acts, errors or omissions of Consultant.

   To the fullest extent permitted by law, Client shall indemnify and hold harmless Consultant from and against those damages and costs (including reasonable attorneys' fees) that Consultant incurs as a result of third party claims for personal injury or property damage to the extent caused by the negligent acts, errors or omissions of Client.

10. **Legal Proceedings.** In the event Consultant or its employees are required by Client to provide testimony, answer interrogatories, produce documents or otherwise provide information in relation to any litigation, arbitration, proceeding or other inquiry arising out of Consultant's services, where Consultant is not a party to such proceeding, Client will compensate Consultant for its services and reimburse Consultant for all related direct costs incurred in connection with providing such testimony or information.

11. **Successors and Assigns.** The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided however, that neither party shall assign this Agreement in whole or in part without the prior written consent of the other party.

12. **Insurance.** Consultant agrees to maintain the following insurance coverage with the following limits of insurance during the performance of Consultant's work hereunder:

    (a) Commercial General Liability insurance with standard ISO coverage and available limits of $1,000,000 per occurrence and $2,000,000 general aggregate;
    (b) Automobile Liability insurance with standard ISO coverage and available combined single limits of $1,000,000 per accident;
    (c) Worker's Compensation insurance with limits as required by statute and Employer's Liability insurance with limits of $1,000,000 per employee for bodily injury by accident/$1,000,000 per employee for bodily injury by disease/$1,000,000 policy limit for disease; and
    (d) Professional Liability insurance covering the Consultant's negligent acts, errors, or omissions in the performance of professional services with available limits of $1,000,000 per claim and annual aggregate.

    Consultant shall provide a certificate of insurance evidencing such insurance coverage to Client prior to the start of Consultant's work and annually upon renewal of coverage. Consultant shall cause Client to be named as an additional insured on Consultant's commercial general liability and auto liability policies, which shall be primary and noncontributory.

13. **Consequential Damages.** Neither Client nor Consultant shall be liable to the other or shall make any claim for any special, incidental, indirect or consequential damages arising out of, or connected in any way to the Project or this Agreement. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, loss of reputation, loss of business or diminution of property value and shall apply regardless of legal theory such damages are alleged including negligence, strict liability, breach of contract and breach of warranty.

14. **Payment.** Unless agreed to otherwise, Consultant shall submit monthly invoices to the Client. Payment in full shall be due upon receipt of the invoice. Payment of any invoices by the Client shall be taken to mean that the Client is satisfied with the Consultant's services to the date of the payment and is not aware of any deficiencies in those services. If payments are delinquent after 30 days from invoice date, the Client agrees to pay interest on the unpaid balance at the rate of one percent (1%) per month. If the Client fails to make payments when due; then Consultant, after giving seven (7) days written notice to the Client, may suspend services until the Client has paid in full all amounts due for services, expenses, and other related charges without recourse to the Client for loss or damage caused by such suspension. Payment for Consultant's services is not contingent on any factor, except the Consultant's ability to provide services in a manner consistent with the Standard of Care. If the Client contests an invoice, the Client may withhold only that portion so contested and shall pay the undisputed portion.

15. **Force Majeure.** Neither Client nor Consultant shall be liable for the failure to perform (except Client's obligation to make payment when due) caused by any contingency beyond their reasonable control, including but not limited to, acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.

16. **Compliance with Laws**. To the extent applicable to Consultant's services, Consultant shall exercise due professional care to comply with all applicable laws, including ordinances of any political subdivisions or governing agencies.

17. **Invalid Terms**. If any provisions of this Agreement are held to be invalid or unenforceable, the remaining provisions shall be valid and binding as if the unenforceable provisions were never included in the Agreement.

18. **Governing Law**. This Agreement shall be governed by and construed in accordance with the laws of the state where the services are performed.

19. **Dispute Resolution.** All disputes, controversies or claims, of whatever kind or character, between the Parties, their agents and/or principals, arising out of or in connection with the subject matter of this Agreement shall be litigated in a court of competent jurisdiction.

20. **Additional Services.** Consultant shall be entitled to an equitable adjustment to its fee and schedule for additional services resulting from significant changes in the general scope, extent or character of the Project or its design including, but not limited to, changes in size, complexity, Client's schedule, construction schedule, character of construction or method of financing; and revising previously accepted studies, reports, design documents or other documents when such revisions are required by changes in laws, rules, regulations, ordinances, codes or orders enacted subsequent to the preparation of such studies, reports or documents, or are due to any other causes beyond Consultant's control.

21. **Amendment**. This Agreement may only be amended in writing and where such amendment is executed by a duly authorized representatives of each party.

22. **Entire Understanding of Agreement**. This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and Consultant hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of this Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.

23. **Survival of Provisions.** The provisions of this Agreement shall continue to be binding upon the parties hereto notwithstanding termination of this Agreement for any reason.

24. **Nonwaiver**. No waiver by a party of any provision of this Agreement shall be deemed to have been made unless in writing and signed by such party.

25. **Identity of Project Owner**. Within ten (10) days of the entry of this Agreement, Client, if Client is not the Project Owner, shall provide to Consultant the Project Owner's full legal name; Project Owner's physical address; Project Owner's mailing address; and the name, physical address and mailing address of the Client's point of contact with the Owner for the Project.

26. **Conflicting Terms**. If there are multiple agreements with varying or conflicting terms and conditions between Client and Consultant, the terms and conditions contained in this Agreement shall supersede and have precedence over any other conflicting terms and conditions contained in any other written or oral agreement.

[The remainder of this page intentionally left blank]

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Lauryn Shockey, Engineering Associate, lshockey@columbiatn.gov, 931.560.1529

AGENDA ITEM TITLE: APPROVE A THREE-YEAR AGREEMENT FOR PROFESSIONAL SERVICES WITH T-SQUARE ENGINEERING, INC. FOR ON-CALL TRAFFIC ENGINEERING SERVICES.

RECOMMENDATION: Approve.

INFORMATION: The Development Services Department solicited qualifications for on-call traffic engineering consultant services within City of Columbia, Tennessee. These services are related to traffic study review, preparation, and signal timing recommendations.

Thirteen (13) proposals were submitted and reviewed, and T-Square Engineering , Inc. and Neel-Schaffer, Inc. were chosen to provide these services.

The scope of services and fees are outlined in the proposals. This agreement is established for a three year term.

CERTIFICATION: The Chief Financial Officer certifies that funds are budgeted and unencumbered in Development Services - Professional Services (private, development related expenditures will be reimbursed by the developer during approvals process).

ATTACHMENTS: Staff Report T-Square Engineering, T-Square Engineering On-Call Agreement.

111 SE Parkway Ct
Franklin, TN 37064
615-678-8212

www.T2-Eng.com

August 18, 2026

Via Email: GHarper@Columbiatn.gov

Glenn Harper, PE
City Engineer
City of Columbia
700 North Garden Street
Columbia, TN 38401

Subject: Professional Engineering Services Agreement
On-Call Traffic Engineering Services

Dear Glenn,

As requested, T-Square Engineering, Inc. is pleased to submit this contract agreement for as-needed traffic engineering professional services.

The contract defines the scope of services and fee terms included in the Professional Services Agreement. Exhibit A – Scope of Services; Exhibit B – Professional Services Classification Rate Schedule; and Exhibit C – T-Square's General Terms and Conditions are attached and comprise the full agreement. Exhibit B provides the rate schedule for independent review of traffic impact studies on a lump-sum basis, as well as the hourly rate schedule for work assignments provided on an individual task-order basis. At the City of Columbia's discretion, this as-needed Professional Services Agreement will have an initial term of three (3) years and, upon its expiration, may be extended for an additional three (3) year period with written approval from the City of Columbia. The agreement will become effective as of the date of final execution by all required signatures.

If the terms of this Letter Agreement are acceptable, please execute and return a copy to T-Square.

T-Square Engineering appreciates the opportunity to provide these services to the City of Columbia. We look forward to continuing to build a strong working relationship with the City and providing responsive, practical, and high-quality traffic engineering services as needs arise. Please let us know if you have any questions or require additional information concerning this proposal.

Sincerely,

T-SQUARE ENGINEERING, INC.

Blake Turner, PE
Principal – Vice President

ACCEPTED : City of Columbia, TN

DATE:

City of Columbia

Attested By:

Thad H. Jablonski, City Recorder

CITY APPROVED, AS TO FORM:

DATE:

City Attorney, City of Columbia

ACCEPTED: T-Square Engineering, Inc.

DATE:

8/18/2026

Blake Turner, PE
Principal – Vice President
T-Square Engineering, Inc.

EXHIBIT A

Scope of Services

The following tasks define the general scope of services to be provided by the Consultant. The contract agreement includes two primary types of work assignments: Independent Review Assistance of Traffic Impact Studies and As-Needed Traffic Engineering Assistance. The following provides an overview of the typical tasks anticipated to be completed for each type of assignment.

TASK A- Independent Review Assistance of Traffic Impact Studies

The City of Columbia desires assistance with the technical review and advisement related to the review of traffic studies that are presented to the City as part of proposed development approvals. Such Traffic Access Reports (TARs) and Traffic Impact Studies (TIS) are typically prepared by the project applicant or the applicant's consultant and then reviewed by a transportation consultant retained under this contract. The City has need for peer review of these traffic impact studies in conjunction with and as a part of the Development Services Department staff review of development applications.

The Consultant retained under this contract will serve as an independent consulting resource for the City of Columbia. The Consultant will provide the City with said services, moreover, described below, so as to provide the City with professional expertise and expedited reviews of TISs in association with development applications.

Typical elements of work will include the following tasks:

- Attend initial scoping meeting or intermediate summary meeting with the development application team and the Development Services Department;
- Provide advisement and recommendations related to study criteria, limits of study area and TIS methodology based upon the City of Columbia development guidelines, accepted industry standards and professional opinion;
- Review and comment on project trip generation, trip directional distribution and inclusion of off-site, background trips;
- Review of submitted report for accuracy and correctness;
- Evaluate and comment on study conclusions and recommendations;
- Advise of alternative and additional recommendations and considerations; and,
- Availability to attend and assist at City of Columbia Municipal Planning Commission meetings.

The Consultant's independent review of submitted TIS reports will be assigned into one of three (3) thresholds (levels) based on scoping decisions prior to preparation of the study by the applicant. The applicant should provide an initial assessment of the number of peak hour and daily trips expected to be generated by the project. The extent of review and desired involvement of the Consultant is defined as follows:

EXHIBIT A

Traffic Access Report (TAR)

- All access driveways between the development and the public street network will be considered.
- Study intersections: up to one adjacent, major public street intersection will be included. This may be excluded based on size, extent or location of the proposed development.
- Task will include one meeting attended by the City Development Services Department and the project applicant. This will either be a scoping meeting prior to the applicant beginning its study or an intermediate review meeting following the submittal and review of the TIS.
- Analysis may or may not include traffic capacity analysis according to Highway Capacity Manual procedures.

Traffic Impact Study (TIS)

- All access driveways between the development and the public street network will be considered.
- Study intersections: all adjacent public street intersections as determined from the scoping meeting will be included.
- Review will include intermediate review of proposed trip generation, trip distribution and background growth rate prior to applicant completing full study.
- Task will include up to two (2) meetings, including traffic impact study scoping meeting with City Development Services Department and the project applicant. The additional meeting, if deemed necessary, may include a coordination meeting between the City and applicant following the initial TIS review, or attendance at a planning commission meeting.
- The size of the study area and study intersections will be determined during the scoping meeting.
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- Vehicle queue evaluation of turn lanes at all study area intersections shall be prepared.

Custom / To Be Determined Traffic Studies

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- Task will include up to two (2) meetings, including traffic impact study scoping meeting with City Development Services Department and the project applicant. The additional meeting, if deemed necessary, may include a coordination meeting between the City and applicant following the initial TIS review, or attendance at a planning commission meeting.
- The size of the study area and intersections will be determined at scoping meeting.
- Additional meetings may be held as additional services following contract hourly rates.
- Analysis shall include traffic capacity analysis according to Highway Capacity Manual procedures.
- Vehicle queue evaluation of turn lanes at all study area intersections shall be prepared.

EXHIBIT A

For all TIS review thresholds, the Consultant will prepare and submit a summary memorandum to the City Engineer. The memorandum will serve as an outline of the Consultant's thoughts, conclusions and recommendations to be used as input for decision making by the City staff and planning commission members. The level of detail of the memorandum will be commensurate with the complexity and conclusions of the study.

Consultant assistance may be expanded beyond the typical level of effort with prior approval from the City. In these cases, the nature of the additional tasks will be agreed to in writing before completing work with compensation based on the agreement's hourly rate schedule.

TASK B -As-Needed Traffic Engineering Assistance

As determined by the city engineer, the Consultant will assist with general traffic engineering services associated with a variety of projects or needs. Additional services approved by the City will be scoped on an individual basis and will be billed at the prevailing hourly rates shown in the project fee schedule. These services, scope and fee estimates for as-needed services will be identified in individual task order assignments.

As-needed services may include, but are not limited to, the following tasks:

- Traffic signal design;
- Traffic signal operation troubleshooting, field observation and adjustment;
- Basic traffic signal timing (existing and/or new installation);
- Coordinated traffic signal timing development and implementation;
- Traffic warrant investigations for traffic signals and turn lanes;
- Traffic safety reviews and studies;
- Traffic data collection;
- Work zone and construction traffic control assistance and inspection; and,
- Intersection design services.

EXHIBIT B

T-SQUARE ENGINEERING RATE SCHEDULE
TASK A – Independent Review of Traffic Impact Studies
CITY OF COLUMBIA AS-NEEDED TRAFFIC ENGINEERING SERVICES

RATE SCHEDULE FOR REVIEW OF TRAFFIC IMPACT STUDIES	
TIS Level	Lump Sum Rate
Traffic Access Reports (TAR)	$ 3,500
Traffic Impact Studies (TIS)	$ 5,800
Customized (Per City Engineer/Independent Reviewer)	To Be Determined by Project Scoping

EXHIBIT B

T-SQUARE ENGINEERING RATE SCHEDULE
TASK B – As Needed Traffic Engineering Tasks
CITY OF COLUMBIA AS-NEEDED TRAFFIC ENGINEERING SERVICES

RATE SCHEDULE FOR PROFESSIONAL SERVICES	
POSITION	HOURLY RATE
Principal 1	$ 330
Principal 2	$ 260
Senior Licensed Engineer	$ 220
Licensed Surveyor	$ 220
Licensed Engineer	$ 195
Senior Designer	$ 165
Survey Designer	$ 165
Designer	$ 110
Engineer Intern	$ 110
Clerical/Administrative Surveying	$ 60
Field Surveying Services	$ 145 – 1 Person Crew $ 170 – 2 Person Crew $ 220 – 3 Person Crew

EXHIBIT B

T-SQUARE ENGINEERING REIMBURSABLE EXPENSE SCHEDULE
CITY OF COLUMBIA AS-NEEDED TRAFFIC ENGINEERING SERVICES

REIMBURSABLE EXPENSE SCHEDULE	
EXPENSE*	COST
Vehicle Mileage	$ 0.75/mile
Vehicle Charge (per day)	$ 55.00/day
In House Printing – 24"x36"	$ 1.50/sheet
In House Printing – Mylar	$ 14.00/sheet
In House Printing – 8.5"x11"	$ 0.17/sheet
In House Printing – 11"x17"	$ 0.48/sheet
* All other expenses, including subcontractors, contract reproduction/printing, travel and subsistence, communications, equipment rental, postage and overnight mail, and supplies will be reimbursed at actual cost.	

EXHIBIT C

TERMS & CONDITIONS

1. ACCESS TO THE SITE/JOBSITE SAFETY:

Unless otherwise stated, **T-Square Engineering, Inc.**, herein referred to as the CONSULTANT, will have access to the site for activities necessary for the performance of the services. The CONSULTANT will take precautions to minimize damage resulting for these activities, but has not included in the project fee the cost of restoration of any resulting damage.

The CONSULTANT has not been retained or compensated to provide design and construction observation services relating to the CONTRACTOR's safety precautions or to means, methods, techniques, sequences or procedures for the CONTRACTOR to perform his work. The CLIENT understands that the CONSULTANT is not responsible, in any way, for the means, methods, techniques, sequences, procedures, or scheduling of construction, or for jobsite safety, and will not be responsible for any losses or injuries that occur at the Project site.

2. INDEMNIFICATION:

The CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from any damages, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the CONSULTANT's negligent acts, errors or omissions in the performance of professional services under this Agreement and those of his or her sub-consultants or anyone for whom the CONSULTANT is legally liable.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by the Client's negligent acts, errors or omissions and those of his or her contractors, subcontractors or consultants or anyone for whom the Client is legally liable, and arising from the project that is the subject of this agreement.

The CONSULTANT is not obligated to indemnify the Client in any manner whatsoever for the Client's own negligence.

3. INSURANCE:

The CONSULTANT shall secure and endeavor to maintain such insurance as will protect the CLIENT from claims of negligence, bodily injury, death, or property damage that may arise out of the performance of the CONSULTANT'S services under this agreement.

4. RISK ALLOCATION/LIMITATION OF LIABILITY:

In recognition of the relative risks, rewards and benefits of the Project to both the CLIENT and the CONSULTANT, the risks have been allocated such that the CLIENT agrees that, to the fullest extent permitted by law, the CONSULTANT's total liability to the CLIENT for any and all injuries, claims, losses, expenses, damages, or claim expenses, including attorney's fees, arising out of this Agreement, from any cause or causes, shall not exceed the total amount of the CONSULTANT's fee or $50,000.00, whichever is greater for any claim arising out of the CONSULTANT's negligence.

5. TERMINATION OF SERVICES:

This Agreement may be terminated by the CLIENT or by the CONSULTANT upon not less than seven days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the party initiating termination. If this Agreement is terminated by the CLIENT, the CONSULTANT shall be paid for services performed to the termination notice date, including reimbursable expenses due plus termination expenses. Termination expenses are defined as reimbursable expenses directly attributable to termination, plus 15% of the total compensation earned to the time of termination to account for the CONSULTANT's rescheduling adjustments, reassignment of personnel and related costs incurred due to termination.

6. REIMBURSABLE EXPENSES:

Reimbursable expenses include actual expenditures made by the CONSULTANT, his employees, or his SUB-CONSULTANTS on behalf of the Project. Reimbursable expenses include, but are not necessarily limited to, the following: (a) expenses of transportation and living when traveling in connection with the Project; long distance calls; overnight mail; telecopies; and fees paid for testing and/or for securing approval or authorities having jurisdiction over the Project; (b) expenses of printing, reproduction, postage and handling of drawings and specifications, including duplicate sets at the completion of each phase of the Project for the CLIENT's review and approval; and (c) expenses related to SUB-CONSULTANTS and specialists when authorized by the CLIENT.

7. DISPUTES RESOLUTION:

All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or breach thereof shall be presented to non-binding mediation, subject to the parties agreeing to a mediator.

8. OWNERSHIP OF DOCUMENTS:

It is understood by and between the parties to this Agreement that all drawings, specifications and other work products of the CONSULTANT for this Project shall remain the property of the CONSULTANT and are instruments of the service for this Project only and shall apply to this particular Project and any reuse of the instruments of service of the CONSULTANT by the CLIENT for any extensions of the Project or for any other project without the written permission of the CONSULTANT shall be at the CLIENT's sole risk, and the CLIENT agrees to defend, indemnify and hold harmless the CONSULTANT from all claims, damages and expenses, including attorney's fees, arising out of any unauthorized reuse of the CONSULTANT's instruments of service by the CLIENT or by others acting through or on behalf of the CLIENT. Any reuse or adaptation of the CONSULTANT's instruments of service on other projects shall entitle the CONSULTANT to additional compensation in an amount to be agreed upon by the CLIENT and the CONSULTANT.

9. GOVERNING LAW:

Unless otherwise specified within this Agreement, this Agreement shall be governed by the law of the State of Tennessee. In the event any provisions of this Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

10. PAYMENT TO THE CONSULTANT:

Fees for services shall be as provided in this Agreement. Where the approximate total fee is based on a manpower estimate and is to be billed on an hourly basis per the CONSULTANT's Standard Fee Schedule, this total fee shall be understood to be an estimate. If the CONSULTANT's estimate is exceeded by more than fifteen percent (15%), the CLIENT shall be so notified in advance.

Progress payments shall be made in proportion to services rendered and as indicated within this Agreement. Client agrees to pay for all costs of collection, including all legal fees, collection agency fees and court costs.

If the CLIENT fails to make monthly payments due the CONSULTANT, the CONSULTANT may, after giving seven days written notice to the CLIENT, suspend services under this Agreement and retain all work products deliverable to the CLIENT until full payment. The project completion date shall be automatically extended by the number of days services are suspended.

No deductions shall be made from the CONSULTANT's compensation on account of penalty, liquidated damages, or other sums withheld from payment(s) to CONTRACTORS.

If the Project is delayed or if the CONSULTANT's services for the Project are delayed or suspended for more than three months for reasons beyond the CONSULTANT's control, the CONSULTANT may, after giving seven days written notice to the CLIENT, terminate this Agreement, and the CLIENT shall compensate the CONSULTANT in accordance with the termination provision contained in this Agreement.

11. CLIENT'S RESPONSIBILITIES:

The CLIENT shall designate a person to act with authority on his behalf in respect to all aspects of the Project, shall examine and respond promptly to CONSULTANT's submissions, and shall give prompt written notice to the CONSULTANT whenever he observes or otherwise becomes aware of any defect in or problem with the Project.

The CLIENT shall also provide to the CONSULTANT all criteria and full information as to his requirements for the Project, and shall:

- Guarantee access to and make all provisions for the CONSULTANT to enter upon public and private properties as necessary to accomplish the work;

- Provide such legal, accounting, independent cost estimating, and insurance counseling services as may be required for the Project.

- Furnish approvals and permits from all governmental authorities and/or agencies having jurisdiction over the Project;

- Provide the CONSULTANT with escorts and means of access to all areas of the Project; this being necessary for the orderly progress of the work, the CONSULTANT shall be entitled to rely upon the efficiency and completeness thereof; and

- Compensate the CONSULTANT for services rendered under this Agreement and pay all costs incidental to CLIENT furnished items.

12. EXTENT OF AGREEMENT:

This Agreement represents the entire and integrated Agreement between the CLIENT and the CONSULTANT and supersedes all prior negotiations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the CLIENT and the CONSULTANT.

The CONSULTANT intends to render services under the terms of this Agreement in accordance with generally accepted professional practices consistent with the intended use of the Project and makes no warranty either expressed or implied.

Any *opinion of construction cost* prepared by the CONSULTANT represents his judgment as a design professional and is supplied for the general guidance of the CLIENT. Since the CONSULTANT has no control over the cost of labor and material, or over competitive bidding or market conditions, the CONSULTANT does not guarantee the accuracy of such opinions as compared to CONTRACTOR bids or actual cost to the CLIENT.

13. CHANGES IN THE SCOPE OF SERVICES:

The CLIENT may request changes in the *Scope of Services* of the Agreement to be performed hereunder. Such changes, including any increase or decrease in the amount of the CONSULTANT's compensation, which are mutually agreed upon by and between the CLIENT and the CONSULTANT shall be incorporated into this Agreement by written amendment. Any changes made to the construction documents by the CLIENT, or by the CLIENT's representatives, are strictly prohibited without the knowledge and written consent of the CONSULTANT. The CONSULTANT shall be released from any liability resulting from damages, injuries, and or death resulting from the unauthorized alteration of construction documents.

14. EXISTING AND/OR HIDDEN CONDITIONS:

A condition is hidden if it is concealed by existing finishes or features or if it cannot be investigated by reasonable visual observation. If the CONSULTANT has reason to believe that such a condition may exist, the CONSULTANT will notify the CLIENT who then shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the CLIENT fails to authorize such investigation or correction after due notification, or (2) the CONSULTANT has no reason to believe that such a condition exists, the CLIENT is responsible for all risks associated with this condition, and the CONSULTANT shall not be responsible for the existing condition nor any resulting damages to persons or property. Further, the CONSULTANT will not be required to execute any document that would result in certifying, guaranteeing or warranting the existence of conditions whose existence the CONSULTANT cannot reasonably ascertain.

15. DESIGN WITHOUT CONSTRUCTION PHASE SERVICES:

It is understood and agreed that the CONSULTANT's *Basic Services* under this Agreement do not include project observation or review of the CONTRACTOR's performance or any the construction phase services, and that such services will be provided by the CLIENT or by another party selected at the sole discretion of the CLIENT. Further, the CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation and/or supervision and waives any claims against the CONSULTANT that may be in any way connected thereto.

In addition, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any loss, claim or cost, including reasonable attorney's fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of the CONSULTANT.

If the CLIENT requests in writing that the CONSULTANT provide any specific construction phase services and if the CONSULTANT agrees in writing to provide such services, then the CONSULTANT shall be compensated for Additional Services as provided in this Agreement.

16. SUSPENSION OF SERVICES:

If the Project or the CONSULTANT's services are suspended by the CLIENT for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this Agreement, the CONSULTANT shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the CLIENT shall compensate the CONSULTANT for expenses incurred as a result of the suspension and resumption of its services, and the CONSULTANT's schedule and fees for the remainder of the Project shall be equitably adjusted.
If the CONSULTANT's services are suspended for more than ninety (90) days, consecutive or in the aggregate, the CONSULTANT may terminate this Agreement upon giving not less than five (5) calendar days' written notice to the CLIENT.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Donna Osmon, Senior Administrative Assistant, dosmon@columbiatn.gov 931-560-1472

AGENDA ITEM TITLE: APPROVE THE PURCHASE OF AN XTREME VAC DCL800SM25 LEAF VACUUM TRUCK FROM CMI EQUIPMENT SALES UTILIZING SOURCEWELL CONTRACT #112624-ODB IN THE AMOUNT OF $298,880.05

RECOMMENDATION: Approve.

INFORMATION: City Council approved funding in the FY27 budget for the purchase of a leaf vacuum truck. Public Works would like to utilize Sourcewell Contract # 112624-ODB to make a purchase this truck from CMI Equipment Sales, to be utilized in our Streets Division.

CERTIFICATION: The Chief Financial Officer certifies that $298,880.05 is budgeted and unencumbered in Capital – Streets-Admin-Auto.

ATTACHMENTS: Staff Report CMI Leaf Vacuum Truck, CMI quote, Sourcewell Contract 112624-ODB.

QUOTE - DO NOT PAY

CMI Equipment Sales, Inc.
P.O. Box 1528
Goodlettsville, TN 37070
www.cmiequip.com 615-227-7800

Quote: 01-9151
Date: 8/20/2026

PO:
CustId: C/ COLUMBIA

Cust Email:	invoices@columbiatn.gov
Phone:	(931) 560-1500
Salesperson:	ChrisB
User:	Admin

Bill To:	Ship To:
City of Columbia 110 Santa Fe Pike Columbia, TN 38401	City of Columbia

Sourcewell Contract # 112624-ODB
Current Lead Time: 60-90 Days ARO

Item	Type	Description	Qty	Tax	Price	Discount	Net Price
DCL800SM25	**QU**	**Xtreme Vac DCL800SM25**	**1.0000**		**$298,880.05**		
		XTV - Mounted on Freightliner M2					
		: 25 Cubic Yard					
		: 30" CCW SHRED-MASTER Fan					
		: 3 Groove Power Band Belt Driven					
		: 40 Gallon Polyethylene Fuel Tank					
		: Electronic Engine Controls w/ Safety Shut Downs					
		: 13" Clutch Assembly w/ 2.25" PTO Shaft & Safety Engagement					
		: Hydraulic Hose Powered Boom					
		: 16"x144" Rubber Suction Hose w/Steel Nozzle					
		: 1/4" Thick Skid Deck w/ Channel Members on Ends					
		: Block Heater and Remote Oil Drain					
		: Rear Back Up Camera w/ 5.6" Color Screen					
		: Remote Electric Throttle and Remote Clutch Engagement					
		: Hydraulic Rear Door Latches w/ in Cab Controls					
		: LED DOT Lights					
		: 2 Oval LED Flashers at Rear					
		: Gear Driven Hydraulic Pump Powers 15.2 Ton Capacity Hoist					
		: Boxed Perforated Radiator Screen					
		: LED Traffic Directional Light Bar Mounted on the Rear Door					
		: John Deere Diesel, 74HP T4					
		Total DCL800SM25					**$298,880.05**
						Total:	**$298,880.05**

Totals

Sub Total:	**$298,880.05**
Total Tax:	**$0.00**
Invoice Total:	**$298,880.05**

MASTER AGREEMENT #112624
CATEGORY: Grounds Maintenance Equipment and Related Attachments
SUPPLIER: Old Dominion Brush Company/DuCo, LLC

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Old Dominion Brush Company/DuCo, LLC, 5118 Glen Alden Drive, Henrico, VA 23231 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

Article 1:
General Terms

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.

2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.

3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.

4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on January 31, 2029, unless it is cancelled or extended as defined in this Agreement.

   a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.

   b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.

6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.

7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in RFP #112624 to Participating Entities. In Scope solutions include:

   a) Lawn and garden equipment for all types of lawn, field and turf care, golf course, landscape, sidewalk, walking path, and parking lot maintenance, and snow removal;

   b) Irrigation and aeration equipment, systems, parts, and installation; and

   c) Beach and waterfront maintenance equipment and accessories.

8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.

9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.

10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.

11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.

12) **Open Market.** Supplier's open market pricing process is included within its Proposal.

13) Supplier Representations:

   i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.

ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.

iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.

14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the term of this Agreement.

15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time during the term of this Agreement.

16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.

i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.

iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of

$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.

xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.

xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2:
Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

1) **Authorized Sellers**. Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.

2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
    - Identify the applicable Sourcewell Agreement number;
    - Clearly specify the requested change;
    - Provide sufficient detail to justify the requested change;
    - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
    - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

    A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
    - Maintenance and management of this Agreement;
    - Timely response to all Sourcewell and Participating Entity inquiries; and
    - Participation in reviews with Sourcewell.

    Sourcewell's Authorized Representative is its Chief Procurement Officer.

4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.

5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.

6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

   The Report must contain the following fields:
   - Participating Entity Name (e.g., City of Staples Highway Department);
   - Participating Entity Physical Street Address;
   - Participating Entity City;
   - Participating Entity State/Province;
   - Participating Entity Zip/Postal Code;
   - Sourcewell Participating Entity Account Number;
   - Transaction Description;
   - Transaction Purchased Price;
   - Sourcewell Administrative Fee Applied; and
   - Date Transaction was invoiced/sale was recognized as revenue by Supplier.

   If collected by Supplier, the Report may include the following fields as available:
   - Participating Entity Contact Name;
   - Participating Entity Contact Email Address;
   - Participating Entity Contact Telephone Number;

7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.

8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.

9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.

10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.

11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell. Supplier shall make available all records, including books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form, and other supporting evidence to satisfy any contract negotiation, administration, and audit requirements of the contracting agencies and the Comptroller General for 7 years after final payment. Supplier shall make available the foregoing records and supporting evidence at any time they are requested to pursuant to relevant contract requirements. Supplier shall keep these records in hard copy for three years and electronic copy for the seven-year period. These documents are on both a physical server, and a cloud-based server that are encrypted; these documents are backed up daily.

12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.

13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.

14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.

15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.

16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.

17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by

Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.

19) **Grant of License.**
   a) **During the term of this Agreement:**
      i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.

      ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.

   b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.

   c) **Use; Quality Control.**
      i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

      ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

   d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.

21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

    a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
        - $1,500,000 each occurrence Bodily Injury and Property Damage
        - $1,500,000 Personal and Advertising Injury
        - $2,000,000 aggregate for products liability-completed operations
        - $2,000,000 general aggregate

    b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.

    c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

    d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

Article 3:
Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.

2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.

3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.

4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.

6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.

7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.

8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

Sourcewell	Old Dominion Brush Company/DuCo, LLC
Signed by: Jeremy Schwartz C0FD2A139D06489...	DocuSigned by: M.J. DuBois C65CBA257A53411...
By: ______________________________	By: ______________________________
Jeremy Schwartz	M.J. DuBois
Title: Chief Procurement Officer	Title: Authorized Contract Administrator
Date: 1/28/2025 | 7:02 PM CST	Date: 1/28/2025 | 2:25 PM PST

RFP 112624 - Grounds Maintenance Equipment and Related Attachments

Vendor Details

Company Name:	DuCo, LLC
Address:	1079 Tamiami Trl N #350 Nokomis, Florida 34275
Contact:	MJ DUBOIS
Email:	mjdubois@ducollc.com
Phone:	410-924-1004
Fax:	410-924-1004
HST#:	81-1963530

Submission Details

Created On:	Tuesday November 05, 2024 10:32:40
Submitted On:	Tuesday November 26, 2024 12:05:39
Submitted By:	MJ DUBOIS
Email:	mjdubois@ducollc.com
Transaction #:	8a4b46cf-7311-48d1-a742-12e96a65fba6
Submitter's IP Address:	47.203.144.119

Specifications

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer's corporate organization affiliation.

Line Item	Question	Response *	
1	Provide the legal name of the Proposer authorized to submit this Proposal.	Old Dominion Brush Company EIN: 81-4164227	*
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Yes	*
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	N/A	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	ODB has applied for both via SAM.gov	*
5	Provide your NAICS code applicable to Solutions proposed.	Code: 333924 Industrial Truck, Tractor, Trailer, and Stacker Machinery Manufacturing	
6	Proposer Physical Address:	5118 Glen Alden Drive Henrico, Virginia 23231 800-446-9823	*
7	Proposer website address (or addresses):	www.odbco.com	*
8	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	M.J. DuBois, Authorized Contract Administrator (See attached Letter) DuCo, LLC. 1079 Tamiami Trl N #350 Nokomis, FL 34275 email: mjdubois@ducollc.com 410-924-1004	*
9	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Same as above	*
10	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Alternative Contact: Tim Stumph, ODB President 5118 Glen Alden Drive Henrico, Virginia 23231 804-887-4501 email: tstumph@odbco.cm	*

Table 2A: Financial Viability and Marketplace Success (50 Points)

Line Item	Question	Response *	

11	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	The Old Dominion Brush Company (ODB) was founded in 1910 by Henry Brizzolara to produce household booms, street push brooms and small hand held brushes for sale to the general public or household goods stores. All of these brooms were handmade by filling the broom heads with straw bristles. Over the next five decades, the Company's product line was expanded and management transitioned to the next generation of the Brizzolara family. Broom manufacturing equipment was introduced and the Company expanded into the municipal street sweeper replacement broom market. In the 1960's and in the 1970's ODB began fabricating certain metal replacement parts for street sweepers, ultimately establishing a large sheet metal fabrication facility to meet growing demand. This lead to the expansion into leaf vacuum equipment parts production in the late 1980's. Today, through continued investment in the state-of-the-art metal fabrication and production equipment, ODB offers the highest quality leaf vacuum equipment and is viewed as the largest manufacturer of leaf and debris collection equipment in North America. ODB's long history of serving large and small cities, towns, counties, boroughs, villages, townships, states and other municipal customers across the country has resulted in an extremely diversified revenue base consisting of over 6,500 unique municipal customers. ODB's company philosophy: Provide quality products at competitive pricing while maintaining a safe and rewarding environment for our employees to work in. Our goal has always been, "growth through innovation". ODB is proud of their history along with the contributions they have made in their industry and are excited to take on the challenges of tomorrow. In 2017 ODB was purchased by The Alamo Group, Inc. (stock sign ALG), a publicly traded company whose various lines of commercial mowers are world-renowned for ruggedness and dependability. The Alamo Group offers ODB the financial strength and stability of a public company. Since the purchase, ODB has expanded its metal fabrication capabilities, enabling the company to become the major manufacturer of its own lines of leaf vacuum equipment. Alamo has invested heavily into ODB and this has allowed upgrades in new manufacturing equipment such as state-of-the-art laser and water-jet cutting machines for precision steel cutting and programmable robotic welding stations to meet current production demands and safety standards. In March of 2022, ODB developed a new model (DCL8031E) to satisfy a market need at equine centers for a quicker, labor-saving, and safer stall shavings clean out. In May of 2022, ARM TruckCorp LLC sold its leaf and debris vacuum product line to ODB. With the acquisition of the ARM line, ODB has enhanced its range of products and can cater to distinct market segments with tailored solutions while lowering costs through shared inventory management, combined sales efforts and optimizing buying power. As a proud subsidiary company of The Alamo Group, ODB adheres to the following Code of Business Conduct: ODB is as committed to maintaining the highest ethical standards and to conducting our business in a manner consistent with their moral and legal oblations to their customers, suppliers, employees, shareholders and the public. The Code of Business Conduct and Ethics has been approved and adopted by The Alamo Group's Board of Directors and senior management and covers such concepts as confidential and proprietary information, inventions, conflicts of interest and fair dealer, corporate opportunities, insider trading and tipping the Foreign Corrupt Practices Act, The Bribery Act 2010 and similar anti-bribery laws, antitrust compliance, export controls, fraud, confidential reporting procedures and non-retaliation measures. Please see the attached copy of The Alamo Group's Code of Business Conduct and Ethics.	*

12	What are your company's expectations in the event of an award?	As a current Sourcewell contract holder, we hope to continue to build on our past success the contract and provide vacuum debris collection solutions to all Sourcewell Members. ODB has developed a strong following with existing Sourcewell Members and they expect to build on that momentum adding to Sourcewell Membership with increased promotion of their premier partnership with Sourcewell. A newly awarded contract will allow ODB to continue to provide Members with great products at a discounted price to their existing municipal customers, grow our municipal base and open new opportunities in the educational and non-profit space. ODB has successfully increased their Sourcewell Sales every year and based on the previous years sales,the trend is still moving in that direction. 2022 SW Sales: $7,32,269.41 2023 SW Sales: $9,943,628.09 2024 SW Sales 1st and 2nd Qtr Only: $5,647,462.21.	*
13	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	ODB is financially sound. ODB's parent company is The Alamo Group, Inc. which is a publicly traded entity. See the attached Alamo Group SEC Q3 report attached as well as the Alamo Code of Conduct.	*
14	What is your US market share for the Solutions that you are proposing?	ODB operates in product categories that are sold primarily to the municipal, state and local government market segment and to a small degree, the commercial market segment. Their market share is 72% as they are considered to be the most efficient, diverse and comprehensive units by government equipment fleets.	*
15	What is your Canadian market share for the Solutions that you are proposing?	ODB also operates in product categories that are sold that primarily include government markets in Canada. They have a large, active dealership participation in Canada. They maintain approximately 45% of the Canadian market share.	*
16	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	ODB and its parent company, Alamo Group, have never petitioned for bankruptcy protection.	*
17	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	B. ODB is the manufacturer of Extreme Vac by ODB and the ARM line of equipment. The line of vacuum debris collectors are sold, serviced and supported by both dealers and the factory direct. Both ODB and their dealers work in tandem to support sales and service to the US and Canadian Sourcewell Members.	*
18	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	ODB holds a license issued by the Virginia Department of Motor Vehicles for the manufacturing of Motor Vehicles and Henrico County Virginia Business License. See attached	*
19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	Neither ODB or their parent company, Alamo Group have ever received a suspension or disbarment.	*

20	Describe any relevant industry awards or recognition that your company has received in the past five years.	Since ODB's last submission to Sourcewell's Solicitation (2021), they continue to lead the industry in innovation and have applied for U.S. Patent's on the following items: 06/15/2021, US-11035089-B1 System and method for efficient engine operation. 05/03/2022, US-11319683-B1 Compact material collection system. 08/02/2022, US-11399623-B2 Cable Broom. 12/13/2022, US-11523676-B2 Gutter Broom. 09/12/2023, US-11753784-B2 Compact material collection system. 09/19/2023, US-11759004-B2 Gutter Broom. 03/19/2024, US-11933006-B2 Material collection system. 04/16/2024, US-11957298-B1 System and method for efficient engine operation. 04/16/2024, US-11959236-B1 Material collection system. 07/09/2024, US-12029312-B2 Gutter broom. ODB continues to be involved and support community enhancement as corporate sponsors to McGuire Veterans Hospital, Henrico County Homeless Shelter, Community Outreach - Prison Re-Entry Program, Varina School District Supplies Program. ODB is a member of the Better Business Bureau, participates in national and local trade associations and is a member of the Rotary Club. ODB is an Association of Equipment Manufacturers (AEM) participant. AEM Manufacturing Express is a multi state, 10,000-mile bus tour highlighting member companies and their impact on the US economy and their local communities.	*
21	What percentage of your sales are to the governmental sector in the past three years?	ODB's market segment is strongly rooted in government sales. 95% of all sales are made to the government sector in the last 3 years.	*
22	What percentage of your sales are to the education sector in the past three years?	Approximately 3% of all ODB sales have been to the education sector in the past 3 years.	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	ODB's premier Cooperative is Sourcewell, ODB no longer holds any other State or Local Cooperative Purchasing Agreements.	*
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	ODB does not hold a GSA Contract or any Standing Offer Arrangements.	*

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
Gloucester Township, New Jersey, see attached Letter	Domenic Martino, Dmartino@glotwp.com	856-228-3144 est 3114	*
City of Cleveland Tennessee	Tommy Myers, Direction of Public Works Tmyers@cleelandtn.gov	423-472-2851	*
Town of Aurora New York	Charles Snyder csnyder@townofaurora.com	716-652-7590	*
Town of Ellicott	Bob Pickett, Superintendent	716-665-2101	
City of Milford Delaware	Charlie Nordberg, Public Works	302-985-1571	

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	

26	Sales force.	Old Dominion Brush (ODB) has a well-structured sales force designed to effectively support their customers and extensive dealer network. 1. Internal Sales Representatives: ODB has four internal sales representatives who handle direct customer inquiries and support sales operations. 2. Sales Administrative Support: One individual provides administrative support to the sales team, ensuring smooth operations and handling necessary documentation. 3. Regional Sales Managers: There are three Regional Sales Managers at ODB. They are responsible for managing relationships with the dealer network across different regions and report directly to the Sales and Marketing Manager. 4. Product Specialists: The service and sales departments share two product specialists. These specialists have in-depth knowledge of ODB's product offerings and provide technical support and expertise to both customers and internal staff. 5. Parts and Service Staff: In addition to the sales team, ODB has dedicated Parts and Service staff. They support customer inquiries directly, handle service and warranty issues, and ensure the availability of necessary parts. Overall, ODB's sales force is equipped with a mix of internal sales reps, administrative support, regional managers, and product specialists, all working together to provide comprehensive support to customers and maintain strong dealer relationships.	*
27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	ODB utilizes a US national and Canadian dealer network. The dealer listing is attached. There is also a dealer geographic coverage map attached. There are 22 independently owned US dealers that have a total of 56 dealer locations and there are two independently owned Canadian dealers with 9 locations across Canada. Salespeople from these dealerships actively call on prospective clients in their geographical areas of responsibility. I'm attaching a current map of our dealers, RSM and inside sales coverage.	*
28	Service force.	ODB employs a 14-person internal service team to support both dealers and direct customers. These employees focus on parts, warranty, service, and inventory control and report to the Operations Manager. ODB's dealer network also has dedicated service and parts teams and is required to maintain a minimum amount of inventory to support their specific customer volume and sales region. ODB's dealer network is typically the first point of contact for customers with service needs.	*
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	ODB utilizes DuCo LLC as their Sourcewell Contract Administrator to oversee proper adherence to Sourcewell's Terms and Conditions by both the ODB/ARM Dealers and ODB's Internal Sales personnel. DuCo is integral in the order process from start to finish. A Sourcewell Member or ODB/ARM Dealer will contact DuCo for initial information, contract questions and ordering. DuCo will provide the prospective dealer with a quotation meeting the Sourcewell Contract requirements and if applicable, a letter to the Member allowing them the authority to issue a Purchase Order directly to a dealer. Purchase Orders are to be made out to ODB if no Authorization Letter is issued. If the dealer is authorized and accepts the Member Purchase Order, they will fulfill the order and will invoice for the item to the Member directly. For ODB direct sales, the Member will make out the Purchase Order to Old Dominion Brush Company, LLC. ODB will fill the order, ship the order to the local dealer for pre-delivery inspection and test, the local dealer will then deliver the unit, train on the unit and ODB will invoice the item to the Member. The local dealer will receive the proceeds of the sale in their prospective territory: this will encourage dealer contract participation. DuCo will be the single source, "quarterback" for the Sourcewell Contract sale and reporting the sales to Sourcewell as required.	*

30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	ODB's customer service process is designed to provide comprehensive support through robust inventory management, active engineering involvement, and forward-looking digital tools: 1. Inventory and Shipping: ODB has heavily invested in a well-stocked parts inventory and a same-day shipping program. This ensures rapid response and fulfillment for customers, reducing downtime and maximizing productivity. Both our factory and dealer network maintain parts levels that meet our customers' needs, supported by incentives that encourage deep discounts on stock orders. This includes customer discounts for maintaining their own parts inventories. 2. Self-Reliant Manufacturing: ODB manufactures 80% of our leaf vacuum components in-house, reducing dependence on third-party suppliers and maintaining consistent availability for parts and equipment. During supply chain disruptions like the pandemic, ODB's self-reliance allowed them to continue delivering machines and parts without delays, minimizing downtime for end users. 3. Engineering Field Support and Continuous Improvement: When complex issues arise that go beyond standard sales support, ODB's engineering team steps in to assist. Engineers travel to the field to address technical challenges directly, bridging the gap between customer needs and product design. This hands-on feedback loop allows ODB's team to incorporate insights from field performance directly into the production facility, ensuring ODB's designs evolve for better support and usability. 4. Digital Parts Management with eCommerce Launch: ODB is rolling out an eCommerce platform featuring individualized build sheets for each machine. These online build books streamline the process by integrating with a unified parts database, removing the need for redundant parts book updates and enhancing accuracy. This system references consistent part numbers across service parts, with increasing clarity and detail as the database grows.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities.	ODB currently commands the majority market share throughout the United States and is willing to provide products, parts and service to all Sourcewell participating entities.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	ODB currently holds the majority market share throughout Canada utilizing the Canoe contract process in Canada and is willing to provide products, parts and service to all Canadian Sourcewell participating entities.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	ODB expects to sell, service and support their products within all the United States and Canada and does not anticipate any geographic area that will not be fully serviced.	*
34	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	ODB expects to sell, service and support their products to all participating entities.	*
35	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	There will be no restrictions in sales, service and support to Hawaii, Alaska and in US Territories other than the expense and time allowance for shipping. All quotations will show the costs involved prior to a Member issuing a Purchase Order so there are no surprise fees after the sales.	*
36	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	ODB will consider and evaluate individual requests for extended terms on a case by case basis.	*

Table 4: Marketing Plan (100 Points)

Line Item	Question	Response *	

37	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	ODB’s marketing strategy for this cooperative purchasing contract combines dedicated training, strong visual branding, and targeted outreach to increase awareness and accessibility of Sourcewell’s benefits: 1. Comprehensive Sales Training: ODB provides extensive training for both their sales team and dealer networks, collaborating with DuCo, our Contract Administrator, and leveraging Sourcewell's robust resources. Through a mix of group sessions and tailored virtual meetings, DuCo’s seasoned approach—shaped by over a decade of successful training in contract sales—ensures ODB's teams are well-versed in Sourcewell benefits. Additionally, ODB motivates their sales staff and dealers to participate in Sourcewell’s regional training events, helping to deepen their knowledge and response capabilities. 2. Distinct Sourcewell Branding: ODB's Sourcewell partnership is highlighted prominently across multiple platforms. The Sourcewell Awarded Contract logo is consistently incorporated into ODB's brochures, website, and product materials to make clear their commitment to this exclusive contract. At trade shows, Sourcewell-branded banners signal to customers that ODB provides seamless, contract-based procurement options, allowing buyers to readily identify ODB as a Sourcewell supplier. 3. Industry Presence and Strategic Outreach: ODB's marketing extends to the most influential trade shows, including APWA's PWX, WasteExpo, and ConExpo, as well as key trade publications such as The Municipal and American Infrastructure. These channels allow ODB to reach a broad municipal audience and emphasize Sourcewell’s streamlined purchasing benefits. 4. Customer Support and Education: To ensure ODB's customers fully understand Sourcewell’s value, ODB encourages regular engagement with their dedicated Sourcewell Supplier Development Executive, who offers expert guidance and answers any questions about Sourcewell’s procurement advantages. This dedicated support is central to ODB's commitment to a seamless, informative buying process for all Sourcewell members.	*

38	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	ODB leverages a range of digital marketing strategies to optimize its marketing performance and enhance customer engagement. The following outlines the key techniques utilized: 1. Website: ODB provides interactive features on its website, allowing customers to find answers to their queries or connect with ODB representatives by completing a simple request form on product pages. These inquiries are directed to sales or service teams and logged in the company's CRM system. Additionally, ODB utilizes Google Analytics to monitor user behavior, track how visitors access the website, and optimize the site's effectiveness accordingly. 2. Search Engine Optimization (SEO): ODB optimizes its online content to improve visibility on search engines like Google. By targeting keywords related to debris vacuum products, ODB aims to secure top positions in search results, increasing its online exposure. 3. Content Marketing: ODB fosters strong relationships with its target audience by consistently delivering high-quality, relevant content. This approach builds trust and positions ODB as a valuable resource for its customers. 4. Search Engine Marketing (SEM): ODB engages in search engine marketing through Google AdWords, bidding for ad placements in Google's sponsored search links. This ensures that when users search for keywords related to ODB's offerings, relevant ads are prominently displayed. 5. Social Media Marketing: ODB actively promotes its products and services through social media channels, both organically and through paid advertisements. The company utilizes platforms such as Facebook, LinkedIn, and YouTube to enhance brand recognition, foster customer loyalty, and drive traffic to its website. 6. Email Marketing: ODB uses email as an efficient tool for customer service, enabling quick responses to specific needs or inquiries. Through targeted email campaigns, such as monthly sales newsletters, dealer product bulletins, and service updates, ODB maintains a strong presence with customers and prospects who have expressed interest in ongoing communication. 7. Re-marketing: ODB employs re-marketing strategies to target individuals who have previously visited its website. Using cookie technology, ODB ensures that ads for the products these visitors researched appear on other websites they visit, reinforcing brand recall and encouraging return visits. 8. Business-to-Business Software (GenAlpha): ODB has introduced a dedicated B2B platform, GenAlpha, where customers, dealers, and municipalities can order parts, brooms, and even configure and purchase complete products. The software also manages warranty information, serial numbers, and model details for future claims, streamlining the post-purchase experience. 9. Targeted Digital Marketing Program: ODB has implemented a focused digital marketing initiative aimed at re-engaging past customers who have not made a purchase in the last three years. This program is designed to re-establish relationships and encourage repeat business. 10. Government Bid Notifications: ODB has expanded its presence on digital platforms that notify the company of open government bids relevant to its products. This proactive approach ensures ODB remains competitive and informed about new opportunities in the public sector. By employing these advanced digital marketing tactics, ODB continues to enhance its market reach, engage with its audience effectively, and drive business growth.	*

39	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	Sourcewell has proven expertise in promoting their contracts which has been reflected in the growth of Sourcewell Contract Sales. ODB's team has a strong working relationship with Sourcewell's team members responsible for managing the existing contract, and they value the shared commitment to customer service that underpins the long-standing partnership. ODB appreciate Sourcewell's presence at trade shows, "Getting to Know You" events, and Sourcewell University events, which strengthen ODB's visibility and engagement in the cooperative purchasing space. Additionally, Sourcewell has supported educational webinars and informational sessions to keep members informed. ODB's Commitment to the Sourcewell Buying Concept: ODB fully supports the Sourcewell contract buying model, which ODB sees as the future of their industry. At their National Dealer Meetings, ODB dedicates training sessions exclusively to Sourcewell sales education, covering how to effectively leverage the contract, address questions, and highlight success stories from dealers. ODB has embraced the flexibility of Sourcewell contracts, and most of the dealers now lead with this contract in the buying process. To further support this initiative, ODB has sent senior management to events like the H2O Conference annually and subsidized contract fees to make the Sourcewell contract even more appealing to the dealer network. ODB's growth in contract sales, almost 10% a year over the last three years is a testament to the aligned commitment between Sourcewell and ODB to provide top-tier products, service, and discounts to ODB's customers and Sourcewell Members. Additional Sales Integration Efforts ODB has also established Breakout Sessions at ODB's National Dealer Meetings, focusing on pricing strategy to ensure consistency and competitiveness. To support the dealers, ODB has developed a secure "Dealer Only" website that houses essential Sourcewell contract documents, pricing, fees, and terms and conditions, giving them easy access to everything they need to sell through this contract.	*
40	Are your Solutions available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	ODB is launching an e-procurement site GenAlpha. This site was initially launched for parts ordering for the dealers. A product configurator option will be launched for dealers to aid in efficient and accurate order entry. Currently, ODB has not launched a site for use by end customers.	*

Table 5A: Value-Added Attributes (100 Points)

Line Item	Question	Response *	
41	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	ODB provides a thorough training initiative for their products. Immediately upon delivery of a unit an end user, an ODB authorized dealer will provide training on site during the time of delivery. This consists of operations and maintenance. If a member would like more extensive training, they can initiate that request to their local delivering dealer. Many independent dealers offer maintenance agreements for the products they represent and those services can be negotiated directly with that prospective dealer. ODB has training DVD's, and YouTube Videos that include operations, maintenance and safety available at no charge. There can also be video conferencing organized upon customer request.	*

42	Describe any technological advances that your proposed Solutions offer.	ODB's Commitment to Technological Advancement and Innovation: ODB (Old Dominion Brush Company) has been a leader in municipal equipment innovation for over a century, consistently advancing technology to meet evolving industry needs. With several technical innovations and pending patents, ODB continues to set the standard in debris collection and street sweeping. CAN-Controlled Engines and In-Cab CAN Controls: ODB utilizes Controller Area Network (CAN) technology to streamline operations, incorporating CAN controls on its 74HP John Deere diesel, 87HP Kubota gas, and 99HP John Deere diesel engines. This setup simplifies wiring and enables enhanced features such as remote throttle control, safety interlocks, and automatic shutdowns like clutch disengagement. The DCL800SM model, for instance, features in-cab CAN controls that allow for single-person operation, engine diagnostics, and critical safety functions—all from the safety of the truck cab. Eco Mode: ODB's Eco Mode is an innovative, patented feature that enhances efficiency by monitoring equipment status. It automatically adjusts RPM based on boom position or leaf presence in the intake duct, maximizing productivity while reducing fuel consumption by idling down when full power isn't needed. This helps reduce total energy consumption by 30-50%, particularly important given that fan horsepower demand increases exponentially with speed. Turn-Key Hooklift Package for Year-Round Flexibility: In collaboration with Alamo Snow and Ice, ODB now offers a turnkey hooklift package that adapts easily for all-season use, including leaf collection, snow and ice management, and general hauling. ODB has engineered the truck configuration to simplify setup for municipalities, minimizing costly configuration errors and speeding up acquisition. Impeller and Shredder Fan Innovations: ODB has continually refined its impeller and fan designs to improve longevity, performance, and maintenance ease. The company's redesigned fans feature fewer parts and reduced weld requirements, thanks to finite element analysis (FEA). Additionally, the impellers now incorporate a shredding capability with scalloped and toothed blade ends, allowing for smaller debris particles and higher compaction rates. This means more efficient debris collection and fewer trips to disposal sites. To support maintenance, ODB recently introduced a fan removal tool, which, combined with swing-away maintenance access, reduces fan replacement time from 8 hours to 1.5 hours on models like the DCL1000. Virtual Dual Steer System: In response to the rising cost of dual-steering setups, ODB developed a high-definition camera system that provides drivers with a curb-side perspective without requiring a dual-steer installation. This "virtual" dual steer has increased chassis compatibility for ODB equipment, easing integration and enhancing safety. Proportional CAN Boom Controls: The DCL800SM25 model uses proportional joysticks that communicate with power distribution via CAN messaging, enabling smooth, precise boom control. This CAN-based approach allows for easier operation and fine-tuned handling of the boom, increasing both productivity and user control. Efficient Hydraulic Systems: ODB's advanced hydraulic systems include a closed-loop hydrostatic fan drive on models like the DCL1000, reducing hydraulic oil usage and boosting efficiency. The hydraulic valves are non-proprietary and pressure-compensated, ensuring precise, proportional control and long-term reliability. Efficient Fan Production Process: ODB's commitment to innovation extends to manufacturing, where redesigned fans now require fewer parts and welds, lowering production costs and energy usage. Robotically welded, stress-relieved, and dynamically balanced, these fans are built to ensure high quality and long-lasting performance. By focusing on customer needs and investing in cutting-edge technology, ODB remains committed to delivering efficient, reliable, and versatile equipment for municipalities across the country.	*

43	Describe any “green” initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	ODB integrates numerous "Green Initiatives" into the design of their equipment, enhancing recycling and composting programs for yard waste. ODB's vacuum debris collectors are designed to minimize landfill contributions and promote effective composting. Optimized Impeller ODB's impellers are precisely matched to the horsepower of the engine in the debris system. They optimize their weight, airflow inertia, and size to achieve the most efficient performance throughout the engine's power range. Efficient Impeller Production: ODB impellers are laser-cut from metal, ensuring minimal wear and distortion. They are weighed, sorted, and robotically welded to create a balanced fan. ODB's robotic welding delivers highly consistent results, while dynamic balancing with custom hardware and software ensures optimal engine life. ODB's use a sub-harmonic vibratory stress-relief process, which avoids the thermal side effects common in traditional heat-treating methods. This green alternative, endorsed by the U.S. Department of Energy, cuts carbon emissions and energy consumption by up to 98% and significantly reduces weld cracking. This process enhances the durability of our equipment, which is crucial for withstanding the demanding conditions of leaf season. Load Sense: Our Load Sense feature helps prevent overloading, removing the risk of operator error and reducing the energy required to transport an overloaded unit. Height Sense: The Height Sense system automatically adjusts the boom height over debris, while the operator controls two axes with a joystick. This ensures optimal positioning and a more consistent flow through the system, reducing energy consumption by 10-30% and minimizing operator error. Shredding Fan: ODB's shredding impeller grinds debris into a 30% finer mulch using the same energy as a standard impeller. This finer mulch accelerates the decomposition process, making it ready for use as mulch or compost. Star Impeller: Our Star Impeller design reduces the number of parts needed, requiring less energy for cutting, welding, and positioning. This design also allows for robotic welding and creates a more durable impeller that resists fatigue. Single Operator Units: ODB is pioneering technology that allows our equipment to be operated by a single person, compared to the previous requirement of a four-person crew. Features like right-side drive and full in-cab operation enhance visibility and efficiency. Hook Lift Units: Our debris collectors are versatile, using a hook lift system to switch between various configurations such as dump trucks or spreaders. This allows the same chassis to be used year-round for multiple applications. Value Engineering: ODB invests in its engineering team to redesign weldments and assemblies, reducing parts and energy use while maintaining or improving structural integrity. For example, a weldment used in 70% of our machines was streamlined from 32 parts to just two. Environmental Commitment: ODB's products use auxiliary engines that meet the highest EPA emissions standards. Their manufacturing facility actively participates in steel and cardboard recycling programs and utilizes LED lighting to further reduce their environmental impact. Patents 8/2020: U.S. Patent Application for Efficient Engine Operation: This system optimizes energy consumption by over 70% for vacuuming debris, using advanced sensors and logic to determine the precise vacuum needed. It is featured in several 2020 models and has received positive feedback from users. · 10/21/2020: U.S. Patent Application for Non-CDL Patent: This innovation addresses the challenges of transporting bulky material collection equipment by creating a compact, efficient system that can be operated by a light-duty vehicle, reducing energy consumption and eliminating the need for a commercial driver’s license. Newsweek awarded Alarm Group, ODB's parent company, as one of the Greenest Companies in America 2025. See attached document hyperlink. ODB and Alamo Group are committed to sustainable power, 20% of ODB's energy consumption is generated from wind and solar courtesy of Duke Power.	*

44	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	ODB's fans have been certified by two of their national partners, Kubota and John Deere. These certifications confirm that the performance curves of ODB's fans enhance engine efficiency and contribute to reducing operational costs. ODB also has its Fan Balancing equipment certified annually to guarantee that every fan meets high-quality standards, whether it is shipped with a debris collector or sold as an aftermarket part. The engines used by ODB are EPA CARB certified. CARB-compliant equipment generates fewer harmful emissions, toxins, and particulates, leading to cleaner and safer air quality. ODB utilizes fuel tanks produced by Domestic, LLC, which have been certified by the California Air Resources Board under Executive Order RM-17-012B for Spark-Ignition Marine Watercraft Evaporation Emissions. (ca.gov) Chassis purchased by ODB (Freightliner, International, Peterbilt, Isuzu) are "Certified Clean Idle." This certification ensures that the engines produce minimal pollutants while idling, helping to reduce overall environmental impact and maintain better air quality. ODB has built a unit utilizing 100% EV chassis. This unit is in test and expected to be offered on contract in early 2025.	*

45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	Since 1910, Old Dominion Brush (ODB) Company has been a trusted leader in municipal equipment manufacturing, with over a century of expertise in street sweepers and debris collection solutions. ODB's depth of knowledge and commitment to excellence set it apart in the industry. They continuously innovate to develop products that meet and exceed their customers' evolving needs. Through a well-established dealer network, each Sourcewell member can depend on dedicated service to keep their equipment running reliably. Unlike other manufacturers in the field, ODB offers an unmatched product portfolio. Rather than simply selling what's available, ODB's goal is to recommend the right debris collector tailored to each customer's unique application. With a range of 12 models—including both truck-mounted and trailer-mounted options—ODB is equipped to address a wide array of customer needs. As a proud U.S. manufacturer, ODB builds 90% of its products domestically, reinforcing their commitment to quality and local production. ODB's Latest Innovations Include: Eco Mode: This feature reduces energy consumption automatically when full power isn't needed, without requiring operator input. Since fan horsepower is the primary energy draw, and its demand increases exponentially with fan speed, Eco Mode minimizes fan speed as needed, reducing total energy consumption by 30-50%. EV chassis from utilized the newest CARB requirements. ODB now makes products that meet requirements for the entire US and plans to offer this to Sourcewell Members in early 2025. No other supplier of debris equipment offers this wide a variety of products to meet Sourcewell Members needs. Turn-Key Hooklift Package: In partnership with Alamo Snow and Ice, ODB now offers a year-round, all-season hooklift solution. This package enables municipalities to easily switch between attachments for leaf collection, snow and ice management, and flat or dump beds. ODB has done the engineering work, simplifying acquisition and reducing the chance of costly setup errors. Impeller Design Improvements: ODB continues to refine its impeller for greater durability, performance, and ease of maintenance. A recently introduced fan removal tool significantly reduces replacement time, particularly in the DCL1000 model, where fan replacement now takes just 1.5 hours instead of 8, thanks to a swing-away access to the fan housing. Virtual Dual Steer: This high-definition camera system gives drivers a curb-side perspective without the need for traditional dual-steering installation, which is becoming prohibitively expensive. This innovation has made it easier to source compatible chassis each year. Efficient Hydraulic Systems: ODB's DCL1000 model features a closed-loop hydrostatic fan drive that reduces hydraulic oil usage and maximizes efficiency. Across all models, ODB uses a reliable, pressure-compensated, non-proprietary hydraulic valve for precise control and optimal performance. After identifying the market needs of equine centers for quicker, labor-saving, and safer stall shavings clean-outs, ODB assessed their product portfolio for a suitable base model to adapt. The DCL8031E self-contained trailer was selected as it meets these requirements due to its narrow design, which allows it to fit down stable aisles, and its cost-effectiveness to align with the generally lower capital budgets of equine facilities compared to other units. To further tailor it to equine operations, ODB added a 25-foot extension hose for enhanced reach into stalls and a specialized maneuverable nozzle designed for efficient operation within confined spaces—features that are not typically necessary for municipal leaf collection. These adaptations make the 8031E an ideal solution for the equine stall clean-out market. The acquisition of ARM's Leaf and Debris Vacuum product line enhances ODB by creating synergies across product lines, which reduces lead times and lowers costs through shared inventory management, combined sales efforts, and optimized fixed costs. This integration enables ODB to provide greater value to a broader customer base. ARM TruckCorp LLC sold its Leaf and Debris Vacuum product line to ODB. ODB will continue to manufacture and sell the trailer, roll-off, and chassis-mount machines in the product line, including spare parts and service support, under the ARM name. For Sourcewell, this means that ODB can now offer a more versatile range of products, catering to distinct market segments with tailored solutions. While the ODB line is feature-rich, allowing for cost-effective maintenance with replaceable parts, the ARM line offers a simpler design with larger weldments, making it ideal for municipalities that prefer to perform in-house repairs. This distinction allows ODB to meet varied customer needs, from municipalities seeking robust, easy-to-maintain equipment to those needing cost-effective solutions with adaptable service options.	*

46	Describe the safety features your equipment offers such as emergency stop, operator presence control, roll over protection systems, guarding, noise reduction, stability controls, warning lights, etc.	ODB designs its equipment with operator and public safety as a top priority, drawing from customer feedback, industrial best practices, and sound engineering principles. The equipment includes several safety features designed to enhance operator control, reduce risks, and simplify maintenance. ODB sells 50% of its products as a single person operated unit. These units are mounted on a chassis with dual steering to keep the operator out of harms way and in an environmentally and climate controlled cab with all safety features of seat belts, roll over protections, HIPA filters and noise reduction and vibration reduction systems installed. Safety Interlocks: the units are equipped with interlocks that ensure the machine is in the correct configuration before engaging key functions, such as operating the fan, initiating the dump cycle, or performing maintenance tasks. Emergency Stop Functionality: On truck-mounted units, emergency stop buttons are available for remote shutdown from the cab, allowing operators to disable the machine quickly and safely if needed. Comprehensive Guarding: Guarding is applied around areas with potential pinch points and rotating shafts to prevent accidental contact where possible. Enhanced Visibility: Each unit comes with stock strobe lights and conspicuity tape on moving parts to increase visibility and alert others to the machine's presence. Improved Maintenance Safety: New features, such as a door prop, allow operators to secure the door without needing additional assistance. Additionally, bottom exhaust screens are designed for tool-free cleaning, simplifying the process and eliminating the need to remove parts. Ground-Level Maintenance Access: The DCL1000 model is designed for maintenance tasks to be performed from ground level, reducing the need for operators to climb or use ladders for routine part replacements. Dust Suppression System: Included as a standard feature on the DCL1000 and as an option on other models, the dust suppression system redirects dust downward, minimizing airborne particles as the material leaves the collection box and improving air quality around the unit. Through these safety features, ODB ensures that its equipment is built for safe, efficient operation, prioritizing both operator well-being and public safety.
47	Describe any ergonomic features your equipment has such as anti-vibration, suspension and swivel seating, adjustable handles, ergonomic control layout for ease of reach, padded shoulder straps or harnesses, easy pull-start cords, etc.	ODB designs its equipment with operator comfort and ease of use in mind, incorporating a range of ergonomic features to enhance productivity and reduce fatigue. Integrated Joystick Mounting: The operator's joystick is mounted on the armrest inside the truck cab, moving seamlessly with the air-ride seat. This "Deluxe" seat offers full adjustability, robust support, and advanced air suspension, promoting comfort over long shifts. Upgraded Dual Steer System: With the latest Freightliner M2 Plus, ODB's premium dual steer system provides increased legroom and greater space for the operator to maneuver the steering wheel, creating a more comfortable driving environment. Secure Access with Enhanced Safety: All equipment includes strategically placed grab handles to enable three points of contact at all times. Operator steps are wide and grated, ensuring stable footing and reducing foot pressure, even in wet conditions. Optional Wireless Bellypack for Remote Operation: For remote control, a wireless bellypack is available as an upgrade, allowing the operator to run the machine from the comfort of the truck cab. This option provides a quiet, climate-controlled environment protected from external elements. Ergonomically Designed Nozzle Controls: ODB's nozzle controls have evolved to ensure easy operation with minimal strain. The in-cab joystick features a low-pressure deadman trigger, allowing operators to maintain a secure grip throughout the day without experiencing hand fatigue. By prioritizing ergonomics, ODB delivers equipment that not only enhances operational efficiency but also promotes the long-term well-being of its operators.

48	Describe features your equipment offers that positively impact the environment such as low-emission engines, battery powered and electric, eco-mode settings, biodegradable fuel use, water conservation technology, solar powered charging capability, smart technology, auto-shut off/no-idling systems, etc.	ODB is committed to reducing environmental impact through innovative technology and energy-efficient design in their equipment. Eco-Mode for Energy Efficiency: ODB’s pioneering Eco-Mode technology automatically reduces fan speed when active input isn’t needed, resulting in energy savings of 30-50%. This seamless feature conserves fuel and reduces emissions without requiring operator intervention. Single-Engine Configuration: ODB's single-engine models eliminate the need for an additional auxiliary engine, reducing both fuel consumption and maintenance demands. This design improvement minimizes the equipment’s overall carbon footprint and streamlines operation. Electric Chassis Option: ODB's offer models with fully electric chassis, eliminating the need for a traditional diesel-powered engine for propulsion. This electric option reduces greenhouse gas emissions and supports municipalities striving to meet sustainability goals. Through these features, ODB continues to lead in environmentally conscious design, providing municipalities with effective solutions that reduce resource consumption and emissions	
49	Describe the serviceability of the products included in your proposal (parts availability, warranty and technical support, etc.)	ODB prioritizes their customers' ability to have sustainable, serviceable, productive equipment and operational efficiency. Their in-stock parts availability is second to none. They have 90% of parts shipped within 48 hours and 80% within 24 hours. All of the product manuals are posted to the ODBco.com website and, with additional log-in credentials, Sourcewell Members have access online to: ·Hydraulic schematics ·Electrical schematics ·Dealer territory maps ·Parts price list ·Warranty claim forms ·Parts Return Authorization Forms ·Product literature ·Long-term and cold-weather storage guides for both John Deere and Kubota engines ·Winterization and general maintenance materials ·Kubota/John Deere warranty information ·Isuzu extended warranty information ·Unit Wear Item Quick List Comprehensive E-Commerce and Technical Support: ODB's e-commerce platform captures the knowledge of our service team, allowing customers and dealers to search for parts by serial number to ensure accuracy. It also includes access to technical service bulletins, making it a valuable resource for troubleshooting and product maintenance. Dedicated Customer Service and Technical Support Team: ODB's support team includes three dedicated customer service representatives, three warranty administrators, and five engineers available for complex service and warranty issues. This team provides expert assistance to keep equipment running smoothly and addresses technical concerns as they arise. On-Site and Dealer Training Programs: When needed, their service team conducts on-site training to ensure optimal use and maintenance of equipment. Additionally, we host annual sales and service training for dealership partners, enhancing their knowledge of new equipment features and best practices for field support. With these features, ODB provides an unmatched level of service and support, ensuring our customers and dealer partners can rely on them for quick, reliable assistance and streamlined parts access.	

Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment	

50	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or re-sellers if available. Select all that apply.		◉ Yes ○ No	Most of the local dealers that will be involved in this process are SBE, MBE, WMBE, HUB Zone or Veteran owned businesses. The actual participation of each will be dictated by the customer's delivery area. The actual local entity status will be provided to the customer upon request prior to the order being placed. ODB is also utilizing a Small Disadvantaged Woman Owned Business, DuCo, LLC, to administer any awarded Sourcewell Contract.	*
51		Minority Business Enterprise (MBE)	◉ Yes ○ No	Most of the local dealers that will be involved in this process are SBE, MBE, WMBE, HUB Zone or Veteran owned businesses. The actual participation of each will be dictated by the customer's delivery area. The actual local entity status will be provided to the customer upon request prior to the order being placed. ODB is also utilizing a Small Disadvantaged Woman Owned Business, DuCo, LLC to administer any awarded Sourcewell Contract.	*
52		Women Business Enterprise (WBE)	◉ Yes ○ No	Most of the local dealers that will be involved in this process are SBE, MBE, WMBE, HUB Zone or Veteran owned businesses. The actual participation of each will be dictated by the customer's delivery area. The actual local entity status will be provided to the customer upon request prior to the order being placed. ODB is also utilizing a Small Disadvantaged Woman Owned Business, DuCo, LLC to administer any awarded Sourcewell Contract.	*
53		Disabled-Owned Business Enterprise (DOBE)	○ Yes ◉ No	N/A	*
54		Veteran-Owned Business Enterprise (VBE)	◉ Yes ○ No	Most of the local dealers that will be involved in this process are SBE, MBE, WMBE, HUB Zone or Veteran owned businesses. The actual participation of each will be dictated by the customer's delivery area. The actual local entity status will be provided to the customer upon request prior to the order being placed. ODB is also utilizing a Small Disadvantaged Woman Owned Business, DuCo, LLC to administer any awarded Sourcewell Contract.	*
55		Service-Disabled Veteran-Owned Business (SDVOB)	○ Yes ◉ No	N/A	*
56		Small Business Enterprise (SBE)	◉ Yes ○ No	Most of the local dealers that will be involved in this process are SBE, MBE, WMBE, HUB Zone or Veteran owned businesses. The actual participation of each will be dictated by the customer's delivery area. The actual local entity status will be provided to the customer upon request prior to the order being placed. ODB is also utilizing a Small Disadvantaged Woman Owned Business, DuCo, LLC to administer any awarded Sourcewell Contract.	*
57		Small Disadvantaged Business (SDB)	◉ Yes ○ No	Most of the local dealers that will be involved in this process are SBE, MBE, WMBE, HUB Zone or Veteran owned businesses. The actual participation of each will be dictated by the customer's delivery area. The actual local entity status will be provided to the customer upon request prior to the order being placed. ODB is also utilizing a Small Disadvantaged Woman Owned Business, DuCo, LLC to administer any awarded Sourcewell Contract.	*

58		Women-Owned Small Business (WOSB)	● Yes ○ No	Most of the local dealers that will be involved in this process are SBE, MBE, WMBE, HUB Zone or Veteran owned businesses. The actual participation of each will be dictated by the customer's delivery area. The actual local entity status will be provided to the customer upon request prior to the order being placed. ODB is also utilizing a Small Disadvantaged Woman Owned Business, DuCo, LLC to administer any awarded Sourcewell Contract.	*

Table 6: Pricing (400 Points)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *	
59	Describe your payment terms and accepted payment methods.	Payment terms are net 30 unless otherwise arranged prior to purchase on a case-by-case basis.	*
60	Describe any leasing or financing options available for use by educational or governmental entities.	ODB does utilize municipal and non-profit leasing through third party vendors if there is Member interest. ODB does not quote rates or terms for leasing, however it should be known to Members that we have this service available to them. ODB will work with other Sourcewell Awarded Vendors or any leasing agency of the Members Choice.	*
61	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	See the attached Sample Sourcewell Quote	*
62	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	ODB will accept the P-Card or credit cards for all members with no fees for parts. P-card will not be acceptable for leaf vac units.	*
63	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	It is ODB's intent to offer a percentage discount from the manufacturer's base unit list price on every model to Sourcewell Members. ODB mounts some of their products on commercial truck chassis. In order to provide the customer with convenience, faster delivery times and the best pricing available, ODB will offer these truck chassis with no profit associated or a a Pass-Through price. This will enable the Member to utilize quantity discounts that are offered by the chassis manufacturer to body manufacturers. ODB purchases chassis with substantial quantity discounts because they use the buying power of all Alamo Group Companies (Alamo is the parent company of 13 manufacturers including ODB). ODB will allow the customer to supply their own chassis in which to mount the body also.	*
64	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	ODB is proposing a 4% discount from the base model unit MSRP for all of their models.	*
65	Describe any quantity or volume discounts or rebate programs that you offer.	ODB is proposing an additional discount for volume purchases. There will be an additional 1% discount off the base unit price for a single purchase order for 4 or more units. ODB does not offer any rebate programs at this time.	*
66	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or "non-contracted items". For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	It is ODB’s intention to cover all items available on their commercial price lists. ODB does realize, from time to time, there may be individual member requirements that will not be listed. ODB will provide any items “specific” to Sourcewell Member's needs that they are able to. If a Member's specific need is a type of product, ODB will handle such items as a SOR (Special Order Request). The pricing for SOR items will be cost plus 25%. Each SOR request may require engineering, design and/or require technical review. These items will be priced as labor hours added into the cost of the item. Prior to accepting an order with Open Market items from a Sourcewell Member, ODB will discuss the availability and price of a specific item. Any documentation of cost that ODB can provide for these items will be presented on an individual basis when requested.	*

67	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	There are several costs not included in the pricing submitted in this proposal. These costs are listed below: Freight and Delivery: Freight costs will be pre-paid and added to the Members Quote and Invoice. Small items will be, in most cases, delivered by UPS. Other freight carriers may be utilized in shipments, i.e. Federal Express, DHL, common carrier for truck freight and drive-a-way service. Because of the quantity of items shipped by ODB, ODB receives a substantial discount. Members will be able to utilize this discount if requesting shipment to their location. Members may also use their own transportation. Minimal handling fees may be added where special packaging is required. The Member will be notified of these charges if applicable prior to order placement. Federal Excise Tax: ODB is required by law to collect Federal Excise Tax on any truck mounted unit rated above 33,000 GVW. This tax will be added to the customer invoice as a separate line item. ODB will pay this tax directly to the Internal Revenue Service. The rate of tax is calculated at 12%. Most municipal and non-profit entities are exempt from this tax. If ODB is provided a Federal Excise Tax Exemption Certificate, they will not be required to collect this tax. Mounting Fee: This fee is charged to the customer when ordering a truck mounted or hook lift type unit. Mounting fees cover the cost of the mounting of the body on the desired truck chassis or hook lift. Federally Mandated Items: The cost of any federally mandated items will be passed on to the Member. ODB's pricing includes any federally mandated items that are mandated at the time of this proposal. Should there be a Federal Mandate after the date of this proposal, any cost incurred to meet the requirements of this mandate will be passed on to the member. Any costs applicable will be provided to the Member prior to any Purchase Order being issued. This fee would typically be charged to meet any future EPA standards that may arise. An example of such costs would be in meeting Federal Emission Standards. Local Dealer Pre-Delivery Inspection, On Site Training, and Local Delivery Fees: These costs are charged by local dealers to inspect, test, in service the unit, local extended delivery and follow up training. These costs are a pass through cost to the member from the local dealer.	*
68	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	All freight charges are pre-paid and added to the Member quotation for convenience. Members always have the choice of picking up the units at the factory or retain a 3rd party of their choice to deliver the equipment. ODB has negotiated quantity-discounted shipping rates that members can take advantage of. Most offered items are custom built to customer specification. Anticipated delivery of items ordered on a stock chassis or customer supplied chassis is expected to be 45-90 days after receipt of order or customer chassis. Anticipated delivery of an item ordered on a "special order"chassis is expected to be 120-180 days after receipt of order; however, this time can vary greatly depending upon chassis manufacturer back log. Delivery of truck mounted units will be pre-paid and added to Member Quotation and Invoice. Both "Drive-A-Way"service and common carrier service will be used.	*
69	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	The shipping and delivery charges for Canada, Alaska and Hawaii and any other off shore location are the same as the previously stated delivery programs for the contiguous US. The shipping charges to the port location will be calculated in the same manner. If the customer wishes ODB to deliver via ocean transport, ODB will pass on the negotiated shipping rates that they will pay to the ocean transport carrier to the Member. It has been their experience that the customers in these locations usually have their own negotiated rates with shipping carriers. If this is the case, ODB will provide the customer shipping to their desired port and provide the customer with the appropriate documentation required. ODB strives to provide the equipment as customer specified and to their satisfaction upon delivery.	*

70	Describe any unique distribution and/or delivery methods or options offered in your proposal.	As stated above, ODB does have negotiated, competitively bid freight pricing. Most of the ODB Dealers do have units in stock and Member's can purchase those units to enhance delivery times and in some cases better prices for any previous year's inventory.	*
71	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	ODB builds in an automatic audit process. DuCo, LLC, being the proposed Contract Administrator and single source for Sourcewell quotations, allows for this self-audit process. ODB will not have to rely on multiple reports from individual dealerships for an accurate accounting of sales. DuCo will have the ability to account for every sale at time of order. There is no after-the-fact gathering of information. DuCo prepares the quotation for each Member under the Contract guidelines. Every Sourcewell Member quotation delineates the Sourcewell Contract Number. When a Purchase Order is received, ODB will require the Purchase Order to reference the contract number. This process makes it clear for all personnel to recognize that it is a Sourcewell contract sale. The sale, when received, is booked and accounted for on the Sourcewell sales spreadsheet. This makes the end of quarter reporting complete at the actual end of quarter. As a secondary check, when ODB receives a payment for a unit, ODB will verify the contract used for its purchase. This ensures the correct accounting for the sale on a second level.	*
72	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	ODB values the ability to service Sourcewell Members with their products. In order for ODB to ensure they are providing a product that Sourcewell Members want, they will be evaluating the sales, Quarterly and Annually, to ensure growth. ODB will respond accordingly to specific regional performance through Dealer Training as well as participation in Sourcewell training classes. As a member of the Alamo Group, ODB is expected to increase their sales each year. ODB operates with an annual marketing plan to ensure that they maximize their outreach to potential customers, including Sourcewell Members in order to achieve their goal. It is ODB's goal to not only increase its company sales to Sourcewell Members each year but increase their market share to Sourcewell Members. If they are able to see a measured increase in Sourcewell market share when compared to other companies in their product category, they feel this is a strong measurement of success with the Sourcewell Contract.	*
73	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The propose an Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	ODB proposes an administrative fee of 1%. The fee will be calculated on the member price less chassis cost, sales tax (if applicable), and dealer prep/delivery fees.	*

Table 7: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments	
74	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	ODB fully recognizes the value of the national Sourcewell Contract and as such gives the best discounts available to Sourcewell Members	*

Table 8A: Depth and Breadth of Offered Solutions (200 Points)

Line Item	Question	Response *	
75	Provide a detailed description of all the Solutions offered, including used, offered in the proposal.	ODB Debris Collector Equipment: Truck Mounted Units: The Truck Mounted Debris Collector units are a, chassis mounted, fully automated one person operational design. All units are equipped with in cab controls to create a safe and efficient way to collect debris. Truck mounted	

debris collectors are offered within 4 different cubic yard models; the 14, 20, 25, & 30, all standard with the Kubota 3.8L Gasoline 87HP engine, 28" suction impeller with steal blades, electronic engine controls with safety shut downs, 3 axis hose boom, Urethane suction hose with steel nozzle, and many more additional standard features. Our new EV unit chassis will beet the highest environmental requirements of CARB states. ODB will offer this in a standard 25 yard capacity unit in early 2025.

Hook-Lift units: These units have a Hook – lift hook mounted between the frame rails that can lift a framed standard vacuum unit. These units are chassis mounted, fully automated one-person operational design. All units are equipped with in-cab controls to create a safe and efficient way to collect debris. Truck mounted debris collectors are offered within 4 different cubic yard models; the 14, 20, 25, & 30, all standard with the Kubota 3.8L Gasoline 87HP engine, 28" suction impeller with steal blades, electronic engine controls with safety shut downs, 3 axis hose boom, Urethane suction hose with steel nozzle, and many more additional standard features.

Single Engine Chassis mounted units: The single engine unit is a chassis mounted unit , fully automated one person operation. All units are equipped with dual steering and in cab mounted controls for efficiency in debris collection. This unit comes with a 25-yard hopper and is powered off of the chassis engine through a VPD (Variable Power Divider) that drives both a PTO and a hydraulic pump. This allows the unit to transfer about 150 horsepower from the chassis engine to the operation of the fan for vacuum and the hydraulics to operate the boom to pick up the debris. This unit has 30 less maintenance points and is the highest horsepower unit in the industry.

Combo Unit: This unit is a standard hook-lift unit, lift hook mounted between the frame rails that can lift a framed standard vacuum unit. These units are chassis mounted, fully automated one-person operational design. All units are equipped with in-cab controls to create a safe and efficient way to collect debris. Truck mounted debris collectors are offered within 4 different cubic yard models; the 14, 20, 25, & 30, all standard with the Kubota 3.8L Gasoline 87HP engine, 28" suction impeller with steal blades, electronic engine controls with safety shut downs, 3 axis hose boom, Urethane suction hose with steel nozzle, and many more additional standard features. In addition, it also comes with a V body spreader mounted on a hook lift as well as front frame rails extended for accepting a mounting platform for a snowplow with full length trip mechanism. This package is sold as a total package with all of the hydraulic (Force America) controls in place for all attachments.

Self-Contained Unit: The Self Contained Debris Collection category is a trailer mounted debris collection system with a hydraulic dumping box container available in 14, 20, 25 and 30 cubic yard capacities. Combining the power of the Kubota 87HP Gas Engine or the John Deere 4-cylinder 74HP diesel engine with a six blade impeller, the engine is covered by a custom sheet metal enclosure constructed of 16-gauge steel and has front and rear access doors with stamped louvers for optimum ventilation. The Self Contained units have a large 16″ diameter x 100″ long 3/8″ thick wire reinforced rubber hose on the intake. This heavy duty hose is raised and lowered hydraulically by an electric/hydraulic hose boom. The boom swivels on two 1.5″ diameter flange bearings connected to the barrel style inlet allowing for nearly effortless movement of the intake hose. *

Non CDL Unit: The Non CDL unit is a compact version of the self-contained debris collector line offered by ODB. This unit offers a 16 cubic yard hopper mounted on an Isuzu NRR diesel, 215HP non-cdl Chassis, powered by an environmentally friendly 3- cylinder Kubota Diesel 24HP engine with dual steer. This unit is designed as a one person operation, equipped with in cab controls to create a safe and effective work environment. Some of the standard options for The Non CDL include the direct belt drive, Eco Mode, 3 axis boom, 20" impeller, and the 12" urethane suction hose, to only name a few.

Tow behind Units: The tow behind units are trailer mounted, belt driven units created to tow behind a work vehicle to collect debris, shred and blow out into a dump bed, or box. ODB offers 4 different versions of tow behinds to ensure customer satisfaction including the LCT600, LCT6000, LCT650, and LCT450. These units come standard with many options, some of which are the rubber intake hose with steel nozzle, rubber exhaust hose, LED lights and amber flashers, 6 blade impeller, 13" clutch assembly, Electronic Engine controls with engine safety shut down system, as well as many others to add. These units are heavy duty and designed for the toughest jobs.

ARM Brand Overview

The ARM brand complements the ODB product line by offering truck-mounted units and debris collection systems designed with simplicity and affordability in mind, making them accessible to a broader market. The ARM product line also leverages a separate dealer network, effectively expanding ODB's footprint and creating more opportunities through cooperative purchasing programs like Sourcewell. Key product

		offerings include: Truck-Mounted Units ARM truck-mounted debris collectors feature a 25-cubic-yard hopper powered by a 74HP Diesel Kohler engine. These units utilize a direct-drive system, reducing complexity and providing easier operation and maintenance for operators and mechanics. The simpler design results in a cost-effective solution for customers while maintaining the durability and functionality expected in debris collection equipment. Self-Contained Units ARM's self-contained debris collection units are available in 17, 20, 25, and 30-cubic-yard capacities. These trailer-mounted systems provide reliable performance and versatility, allowing municipalities to choose the model that best suits their operational needs. Leaf Loader The ARM brand offers a specialized leaf loader for municipalities seeking a lower-cost, less capital-intensive leaf collection system. This unit is designed to meet seasonal needs efficiently without requiring the investment associated with larger, more complex debris collection equipment. By catering to markets that demand simplicity and affordability, the ARM product line expands ODB's reach and aligns with the company's commitment to serving diverse customer needs. ODB also manufactures a complete line of Sweeper brooms: Gutter brooms, main brooms, strip brooms and wafer brooms for all manufactures in the United States.	
76	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Subcategories of Solutions 1. Leaf Collection Equipment Truck-Mounted Debris Collectors Self-Contained Trailer-Mounted Debris Collectors Non-CDL Debris Collection Units 2. Stormwater Management Solutions Equipment for Clearing Storm Drains and Runoff Areas Tools for Removing Litter from Stormwater Systems 3. Litter and Debris Collection Highway Litter Collection Systems (Departments of Transportation) Municipal Litter Collection Along Roadways and at Transfer Stations Event Cleanup Equipment for Festivals and Urban Areas 4. Landfill and Transfer Station Solutions Yard Waste Collection Systems Wood Chip and Mulch Collection Equipment Equipment for Litter Collection at Municipal and Private Landfills 5. Snow and Ice Management Hooklift-Compatible Equipment: Plows, V-Body Spreaders, and Brining Systems 6. Shoreline and Waterway Cleanup River, Pond, Lake, and Reservoir Litter Collection Systems Surface and Shoreline Cleaning Equipment 7. Equestrian and Agricultural Applications Extended Wander Hose Systems for Cleaning Animal Stalls Livestock and Equine Show Stall Cleaning Solutions 8. Urban Maintenance Solutions Equipment for Augmenting Street Sweeper Fleets Debris Collectors for Festival and Event Cleanup 9. Higher Ed and K-12 grounds and parking lot debris cleaners.	*

Table 88: Depth and 8readth of Offered Solutions

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments	
77	Lawn and garden equipment for all types of lawn, field and turf care, golf course, landscape, sidewalk, walking path, and parking lot maintenance, and snow removal	(•) Yes ( ) No	ODB has demonstrated and repeated success for lawn care companies, golf courses, neighborhoods, sidewalks, walking paths and parking lot maintenance.	*
78	Irrigation and aeration equipment, systems, parts, and installation	( ) Yes (•) No	N/A	*
79	Beach and waterfront maintenance equipment and accessories	(•) Yes ( ) No	ODB has several units installed for beach litter collection. Several waterside towns have purchased these units to vacuum debris from the water surface and the shoreline. Many units operate daily from a boat to pick up debris.	*

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- Pricing - ODB SW Pricing 11_25_24.xlsx - Tuesday November 26, 2024 12:04:31
- Financial Strength and Stability - Financial Strength Doc.zip - Saturday November 23, 2024 08:58:11
- Marketing Plan/Samples - Marketing and Awards.zip - Saturday November 23, 2024 08:58:46
- WMBE/MBE/SBE or Related Certificates (optional)
- Standard Transaction Document Samples - EXAMPLE SW 031121 ODB QUOTE .pdf - Saturday November 23, 2024 08:59:05
- Requested Exceptions - Master Agreement_Grounds_Maintenance_Eqt_RFP_112624 Clarification to Spec Article 2 number 11.pdf - Monday November 25, 2024 14:29:07
- Upload Additional Document - Additional Documents.zip - Saturday November 23, 2024 09:00:01

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.

3. The Proposer certifies that:

(1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and

(3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.

5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.

6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.

7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

8. Proposer its employees, agents, and subcontractors are not:

1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;
2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or
3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - M.J. DuBois, Contract Administrator, Old Dominion Brush Company, LLC

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column **"I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum 6 Grounds Maintenance Eqpt RFP Tue November 12 2024 03:29 PM	☑	1
RFP 112624 Grounds Maintenance Equipment Pre-Proposal Recording Link Mon November 11 2024 08:17 AM	☑	1
Addendum 5 Grounds Maintenance Eqpt RFP Fri November 8 2024 10:31 AM	☑	2
Addendum 4 Grounds Maintenance Eqpt RFP Mon November 4 2024 04:03 PM	☑	1
Addendum 3 Grounds Maintenance Eqpt RFP Mon October 28 2024 03:53 PM	☑	2
Addendum 2 Grounds Maintenance Eqpt RFP Wed October 16 2024 08:40 AM	☑	2
Addendum 1 Grounds Maintenance Eqpt RFP Wed October 9 2024 07:54 AM	☑	2

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION

Kristie Basile, Senior Administrative Assistant, kbasile@columbiatn.gov, 931-560-1010

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE CONTRACT BETWEEN THE CITY OF COLUMBIA AND WATER MANAGEMENT SERVICES, LLC, FOR PUMPKIN CREEK AND BEAR CREEK PIKE SEWER CAPACITY ANALYSIS AND DEVELOPMENT OF SEWER CAPACITY FEES IN AN AMOUNT NOT TO EXCEED $45,000.

RECOMMENDATION: Approve.

INFORMATION: The City of Columbia's Wastewater Department requests the mayor to sign the Contract between the City of Columbia and Water Management Services, LLC, Consulting Engineers to assist in the development of a sewer fee structure to recover costs associated with infrastructure improvements not to exceed $45,000. The improvements will be within the Pumpkin Creek and Bear Creek Pike drainage basins previously identified as required to accommodate the future development within the sewer service area.

CERTIFICATION: The Chief Financial Officer certifies that $45,000 is budgeted and unencumbered in Wastewater - Treatment Plant - Professional Services.

ATTACHMENTS: Staff Report Sewer Fee Structure, Water Management Contract.

AGREEMENT FOR

PUMPKIN CREEK AND BEAR CREEK PIKE SEWER CAPACITY ANALYSIS AND DEVELOPMENT OF SEWER CAPACITY FEES

Agreement for Engineering Services between the City of Columbia and Water Management Services, LLC, Consulting Engineers, 2 International Plaza; Suite 401, Nashville, Tennessee 37217. This Agreement is entered into on the ___ day of ____________, 2026, by and between Water Management Services, LLC, hereinafter called the "**ENGINEER**" and the City of Columbia, Tennessee hereinafter called the "**OWNER**".

WITNESSETH:

WHEREAS, the **OWNER** desires to enter into an agreement with a qualified consultant engineering firm to assist in the development of a sewer fee structure to recover costs associated with infrastructure improvements within the Pumpkin Creek and Bear Creek Pike drainage basins previously identified as required to accommodate the future development within the sewer service area. These improvements include the cost for the development and construction of the following projects:

- Bear Creek Pike pump station upgrade;
- And Bear Creek Pike force main upgrade;
- Pumpkin Creek intermediate pump station upgrades;
- Pumpkin Creek gravity sewer capacity upgrades;
- Pumpkin Creek force main upgrades;
- Wastewater treatment plant upgrade overrun cost;

WHEREAS, the information to be gathered and analyzed by the **ENGINEER** shall include but not be limited to a review of existing flow metering data and pump station runtimes. In addition, this evaluation will include hydraulic analysis of the capacities of the interceptor sewer mains and pump stations which convey flows to the wastewater treatment plant;

WHEREAS, the **ENGINEER** shall provide an estimated costs to implement identified options and utilize this cost as the basis for the recommendations for the development of sewer system assessment fees for these drainage basins;

NOW, THEREFORE, for and in consideration of certain compensation provisions hereinafter specified, the **ENGINEER** agrees to do, at their own cost and expense, all of the engineering work as hereinafter specified under Article II - Scope of Services of this Agreement.

ARTICLE I - RESPONSIBILITY OF THE ENGINEER

The **ENGINEER** is responsible for the professional quality, technical accuracy, timely completion and coordination of all designs, drawings, specifications, reports, and other services furnished by the **ENGINEER** under this Agreement. The **ENGINEER** shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in his designs, drawings, specifications, reports, and other services.

The **OWNER'S** approval of reports and incidental work or materials furnished hereunder shall not relieve, in any way, the **ENGINEER** of responsibility for the technical adequacy of his work. The **OWNER'S** review, approval, acceptance, or payment of his work shall not be construed as a waiver of any rights under this Agreement or of any cause for action arising out of the performances of this Agreement.

ARTICLE II - SCOPE OF SERVICES

Authorized engineering services performed by the **ENGINEER** under the Agreement shall include the services as hereinafter specified under Division "A" through Division "B" of this Agreement.

DIVISION "A" – PRELIMINARY INVESTIGATION PHASE

Services performed by the **ENGINEER** under this Division "A" shall include the assembly and review of records and drawings, flow meter and pump station runtime data for the drainage basins, review of previous reports, and the review of preliminary and final cost estimates for the construction of identified facilities.

ENGINEER shall engage in a kickoff meeting with development services and the **OWNER** to define the current development plan for the identified sewer service area. A preliminary memorandum will be prepared and submitted to the **OWNER** for review and approval of the final scope of work prior to the preparation of the engineering report.

DIVISION "B" – ENGINEERING REPORT

Services performed by the **ENGINEER** under this Division "B" shall include the development of recommendations for a sewer assessment fee structure to recover the cost associated with the improvements of the sewer system as identified to increase capacity and provide service within these areas.

The **ENGINEER** will develop a preliminary ordinance for review and consideration by the City Attorney and will assist the **OWNER** in the development of the final version of the ordinance that would be adopted.

ARTICLE III - PERIOD OF SERVICE

Division of Engineering Services	Start Date	Completion
Engineering Report	Upon Execution	270 days

If, without the fault or negligence of the **ENGINEER**, the performance of all or any part of the work is suspended, delayed, or interrupted by an act of the **OWNER** or any government agency, an adjustment may be necessary in the cost of and time for performance of such an Agreement. Such amendment to the Agreement shall be negotiated between the **OWNER** and **ENGINEER** to establish a modified amount and the amount shall be set forth in writing accordingly.

It is understood and agreed by the **OWNER** and the **ENGINEER** that the cost ceiling established in Article V - Compensation - for the services designated in Article III is based upon the completion of the engineering services with the periods set forth herein. Should any other conditions outside the control of the **ENGINEER** create a need for a longer period, all or part of the costs set forth hereto may be renegotiated by the **OWNER** and the **ENGINEER**.

ARTICLE IV - COMPENSATION

The **OWNER** and the **ENGINEER**, having negotiated for the performance of certain engineering services in **Article II** as described herein before, mutually agree to a "not-to-exceed" fee ceiling that shall not exceed the amounts shown in the following table.

Division of Engineering Services	Basis of Fee	Not-to Exceed Fee Amount
Engineering Report	Hourly Rate	$45,000.00

Services to be performed under **Article II** shall be undertaken subsequent to the execution of this agreement by the **ENGINEER** and the **OWNER**. The **OWNER** agrees to compensate the **ENGINEER** by making payments based upon the services performed by personnel of the **ENGINEER**. These rates include payroll-related overhead costs such as social security, group insurance and taxes, as well as general office overhead and profit. No separate charge is made for secretarial time, other office administrative personnel, and incidental expenses such as highway travel, telephone, report printing, computer time and mailing expenses. All of these are included in the overhead costs and are not separately charged to the client.

The **ENGINEER** reviews scheduled fees on an annual basis. New fee schedules are issued as warranted but no more frequently than once annually. The standard billing rates as established in the attached current schedule of fees.

Overtime, if any, of non-exempt personnel (Technician and Inspector) shall be 1.5 times the indicated rate. Services provided to the **ENGINEER** on a sub-consultant or sub-contract basis such as, but not limited to, survey, subsurface investigation and material testing, shall be paid for in the amount billed to the **ENGINEER**.

ARTICLE V – TERMINATION

This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party; provided that no termination may be affected unless the other party is given (1) not less than ten (10) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate, and (2) an opportunity for consultation with the terminating party prior to termination. Lack of orderly progress of an assignment caused by the **ENGINEER** shall constitute substantial failure.

This Agreement may be terminated in whole or in part in writing by the **OWNER** for its convenience, provided that the **ENGINEER** is given (1) not less than ten (10) calendar days' written notice of intent to terminate, and (2) an opportunity for consultation with the terminating party prior to termination.

ARTICLE VI – LIMIT OF LIABILITY

To the fullest extent permitted by Laws and Regulations, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of **ENGINEER** and to **OWNER** and anyone claiming by, through, or under the **OWNER** for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied of **ENGINEER** o shall not exceed the total compensation received by **ENGINEER** under this Agreement.

To the fullest extent permitted by Laws and Regulations, **OWNER** shall indemnify and hold harmless **ENGINEER** from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Project, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of **OWNER** or **OWNER'S** officers, directors, members, partners, agents, employees, consultants, or others retained by or under contract to the **OWNER** with respect to this Agreement or to the Project. Nothing in this agreement shall be construed as a waiver of any defenses, immunities or liability limits that **OWNER** may have under the Tennessee Governmental Liability Act or other applicable law.

ARTICLE VII - GENERAL TERMS AND CONDITIONS

The **OWNER** and the **ENGINEER** bind themselves, their partners, successors, executors, administrators and assigns to the other party of this Agreement, and neither the **OWNER** nor the **ENGINEER** shall assign, sublet or transfer his interest in this Agreement without written consent of the other. It is understood and agreed that minor changes in the Partnership of the **ENGINEER** shall not operate to cancel this Agreement.

IN WITNESS THEREOF, the parties have made and executed this Agreement as of the day and year first above written.

OWNER: CITY OF COLUMBIA

BY: ______________________________
Mayor – Chaz Molder

BY: ______________________________
Thad Jablonski – City CFO

Approved as to legal Form:

BY: ______________________________
Jake Hubbell – City Attorney

ENGINEER: WATER MANAGEMENT SERVICES, LLC

BY: ______________________________
Steven M. Jones, Partner

WITNESS:

____
Roger Boyers, Partner

TABLE 1 - SCHEDULE OF FEES

Classification	Hourly Rate
Project Manager	$175.00
Project Engineer	$165.00
Construction Manager	$155.00
Senior Engineer	$150.00
Engineer III	$125.00
Engineer II	$120.00
Engineer I	$110.00
Senior Designer/ Technician	$140.00
Designer/Technician II	$120.00
Designer/Technician I	$105.00
Inspection	$90.00

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Jennifer Jeter Administrative Assistant to Fire Chief, 931-560-1734, jjeter@columbiatn.gov

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE TENNESSEE DEPARTMENT OF COMMERCE & INSURANCE, STATE FIRE MARSHAL'S OFFICE, INITIAL RESCUE SQUAD RECOGNITION APPLICATION AND ANY OTHER RELATED DOCUMENTS ON BEHALF OF THE CITY OF COLUMBIA, AND APPROVE THE REQUIRED $50 APPLICATION FEE

RECOMMENDATION: Approve.

INFORMATION: Columbia Fire & Rescue is submitting an application to the Tennessee State Fire Marshal's Office for official Rescue Squad Recognition. As part of the application process, the State requires certification by the highest-ranking elected official or approval by the local governing body and includes a $50 application fee.

CERTIFICATION: The Chief Financial Officer certifies that $50 is budgeted and unencumbered in Fire – Investigations - Other Services.

ATTACHMENTS: Staff Report TARS, TARS Recognition Application.

JOURNAL COMMUNICATIONS
CUSTOM MEDIA. CUSTOM CONTENT.

6550 Carothers Pkwy - Suite 420
Franklin, Tennessee 37067
(615) 771-0080 - Fax: (615) 771-0079

Sales Rep(s)
Mary Ann Stafford
(615) 771-5569, Ext. 229
mstafford@jnlcom.com

Contract Number: 5196

PO Number: xxxxx

Date: 08-14-2026

City of Columbia, TN
Kellye Murphy
700 N Garden St
Columbia, TN 38401

Advertiser
City of Columbia, TN
#12464
700 N Garden St
Columbia, TN 38401

Production Contact
Kellye Murphy
(931) 560-1510
kmurphy@columbiatn.GOV

Contract Description:
1/3 horizontal ad-new ad to be submitted-requesting same area placement
Featured Attraction with photo listing-Visit Columbia-Welcome Center-updates possible
Will have approval from the City of Columbia by 9/14/2026

Publication	Issue	Ad Size	Premium Position	Section	Wall Date
JT - Tennessee Vacation Guide - 0201 - Print	10 - 2027 Edition	TVG - 1/3 Square	General Placement	TVG-Middle Stand Alone Advertiser	12-18-2026
JT - Tennessee Vacation Guide - 0201 - Print	10 - 2027 Edition	TVG - Featured Attractions + Photo	TVG - Feature Attraction	TVG-Middle-South Central Stand Alone Advertiser	12-18-2026

Total Discount: $3,715.00

Total Contract $10,000.00

Advertisement Terms

TERMS
NET 30 DAYS FROM THE DATE OF INVOICE. Rates are net unless otherwise indicated. A finance charge at a MONTHLY RATE of 1.5% is added to the contracted balance if unpaid for 30 days. This is an annual percentage rate of 18%.

Credit Card Processing Fee
All payments processed by a credit card will add a 3% processing fee to the balance.
CONDITIONS
This is an order and authorization to secure advertising space with Journal Communications Inc.

If the Advertiser or Agency needs to cancel the contracted advertising space, the Advertiser or Agency must submit written notice of cancellation within 7 days of the contract, via certified mail, to the Publisher.

If the Advertiser or Agency fails to adhere to the deadline for submitting ad materials as stated, the Publisher will run a previous ad or run the Advertiser's name and address in the space committed for the ad.

Publisher reserves the right to hold the Agency and/or Advertiser jointly and severally responsible for monies due and payable to Publisher. The venue for any disputes arising hereunder shall be Williamson County, Tennssee. Tennessee Law shall govern all provisions of this contract. The Agency agrees that it is acting for its disclosed principal, the Client, and as such binds itself and the Client to the terms and conditions of this contract. Agency shall be liable for payment of sums due hereunder.

Publishers may look to either the Agency or the Advertiser for payment. Payment by the Advertiser to the Agency does not alleviate the obligation of the Advertiser to the Publisher for payment in full. The Publisher is not responsible for any type of errors set by the Publisher for advertisements that have been proofed and approved by the Advertiser or its Agency.

PROOFING POLICY

A PDF color proof will be emailed for approval before publication for all original ads. Changes requested by the Advertiser and/or Agency on this proof will be provided at no charge, and a second proof will be emailed if requested. ***Any changes requested by the Advertiser after the second proof will be billed for production time at an hourly rate (minimum $50).***

Journal Communications Inc. does not provide proof for ads submitted digitally or as film. Ad content is subject to Publisher's approval. It is understood the Advertiser and/or Agency has approved the material before its receipt. The publisher will conclude that the files are set up as the Advertiser and/or Agency intends them to be produced and we will output the ad as supplied. The publisher is not responsible for the final quality of the ad. If there is a pre-press problem with the submitted digital file, any extra charges incurred will be billed to the Advertiser and/or Agency with a detailed explanation of the problem.

"Vendor agrees that, during the performance of this Agreement, they will not discriminate against any employee or applicant for employment because of race, color, national origin, religion, sex, age, disability, pregnancy (including childbirth or a medical condition related to pregnancy or childbirth), protected genetic information, or reprisal. Vendor further agrees that Vendor will fully comply with any and all applicable Federal, State and local equal employment opportunity statues, ordinances and regulations, including, but not limited to, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, the Age Discrimination in Employment Act of 1967, the Pregnancy Discrimination Act, the Pregnant Workers Fairness Act of 2022, the Genetic Information Act of 2008, and the Equal Pay Act of 1963. Nothing in this section shall require the Vendor to comply with or become liable under any law, ordinances, regulation or rule that does not otherwise apply to the Vendor."

Production Specifications

SUBMITTING A DIGITAL AD

For submitted digital files, our free services include checking Advertiser- and/or Agency-submitted files to ensure they meet our specifications for magazine printing. Journal Communications is not responsible for enhancing your digital files, resizing to match ad space purchased or proofreading for spelling and grammatical errors. The quality of submitted digital files is the responsibility of the submitter.

If files deviate from the size or specifications on the Digital Submission form, the files will be rejected and must be resubmitted. Please proof your ad carefully before submission. Resubmitted files will be subject to a $50 processing fee.

We do not provide proof for ads we did not produce. It is understood that the files are set up as the Advertiser intended and were approved prior to submission to Journal Communications Inc.

Any extra charges incurred by Journal Communications Inc. due to problems with supplied files will be billed to the Advertiser with a detailed explanation of the problem.

ORIGINAL ADS

Journal Communications Inc. can assist in producing an original ad. The advertiser and/or Agency should provide a basic layout with all necessary materials to produce the ad. The advertising salesperson will assist in this process. Journal's Ad Production division provides basic typesetting and design services for original ads free of charge. **These do not include services that an advertising agency would provide.** Journal Communications free basic typesetting and design services include:

- Typing customer-provided text
- Choosing a visually pleasing, professional font
- Placing logo and/or photos in provided layout.

Custom production work, such as cleaning up rough logos, resetting logos, drawing maps, and outlining photos, can be performed at an extra charge. Custom work is billed at $75/hour.

Custom photo work, such as feathering, fading, or custom edging, can be performed at a fixed rate per photo. *Please note: All charges/rates listed are subject to change.*

FORMATTED ADS

- All ads produced by the Publisher are formatted in the style approved by the magazine client.
- Visit ads.jnlcom.com for specifications and submission guidelines.
- A low-resolution PDF proof will be emailed before publication.
- Custom production work is available at an hourly rate of $75/hour.

Please note: All charges/rates listed are subject to change.

ONLINE ADS

Visit livmedia.com/ads for submission guidelines.

LISTING ENHANCEMENTS

For enhancements that include a logo, new logos must be submitted by the materials deadline on the contract. Logos that are not received by the deadline will receive a standard logo to be determined by the Publisher.

Representative Mary Ann Stafford	**Date** 08-14-2026	**Customer Signature** Charles (Chaz) M. Molder	**Date**

Attested By:

Thad H. Jablonski, City Recorder

Approved as to Legal Form:

Jake Hubbell, City Attorney

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Jennifer Jeter, Administrative Assistant to Fire Chief, 931-560-1700, jjeter@columbiatn.gov

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN A NETTN PARTICIPATION AGREEMENT BETWEEN THE CITY OF COLUMBIA AND AT&T ENTERPRISES, LLC UTILIZING THE PRICING OUTLINED WITHIN THE MASTER SERVICE AGREEMENT.

RECOMMENDATION: Approve.

INFORMATION: This agreement is pertaining to moving AT&T Fiber from the Old Reservoir Hill building site to the new building which links our East Tower to Reservoir Hill. Once the facilitation agreement is signed and returned to AT&T the order/installation process will start. The first step of the installation process is a site walk by an AT&T Engineer. The Engineer will determine where the fiber will be run to the building. If any special construction cost is revealed AT&T will present it to the City of Columbia by a letter. Any additional expenses, such as special construction costs, would be identified as noted in the attached agreement. No additional work will be completed without being proposed to the City Council in advance.

CERTIFICATION: The Chief Financial officer certifies that $3,818.28 is budgeted and unencumbered in Fire – Admin – Other Services.

ATTACHMENTS: Staff Report AT&T, AT&T Agreement.

NETTN PARTICIPATION AGREEMENT

This NetTN Participation Agreement (the "**Participation Agreement**"), effective as of the first date when it has been signed by both Parties (the "**Effective Date**") is between AT&T Enterprises, LLC, successor in interest to AT&T Corp. ("**AT&T**") and **City of Columbia** ("**Participant**;" each of Participant and AT&T, a "**Party**," and Participant and AT&T together, the "**Parties**").

Preliminary Statement

AT&T and the State of Tennessee, Department of Finance & Administration – Strategic Technology Solutions (STS) ("**State**"), are parties to that certain Contract effective January 15, 2024, identified by Agency Tracking Number RFP 31701-03391 and Edison Record ID 81060 (as now or hereafter amended, restated, or otherwise modified, the "**Master Agreement**");

Participant wishes to procure products and/or services subject to the terms and conditions of the Master Agreement and this Participation Agreement;

Accordingly, the Parties agree:

1. Participant's as Authorized User. Participant represents and warrants that Participant is an Authorized User.

2. Term. This Participation Agreement is effective as of the Effective Date and shall run concurrently with the Master Agreement unless sooner terminated in accordance with its terms.

3. Acceptance of Master Agreement and Access to Master Agreement Pricing. Participant accepts the terms of the Master Agreement and agrees that with respect to the transactions under this Participation Agreement, AT&T can enforce such terms vis-à-vis Participant as if Participant were the State under the Master Agreement. AT&T will extend Master Agreement pricing to Participant for all orders accepted.

4. Notices. Notices and other communications will be sent subject to the terms of the Master Agreement, except that Participant's notice information is as follows:

   Name: Joey Norman
   Address: 700 N Garden Street,
   Columbia, TN 38401

   Email: JNorman@Columbiatn.gov
   Phone: 931.797.8540

5. Invoicing and Payment.

   a. Participant Invoice Destination. AT&T will use commercially reasonable efforts to invoice Participant within 45 days of the close of the applicable billing period, to the following address:
   700 N Garden St
   Columbia, TN 38401

   a. Payment. Payment is due without setoff within 30 days after the date of the invoice (unless another date is specified in an applicable Tariff or Guidebook) and must refer to the invoice number. [Except in the case of State agencies or as required by applicable law,] Participant will not be required to pay charges initially invoiced more than 6 months after close of the billing period in which the charges were incurred, except for calls assisted by an automated or live operator.

6. Miscellaneous.

   a. Defined Terms. Capitalized terms used but not otherwise defined in this Participation Agreement have the meanings ascribed to them in the Master Agreement.

b. Entire Agreement. This Participation Agreement, together with the Master Agreement, constitutes the entire agreement of the Parties as to its subject matter, and there are no other representations, understandings or agreements between the Parties as to such subject matter. In the event of conflict between this Participation Agreement and the Master Agreement, the terms and conditions of this Participation Agreement shall govern for the purpose of this Participation Agreement only.

c. Facsimile Signatures. An original signature to this Participation Agreement that is transmitted by a Party via facsimile or other electronic transmission of a scanned document (e.g., .pdf or similar format) shall be a true and valid signature for all purposes hereunder and shall bind the Parties to the same extent as that of an original signature.

d. Counterparts. This Participation Agreement may be executed in multiple counterparts, each of which shall be deemed to be an original but all of which together shall constitute only one document.

IN WITNESS WHEREOF, each Party has caused this Participation Agreement to be executed by its duly authorized representative

Emergency Director	**AT&T Enterprises, LLC**
By:____________________	By:____________________
(Typed or Printed Name)	(Typed or Printed Name)
(Title)	(Title)
(Date)	(Date)

Attested By:

____

Thad H. Jablonski, City Recorder

Approved as to Legal Form:

____

Jake Hubbell, City Attorney

ATT NETTN PA 072424 V1

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT
Bailey Fitzgerald, Chief's Administrative Assistant, bfitzgerald@columbiatn.com, 931-560-1612

AGENDA ITEM TITLE: APPROVE THE PURCHASE OF EIGHT (8) 2026 FORD POLICE INTERCEPTOR AWD VEHICLES FROM TWO RIVERS FORD IN THE AMOUNT OF $354,272 UTILIZING STATEWIDE CONTRACT #209

RECOMMENDATION: Approve.

INFORMATION: The purchase of these eight (8) 2026 Ford Police Interceptor AWD vehicles will cost the City of Columbia $354,272.00, utilizing SWC #209, for the purpose of replacing old fleet vehicles. These vehicles will be upfitted with proper equipment to be used in the Patrol Division as marked police units.

CERTIFICATION: The Chief Financial Officer certifies that $354,272 is budgeted and unencumbered in Capital – Police-Patrol-Auto.

ATTACHMENTS: Staff Report Ford Interceptors, Two Rivers Ford Quote, State Contract Dealership Letter.

Two Rivers Ford

TWO RIVERS FORD 40 YEARS

CONTRACT# 88786

Date: 08/05/2026

Government Agency	
Agency Name	City of Columbia
Street Address	
City, State, Zip Code	

Dealer	
Dealership Name	Two Rivers Ford
Street Address	76 Belinda Parkway
City State, Zip Code	Mount Juliet, TN 37122

FIN Code	

SWC 209 Contract #	00088786

QTY	ORDER NUMBERS	VEHICLE DESCRIPTION (BODY CODE)	UNIT PRICE	LINE TOTAL
1	TBD	2026 Ford Police Interceptor AWD. SUV. (K8A-500a)	$44,284.00	$44,284.00
		3.3 Liter V-6 w/ 10 Speed Transmission		
		Additional Options:		0.00
		Exterior color-Black		$44,284.00
		Interior color- Charcoal cloth Frt.& Rear		
If needed, you may attach an additional list of order numbers				
		TOTAL PURCHASE	8	$354,272.00

Government Agency Representative	
Signature	
Printed Name/Title	
Date	
Email	
Telephone	

Dealership Sales Representative	
Signature	John Hamby
Printed Name/Title	John Hamby
Date	08/05/2026
Email	jhamby@tworiversford.com
Telephone	615-631-6569

By signing this document, I confirm that I have authorized the selling dealer to place a vehicle order under my FIN code for the stated orders listed above. I understand that placing an order does not guarantee production.

By signing this document, I confirm that I have received authorization from the stated Purchaser to place a vehicle order under their FIN code. I understand that the information on this form is subject to audit.

Attested By:

Thad H. Jablonski, City Recorder

Approved as to Legal Form:

Jake Hubbell, City Attorney

2026 Police Interceptor Utility AWD Base (K8A)

Price Level: 620

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
K8A	Base Vehicle Price (K8A)	$48,550.00
Packages		
500A	Order Code 500A *Includes:* *- 3.73 Axle Ratio* *- Tires: 255/60R18 as BSW* *- Wheels: 18" X 8" 5-Spoke Painted Black Steel* *Includes black wheel-lip molding, polished stainless steel hub cover and center caps.* *- Unique HD Cloth Front Bucket Seats w/Vinyl Rear* *Includes reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt with manual recline, 2-way power lumbar), passenger 8-way power track with 2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks.* *- Radio: AM/FM/MP3 Capable* *Includes 100 watt siren/speaker prep kit, clock, 4 speakers, 1 USB port, 8" color LCD screen center-stack smart display, supports Android Auto and Apple CarPlay and fleet telematics modem. Allows data to be provided to support Ford Pro telematics and data services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at https://fordpro.com/en-us/telematics/ or call 1-833-811-FORD (3673).* *- SYNC Phoenix Communication & Entertainment System* *Includes hands-free voice command support compatible with most Bluetooth connected mobile devices, 911 Assist, VHR, SYNC Services, AppLink, Bluetooth, steering wheel controls, USB port and auxiliary input jack.*	N/C
Emissions		
425	50-State Emissions System	STD
Powertrain		
99B	Engine: 3.3L V6 Direct-Injection *136-MPH top speed. Deletes regenerative braking and lithium-ion battery pack; adds 250-amp alternator and replaces 19-gallon tank with 21.4-gallon tank.*	N/C
44U	Transmission: 10-Speed Automatic (44U)	N/C
STDAX	3.73 Axle Ratio	Included
Wheels & Tires		
STDTR	Tires: 255/60R18 as BSW	Included
STDWL	Wheels: 18" X 8" 5-Spoke Painted Black Steel *Includes black wheel-lip molding, polished stainless steel hub cover and center caps.*	Included

2026 Police Interceptor Utility AWD Base (K8A)

Price Level: 620

As Configured Vehicle (cont'd)

Code	Description	MSRP
Seats & Seat Trim		
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear *Includes reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt with manual recline, 2-way power lumbar), passenger 8-way power track with 2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks.*	Included
Other Options		
PAINT	Monotone Paint Application	STD
119WB	119" Wheelbase	STD
STDRD	Radio: AM/FM/MP3 Capable *Includes 100 watt siren/speaker prep kit, clock, 4 speakers, 1 USB port, 8" color LCD screen center-stack smart display, supports Android Auto and Apple CarPlay and fleet telematics modem. Allows data to be provided to support Ford Pro telematics and data services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at https://fordpro.com/en-us/telematics/ or call 1-833-811-FORD (3673).* *Includes:* *- SYNC Phoenix Communication & Entertainment System* *Includes hands-free voice command support compatible with most Bluetooth connected mobile devices, 911 Assist, VHR, SYNC Services, AppLink, Bluetooth, steering wheel controls, USB port and auxiliary input jack.*	Included
153	Front License Plate Bracket	N/C
51R	Driver Only LED Bulb Spot Lamp (Unity)	$400.00
68G	Rear-Door Controls Inoperable *Locks, handles and windows. Can manually remove window or door disable plate with special tool. Locks/windows operable from driver's door switches.*	$80.00
Exterior Color		
UM_01	Agate Black	N/C
Interior Color		
9W_01	Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Vinyl Rear	N/C

SUBTOTAL	$49,030.00
Destination Charge	$1,795.00

STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES
CENTRAL PROCUREMENT OFFICE

Statewide Multi-Year Contract Issued to:

Two Rivers Ford Inc
76 Belinda Pkwy
Mount Juliet, TN 37122-3772

Contract Number: 0000000000000000000088786
Title: SWC209
Start Date : October 24, 2025
End Date: June 30, 2028
Renewals: 0

Is this contract available to local government agencies in addition to State agencies?: Yes

Authorized Users. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

a. all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);

b. Tennessee local governmental agencies;

c. members of the University of Tennessee or Tennessee Board of Regents systems;

d. any private nonprofit institution of higher education chartered in Tennessee; and,

e. any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

Contract Contact Information:
State of Tennessee
Department of General Services, Central Procurement Office
Contract Administrator: Michael Neely
3rd Floor, William R Snodgrass, Tennessee Tower
312 Rosa L. Parks Avenue
Nashville, TN 37243-1102
Phone: 615/741-5971
Email: michael.t.neely@tn.gov

Line Information
Line 1
Item ID: 1000179934
Police Vehicles Ford , Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-TWO RIVERS-001

Line 2
Item ID: 1000179936
Minivan and Full-size Vans Ford (Passenger, Cargo, Cut-Away), Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-TWO RIVERS-002

Line 3
Item ID: 1000179937
Sport Utility Vehicles Ford (SUVs), Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-TWO RIVERS-003

Line 4
Item ID: 1000179938
Light Trucks Ford (Class 1,2,3,4,5) Pickup or Chassis Cab, Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-TWO RIVERS-004

Line 5
Item ID: 1000179941
Optional Equipment, Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-TWO RIVERS-006

APPROVED:	Michael E. Perry Digitally signed by Michael F. Perry DN: cn=Michael F. Perry, o=State of TN CPO , ou=Department of General Services, email=mike.perry@tn.gov, c=US Date: 2025.10.14 14:13:22 -05'00'	BY:	Mike Neely Digitally signed by Mike Neely Date: 2025.10.14 13:55:19 -05'00'	
	CHIEF PROCUREMENT OFFICER		PURCHASING AGENT	DATE

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT

Bailey Fitzgerald, Chief's Administrative Assistant, bfitzgerald@columbiatn.com, 931-560-1612

AGENDA ITEM TITLE: APPROVE THE PURCHASE OF EIGHT (8) IN-CAR/BODY CAMERA SYSTEMS FROM MOTOROLA IN THE AMOUNT OF $65,332.48

RECOMMENDATION: Approve.

INFORMATION: Today's law enforcement environment requires accountability and documentation of all actions taken by officers in the field. In an effort to fulfill this requirement, the department uses Motorola Solutions for both in-car(m500) and body camera systems(V700). It was determined that a system integrating both an in-car camera system with a body camera into a single video record of an enforcement event to be the best option for the City. These eight (8) cameras systems are the same make and model as purchased previously and they will integrate with our current hardware and software systems.

CERTIFICATION: The Chief Financial Officer certifies that $65,332.48 is budgeted and unencumbered in Capital – Police-Patrol-Auto.

ATTACHMENTS: Motorola Staff Report, Motorola Quote Revised Quantity (8).

MOTOROLA SOLUTIONS

COLUMBIA POLICE DEPT

QTY 8 - M500/V700 Bundle

08/05/2026

08/05/2026

COLUMBIA POLICE DEPT
707 N MAIN ST
COLUMBIA, TN 38401

RE: Motorola Quote for QTY 8 - M500/V700 Bundle

Dear Josh Davis,

Motorola Solutions is pleased to present COLUMBIA POLICE DEPT with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide COLUMBIA POLICE DEPT with the best products and services available in the communications industry. Please direct any questions to Richard Carter at rickcarter@motorolasolutions.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Richard Carter

Billing Address:
COLUMBIA POLICE DEPT
707 N MAIN ST
COLUMBIA, TN 38401
US

Quote Date:08/05/2026
Expiration Date:10/04/2026
Quote Created By:
Richard Carter
rickcarter@
motorolasolutions.com

End Customer:
COLUMBIA POLICE DEPT
Josh Davis
jdavis@columbiatn.com
931.560.1659

Contract: 36874 - WATCHGUARD-SOURCEWELL
Freight Terms:FREIGHT PREPAID
Payment Terms:30 NET

Line #	Item Number	Description	Qty	Term	Sale Price	Ext. Sale Price
	M500					
1	WGB-0703A	M500 ICV SYSTEM, V300 WIFI DOCK, SPS*	8		$6,575.20	$52,601.60
2	WGB-0189A	MTIK CONF KIT,802.11AC,M500POE,5GHZ ANT	8		$328.00	$2,624.00
	V700					
3	WGP02950A	BATT LIION IP67 4050T	8		$99.00	$792.00
4	WGP02798-KIT	V700 MAGNETIC MOUNT WITH BWC BOX	8		Included	Included
5	WGB-0740A	V700 BODY WORN CAMERA VERIZON READY	8		$774.40	$6,195.20
6	LSV07I03510A	ESSENTIAL SOFTWARE SUPPORT AND HARDWARE REPAIR - V700	8	3 YEARS	Included	Included
	VideoManager EL or EX: Video Evidence Management					
7	WGP02400-520	VIDEOMANAGER EL, BODY WORN CAMERA ANNUAL LICENSE	8	1 YEAR	$194.98	$1,559.84

Line #	Item Number	Description	Qty	Term	Sale Price	Ext. Sale Price
8	WGP02400-510	VIDEOMANAGER EL, IN-CAR VIDEO SYSTEM ANNUAL LICENSE	8	1 YEAR	$194.98	$1,559.84

Grand Total $65,332.48(USD)

Pricing Summary

		Payment Term		Upfront Sale Price
Upfront Costs*				
				$62,212.80
Upfront Subscription Fee				
	VideoManager EL or EX: Video Evidence Management	Annually		$3,119.68
Sub Total:				**$65,332.48**
		Payment Term	**Sale Price**	**Annual Sale Price**
Sub Total:				**$0.00**
Grand Total System Price (Inclusive of Upfront and Annual Costs)				**$65,332.48**

**Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.*

Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.
- Additional information is required for one or more items on the quote for an order.
- Device Maintenance and Support is required for EACH device at initial purchase. The subscription covers 24/7 phone support, new device firmware, and new VideoManager EL software versions, as the hardware allows. The subscription is paid annually
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.
- Unless otherwise noted in this quote / order, installation of equipment is not included.

VIDEOMANAGER EL SOLUTION DESCRIPTION

VideoManager EL simplifies evidence management, automates data maintenance and facilitates management of your department's devices.

It is compatible with V300 and VISTA body-worn cameras, as well as M500 and 4RE in-car video systems, enabling you to upload video evidence quickly and securely.

The optional SmartControl and SmartConnect smart device applications support live video streaming from body-worn cameras, allowing personnel to view footage captured by the cameras in the app.

VIDEO EVIDENCE MANAGEMENT

VideoManager EL delivers benefits to all aspects of video evidence management. From streamlining the evidence review process to automatically maintaining your stored data, VideoManager EL makes evidence management as efficient as possible. With VideoManager EL, you minimize the amount of time spent manually managing evidence, allowing your team to spend more time in the field.

Simplified Evidence Review

VideoManager EL makes evidence review easier by allowing you to upload captured video and audio from your in-field devices, sharing important information that groups relevant evidence together. This information includes a recording's date and time, device used to capture, event ID, officer name and event type. Incidents recorded from several devices can be found easily and viewed at the same time, eliminating the task of reviewing irrelevant footage.

Its built-in media player includes a visual display of incident data, allowing you to view moments of interest, such as when lights, sirens or brakes were activated during the event timeline, status of cameras and microphones and patrol speed graph.

Other relevant files, such as PDFs, spreadsheets, reports, third-party videos, audio recordings, pictures, drawings and applicable external files can also be grouped together and stored under a specific case entry, allowing all pertinent information to be stored together in Evidence Library.

Easy Evidence Sharing

VideoManager EL empowers you to easily share information in the evidence review or judiciary sharing process by exporting evidence data. It is capable of searching for data using various criteria, including import, export, playback, download, share and modification dates, allowing users to quickly find relevant evidence.

Automatic Data Maintenance

VideoManager EL lets you automatically organize the evidence data you store, allowing you to save time that would be spent manually managing it. It can schedule the automatic movement or purging of events on any basis, based on how you want to configure the system.

Security groups and permissions are easily set up in VideoManager EL, allowing you to grant individuals access to evidence on an as-needed basis.

Integration with In-Car and Body-Worn Cameras

Officers on the road are able to automatically upload encrypted video from in-car systems and body cameras. This eliminates the need for trips to and from the station solely for uploading data into the system.

Video and audio captured by M500, V300, 4RE and VISTA camera systems are automatically linked in VideoManager EL based on time and location. You can then utilize synchronized playback and export of video and audio from multiple devices in the same recording group, where video and audio streams can be matched together.

Optional Live Video Streaming

VideoManager EL integrates with SmartControl, an optional mobile application for Android and iOS that allows officers to review video evidence from their smartphone or tablet while they're still in the field.

SmartControl also allows officers to categorize recordings using event tags, stream live video from and change camera settings, such as adjusting field of view, brightness, and audio levels.

SmartConnect, an optional smartphone application, provides VISTA body-worn camera users with immediate in-field access to their body cameras. SmartConnect includes the ability to pair with VISTA cameras, adjust officer preferences, categorize recordings with incident IDs and case numbers, and play back recordings.

DEVICE MANAGEMENT

Agencies using VideoManager EL can assign users to devices, track them and streamline shift changes. You can easily manage, configure, update firmware and deploy in-car and body-worn cameras. Individual preference settings can be configured based on user profiles, allowing quick device transactions within a pooled or assigned device system. VideoManager EL also enables devices to be quickly exchanged between officers during shift changes. This minimizes the number of devices needed for your fleet.

Device Tracking

You can easily manage, configure and deploy your in-car and body-worn cameras in VideoManager EL. Devices can be assigned to personnel within VideoManager EL and tracked, helping agencies keep track of which users have specific devices.

Faster Shift Changes

VideoManager EL's Rapid Checkout Kiosk feature allows agencies using a pooled camera system to use fewer cameras. Cameras can be checked out at the start of a shift using an easy-to-use interface.

At the end of the shift, the camera can be returned to its dock, where the video is automatically uploaded and the camera is made ready to be checked out and used for the next shift.

Devices can also be configured to remember individual preference settings for each user, including haptic and audible alert volume level, screen brightness and camera aim. These settings are applied whenever a device is assigned to a specific officer. A variety of settings within VideoManager EL also enable you to configure devices to operate in alignment with your agency's policies and procedures.

Mobile Video Products New System Statement of Work

OVERVIEW

This Statement of Work (SOW) outlines the responsibilities of Motorola Solutions, Inc. (Motorola) and the Customer for the implementation of body-worn camera(s) and/or in-car video system(s) and your digital evidence management solution. For the purpose of this SOW, the term “Motorola” may refer to our affiliates, subcontractors, or certified third-party partners. A third-party partner(s) (Motorola-certified installer) will work on Motorola’s behalf to install your in-car video system(s) (if applicable).

This SOW addresses the responsibilities of Motorola and the Customer that are relevant to the implementation of the hardware and software components listed in the Solutions Description. Any changes or deviations from this SOW must be mutually agreed upon by Motorola and the Customer and will be addressed in accordance with the change provisions of the Contract. The Customer acknowledges any changes or deviations from this SOW may incur additional cost.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the Project Schedule. Any changes to the Project Schedule must be mutually agreed upon by both parties in accordance with the change provisions of the Contract.

Unless specifically stated, Motorola will perform the work remotely. The Customer will provide Motorola personnel with access to their network and facilities so Motorola is able to fulfill its obligations. All work will be performed during normal business hours based on the Customer’s time zone (Monday through Friday from 8:00 a.m. to 5:00 p.m.).

The number and type of software subscription licenses, products, or services provided by Motorola are specifically listed in the Contract and referenced in the SOW. Services provided under this SOW are governed by the mutually executed Contract between the parties, or Motorola’s Master Customer Agreement and applicable addenda (“Contract”).

AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following the execution of the Contract between Motorola and the Customer. At the conclusion of Project Planning, Motorola’s Project Manager (PM) will begin status meetings and provide status reports on a regular cadence with the Customer’s PM. The status report will provide a summary of activities completed, activities planned, progress against the project schedule, items of concern requiring attention, as well as, potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If the Customer desires to use an alternative teleconferencing tool, any costs incurred from the use of this alternate teleconferencing tool will be the responsibility of the Customer.

FBI-CJIS SECURITY POLICY – CRIMINAL JUSTICE INFORMATION

CJIS Security Policy Compliance

Motorola does not believe our Mobile Video offerings (i.e. in-car/body-worn cameras) require compliance with the FBI-CJIS Security Policy (CJISSECPOL) based on the definition in Section 4 of CJISSECPOL and how the FBI-CJIS defines Criminal Justice Information. However, Motorola does design its products with the CJISSECPOL security controls as a guide. Motorola's Mobile Video system design and features support best practice security controls and policy compliance. In the event of a CJIS technical audit request, Motorola will support the Customer throughout this process.

Personnel Security – Background Screening

Motorola will assist the Customer with completing the CJIS Security Policy Section 5.12 Personnel Security related to authorized personnel background screening when requested to do so by the Customer. Based on Section 5.12, a Motorola employee is defined as someone who is required to be on the Customer's property with unescorted access. Motorola employees will also have access to the Customer's network(s) and stored information. Motorola has remote access tools to support virtual escorted access to on-premises customer assets.

Additionally, Motorola performs independent criminal background investigations including name based background checks, credential and educational vetting, credit checks, U.S. citizen and authorized worker identity verification on its employees.

Motorola will support the Customer in the event of a CJIS audit request to validate employees assigned to the project requiring CJIS Section 5.12 Personnel Security screening and determine whether this list is up to date and accurate. Motorola will notify the Customer within 24 hours or next business day of a personnel status change.

Security Awareness Training

Motorola requires all employees who will support the Customer to undergo Level 3 Security Awareness Training provided by Peak Performance and their CJIS online training platform. If the Customer does not have access to these records, Motorola can facilitate proof of completion. If the Customer requires additional and/or separate training, Motorola will work with the Customer to accommodate this request at an additional cost.

CJIS Security Addendum

Motorola requires all employees directly supporting the Customer to sign the CJIS Security Addendum if required to do so by the Customer.

Third Party Installer

The Motorola-certified third party installer will work independently with the Customer to complete the Section 5.12 Personnel Security checks, complete Security Awareness Training and execute the CJIS Security Addendum.

COMPLETION CRITERIA

The project is considered complete once Motorola has completed all responsibilities listed in this SOW. The Customer's task completion will occur based on the Project Schedule to ensure Motorola is able to complete all tasks without delays. Motorola will not be held liable for project delays due to incomplete Customer tasks.

The Customer must provide Motorola with written notification if they do not accept the completion of Motorola responsibilities. Written notification must be provided to Motorola within ten (10) business days of task completion. The project will be deemed accepted if no written notification is received within ten (10) business days.

In the absence of written notification for non-acceptance, beneficial use will occur thirty (30) days after functional demonstration of the system.

SUBSCRIPTION SERVICE PERIOD

If the contracted system includes a subscription, the subscription service period will begin upon the Customer's receipt of credentials for access. The provision and use of the subscription service is governed by the Contract.

PROJECT ROLES AND RESPONSIBILITIES OVERVIEW

Motorola Project Roles and Responsibilities

The Motorola Project Team will be assigned to the project under the direction of the Motorola PM. Each team member will be engaged in different phases of the project as necessary. Some team members will be multi-disciplinary and may fulfill more than one role.

In order to maximize effectiveness, the Motorola Project Team will provide various services remotely by teleconference, web-conference, or other remote method in order to fulfill our commitments as outlined in this SOW.

Our experience has shown customers who take an active role in the operational and educational process of their system realize user adoption sooner and achieve higher levels of success with system operation. The subsections below provide an overview of each Motorola Project Team Member.

Project Manager (PM)

The PM will be the principal business representative and point of contact for Motorola. The PM's responsibilities may include but are not limited to:

- Manage Motorola responsibilities related to the delivery of the project.
- Maintain the Project Schedule, and manage assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Coordinate schedules of assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Conduct equipment inventory if applicable.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate collaboration of Customer resources to minimize project delays.
- Evaluate project status against Project Schedule.
- Conduct status meetings on mutually agreed upon dates to discuss project status.
- Provide timely responses to Customer inquiries and issues related to project progress.
- Conduct daily status calls with the Customer during Go-Live.

Post Sales Engineer

The Post Sales Engineer will work with the Customer's Project Team on:

- Discovery validation.
- System provisioning.
- Covers the IT portion of the Project Kickoff Call with the Customer.
- Contracted data migration between two disparate digital evidence management systems (if applicable).

System Technologist (ST)

The ST will work with the Customer's Project Team on:

- Configure Customer's digital evidence management system.
- Inspect installation and configure hardware devices.
- Provide instructions to the Customer on how to configure the hardware.
- Review Deployment Checklist with the Customer.
- Develop and submit a Trip Report.
- Update Customer IP Map.

Professional Services Engineer (if applicable)

The Professional Services Engineer is engaged on projects that include integration between Motorola's digital evidence management system and the Customer's third-party software application. Their responsibilities include:

- Delivery of the interface between Motorola's digital evidence management system and the Customer's third-party software (e.g. CAD).
- Work with the Customer to access required systems/data.

Application Specialist (if applicable)

The Application Specialist will work with the Customer Project Team on system provisioning and education. The Application Specialist's responsibilities include but are not limited to:

- Deliver provisioning education and guidance to the Customer for operating and maintaining their system.
- Provide product education as defined by this SOW and described in the Education Plan.
- Provide on-site training based on the products the Customer purchased.

Technical Trainer / Instructor

The Technical Trainer / Instructor provides training on-site or remote depending on the training topic and deployment services purchased.

Motorola-Certified Installer

The Motorola-certified installer is primarily responsible for installing in-car video systems (ICVs) into Customer vehicles. There are specific requirements the 3rd party partner must meet in order to be considered a Motorola-certified installer, and they include the following:

- **Required Training**
  - WTG0501 - M500 Vehicle Installation Certification (Remote) or WTG0503 - M500 Vehicle Installation Certification (Live)
    - Needs to be renewed yearly.
    - Needs to be submitted to the PM by the technician completing the installation no less than thirty (30) days prior to the installation.
  - Review of any previous Motorola Solutions Technical Notifications (MTNs).
- **Optional Training**
  - WGD00186 - M500 Installation Overview and Quick Start (NA)
    - Not required for installation. Available for the installing technician.
  - WGD00177 - M500 In-Car Video System Installation Guide
    - Not required for installation. Available for the installing technician.
  - MN010272A01 - M500 In-Car Video System Basic Service Manual

- Not required for installation. Available for the installing technician.

Other responsibilities the Motorola-certified installer may be involved in include the installation of cellular routers or Access Points. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

Customer Support Services Team

The Customer Support Services Team will provide on-going support to the Customer following Go-Live and final acceptance of the project.

Customer Project Roles and Responsibilities

Motorola has defined key resources that are critical to this project and must participate in all the activities defined in this SOW. During the Project Planning phase, the Customer will be required to provide names and contact information for the roles listed below. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Project Team will be engaged from Project Initiation through Beneficial Use of the system. In the event the Customer is unable to provide the resources identified in this section, Motorola may be able to supplement these resources at an additional cost.

Project Manager

The PM will act as the primary point of contact for the duration of the project. In the event the project involves multiple locations, Motorola will work exclusively with the Customer's primary PM. The PM's responsibilities will include, but are not limited to:

- Communicate and coordinate with other project participants.
- Manage the Customer Project Team including subcontractors and third-party vendors. This includes timely facilitation of tasks and activities.
- Maintain project communications with the Motorola PM.
- Identify tasks required of Customer staff that are outlined in this SOW and the Project Schedule.
- Consolidate all project inquiries from Customer staff to present to Motorola PM.
- Approve a deployment date offered by Motorola.
- Review Project Schedule with the Motorola PM and finalize tasks, dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors' readiness ahead of the deployment date.
- Assign one or more personnel to work with Motorola staff as needed for the duration of the project, including one or more representatives from the IT department.
- Identify a resource with authority to formally acknowledge and approve milestone recognition certificates, as well as, approve and release payments in a timely manner.
- Provide Motorola personnel with access to all Customer facilities where system equipment is to be installed. Temporary identification cards are to be issued to Motorola personnel, if required for access.
- Ensure remote network connectivity and access for Motorola resources.

- Assume responsibility for all fees pertaining to licenses, inspections and any delays associated with inspections due to required permits as applicable to this project.
- Provide reasonable care to prevent equipment exposure from contaminants that may cause damage to the equipment or interruption of service.
- Ensure a safe working environment for Motorola personnel.
- Identify and manage project risks.
- Provide signature(s) of Motorola-provided milestone recognition certificate(s) within ten (10) business days of receipt.

IT Support

IT Support manages the technical efforts and ongoing activities of the Customer's system. IT Support will be responsible for managing Customer provisioning and providing Motorola with the required information for LAN, WAN, server and client infrastructure.

The IT Support Team responsibilities include but are not limited to:

- Participate in delivery and training activities to understand the software and functionality of the system.
- Participate with Customer Subject Matter Experts (SMEs) during the provisioning process and associated training.
- Authorize global provisioning decisions and be the Point of Contact (POC) for reporting and verifying problems.
- Maintain provisioning.
- Implement changes to Customer infrastructure in support of the proposed system.

Video Management Point of Contact (POC)

The Video Manager POC will educate users on digital media policy, participate in Discovery tasks, and complete the Video Management Administration training. The Customer is responsible for its own creation and enforcement of media protection policies and procedures for any digital media created, extracted, or downloaded from the digital evidence management system.

Subject Matter Experts (SMEs)

SMEs are a core group of users involved with the analysis, training and provisioning process, including making decisions on global provisioning. The SMEs should be experienced users in their own respective field (evidence, dispatch, patrol, etc.) and should be empowered by the Customer to make decisions based on provisioning, workflows, and department policies related to the proposed system.

Training POC

The Training POC will act as the course facilitator and is considered the Customer's educational monitor. The Training POC will work with Motorola when policy and procedural questions arise. They will be responsible for developing any agency specific training material(s) and configuring new users on the Motorola Learning eXperience Portal (LXP) system. This role will serve as the first line of support during Go-Live for the Customer's end users.

General Customer Responsibilities (if applicable)

In addition to the Customer responsibilities listed above, the Customer is responsible for the following:

- All Customer-provided equipment, including third-party hardware and software needed for the proposed system but not listed as a Motorola deliverable. Examples include end user workstations, network equipment, etc.
- Configure, test, and maintain third-party system(s) that will interface with the proposed system.
- Establish an Application Programming Interface (API) for applicable third-party system(s) and provide documentation that describes the integration to the Motorola system.
- Coordinate and facilitate communication between Motorola and Customer third-party vendor(s) as required.
- Motorola-certified installers must be certified through LXP for remote or in person installation training. The Customer is responsible for work performed by non-certified installers.
- Upgrades to Customer’s existing system(s) in order to support the proposed system.
- Mitigate the impact of upgrading Customer third-party system(s) that will integrate with the proposed system. Motorola strongly recommends working with the Motorola Project Team to understand the impact of such upgrades prior to taking action.
- Active participation of Customer SMEs during the course of the project.
- Electronic versions of any documentation associated with business processes identified.
- Providing a facility with the required computer and audio-visual equipment for training and work sessions.
- Ability to participate in remote project meetings using Google Meet or a mutually agreed upon Customer-provided remote conferencing tool.

Motorola is not responsible for any delays that arise from Customer’s failure to perform the responsibilities outlined in this SOW or delays caused by Customer’s third-party vendor(s) or subcontractor(s).

NETWORK AND HARDWARE REQUIREMENTS

The following requirements must be met by the Customer prior to Motorola installing the proposed system:

- Provide network connectivity for the transfer and exchange of data for the proposed system.
- Provide Virtual Private Network (VPN) remote access for Motorola personnel to configure the system and conduct diagnostics.
- Provide Internet access to server(s).
- Provide devices such as workstations, tablets, and smartphones with Internet access for system usage. Chrome is the recommended browser for optimal performance. The workstations must support MS Windows 11 Enterprise.
- Provide and install antivirus software for workstation(s).
- Provide Motorola with administrative rights to Active Directory for the purpose of installation, configuration, and support.
- Provide all environmental conditions such as power, uninterruptible power sources (UPS), HVAC, firewall and network requirements.
- Ensure required traffic is routed through Customer’s firewall.

Motorola is not responsible for any costs or delays that arise from Customer’s failure to meet network and hardware requirements.

PROJECT PLANNING

A clear understanding of the needs and expectations of Motorola and the Customer is critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of specific information to set clear project expectations and guidelines, as well as lay the foundation for a successful implementation.

PROJECT PLANNING SESSION

A Project Planning Session will be scheduled after the Contract has been executed. The Project Planning Session is an opportunity for the Motorola and Customer PM to meet prior to the Project Kickoff Meeting and review key elements of the project and expectations. Depending on the items purchased, the agenda will typically include:

- A high level review of the following project elements:
  - Contract documents.
  - A summary of contracted applications and hardware as purchased.
  - Customer's involvement in project activities to confirm understanding of scope and required time commitments.
  - A high level Project Schedule with milestones and dates.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or subcontractors.
- Determine Customer location for Motorola to ship their equipment for installation.

Motorola Responsibilities

- Schedule the remote Project Planning Session.
- Request the assignment of Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Provide the initial Project Schedule.
- Baseline the Project Schedule.
- Review Motorola's delivery approach and its reliance on Customer-provided remote access.
- Document mutually agreed upon Project Kickoff Meeting Agenda.
- Request user information required to establish the Customer in LXP.

Customer Responsibilities

- Identify Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Acknowledge the mutually agreed upon Project Kickoff Meeting Agenda.
- Provide approval to proceed with the Project Kickoff Meeting.

Motorola Deliverables

- Project Kickoff Meeting Agenda.

PROJECT KICKOFF

Motorola will work with the Customer to understand the impact of introducing a new solution and the preparedness needed for a successful implementation.

Note – The IT Questionnaire is completed during the pre-sales process and prior to Contract award. The IT Questionnaire is given to Motorola at the time of offer acceptance. Delay in completing the IT Questionnaire may delay shipment of equipment. Motorola will not be responsible for any delays associated with or related to the completion of the IT Questionnaire.

Motorola Responsibilities

- Review Contract documents including project delivery requirements as described in this SOW.
- Discuss the deployment start date and deliver the Deployment Checklist.
- Discuss vehicle equipment installation activities and responsibilities.
- Discuss the equipment inventory process (if applicable).
- Discuss project team participants and their role(s) in the project with fulfilling the obligations of this SOW.
- Review resource and scheduling requirements.
- Discuss Motorola remote system access requirements (24-hour access to a secured two-way Internet connection through the Customer's firewall for the purpose of deployment and maintenance).
- Discuss and deliver the Business Process Review (BPR) Workbook.
- Complete all necessary documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Discuss the LXP training approach.
- Provide designated Customer administrator with access to LXP.
- Review and agree on completion criteria and the process for transitioning to support.

Customer Responsibilities

- Provide feedback on project delivery requirements.
- Review the Deployment Checklist.
- Review the roles of project participants to identify decision-making authority.
- Provide VPN access to Motorola personnel to facilitate delivery of services described in this SOW.
- Validate non-disclosure agreements, approvals, and other related items are complete (if applicable).
- Provide all documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Provide Motorola with names and contact information to the designated LXP Administrator(s).

Motorola Deliverables

- Project Kickoff Meeting Minutes.
- BPR Workbook.
- Deployment Checklist.

DISCOVERY TELECONFERENCE

During the Discovery Teleconference, Motorola will meet with the Customer to define system configuration, as well as, agency recording and retention policies. This information will be documented in the Business Process Review (BPR) Workbook, which is used as a guide for configuration and provisioning decisions.

Motorola Responsibilities

- Facilitate Discovery Teleconference(s).
- Review and complete BPR Workbook with the Customer.

- Confirm Customer-provided configuration inputs.

Customer Responsibilities

- Gather and review information required to complete the BPR Workbook during the Discovery Teleconference.
- Schedule Customer Project Team and SMEs to attend the Discovery Teleconference. SMEs should be present to weigh-in on hardware, software and network components. Customer attendees should be empowered to convey policies and make modifications to policies as necessary.
- Return completed BPR Workbook no later than five (5) business days after the conclusion of the Discovery Teleconference.

Motorola Deliverables

- Completed BPR Workbook.

PROJECT EXECUTION

HARDWARE PROCUREMENT AND INSTALLATION

Motorola will procure contracted hardware as part of the ordering process. The hardware will be configured with a basic profile in line with the information provided by the IT Questionnaire or Discovery Teleconference for installation and configuration of the system. The Customer is responsible for providing an installation environment that meets manufacturer's specifications for the hardware, which includes but is not limited to:

- Power
- Heating and Cooling
- Network Connectivity
- Access and Security
- Conduit and Cabling

Motorola Responsibilities

- Procure contracted equipment and ship to the Customer's designated location.
- Inventory equipment after arrival at Customer location (if applicable).
- Install backend server in Customer's designated area (if applicable).
- Conduct a power-on test to validate the installed hardware and software are ready for configuration.
- Verify remote connection to hardware.
- For an on-site deployment, Motorola will be responsible for verifying the body-worn camera Transfer Stations are connected to the Customer's network. The Customer is responsible for ensuring Motorola has the correct IP address(es) for configuring the Transfer Stations, and the Customer's network is operational.
- The installer will be responsible for installing the Access Point(s) (APs) if provided by Motorola (if applicable).
- The ST will verify whether the AP(s) are properly installed and connected to the network (if applicable).
- Create a Trip Report outlining the activities completed during configuration and testing of system hardware.

Customer Responsibilities (if applicable)

- Procure Customer-provided equipment and make it available at the installation location.
- Confirm the server room complies with environmental requirements (i.e. power, uninterruptible power, surge protection, heating/cooling, etc.).
- Verify the server is connected to the Customer's network.
- Provide, install, and maintain antivirus software for server(s) and/or workstation(s).
- Enable outgoing network connection (external firewall) to the CommandCentral cloud by utilizing the Customer's Internet connection (if applicable).
- Install Customer-supplied APs (if applicable).
- Verify APs are properly installed and connected to the network (if applicable).
- For remote deployments, the Customer is responsible for verifying the body-worn camera Transfer Stations are connected to their network.
- Confirm access to installed software on Customer-provided workstation(s).
- For body-worn cameras, the Customer will verify whether the Transfer Station(s) are connected to their network.

Motorola Deliverables

- Contracted Equipment.

- Equipment Inventory (if applicable).

In-Car Video System Configuration (if applicable)

The Motorola-certified installer will complete the installation of the in-car video (ICV) system(s) within the Customer-provided vehicle(s). The installer may also be responsible for installing cellular routers or WiFi radios inside the vehicle(s) for wireless upload of video to the Customer's digital evidence management system.

The Customer vehicles must be available for the ST to complete the configuration and testing of the contractual number of ICVs. If the Customer does not have all vehicles available during the agreed upon date and time, the Customer may opt to sign-off on the number of ICV configurations completed. If the Customer requires the ST to complete the full contractual number of ICVs at a later date and time, additional cost may be incurred. **Table 1-1** shows the number of ICVs an ST is contractually obligated to configure and test based on the number of ICVs purchased.

Table 1-1: Number of Contractual ICV Configurations

Number of ICV Purchased	Number of ICV to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Note – The Pricing Page will reflect in-car video installation services by Motorola if Motorola is responsible for the vehicle installations.

Motorola Responsibilities

- Setup server for ICV digital video recorder (DVR) configuration.
- Create configuration USB used to complete ICV hardware configuration and validation.
- Travel to the Customer site to conduct configuration and testing of ICVs.
- Complete ICV configuration on a single vehicle, and validate the configuration with the Customer.
- Receive Customer approval to proceed with remaining ICV configurations.
- Complete remaining contracted vehicle configurations.
- Test a subset of completed ICV hardware configurations.

- For Motorola-certified installer, complete the installation of cellular router and confirm placement of antenna mounting with Customer (if applicable).
- The Motorola-certified installer will install Customer-provided SIM card into cellular router and connect cellular router to ICV (if applicable).
- Activities surrounding ICV (M500) interface to Automatic License Plate Recognition (ALPR) (if applicable).
  - Install Car Detector Mobile MDC Software on Customer-provided mobile data terminal (MDT) within the vehicle.
  - Configure MDC Network Card.

Customer Responsibilities

- Provide Motorola with remote connection and access credentials to complete ICV hardware configuration.
- Notify Motorola of the vehicle installation location.
- Coordinate and schedule date and time for ICV hardware configuration(s).
- Make ICV hardware available to Motorola for configuration and testing in accordance with the Project Schedule.
- Provide cellular SIM Card for Internet connectivity to the installer at time of vehicle installation.

Motorola Deliverables

- Complete Functional Validation Plan as it applies to the proposed solution.

NOTE - The Customer is responsible for having all vehicles and devices available for installation per the Project Schedule. All cellular data fees and Internet connectivity charges are the responsibility of the Customer. If a Motorola-certified installer is not used to install the ICV(s), Motorola is not responsible for any errors in hardware installation, performance or delays in the Project Schedule. In the event the Customer takes on the responsibility of installing the ICV(s) through a Motorola-certified installer, Motorola is also not responsible for any errors in hardware installation, performance or delays in the Project Schedule. For ALPR installations, an MDT is required for all vehicles (if applicable).

Body Worn Camera Configuration (if applicable)

The Transfer Station will be utilized to configure each body-worn camera according to the Business Process Review. In order for this process to be successfully completed, the Transfer Station must be connected to the Customer’s digital evidence management system. The table below shows the number of body-worn cameras an ST is contractually obligated to configure and test based on the number of body-worn cameras purchased.

Table 1-2: Number of Contractual Body-Worn Camera Configurations

Number of BWC Purchased	Number of BWC to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10

Number of BWC Purchased	Number of BWC to Test
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Motorola Responsibilities

- Configure Transfer Station(s) for connectivity to the digital evidence management system.
- Verify the Transfer Station(s) is configured properly and connected to the network.
- Configure body-worn camera(s) within the digital evidence management system.
- Check out body-worn camera(s) and create a test recording.
- Verify completion of upload from body-worn camera(s) after it is docked in a Transfer Station or USB dock.
- Install and provide a demonstration of client software as part of the same on-site engagement as Go-Live, unless otherwise outlined in this SOW.

Customer Responsibilities

- Select physical location(s) for Transfer Station(s).
- Provide and install workstation hardware.
- Complete installation of client software on remaining workstations and mobile devices.
- Validate functionality of components and solution utilizing the Deployment Checklist.
- Provide Motorola remote connection information and necessary credentials.

Automatic License Plate Recognition (ALPR) Commissioning (if applicable)

This section highlights the responsibilities of Motorola and the Customer when an in-car video system interfaces with the Law Enforcement Archival Report Network (LEARN) database.

Motorola Responsibilities

- Create a Customer account in the LEARN system with user emails.
- Verify the Customer has installed and launched the Vigilant Car Detector Mobile Software per the Vigilant LEARN Quickstart Guide.
- Provide Mobile LPR - Officer Safety Basic and Advanced Pre-Installation Checklist.
- Provide Agency Manager with Training Materials and Car Detector Mobile MDC software installation guide.
- Advise Agency Manager of different options available to add new users.
- Confirm Agency Manager is aware of registration required for Hotlists.
- Confirm Agency Manager understands how to set up data-sharing.

Customer Responsibilities

- Identify the Agency Manager.
- Register to receive access to Hotlists.

SOFTWARE INSTALLATION AND CONFIGURATION

Motorola will install VideoManager Evidence Library (EL) software on a specified number of workstations dictated by the Contract. The Customer will be responsible for installing the software on the remaining workstations. Provisioning of VideoManager EL software will be done in accordance with the information contained in the BPR Workbook.

Installation of VideoManager EL software consists of the following activities:

- Delivery and installation of server hardware (if applicable).
- Network discovery.
- Operating system and software installation.
- Onboarding user / group identity set up.
- Provide access to the application.

VideoManager EL (if applicable)

The VideoManager EL software is an on-premises solution that requires an onsite server and supports both body worn cameras and in-car video systems.

Motorola Responsibilities

- Install software on a specified number of customer workstations and/or mobile devices.
- Use information provided in the BPR Workbook to configure VideoManager EL software.
- Test software using applicable portions of the Functional Validation Plan.
- Provide instruction on client software USB utility.

Customer Responsibilities

- Provide a network environment that conforms to the requirements presented in the Solution Description.
- Procure and install server and storage hardware at desired location in accordance with Solution Description requirements.
- Perform a power on test with Motorola.
- Provide assigned Motorola System Administrator with access to SQL database for installation purposes (Motorola's access will be revoked upon conclusion of the installation).
- For Active Directory integration, provide domain user (service account), security group (for application administrators including service account), and domain read access (if applicable).
- Provide workstation and/or mobile device hardware in accordance with specifications listed in the Solution Description.
- Complete online training.
- Complete installation of client software on remaining workstations and/or mobile devices.

VideoManager ELC (if applicable)

VideoManager ELC software is a cloud solution that does not require an onsite server and supports both body-worn cameras and in-car video systems.

Motorola Responsibilities

- Use information provided in BPR Workbook to configure VideoManager ELC software.
- Based on Customer feedback, perform the following activities:

- Create users, groups, and setup permissions.
- Create event categories.
- Set retention policies.

- Test software using applicable portions of the Functional Validation Plan.
- Ensure training POC can access the system.

Customer Responsibilities

- Verify traffic can be routed through Customer's firewall and reaches end user workstations.

CloudConnect Installation and Configuration (applicable for CommandCentral Aware purchase)

Motorola Responsibilities

- Verify remote access capability.
- Remotely configure CloudConnect Virtual Machine within the Cloud Anchor Server.
- Configure network connectivity and test connection to the CloudConnect Virtual Machine.
- Create an IPSEC tunnel.
- Provide Customer with the information for setting up the IPSEC tunnel.

Customer Responsibilities

- Provide Motorola with two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP for the CloudConnect Virtual Machine and the Cloud Anchor Server.
- Confirm with Motorola the network performance requirements are met.
- Configure firewall to allow traffic from IPSEC tunnel.

Completion Criteria

- CloudConnect Virtual Machine configuration is complete and accessible throughout the network.

CommandCentral Evidence (if applicable)

Motorola will work with the Customer to determine best industry practices, current operations environment, and subsystem integration to ensure optimal configuration of your CommandCentral Evidence solution.

Motorola Responsibilities

- Use the CommandCentral Admin Portal to provision users, groups, and rules based on Customer Active Directory data.
- Guide the Customer in the configuration of CommandCentral Evidence.

Customer Responsibilities

- Supply access and credentials to Customer's Active Directory for the purpose of Motorola conducting CommandCentral Evidence provisioning.
- Respond to Motorola's inquiries regarding users, groups and agency mapping to CommandCentral Evidence.
- Provision policies, procedures, and user permissions.
- Configure evidence as directed by Motorola.

DATA MIGRATION SERVICES (IF APPLICABLE)

The Customer is responsible for partitioning data to be converted from a legacy or on-premises digital evidence management system to an on-cloud solution as part of this offer. The Customer will have ten (10) business days to provide feedback after Motorola validates the migrated data. If feedback is not received on or before ten (10) business days, Motorola will assume the migration is complete.

Motorola Responsibilities

- Receive access to Customer video data.
- Perform contracted data migration and validation.

Customer Responsibilities

- Provide remote access to partitioned data to be migrated.
- Validate migrated dataset, and provide Motorola with feedback within ten (10) business days.

Completion Criteria

- A migrated dataset as defined in the Contract.

DEMS INTEGRATIONS AND THIRD-PARTY INTERFACES (IF APPLICABLE)

The integration between Motorola's digital evidence management system and the Customer's third-party system may consist of an iterative series of activities depending on the complexity of accessing the third-party system. Interfaces will be installed and configured in accordance with the Project Schedule. The Customer is responsible for engaging third-party vendors as required to facilitate connectivity and testing of the interface(s).

Motorola Responsibilities

- Develop and configure interface(s) to support the functionality described in the Solution Description.
- Establish and validate connectivity between Motorola and third-party systems.
- Perform functional demonstration to confirm the interface(s) can transmit and receive data to the Customer's digital evidence management system.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the digital evidence management system.
- Provide personnel authorized to make changes to the network and third-party systems to support Motorola's integration efforts.
- Provide network connectivity between digital evidence management system and the third-party system(s).
- Provide information on API, SDKs, data scheme, and any documentation necessary to establish interfaces with all local and remote systems. This information should be provided to the Motorola PM within ten (10) business days of the Interface Engagement Meeting.

NOTE - At the time of initial design, unknown circumstances, requirements or anomalies may present difficulties with interfacing Motorola products to a third-party application. These difficulties could result in a poorly performing or a non-functional interface. By providing Motorola with this information early in the deployment process, will put us in the best position to mitigate these potential issues. If the resolution requires additional third-party integration, application upgrades, APIs, and/or additional software licenses, the Customer is responsible for addressing these issues at their cost. Motorola is not responsible for any delays or costs associated with third-party applications or Customer-provided third-party hardware or software.

System Training

The objective of this section is to prepare for and deliver training. Motorola training consists of computer-based (online) and instructor-led (on-site or remote) depending on what is purchased. Our training delivery methods will vary depending on course content. Training will be delivered in accordance with the Education Plan. As part of our training delivery, Motorola will provide user guides and training materials in an electronic format.

ONLINE TRAINING (IF APPLICABLE)

Online training is made available to the Customer through LXP. This subscription service provides customers with unlimited access to our online training content and provides users with the flexibility of learning the content at their own pace. Training content is added and updated on a regular basis to keep information current.

Through LXP, a list of available online training courses, Motorola User Guides, and Training Material are accessible in electronic format.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer.
- Establish an accessible instance of LXP for the Customer.
- Configure a Customer-specific portal view.
- Organize content to align with Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account.
- During onboarding, assist the Customer with LXP usage.
- Provide technical support for user account and access issues, LXP functionality, and Motorola managed content.
- Provide instruction to Customer LXP Administrator on building groups.

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Complete LXP Administrator training.
- Ensure network and Internet connectivity for Customer access to LXP.
- Customer's primary LXP Administrator is required to complete the following self-paced training: LXP Introduction (LXP0001), LXP Primary Site Administrator Overview (LXP0002), and LXP Group Administrator Overview (LXP0003).
- Advise users on the availability of training through LXP.
- Ensure users complete LXP training in accordance with the Project Schedule.
- Build groups as needed.

INSTRUCTOR-LED TRAINING (ON-SITE AND REMOTE, IF APPLICABLE)

Instructor-led courses are based on products purchased and the Customer's Education Plan.

Motorola Responsibilities

- Deliver User Guides and training materials in an electronic format.
- Perform training in accordance with the Education Plan.

- Provide the Customer with training attendance rosters and summarize any pertinent information that may impact end user training.

Customer Responsibilities

- Supply classroom(s) based on the requirements listed in the Education Plan.
- Designate training representatives who will work with the Motorola trainer(s) to deliver the training content.
- Facilitate training of all Customer end users in accordance with the Customer's Education Plan.

Motorola Deliverables

- Electronic versions of User Guides and training materials.
- Attendance rosters.

PROJECT GO-LIVE, CLOSURE, AND HANDOVER TO SUPPORT

Motorola will utilize the Deployment Checklist throughout the deployment process to verify features and functionality are in line with installation and configuration requirements. The Customer will witness the ST demonstrating the Deployment Checklist and provide feedback as features and functionality are demonstrated. The Customer is considered Live on the system after the equipment has been installed, configured, and made available for use, and training has been delivered or made available to the Customer.

Upon the conclusion of Go-Live, the project is prepared for closure. Project closure is defined as the completion of tasks and the Customer's receipt of contracted components. The Deployment Checklist serves as the artifact that memorializes a project closure. A System Acceptance Certificate will be provided to the Customer for signature to formally close out the project. The Customer has ten (10) business days to provide Motorola with a signed System Acceptance Certificate. If the Customer does not sign off on this document or provide Motorola written notification rejecting project closure, the project will be deemed closed. Upon project closure, the Customer will engage with Technical Support for on-going needs in accordance with the Customer's specific terms and conditions of support.

Motorola Responsibilities

- Provide the Customer with Motorola Technical Support engagement process and contact information.
- Provide Technical Support with the contact information of Customer users who are authorized to engage Technical Support.
- Ensure Deployment Checklist is complete.
- Obtain Customer signature on the System Acceptance Certificate.
- Provide Customer survey upon closure of the project.

Customer Responsibilities

- Within ten (10) business days of receiving the System Acceptance Certificate, provide signatory approval signifying project closure.
- Provide Motorola with the contact information of users who are authorized to engage Motorola's Technical Support.
- Engage Technical Support as needed.

Motorola Completion Criteria

Provide Customer with survey upon closure of the project.

ASSUMPTIONS

This SOW is based on the following list of assumptions (if applicable):

- Videomanager EL Cloud (VMELC) must be connected to the Microsoft Entra ID (formally known as Microsoft Azure Active Directory) for user authentication to the VMELC application. Microsoft Entra ID can be synchronized with the Customer's on-premises Active Directory using Azure AD Connect. If the Customer is using Microsoft Office 365, Motorola will be able to integrate with this Microsoft Entra ID.
- Must be 2003 or later for Microsoft Entra ID integration.
- Upload Speed Requirements for Hardware Devices
  - 5 Mbps + 3 Mbps per additional device.
    - This assumes it will take 8 hours to upload 5 GB of video on a device.
  - 40-50 Mbps per concurrent uploading device.
    - This assumes video is required to upload within 30-40 minutes with approximately 5 GB to upload.
- If the Customer is supplying an upload server to temporarily store video, please verify the server complies with the specifications provided in the Solutions Description.
- By default, M500 ICVs and V300/V700 BWCs do not need an upload server for cloud deployments. An upload server may be required depending on how many devices are uploading concurrently and the need for the Customer to upload video evidence at a given speed.
- Upload appliance required if using 4REs or VISTA body worn cameras connected to VideoManager EL Cloud
- Cellular upload of ICVs and BWCs (if applicable) requires an Ethernet connection to an LTE modem in the vehicle.
- If the Customer is supplying a server for VideoManager EL (On-premises) solution, the Customer must verify the server is not a Domain Controller.
- VideoManager EL for on-premises cannot be installed on a server running Active Directory or Exchange applications on the Customer's network.
- The ICVs are configured with a hidden SSID and WPA2-AES Security with a 128-bit Pre-shared Key. If another type of security is desired, the Customer will be responsible for configuring these security requirements into the ICVs. This information must be supplied through the IT Questionnaire in order for the factory to configure the correct security requirements.
- If the Customer is supplying their own Access Point, it must be 5 GHz 802.11n compatible.

M500 IN-CAR VIDEO SYSTEM SOLUTION DESCRIPTION

The M500 In-Car Video System is the first AI-enabled in-car video solution for law enforcement. It combines Motorola's powerful camera technology with our industry-leading digital evidence management software, VideoManager, to deliver high-quality digital evidence and real-time analytics.

The M500 offers the following benefits:

- Delivers exceptionally clear, evidence-grade video, from inside and outside the vehicle
- The M500 has three high-definition cameras, mounted on the front and rear windshield and in the cabin. The front camera has a 4K sensor, with an ultra high-definition recording resolution that captures both wide-angle and focused video streams. The cabin camera's infrared illumination allows backseat recording in total darkness, and a built-in microphone captures audio in the vehicle during recording.
- Works reliably, even in challenging situations
- The cameras and processor are small, rugged devices, easily and securely installed where they do not hinder any line of sight. They are tamper proof and built to withstand significant impact and severe weather conditions. Even if a vehicle is in a serious collision, the Uninterruptible Power Supply automatically kicks in to continue capturing evidence for those critical extra seconds.
- Protects video data, whether in transit or at rest
- The powerful core processor, with a 1 terabyte drive, securely stores all video footage, encrypting the data to prevent cyber threats.
- Provides users a reliable, easy-to-learn system
- Ease of use is at the heart of the M500. The interface is highly intuitive, and any feature can be accessed with no more than three touches of the control panel. Users can start a recording manually or program sensors to activate a recording when triggered – such as a siren, blue lights, vehicle speed, crash detection, wireless microphones, and more. After the recording starts and is categorized, everything is automated, including the uploading of footage to the system's evidence management software, VideoManager. There, recordings are easily managed, redacted, organized, and shared with all authorized parties, including first responders, fleet managers, investigative officers, supervisors, prosecutors, and legal teams.
- Increases efficiency
- The system's software makes it easy to search and analyze video footage, which can save countless hours for users and minimize human error.
- Promotes trust
- By providing a clear record of incidents that occur while officers are on duty, the M500 promotes trust between public safety agents and the communities they serve.
- Integrates seamlessly with other Motorola technologies
- The M500 offers additional benefits when working in conjunction with Motorola's V700 Body-Worn Camera or L5M License Plate Recognition camera and VehicleManager.
  - When used with the V700, the M500 in-car video system triggers the V700 to record at the same time. Officers can focus on the situation at hand, while the cameras – working together as a seamless system – capture synchronized recording from multiple vantage points. The footage is uploaded to and can be reviewed on the same system.

- When used with the L5M, both the LPR camera and the M500 feed their collected license plate data into Vigilant VehicleManager and display the information on a single interface. Working together, the systems increase coverage while maintaining ease of use through a shared user interface and database.

The M500 is a reliable and comprehensive mobile video solution that will enhance safety, promote accountability, and improve efficiency. It ensures that you always have the critical information needed for smarter, faster decisions to help keep officers and the communities they serve safe.

STATEMENT OF WORK - MOBILE VIDEO PRODUCTS NEW SYSTEM

OVERVIEW

This Statement of Work (SOW) outlines the responsibilities of Motorola Solutions, Inc. (Motorola) and the Customer for the implementation of body-worn camera(s), in-car video system(s), interview recording system(s) and/or your digital evidence management solution. For the purpose of this SOW, the term “Motorola” may refer to our affiliates, subcontractors, or certified third-party partners. A third party has been identified as our Motorola-certified installer and will work on Motorola’s behalf to install your in-car video system(s).

This SOW addresses the responsibilities of Motorola and the Customer that are relevant to the implementation of the hardware and software components listed in the Solutions Description. Any changes or deviations from this SOW must be mutually agreed upon by Motorola and the Customer and will be addressed in accordance with the change provisions of the Contract. The Customer acknowledges any changes or deviations from this SOW may incur additional cost.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the Project Schedule. Any changes to the Project Schedule must be mutually agreed upon by both parties in accordance with the change provisions of the Contract.

Unless specifically stated, Motorola will perform the work remotely. The Customer will provide Motorola personnel with access to their network and facilities so Motorola is able to fulfill its obligations. All work will be performed during normal business hours based on the Customer’s time zone (Monday through Friday from 8:00 a.m. to 5:00 p.m.).

The number and type of software subscription licenses, products, or services provided by Motorola are specifically listed in the Contract and referenced in the SOW. Services & Products provided under this SOW are governed by the mutually executed Contract between the parties, or Motorola’s Master Customer Agreement and applicable addenda (“Contract”).

AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following the execution of the Contract between Motorola and the Customer. At the conclusion of Project Planning, Motorola’s Project Manager (PM) will begin status meetings and provide status reports on a regular cadence with the Customer’s PM. The status report will provide a summary of activities completed, activities planned, progress against the project schedule, items of concern requiring attention, as well as, potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If the Customer desires to use an alternative teleconferencing tool, any costs incurred from the use of this alternate teleconferencing tool will be the responsibility of the Customer.

FBI-CJIS SECURITY POLICY – CRIMINAL JUSTICE INFORMATION

CJIS Security Policy Compliance

Motorola believes our solution is not in scope of the FBI-CJIS Security Policy (CJISSECPOL) based on the definition in Section 4 of CJISSECPOL and how the FBI-CJIS defines Criminal Justice Information. However, Motorola does design its products with the CJISSECPOL security controls as a guide. Motorola’s design and features support best practice security controls and policy compliance. In the event of a CJIS technical audit request, Motorola will support the Customer throughout this process.

Personnel Security – Background Screening

Motorola will assist the Customer with completing the CJIS Security Policy Section Personnel Security related to authorized personnel background screening when requested to do so by the Customer. Based on the Personnel Security section of the CJISSECPOL, a Motorola employee is defined as someone who is required to be on the Customer's property with unescorted access to unencrypted CJI. Motorola employees will also have access to the Customer's network(s) and stored information and Motorola has remote access tools to support virtual escorted access to on-premises customer assets.

Additionally, Motorola performs independent criminal background investigations including name based background checks, credential and educational vetting, credit checks, U.S. citizen and authorized worker identity verification on its employees.

Motorola will support the Customer in the event of a CJIS audit request to validate employees assigned to the project requiring CJISSECPOL Personnel Security screening and determine whether this list is up to date and accurate. Motorola will notify the Customer within 24 hours or next business day of a personnel status change.

Security Awareness Training

Motorola requires all employees who will support the Customer to undergo Level 3 Security Awareness Training provided by Peak Performance and their CJIS online training platform. If the Customer does not have access to these records, Motorola can facilitate proof of completion. If the Customer requires additional and/or separate training, Motorola will work with the Customer to accommodate this request at an additional cost.

CJIS Security Addendum

Motorola requires all employees directly supporting the Customer to sign the CJIS Security Addendum if required to do so by the Customer.

Third Party Installer

The Motorola-certified third-party installer (if applicable) will work independently with the Customer to complete the CJISSECPOL Personnel Security checks, complete Security Awareness Training and execute the CJIS Security Addendum.

COMPLETION CRITERIA

The project is considered complete once Motorola has completed all responsibilities listed in this SOW. The Customer's task completion will occur based on the Project Schedule to ensure Motorola is able to complete all tasks without delays. Motorola will not be held liable for project delays due to incomplete Customer tasks.

The Customer must provide Motorola with written notification if they do not accept the completion of Motorola responsibilities. Written notification must be provided to Motorola within ten (10) business days of task completion. The project will be deemed accepted if no written notification is received within ten (10) business days.

In the absence of written notification for non-acceptance, beneficial use will occur thirty (30) days after functional demonstration of the system.

SUBSCRIPTION SERVICE PERIOD

If the contracted system includes a subscription, the subscription service period will begin upon the Customer's receipt of credentials for access or for hardware, upon shipment of the hardware. The provision and use of the subscription service is governed by the Contract.

PROJECT ROLES AND RESPONSIBILITIES OVERVIEW

Motorola Project Roles and Responsibilities

The Motorola Project Team will be assigned to the project under the direction of the Motorola Project Manager. Each team member will be engaged in different phases of the project as necessary. Some team members will be multi-disciplinary and may fulfill more than one role.

In order to maximize effectiveness, the Motorola Project Team will provide various services remotely by teleconference, web-conference, or other remote method in order to fulfill our commitments as outlined in this SOW.

Our experience has shown customers who take an active role in the operational and educational process of their system realize user adoption sooner and achieve higher levels of success with system operation. The subsections below provide an overview of each Motorola Project Team Member.

Project Manager (PM)

The PM will be the principal business representative and point of contact for Motorola. The PM's responsibilities may include but are not limited to:

- Manage Motorola responsibilities related to the delivery of the project.
- Maintain the Project Schedule, and manage assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Coordinate schedules of assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Conduct equipment inventory.
- Discovery validation
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate collaboration of Customer resources to minimize project delays.
- Evaluate project status against Project Schedule.
- Conduct status meetings on mutually agreed upon dates to discuss project status.
- Provide timely responses to Customer inquiries and issues related to project progress.
- Conduct daily status calls with the Customer during Go-Live.

Post Sales Engineer

The Post Sales Engineer will work with the Customer's Project Team on:

- System provisioning.
- Data Migration
- Contracted data migration between two disparate digital evidence management systems (if applicable, additional fees may apply).

Field Engineer (FE)

The FE will work with the Customer's Project Team on:

- Inspect installation and configure hardware devices.
- Provide instructions to the Customer on how to configure the hardware.
- Review Deployment Checklist with the Customer.
- Develop and submit a Trip Report.
- Update Customer IP Map.

Professional Services Engineer (if applicable)

The Professional Services Engineer is engaged on projects that include integration between Motorola's digital evidence management system and the Customer's third-party software application. Their responsibilities include:

- Delivery of the interface between Motorola's digital evidence management system and the Customer's third-party software (e.g. CAD).

Technical Trainer / Instructor

The Technical Trainer / Instructor provides training on-site or remote depending on the training topic and deployment services purchased.

- Deliver provisioning education and guidance to the Customer for operating and maintaining their system.
- Provide product education as defined by this SOW and described in the Education Plan.

Motorola-Certified Installer (if applicable)

The Motorola-certified installer is primarily responsible for installing in-car video systems (ICVs) into Customer vehicles. There are specific requirements the 3rd party partner must meet in order to be considered a Motorola-certified installer, and they include the following:

- Required Training
- WTG0501 - M500 Vehicle Installation Certification (Remote) or WTG0503 - M500 Vehicle Installation Certification (Live)
- Needs to be renewed yearly.
- Needs to be submitted to the PM by the technician completing the installation no less than thirty (30) days prior to the installation.
- Review of any previous Motorola Solutions Technical Notifications (MTNs).
- Optional Training
- WGD00186 - M500 Installation Overview and Quick Start (NA)
- Not required for installation. Available for the installing technician.
- WGD00177 - M500 In-Car Video System Installation Guide
- Not required for installation. Available for the installing technician.
- MN010272A01 - M500 In-Car Video System Basic Service Manual
- Not required for installation. Available for the installing technician.

Other responsibilities the Motorola-certified installer may be involved in include the installation of cellular routers or Access Points. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

Customer Support Services Team

The Customer Support Services Team will provide on-going support to the Customer following Go-Live and final acceptance of the project.

Customer Project Roles and Responsibilities

Motorola has defined key resources that are critical to this project and must participate in all the activities defined in this SOW. During the Project Planning phase, the Customer will be required to provide names and contact information for the roles listed below. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Project Team will be engaged from Project Initiation through Beneficial Use of the system. In the event the Customer is unable to provide the resources identified in this section, Motorola may be able to supplement these resources at an additional cost.

Project Manager

- The PM will act as the primary point of contact for the duration of the project. In the event the project involves multiple locations, Motorola will work exclusively with the Customer's primary PM. The PM's responsibilities will include, but are not limited to:
- Communicate and coordinate with other project participants.
- Manage the Customer Project Team including subcontractors and third-party vendors. This includes timely facilitation of tasks and activities.
- Maintain project communications with the Motorola PM.
- Identify tasks required of Customer staff that are outlined in this SOW and the Project Schedule.
- Consolidate all project inquiries from Customer staff to present to Motorola PM.
- Approve a deployment date offered by Motorola.
- Review Project Schedule with the Motorola PM and finalize tasks, dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor Project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors' readiness ahead of the deployment date.
- Assign one or more personnel to work with Motorola staff as needed for the duration of the project, including one or more representatives from the IT department.
- Identify a resource with authority to formally acknowledge and approve milestone recognition certificates, as well as, approve and release payments in a timely manner.
- Provide Motorola personnel with access to all Customer facilities where system equipment is to be installed. Temporary identification cards are to be issued to Motorola personnel, if required for access.
- Ensure remote network connectivity and access for Motorola resources.
- Assume responsibility for all fees pertaining to licenses, inspections and any delays associated with inspections due to required permits as applicable to this project.
- Provide reasonable care to prevent equipment exposure from contaminants that may cause damage to the equipment or interruption of service.
- Ensure a safe working environment for Motorola personnel.
- Identify and manage project risks.

- Provide signature(s) of Motorola-provided milestone recognition certificate(s) within ten (10) business days of receipt.

IT Support

IT Support manages the technical efforts and ongoing activities of the Customer's system. IT Support will be responsible for managing Customer provisioning and providing Motorola with the required information for LAN, WAN and client infrastructure.

The IT Support Team responsibilities include but are not limited to:

- Participate in delivery and training activities to understand the software and functionality of the system.
- Participate with Customer Subject Matter Experts (SMEs) during the provisioning process and associated training.
- Authorize global provisioning decisions and be the Point of Contact (POC) for reporting and verifying problems.
- Maintain provisioning.
- Implement changes to Customer infrastructure in support of the proposed system.

Video Management Point of Contact (POC)

If CommandCentral DEMS Standard, CommandCentral DEMS Plus, or VideoManager EL Cloud device license(s) are included in the contract, the Video Manager POC will educate users on digital media policy, participate in Discovery tasks, and complete the Video Management Administration training. The Customer is responsible for its own creation and enforcement of media protection policies and procedures for any digital media created, extracted, or downloaded from the digital evidence management system.

Subject Matter Experts (SMEs)

SMEs are a core group of users involved with the analysis, training and provisioning process, including making decisions on global provisioning. The SMEs should be experienced users in their own respective field (evidence, dispatch, patrol, etc.) and should be empowered by the Customer to make decisions based on provisioning, workflows, and department policies related to the proposed system.

Training POC

The Training POC will act as the course facilitator and is considered the Customer's educational monitor. The Training POC will work with Motorola when policy and procedural questions arise. They will be responsible for developing any agency specific training material(s) and configuring new users on the Motorola Learning eXperience Portal (LXP) system. This role will serve as the first line of support during Go-Live for the Customer's end users.

General Customer Responsibilities

In addition to the Customer responsibilities listed above, the Customer is responsible for the following:

- All Customer-provided equipment, including third-party hardware and software needed for the proposed system but not listed as a Motorola deliverable. Examples include end user workstations, network equipment, connectivity etc.
- Configure, test, and maintain third-party system(s) that will interface with the proposed system.

- Establish an Application Programming Interface (API) for applicable third-party system(s) and provide documentation that describes the integration to the Motorola system (if applicable).
- Coordinate and facilitate communication between Motorola and Customer third-party vendor(s) as required.
- Mitigate the impact of upgrading Customer third-party system(s) that will integrate with the proposed system. Motorola strongly recommends working with the Motorola Project Team to understand the impact of such upgrades prior to taking action.
- Upgrades to Customer's existing system(s) in order to support the proposed system.
- Providing a facility with the required computer and audio-visual equipment for training and work sessions.
- Ability to participate in remote project meetings using Google Meet or a mutually agreed upon Customer-provided remote conferencing tool.

Motorola is not responsible for any delays that arise from Customer's failure to perform the responsibilities outlined in this SOW or delays caused by Customer's third-party vendor(s) or subcontractor(s).

NETWORK AND HARDWARE REQUIREMENTS

The following requirements must be met by the Customer prior to Motorola installing the proposed system:

- Provide network connectivity for the transfer and exchange of data for the proposed system.
- Provide devices such as workstations, tablets, and smartphones with Internet access for system usage. Chrome is the recommended browser for optimal performance.
- Provide and install antivirus software for workstation(s).
- Provide Motorola with administrative rights to Active Directory for the purpose of installation, configuration, and support.
- Provide all environmental conditions such as power, uninterruptible power sources (UPS), HVAC, firewall and network requirements.
- Ensure required traffic is routed through Customer's firewall.

Motorola is not responsible for any costs or delays that arise from Customer's failure to meet network and hardware requirements.

Project Planning

A clear understanding of the needs and expectations of Motorola and the Customer is critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of specific information to set clear project expectations and guidelines, as well as lay the foundation for a successful implementation.

PROJECT PLANNING SESSION

A Project Planning Session will occur after the Contract has been executed. The Project Planning Session is an opportunity for the Motorola and Customer PM to meet before the Project Kickoff Meeting and review key elements of the project and expectations. Depending on the items purchased, the agenda will typically include:

- A high-level review of the following project elements:
- Quoting/ordering documents
- A summary of contracted applications and hardware as purchased.
- Customer’s involvement in project activities to confirm understanding of scope and required time commitments.
- Data Migration questionnaire if migration is included in the Solution
- The Business Process Review (BPR), used to document system configuration, agency recording, and retention policies
- A high-level Project Schedule with milestones and dates.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or subcontractors.
- Determine Customer location for Motorola to ship their equipment for installation.

Motorola Responsibilities

- Contact the customer to complete the Project Planning Session.
- Request the assignment of Customer Project Team and any additional Customer resources that are instrumental to the project’s success.
- Baseline the Project Schedule, if applicable.
- Document mutually agreed upon Project Kickoff Meeting Agenda.

Customer Responsibilities

- Identify Customer Project Team and any additional Customer resources that are instrumental to the project’s success.
- Acknowledge the mutually agreed upon Project Kickoff Meeting Agenda.
- Provide approval to proceed with the Project Kickoff Meeting.

Motorola Deliverables

- Project Kickoff Meeting Agenda.
- Data Migration Questionnaire (if applicable)
- BPR Workbook

PROJECT KICKOFF

Motorola will work with the Customer to understand the impact of introducing a new solution and the preparedness needed for a successful implementation.

Note – The IT Questionnaire is completed during the pre-sales process and prior to Contract award. The IT Questionnaire is given to Motorola at the time of offer acceptance. A delay in completing the IT Questionnaire may delay the shipment of equipment. Motorola will not be responsible for any delays associated with or related to the completion of the IT Questionnaire.

Motorola Responsibilities

- Review Contract documents including project delivery requirements as described in this SOW.
- Discuss the deployment start date and deliver the Deployment Checklist.
- Discuss the equipment inventory process
- Discuss project team participants and their role(s) in the project with fulfilling the obligations of this SOW.
- Review resource requirements.
- Provide the initial Project Schedule
- Discuss Motorola remote system access requirements.
- Review the BPR.
- Complete all necessary documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Review the LXP training portal.
- Request user information required to establish the Customer in LXP.
- Review and agree on completion criteria and the process for transitioning to support.

Customer Responsibilities

- Provide feedback and approval on project delivery requirements and schedule.
- Review the Deployment Checklist.
- Review the roles of project participants to identify decision-making authority.
- Validate non-disclosure agreements, approvals, and other related items are complete (if applicable).
- Complete the BPR Workbook within 5 business days after the conclusion of the Project Kickoff for review during the Discovery Teleconference
- Provide all documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Provide Motorola with names and contact information of the designated LXP Administrator(s).

Motorola Deliverables

- Project Kickoff Meeting Minutes.
- Deployment Checklist.

DISCOVERY TELECONFERENCE

During the Discovery Teleconference, Motorola will meet with the Customer to review information documented in the BPR Workbook. The Data Migration Questionnaire will also be reviewed if migration is part of the Solution.

Motorola Responsibilities

- Facilitate Discovery Teleconference.
- Confirm Customer-provided configuration inputs.

Customer Responsibilities

- Gather and review the information required to complete the BPR Workbook.
- Schedule Customer Project Team and SMEs to attend the Discovery Teleconference. SMEs should be present to weigh in on hardware, software, and network components. Customer attendees should be empowered to convey policies and make modifications to policies as necessary.

Motorola Deliverables

- Completed BPR Workbook.

Project Execution

HARDWARE PROCUREMENT AND INSTALLATION

Motorola will procure contracted hardware as part of the ordering process. The hardware will be configured with a basic profile in line with the information provided by the IT Questionnaire or Discovery Teleconference for installation and configuration of the system. The Customer is responsible for providing an installation environment that meets manufacturer's specifications for the hardware, which includes but is not limited to:

- Power
- Heating and Cooling
- Network Connectivity
- Access and Security
- Conduit and Cabling

Motorola Responsibilities

- Procure contracted equipment and ship to the Customer's designated location.
- Inventory equipment after arrival at Customer location
- Conduct a power-on test to validate that the installed hardware is ready for configuration.
- Verify remote connection to hardware.
- Complete Deployment Checklist which outlines the activities completed during configuration and testing of system hardware.

Customer Responsibilities

- Procure Customer-provided equipment and make it available at the installation location.
- Confirm the installation room complies with environmental requirements (i.e. power, uninterruptible power, surge protection, heating/cooling, etc.).
- Provide, install, and maintain antivirus software workstation(s).
- Enable outgoing network connection (external firewall) to Motorola's Cloud Evidence Management System by utilizing the Customer's Internet connection.
- Confirm access to Motorola's Cloud Evidence Management System cloud on Customer-provided workstation(s).

Motorola Deliverables

- Contracted Equipment.
- Equipment Inventory

SVX Configuration as a Remote Speaker Microphone (if applicable)

The Smart Dock(s) will be utilized to manage firmware updates on each SVX. In order for this process to be successfully completed, each Smart Dock must be connected to Motorola's Cloud Evidence Management Solution through the Customer's internet connection.

Motorola Responsibilities

- Configure Smart Dock(s) for connectivity to Motorola's Cloud Evidence Management System.

- Verifying the SVX Smart Dock(s) are connected to Motorola's Cloud Evidence Management System through the Customer's network. The Customer is responsible for ensuring Motorola has the correct IP address(es) for configuring the Smart Dock(s), and the Customer's network is operational.
- Verify all slots in each Smart Dock are functional.
- Provide documentation on how to pair the SVX(s) to Motorola APX NEXT and/or APX N70 radio(s) using Secure Near-Field Communications (NFC).

Customer Responsibilities

- Select physical location(s) for Smart Dock(s).
- Provide network information (IP address, gateway, DNS, and subnet mask) to Motorola for each Smart Dock(s).
- Enable Bluetooth, Bluetooth Tones, and Secure NFC Touch Pairing on Motorola APX NEXT and/or APX N70 radio(s).
- Motorola recommends "Power Down Standby Mode (hrs) = 1" to allow the SVX Bluetooth connection to quickly reconnect after power up within the 1-hour timeframe.
- Pair the SVX(s) to Motorola APX NEXT and/or APX N70 radio(s) using Secure NFC.
- Validate functionality of components and solution utilizing the Deployment Checklist.
- Provide Motorola remote connection information and necessary credentials.

SVX Configuration as a Body Camera (if applicable)

If CommandCentral DEMS Standard, CommandCentral DEMS Plus, or VideoManager EL Cloud device license(s) are included in the contract, the Smart Dock(s) will be utilized to configure each SVX as a body camera.

Motorola Responsibilities

- Configure SVX(s) within Motorola's Cloud Evidence Management System.
- Check out SVX(s) and create a test recording.
- Verify video and audio upload to Motorola's Cloud Evidence Management System for up to 25% of purchased SVX(s).
- Provide a demonstration of client software.

Customer Responsibilities

- Validate functionality of components and solution utilizing the Deployment Checklist.
- Provide Motorola remote connection information and necessary credentials.
- The Customer will verify whether the Smart Docks(s) are connected to their network.
- Verify video and audio upload to Motorola's Cloud Evidence Management System for the remainder of purchased SVX(s).

V700 Body Camera Configuration (if applicable)

The Transfer Station(s) will be utilized to configure each V700 body camera according to the Business Process Review. In order for this process to be successfully completed, each Transfer Station must be connected to Motorola's Cloud Evidence Management Solution through the Customer's internet connection.

Motorola Responsibilities

- Configure Transfer Station(s) for connectivity to the digital evidence management system.
- Verify the Transfer Station(s) is configured properly and connected to the network.

- Configure body camera(s) within the digital evidence management system.
- Check out body camera(s) and create a test recording.
- Verify video and audio upload to Motorola's Cloud Evidence Management System for up to 25% of purchased V700(s).
- Verify completion of upload from body-worn camera(s) after it is docked in a Transfer Station or USB dock.
- Install and provide a demonstration of client software as part of the same on-site engagement as Go-Live, unless otherwise outlined in this SOW.

Customer Responsibilities

- Select physical location(s) for Transfer Station(s).
- Provide and install workstation hardware.
- Complete installation of client software on remaining workstations and mobile devices.
- Validate functionality of components and solution utilizing the Deployment Checklist.
- Provide Motorola remote connection information and necessary credentials.

In-Car Video System Configuration (if applicable)

The Motorola-certified installer will complete the installation of the in-car video (ICV) system(s) within the Customer-provided vehicle(s). The installer may also be responsible for installing cellular routers or WiFi radios inside the vehicle(s) for wireless upload of video to the Customer's digital evidence management system. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

The Customer vehicles must be available for the FE to complete the configuration and testing of the contractual number of ICVs. If the Customer does not have all vehicles available during the agreed upon date and time, the Customer may opt to sign-off on the number of ICV configurations completed.

If the Customer requires the FE to complete the full contractual number of ICVs at a later date and time, additional cost may be incurred. The following table shows the number of ICVs an FE is contractually obligated to configure and test based on the number of ICVs purchased.

Table 1: Number of Contractual ICV Configurations

Number of ICV Purchased	Number of ICV to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10
51 - 75	15

Number of ICV Purchased	Number of ICV to Test
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Note – The Pricing Page will reflect in-car video installation services by Motorola if Motorola is responsible for the vehicle installations.

Motorola Responsibilities

- Setup ICV digital video recorder (DVR) configuration.
- Create configuration USB used to complete ICV hardware configuration and validation.
- Travel to the Customer site to conduct configuration and testing of ICVs.
- The FE will verify whether the AP(s) are properly installed and connected to the network for in-car video system WiFi upload (if applicable).
- Complete ICV configuration on a single vehicle, and validate the configuration with the Customer.
- Receive Customer approval to proceed with remaining ICV configurations.
- Complete remaining contracted vehicle configurations.
- Test a subset of completed ICV hardware configurations.

Motorola-Certified Installer Responsibilities (if applicable)

These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

- Complete the installation of ICV hardware in Customer provided vehicles.
- Complete the installation of cellular router and confirm placement of antenna mounting with Customer (if applicable).
- Install Customer-provided SIM card into cellular router and connect cellular router to ICV (if applicable).
- Installation of Access Point(s) (APs) if provided by Motorola for in-car video system WiFi upload (if applicable).

Customer Responsibilities

- Provide Motorola with remote connection and access credentials to complete ICV hardware configuration.
- Notify Motorola of the vehicle installation location.
- Coordinate and schedule date and time for ICV hardware configuration(s).
- Make ICV hardware available to Motorola for configuration and testing in accordance with the Project Schedule.
- Provide cellular SIM Card for Internet connectivity to the installer at time of vehicle installation (if applicable).
- Install Customer-supplied APs (if applicable).
- Verify APs are properly installed and connected to the network (if applicable).

Motorola Deliverables

- Complete Functional Validation Plan as it applies to the proposed solution.

NOTE - The Customer is responsible for having all vehicles and devices available for installation per the Project Schedule. All cellular data fees and Internet connectivity charges are the responsibility of the Customer. If a Motorola-certified installer is not used to install the ICV(s), Motorola is not responsible for any errors in hardware installation, performance or delays in the Project Schedule. In the event the Customer takes on the responsibility of installing the ICV(s) through a Motorola-certified installer, Motorola is also not responsible for any errors in hardware installation, performance or delays in the Project Schedule. For ALPR installations, an MDT is required for all vehicles.

M500 Automatic License Plate Recognition (ALPR) Configuration (if applicable)

This section highlights the responsibilities of Motorola and the Customer when an M500 in-car video system interfaces with the VehicleManager database.

Motorola Responsibilities

- Create a Customer account in the VehicleManager system with user emails.
- Verify the Customer has installed and launched the Vigilant Car Detector Mobile Software per the VehicleManager Quickstart Guide.
- Provide Mobile ALPR - Officer Safety Basic and Advanced Pre-Installation Checklist.
- Provide Agency Manager with Training Materials and Car Detector Mobile MDC software installation guide.
- Advise Agency Manager of different options available to add new users.
- Confirm Agency Manager is aware of registration required for Hotlists.
- Confirm Agency Manager understands how to set up data-sharing.

Customer Responsibilities

- Identify the Agency Manager.
- Register to receive access to Hotlists.

Interview Recording System Configuration (if applicable)

When installation services are included as part of the contract, the Motorola-certified installer will complete the installation of the Interview Recording System(s) within the Customer-provided location(s).

The Customer location(s) must be available for the Motorola Resource and/or contracted third party to complete the configuration and testing of the contractual number of systems. If the Customer does not have all locations available during the agreed upon date and time, the Customer may opt to sign-off on the number of configurations completed. If the Customer requires the Motorola Resource and/or contracted third party to complete the full contractual number of systems at a later date and time, additional cost may be incurred.

Motorola Responsibilities

- Create configuration USB used to complete hardware configuration and validation.
- Conduct configuration and testing of system(s).
- Complete configuration on a single system, and validate the configuration with the Customer.
- Receive Customer approval to proceed with remaining configurations.
- Complete remaining contracted system configurations.

- Test a subset of completed hardware configurations.
- When installation services for Motorola-certified installer are in the contract, complete the installation of the Interview Recording System (if applicable).

Customer Responsibilities

- When installation services are being provided by the Customer, complete the installation of the Interview Recording System (if applicable).
- Provide Motorola with remote connection and access credentials to complete hardware configuration.
- Notify Motorola of the installation location.
- Coordinate and schedule date and time for hardware configuration(s).
- Make hardware available to Motorola for configuration and testing in accordance with the Project Schedule.

Motorola Deliverables

- Complete the Deployment Checklist and testing as it applies to the proposed solution.

SOFTWARE AND CONFIGURATION

CommandCentral DEMS (if applicable)

CommandCentral DEMS software is a cloud solution that does not require an onsite server. Section 3.2 does not apply to existing Motorola customers using VideoManager EL Cloud.

Motorola Responsibilities

- Use information provided in BPR Workbook to configure CommandCentral DEMS software.
- Based on Customer feedback, perform the following activities:
- Create users, groups, and setup permissions.
- Create event categories.
- Set retention policies.
- Test software using applicable portions of the Functional Validation Plan.
- Use the CommandCentral Admin Portal to provision users, groups, and rules based on Customer Active Directory data.
- Guide the Customer in the configuration of CommandCentral DEMS.
- Ensure training POC can access the system.

Customer Responsibilities

- Supply access and credentials to Customer’s Active Directory for the purpose of Motorola conducting CommandCentral DEMS provisioning.
- Respond to Motorola’s inquiries regarding users, groups, and agency mapping to CommandCentral DEMS.
- Provision policies, procedures, and user permissions.
- Configure evidence as directed by Motorola.
- Verify traffic can be routed through Customer’s firewall and reaches end-user workstations.

DATA MIGRATION SERVICES (IF APPLICABLE*)

The Customer is responsible for partitioning data to be converted from Motorola on-premises digital evidence management system, or Customer’s Non-Motorola Digital Evidence Management System to Motorola’s cloud solution as part of this offer. The Customer will have ten (10) business days to provide feedback after Motorola validates the migrated data. If feedback is not received on or before ten (10) business days, Motorola will assume the migration is complete. *Data Migration Services may be subject to additional fees.

Motorola Responsibilities

- Receive access to Customer video data.
- Perform contracted data migration and validation.

Customer Responsibilities

- Provide 24/7 remote access to partitioned data to be migrated.
- Customer hardware or virtualization environment will be the sole responsibility of the Customer to troubleshoot and resolve issues.
- Validate migrated dataset and provide Motorola with feedback within ten (10) business days.

Completion Criteria

- A migrated dataset as defined in the Contract.

Motorola On-Premises Evidence Management System (if applicable)

Motorola supports data migration of digital assets and associated metadata from our on-premises evidence management systems, Evidence Library 4 and VideoManager EL On-Prem (formally known as Evidence Library 5), to Motorola's cloud solution.

Motorola Responsibilities

- Verify compatible platform(s) and upgrade if applicable

Customer Responsibilities

- Provide internet connectivity from on-premises server to destination resources

Non-Motorola Evidence Management System (if applicable)

Motorola will perform data migration of digital assets and associated metadata from the Customer's Non-Motorola Evidence Management system to the new Motorola Cloud Evidence Management System.

Motorola Responsibilities

- Facilitate the method of obtaining and consuming the data
- Review data in the Motorola systems with the customer

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the Non-Motorola digital evidence management system.
- Provide internet connectivity from on-premises server to destination resources, if applicable.
- Provide API connection to the source, if applicable
- Provide data and metadata information in a readable and consumable format
- Assist with mapping metadata information into Motorola system

INTEGRATIONS AND THIRD-PARTY INTERFACES (IF APPLICABLE)

The integration between Motorola's Cloud Evidence Management System and the Customer's third-party system may consist of an iterative series of activities depending on the complexity of accessing the third-party system. Interfaces will be installed and configured in accordance with the Project Schedule. The Customer is responsible for engaging third-party vendors as required to facilitate connectivity and testing of the interface(s).

Motorola Responsibilities

- Develop and configure interface(s) to support the functionality described in the Solution Description.
- Establish and validate connectivity between Motorola and third-party systems.
- Perform functional demonstration to confirm the interface(s) can transmit and receive data to the Customer's digital evidence management system.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the third-party system.
- Provide personnel authorized to make changes to the network and third-party systems to support Motorola's integration efforts.
- Provide network connectivity between digital evidence management system and the third-party system(s).
- Provide hardware to run any required interface components for on-prem interfaces when required.
- Provide sample data and information on API, SDKs, data scheme, and any documentation necessary to establish interfaces with all local and remote systems. This information should be provided to the Motorola PM within ten (10) business days of the Interface Engagement Meeting.

NOTE - At the time of initial design, unknown circumstances, requirements or anomalies may present difficulties with interfacing Motorola products to a third-party application. These difficulties could result in a poorly performing or non-functional interface. Providing Motorola with this information early in the deployment process, will potentially allow us to mitigate these issues. If the resolution requires additional third-party integration, application upgrades, APIs, and/or additional software licenses, the Customer is responsible for addressing these issues at their cost. Motorola is not responsible for any delays or costs associated with third-party applications or Customer-provided third-party hardware or software.

SYSTEM TRAINING

The objective of this section is to prepare for and deliver training. Motorola training consists of computer-based (online) and instructor-led (on-site or remote) depending on what is purchased. Our training delivery methods will vary depending on course content. Training will be delivered in accordance with the Education Plan. As part of our training delivery, Motorola will provide user guides and training materials in an electronic format.

ONLINE TRAINING

Online training is made available to the Customer through LXP. This subscription service provides customers with unlimited access to our online training content and provides users with the flexibility of learning the content at their own pace. Training content is added and updated on a regular basis to keep information current.

Through LXP, a list of available online training courses, Motorola User Guides, and Training Material are accessible in electronic format.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer.
- Establish an accessible instance of LXP for the Customer.
- Configure a Customer-specific portal view.
- Organize content to align with Customer’s selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account.
- During onboarding, assist the Customer with LXP usage.
- Provide technical support for user account and access issues, LXP functionality, and Motorola managed content.
- Provide instruction to Customer LXP Administrator on building groups.

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Complete LXP Administrator training.
- Ensure network and Internet connectivity for Customer access to LXP.
- Customer's primary LXP Administrator is required to complete the following self-paced training: LXP Introduction (LXP0001), LXP Primary Site Administrator Overview (LXP0002), and LXP Group Administrator Overview (LXP0003).
- Advise users on the availability of training through LXP.
- Ensure users complete LXP training in accordance with the Project Schedule.
- Build groups as needed.

ON-SITE TRAINING

Instructor-led courses are based on products purchased and the Customer’s Education Plan. On-site instructor-led classes will utilize the Customer’s hardware and software in order to provide the best training environment. This will allow the Customer to engage in an environment that has been configured and deployed in alignment with this SOW.

Motorola Responsibilities

- Deliver User Guides and training materials in an electronic format.
- Perform training in accordance with the Education Plan.
- Provide the Customer with training attendance rosters and summarize any pertinent information that may impact end user training.

Customer Responsibilities

- Supply classroom(s) based on the requirements listed in the Education Plan.
- Designate training representatives who will work with the Motorola trainer(s) to deliver the training content.
- Facilitate training of all Customer end users in accordance with the Customer's Education Plan.

Motorola Deliverables

- Electronic versions of User Guides and training materials.
- Attendance rosters.

PROJECT GO-LIVE, CLOSURE, AND HANDOVER TO SUPPORT

Motorola will utilize the Deployment Checklist throughout the deployment process to verify features and functionality are in line with installation and configuration requirements. The Customer will witness the assigned Motorola Resource demonstrating the Deployment Checklist and provide feedback as features and functionality are demonstrated. The Customer is considered Live on the system after the equipment has been installed, configured, and made available for use, and training has been delivered or made available to the Customer.

Upon the conclusion of Go-Live, the project is prepared for closure. Project closure is defined as the completion of tasks and the Customer's receipt of contracted components. The Deployment Checklist serves as the artifact that memorializes a project closure. A System Acceptance Certificate will be provided to the Customer for signature to formally close out the project. The Customer has ten (10) business days to provide Motorola with a signed System Acceptance Certificate. If the Customer does not sign off on this document or provide Motorola written notification rejecting project closure, the project will be deemed closed. Upon project closure, the Customer will engage with Technical Support for on-going needs in accordance with the Customer's specific terms and conditions of support.

Motorola Responsibilities

- Provide the Customer with Motorola Technical Support engagement process and contact information.
- Provide Technical Support with the contact information of Customer users who are authorized to engage Technical Support.
- Ensure Deployment Checklist is complete.
- Obtain Customer signature on the System Acceptance Certificate.

Customer Responsibilities

- Within ten (10) business days of receiving the System Acceptance Certificate, provide signatory approval signifying project closure.
- Provide Motorola with the contact information of users who are authorized to engage Motorola's Technical Support.
- Engage Technical Support as needed.

Motorola Completion Criteria

Provide Customer with survey upon closure of the project.

ASSUMPTIONS

This SOW is based on the following list of assumptions:

- Motorola's Cloud Evidence Management System must be connected to the Microsoft Entra ID (formally known as Microsoft Azure Active Directory) for user authentication to the application. Microsoft Entra ID can be synchronized with the Customer's on-premises Active Directory using Azure AD Connect. If the Customer is using Microsoft Office 365, Motorola will be able to integrate with this Microsoft Entra ID.
- If Microsoft Entra ID is not utilized by the Customer, Motorola will provide a free version of Entra ID for user authentication to the application.
- Must be 2003 or later for Microsoft Entra ID integration.
- Upload Speed Requirements for SVX when used as a body camera:
- 5 Mbps + 3 Mbps per additional device.
- This assumes it will take 8 hours to upload 5 GB of video on a device.
- 40-50 Mbps per concurrent uploading device.
- This assumes video is required to upload within 30-40 minutes with approximately 5 GB to upload.
- Cellular upload of ICVs and BWCs (if applicable) requires an Ethernet connection to an LTE modem in the vehicle.
- If the Customer is supplying their own Access Point for ICV Wi-Fi upload, it must be 5 GHz 802.11n compatible.

Purchase Order Checklist NA OM

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this)
PO Number/ Contract Number
PO Date
Vendor = Motorola Solutions, Inc.
Payment (Billing) Terms/ State Contract Number
Bill-To Name on PO must be equal to the *Legal* Bill-To Name
Bill-To Address
Ship-To Address (If we are shipping to a MR location, it must be documented on PO)
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)
PO Amount must be equal to or greater than Order Total
Non-Editable Format (Word/ Excel templates cannot be accepted)
Tax Exemption Status
Signatures (As required)

NOTE: When an email order is submitted a confirmation is sent from Motorola AutoNotify referencing a **case number**.
Once checklist is complete, order still must go through **Order Validation/Credit Approval**

V700 BODY-WORN CAMERA SOLUTION DESCRIPTION

The V700 body-worn camera captures clear video and audio of every encounter from the user's perspective. Its continuous-operation capabilities allow constant recording, helping the user to capture every detail of each situation and create a reliable library of evidence for case building and review. The V700 can stream live video and report real time GPS location through a built-in LTE modem, directly to the suite of CommandCentral applications.

The V700 is easy to operate, with four control buttons. Its innate Record-After-the-Fact® (RATF) technology enables the device to capture important video evidence that can be retrieved hours or days after an incident occurs, even if a recording is not triggered by the user or sensor. With RATF, officers can prioritize response to immediate threats versus manually activating their camera.

KEY FEATURES OF THE V700

- **Detachable Battery –** The V700's detachable battery allows officers to switch to a fully-charged battery if their shift goes longer than expected. Since the battery charges without being attached to the V700, the battery is kept fully charged in the dock ready for use. This feature is especially helpful for agencies that share body-worn cameras with multiple officers.
- **Wireless Uploading –** Recordings made by the V700 are uploaded to the agency's evidence management system via LTE or WiFi. This enables easy transfer of critical recordings to headquarters for immediate review or long-term storage.
- **Real-time Location and Video Streaming –** With built-in LTE connectivity, the V700 paired with CommandCentral Aware will send location updates and stream live video to a dispatch center or Real Time Crime Center (RTCC) giving the agency a complete and accurate view of their officers for better coordination and quicker response times.
- **LTE Service Ready –** The V700 is approved for use on Verizon and FirstNet networks in the U.S. and Bell Mobility in Canada. The V700 will ship with a pre-installed SIM from both carriers, ready for service activation upon arrival with a data plan that best suits the agency's needs. LTE service activation would be on the agency's carrier account.
- **Data Encryption –** The V700 uses FIPS-140-2 compliant encryption at-rest and in-transit. This ensures recordings made by the agency's officers are secure from unauthorized access.
- **Record-After-The-Fact® –** Our patented Record-After-the-Fact® technology captures footage even when the recording function is not engaged. The camera user or admin can request video footage from a specific point in the past to be uploaded to the evidence management system, hours or even days after the event occurred.
- **Natural Field of View –** The V700 eliminates the fisheye effect from wide-angle lenses that warps video footage. Distortion correction ensures a clear and complete evidence review process. The V700's high quality, low light sensor captures an accurate depiction of recorded events, even in challenging lighting conditions.
- **SmartControl Application –** To maximize efficiency in the field, the Motorola Solutions SmartControl app enables V700 users to preview video recordings, add or edit tags, change camera settings and view live video from the camera. The app is available for both iOS and Android phones.
- **In-Field Tagging –** The V700 enables easy in-field event tagging. It allows officers to view event tags and save them to the appropriate category directly from the body-worn camera or via the SmartControl app.
- **Auto Activation –** The V700 body-worn camera(s) paired with an M500 or 4RE in-car video system(s) can form a recording group, which automatically starts recording when one of the devices begins to record. Each device can be configured to initiate a group recording using triggers like lights, sirens, doors, gun racks, and other auxiliary inputs. Up to eight V700s can form a recording group and collaborate on recordings, without a

corresponding in-car video system, using similar triggers. Group recordings are uploaded and automatically linked to the evidence management system as part of one event.

V700 AND IN-CAR VIDEO INTEGRATION

The V700 integrates seamlessly with the M500 or 4RE in-car video systems, capturing video of an incident from multiple vantage points. This integration includes the following features:

- **Distributed Multi-Peer Recording –** Multiple V700 body-worn cameras and in-car video systems can form a recording group and based on the configuration, automatically start recording when one of the devices begins to record. Group recordings are uploaded and automatically linked to the evidence management system as part of one incident.
- **Automatic Tag Pairing –** Recordings captured by integrated V700 body-worn cameras and in-car video systems can be uploaded to the evidence management system with the same tags. From the in-car video system's display, videos can be saved under the appropriate tag category. The tag is then automatically shared with the V700 video and uploaded as part of one incident along with the officer's name.
- **Evidence Management Software –** When V700 body-worn cameras and in-car video systems record the same incident, the Motorola Solutions evidence management software automatically links those recordings based on officer name, date, and time overlap.
- **Additional Audio Source –** The V700 can serve as an additional audio source when integrated with the in-car video system. The V700 also provides an additional view of the incident and inherits the event properties of the in-car video system's record, such as officer name, event category, and more, based on configuration.
- V700 and APX Radio Integration

Motorola Solutions' APX two-way radios can pair with V700 body-worn cameras to automate video capture through Bluetooth. When the APX's emergency mode button is pressed, or the Man Down feature is activated, the V700 is triggered to start recording immediately. The recording will continue until manually stopped by the officer via the start/stop button on the V700 or group in-car video system.

HOLSTER AWARE™ INTEGRATION

The V700 integrates with a Holster AwareTM sensor through Bluetooth. If configured, the sensor automatically prompts the V700 to record the moment the holstered equipment is drawn. The holster sensor information is stored with the V700 user profile and uploaded to the evidence management system. If the user is assigned to a different camera, the holster sensor information will be applied to the new camera. The holster sensor allows officers to record high-stress events as they unfold, without having to sacrifice situational awareness by manually activating the V700.

DOCKING STATIONS

The V700 has three docking options:

Transfer Station – The Transfer Station is built for large, multi-location agencies with large numbers of V700 cameras in service at any given time. It can charge up to eight fully assembled body-worn cameras or individual batteries. The eight docking slots include an LED indication of a battery charging and upload status. While the V700 charges, the Transfer Station can automatically offload recordings from the camera to the evidence management system via an integrated 2.5Gb switch. The Transfer Station connects directly to the LAN for fast offload of recorded events to storage, while charging the body-worn camera battery. The Transfer Station supports comprehensive device management capabilities, such as camera configuration, checkout and officer assignment options; rapid checkout, kiosk, and individual camera checkout; automatic firmware and configuration updates.

USB Base – The USB Base charges the battery of a single V700 or standalone battery pack. The USB Base can be mounted in a vehicle or attached to a desktop or Mobile Data Computer with 12V or USB connection for power. The USB Base has LED indications for battery charging status and upload, and an ambient light sensor for optimal LED brightness control from bright sunlight to the dim interior of a patrol car. When connected to a laptop or desktop computer, the USB Base can be used to upload recordings to the evidence management system, as well as, receive firmware and configuration updates.

Wi-Fi Base – The Wi-Fi Base is mounted in a vehicle. It facilitates V700 upload of video evidence to the evidence management system, firmware updates, communication between V700 and in-car video system group devices and charges fully assembled V700s or individual battery packs. It has LED indications of battery charging status and upload, and an ambient light sensor for optimal LED brightness control, from bright sunlight to the dim interior of a patrol car.

MOUNTING SOLUTIONS

V700 is compatible with the entire line of V300 mounting solutions as depicted below.

Statement of Work — Essential Service for V700 Body Worn Camera Device (North America)

This Statement of Work ("SOW") is subject to the terms and conditions of the Motorola Solutions Service Agreement or other applicable agreement in effect between the parties ("Agreement"). The terms of this SOW are an integral part of an Agreement with the Customer to which this SOW is appended and is made a part thereof by this reference. In the event of a conflict between the terms and conditions of an Agreement and the terms and conditions of this SOW, this SOW will control the inconsistency only. This SOW applies to the Device(s) specifically named in the Agreement.

DESCRIPTION OF SERVICES AND OBLIGATIONS

The term "Customer" refers to any end-user who has a purchase agreement with Motorola Solutions.

Essential Service provides either three (3) or five (5) years of coverage, as selected by the Customer, and includes:

- Remote Technical Support
- Software Maintenance
- Software Enhancements
- Hardware Repair for manufacturing defects

Motorola Solutions includes three (3) years of Essential Service with each Body Worn Camera (BWC) device purchase, with optional service upgrades to extend and/or provide additional coverage for the device.

ESSENTIAL SERVICE

Remote Technical Support

Remote Technical Support is provided for device issues related to software and/or hardware that require troubleshooting expertise. Motorola Solutions' System Support Center (SSC) and Technical Support Operations (TSO) center are staffed with highly trained technologists who specialize in the diagnosis and resolution of product issues. Motorola Solutions' SSC and TSO are continuously monitored against stringent, industry recognized incident and problem management processes.

Motorola Solutions will respond to calls, e-mails, and web portal submissions during normal support hours, five (5) business days per week, excluding holidays, and weekends. In addition, Customers may contact the Motorola Service Desk and a Motorola Solutions representative will log a technical request on Motorola Solutions' Case Management System.

Technical Problem Isolation, Analysis and Resolution.

A Motorola Solutions representative or technologists will:

- Work to isolate the problem/issue
- Analyze and determine the cause of the problem/issue
- Work to achieve problem/issue resolution

Software Maintenance

Software maintenance is important for ensuring device performance and operation. Essential Service provides the Customer with access to the latest available Body Worn Camera (BWC) device operating system (OS) software, device firmware, and application software. Device software releases maintain the device software performance such that the Device operates in accordance with its specifications and documented functionality, and is aligned with the applicable Motorola Solutions infrastructure platform lifecycle. Each release may include bug fixes, security patches, and/or new feature activation enablements.

Configuration of the Body Worn Camera (BWC) device is made possible through the use of the CommandCentral DEMS, VideoManager EL On-Premises, or VideoManager EL Cloud, solution.

Access to software updates will remain available until the expiration of the initial term of the Essential Service Package. Upon expiration of the initial Essential Service term, availability of software updates will terminate, unless the Customer renews Essential Service.

Software Enhancements

Software Enhancements are included with all BWC devices that have a valid Essential Service Package. Software Enhancements may include, or introduce, new device features, functionality, or capabilities, that were not available at time of device purchase. Availability of software enhancements depends on the device hardware and software capability to work with the new enhancements. Certain enhancements, not included with Essential Service Packages, may only be available as an additional purchase.

Motorola Solutions, at its discretion, reserves the right to add new software enhancements, or remove existing software enhancements, from any of its Essential Service Package. Please contact your Motorola Solutions Sales associate, or visit the Motorola Solutions' Web portal, for additional information regarding device features and capabilities.

Software Enhancements for the device will be continuously available until the expiration of the initial term of the Essential Service Package. Upon expiration of the initial term of Essential Service, availability of Software Enhancements will terminate, unless the Customer renews Essential Service.

Device Hardware Repair

Essential Service provides the Customer with repair services at a Motorola Solutions owned and operated, supervised, or certified Repair Center that employs the latest test equipment and original or certified replacement components used in the manufacturing of the BWC device. Device Hardware Repair provides the Customer with repair services for internal and external device components that are damaged as a result of manufacturing defects and defects due to normal wear and tear. With this Service, the device is repaired to ensure full compliance with its specifications, as published by Motorola Solutions at the time of delivery of the original device via:

- Repairs, adjustments and restorations, if appropriate, of any device that malfunctions while being used within the operational and environmental parameters specified by Motorola Solutions.
- Device updates, if applicable, as may be released, from time to time, by Motorola Solutions in accordance with an Engineering Change Notice.

At the discretion of Motorola Solutions, if the device is considered "un-repairable", for technical or economic reasons, Motorola will replace the device with a new or refurbished device.

A three (3) year optional Service is available for the Transfer Station. Scope includes Technical Support and Hardware Repair as described in sections 1.2.1 and 1.2.4.

Essential Software Service

If for any reason the Customer declines or chooses to exclude the hardware repair option that is included with the three (3) year Essential Service Package, the Customer will automatically default to, and be entitled to, three (3) years of Essential Software Service and one (1) year of hardware repair against manufacturing defects, as covered by the standard product warranty.

Essential Software Service provides three (3) years of coverage and includes:

- Remote Technical Support
- Software Maintenance
- Software Enhancements

Scope of Products or Services included

Essential Service, and optional Service upgrades, are currently available for all V700 Body Worn Camera devices. Check with your Motorola Solutions' Sales representative if you have a question about the eligibility of your device.

Optional and purchasable Services are available for the Transfer Station.

MOTOROLA SOLUTIONS RESPONSIBILITIES

Software Release Availability. Motorola Solutions will provide access to the latest BWC device software and firmware releases via the CommandCentral DEMS, VideoManager EL On-Premises, or VideoManager EL Cloud, solution. For customers using the CommandCentral DEMS or VideoManager EL Cloud, software and firmware upgrades will occur automatically when the Body Worn Camera device connects to the agency's CommandCentral DEMS or VideoManager EL Cloud instance. If using the VideoManger EL On-Premises solution, the on-prem server will periodically connect to the VideoManager EL Cloud database to check for new software and firmware versions, download the latest version, and apply the new software and/or firmware automatically to the BWC device when it connects to the server.

Software Release Notes. Motorola Solutions may, from time to time, provide release notes for the BWC Device software release. Information regarding training material will be posted on the Learning Experience Portal (LXP) at https://learning.motorolasolutions.com

Hardware Repair. Motorola Solutions will provide repair or replacement of a device, at its option, with a five (5) business day in-house turnaround time, provided the device is delivered to the repair center by 9:00 a.m. (local repair center time), and replacement parts, components, and/or devices are available. Business days do not include holidays or weekends. Repair may include the replacement of parts, or boards with new parts or complete boards or, at Motorola Solutions' option, with functionally equivalent, reconditioned parts, boards, or with a new or refurbished replacement device. All replaced parts, boards or devices will become the property of Motorola Solutions. Turnaround time represents the time a product spends in the repair process; it does not include time in transit, including customs clearance.

LTE/4G Service. Motorola Solutions supports the operation of the V700 BWC device on multiple approved LTE/4G Carrier Networks. Based on the Customer's selection of a Carrier during the initial ordering process, Motorola Solutions will install, in the device, the Customer's selected Carrier SIM, before the device is shipped to the Customer. The Customer is responsible for contacting the Carrier and activating the LTE/4G data service.

Shipping. For devices repaired under Essential Service, Motorola Solutions will provide one-way shipping, from an Authorized Motorola Repair Center to the Customer. The Customer is responsible for the shipping method and any shipping costs incurred when returning the faulty device to an Authorized Motorola Solutions repair center. Based on the country of purchase, Motorola Solutions may also cover, or include, two-way shipping for the damaged or defective device. Eligibility for two-way shipping will be confirmed during the repair submission process.

CUSTOMER RESPONSIBILITIES

Serial Numbers. If device orders are submitted via Motorola Solutions' Partner Hub, OCC, or CPQ ordering systems, the hardware serial number(s) for three (3) year Essential Service and Essential Software, as well as five (5) year Essential Service, and three (3) and five (5) year Essential Service with Accidental Damage and Advanced Replacement, will be automatically captured and included in the Service Agreement.

If five (5) year Essential Service or three (3) and five (5) year Essential Service with Accidental Damage and Advanced Replacement is purchased within 90 days of device shipment, the Customer must provide a complete list, preferably in electronic format, or by completing a Service Order Form (SOF), of all hardware serial numbers to be covered under the Agreement.

Initiating Repair. When initiating a repair, the Customer must contact Motorola Solutions to obtain a Return Material Authorization (RMA) number for each faulty BWC device. The Customer can submit a repair, and request an RMA, via the Partner Hub Portal, or by contacting the Motorola Solutions' Service Desk. If two-way shipping is included, the customer can generate a shipping label via Partner Hub, or by contacting the Motorola Solutions Service Desk. The Return Material Authorization (RMA) must be included with the device when shipped to the Authorized Motorola Repair Center.

- Only the BWC device should be returned for repair. The battery must be removed before shipping the device to a Motorola Solutions Repair Center.
- Device accessories should not be included when returning a device to a Motorola Solutions Repair Center for repair. Accessories include batteries, chargers or charging stations, cables, mounts, and clips.
- The SIM card must remain in the device, and intact, when the device is shipped to a Motorola Solutions Repair Center. If the SIM card is removed, or if any evidence of SIM card tampering is found, including disassembling of the device, the warranty will be null and void.

Motorola Solutions is not responsible for any accessories, or device batteries, that are shipped with the device for repair.

Device software releases. The Customer will be responsible for updating each eligible BWC device with the latest available software and/or firmware, and of advising users of any operational changes that may have been introduced as a result of the new software or firmware.

LTE/4G Service. The Customer is responsible for selecting a Motorola Solutions approved LTE/4G Carrier/Provider during the initial ordering process, and for contacting the Carrier and activating LTE service for the device. The Customer is solely responsible for all financial obligations with the selected LTE Carrier.

Wi-Fi Connectivity. The Customer is responsible for providing all Wi-Fi connectivity to the device.

Removing Customer Data. The Customer is responsible for removing, from the device, any data, video, or other information that the Customer wishes to retain or destroy, prior to sending the device to a Motorola Solutions Repair Center for repair.

Motorola Solutions may provide a Video Evidence Recovery Service for the BWC device, as an additional charge. Video Evidence Recovery is a best effort service that is dependent on the condition of the device. This service, if applicable, will have a separated Agreement, with Terms and Conditions, outside the scope of this Statement of Work (SOW). Please contact your Motorola Solutions Representative for more information regarding the Video Evidence Recovery Service.

ESSENTIAL SERVICE LIMITATIONS AND RESTRICTIONS

Customer will incur additional charges at the prevailing rates for any of the following activities, which are not covered under this Agreement:

- Replacement of consumable parts or accessories, as defined by product, including but not limited to batteries, cables, mounts, or clips.
- Repair of problems caused by natural or manmade disasters, including but not limited to fire, theft and floods that would cause internal or external component damage or destruction.
- Repair of problems caused by third parties' Software, accessories or peripherals not approved in writing by Motorola Solutions for use with the device.
- Repair of problems caused by using the device outside of the product's operational and environmental specifications, including improper handling, carelessness or reckless use, or repaired by a third party.
- Repair of problems caused by unauthorized alterations or attempted repair.
- Non-remedial work, including but not limited to administration and operator procedures, reprogramming, and operator or user training.
- Problem determination and/or work performed to repair or resolve issues with non-covered products; for example, any hardware or software products not specifically listed on the service order form.
- Any file or video backup or restoration.
- Completion and test of incomplete application programming or system integration if not performed by Motorola Solutions and specifically listed as covered.
- Use of Software or Firmware releases, except as provided for under the responsibilities outlined in this document.
- Accidental damage, chemical or liquid damage, or other damage caused outside of normal device operating specifications, unless the Customer has purchased the optional Essential Service with Accidental Damage and Advanced Replacement package.
- Cosmetic imperfections that do not affect the functionality of the device.

Where a Body Worn Camera device is submitted for repair that is outside the scope of Service, such repair may be quoted by Motorola Solutions for additional cost in accordance with Motorola Solutions' standard Time and Materials (T&M) rates and terms and conditions. Motorola Solutions will notify the Customer of any incremental charges related to the aforementioned exclusions prior to completing the repair and said repair will be subject to acceptance of the quotation by the Customer.

Software support for unauthorized modifications, or other misuse of the device software, is not covered under this Agreement.

Access to the software and firmware releases for updating the device under this SOW is available only for the device named in the Agreement. Software updates to any additional devices are expressly excluded and prohibited. Notwithstanding the foregoing, Motorola Solutions may, at its sole discretion, include coverage for other devices.

Any implementation tools not required to support the device software and firmware updates are excluded from coverage.

MOTOROLA SOLUTIONS IS NOT OBLIGATED TO PROVIDE SUPPORT FOR ANY DEVICE:

- That has been repaired, tampered with, altered or modified (including the unauthorized installation of any software) — except by Motorola Solutions authorized service personnel.
- That has been subjected to unusual physical or electrical stress, abuse, or forces or exposure beyond normal use within the specified operational and environmental parameters set forth in the applicable product specification.
- If Customer fails to comply with the obligations contained in the product purchase agreement and/or the applicable software license agreement and/or Motorola Solutions terms and conditions of service.

ESSENTIAL SERVICE WITH ACCIDENTAL DAMAGE REPAIR AND ADVANCED REPLACEMENT

Description of Services and Obligations

Accidental Damage coverage is an optional, prepaid service that adds coverage for accidentally damaged BWC devices. Accidental Damage coverage must be purchased together with, or within 90 days of, a qualifying Motorola Solutions device purchase. This three (3) or five (5) year service offer reduces unexpected expenses related to the repair of the device. Accidental Damage and Advanced Replacement coverage includes all services provided under Essential Service, plus additional coverage for Accidental Damage and Advanced Replacement of the damaged device.

Examples of repairs covered under Accidental Damage include:

- Electrical repair for failures caused by accidental water or chemical damage
- Electrical repair for accidental internal damage
- Replacement of accidentally cracked or broken housings.
- Replacement of accidentally cracked or broken camera lens or displays.
- Replacement of accidentally cracked or broken or missing buttons, knobs, or keypads

Repair or Replacement. Motorola Solutions will provide repair or replacement of a BWC device, at its option, with a five (5) business day in-house turnaround time, excluding weekends and holidays, provided the device is delivered to the repair center by 9:00 a.m. (local repair center time), and replacement parts, components, and/or devices are available. Repair may include the replacement of parts, or boards with new parts or complete boards or, at Motorola Solutions option, with functionally equivalent, reconditioned parts, boards, or with a new replacement or refurbished device. All replaced parts, boards or devices will become the property of Motorola Solutions. Turnaround time represents the time a product spends in the repair process; it does not include time in transit, including customs clearance.

Serial Numbers. If the Accidental Damage Service is purchased with the device, in the same order, using Motorola Solutions' Partner Hub Portal, OCc, or CPQ when ordering, the hardware serial number(s) are automatically captured and included in the Service Agreement. If Accidental Damage Service is purchased within 90 days of device shipment, the Customer must provide a complete list, preferably in electronic format, or by completing a Service Order Form (SOF), of all hardware serial numbers to be covered under the Agreement.

Initiating Repair. When initiating a repair, the Customer must contact Motorola Solutions to obtain a Return Material Authorization (RMA) number for each faulty BWC device. The Customer can submit a repair, and request an RMA, via the Partner Hub Portal, or by contacting the Motorola Solutions' Service Desk. If two-way shipping is included, the customer can generate a shipping label via Partner Hub, or by contacting the Motorola Solutions Service Desk. The Return Material Authorization (RMA) must be included with the device when shipped to the Authorized Motorola Repair Center.

- Only the BWC device should be returned for repair. The battery must be removed before shipping the device to a Motorola Solutions Repair Center.
- Device accessories should not be included when returning a device to a Motorola Solutions Repair Center for repair. Accessories include batteries, chargers or charging stations, cables, mounts, and clips.
- The SIM card must remain in the device, and intact, when the device is shipped to a Motorola Solutions Repair Center. If the SIM card is removed, or if any evidence of SIM card tampering is found, including disassembling of the device, the warranty will be null and void.

Motorola Solutions is not responsible for any accessories, or device batteries, that are shipped with the device for repair.

Advanced Replacement. Under Accidental Damage and Advanced Replacement Service, Motorola Solutions will provide Advanced Replacement for the damaged device. Motorola Solutions will ship a new or refurbished replacement device to the Customer within two (2) business days of receiving the Customer repair request, subject to availability of replacement devices. Business days do not include weekends or holidays.

The Customer must return the defective or damaged device to a Motorola Solutions Repair Center within 30 days after receiving the replacement device. Failure to return the damaged device to Motorola Solutions will result in an additional Customer charge for the replacement device.

When returning a device for Advanced Replacement, device accessories should not be included. Accessories include batteries, chargers or charging stations, cables, mounts, and clips.

Motorola Solutions is not responsible for any accessories that are shipped with the device.

ACCIDENTAL DAMAGE AND ADVANCED REPLACEMENT LIMITATIONS AND RESTRICTIONS

Customer will incur additional charges at the prevailing rates for any of the following activities, which are not covered under this Agreement:

- Replacement of consumable parts or accessories, as defined by product, including but not limited to batteries, chargers, charging stations, mounts, and clips.
- Repair of problems caused by natural or manmade disasters, including but not limited to fire, theft and floods that would cause internal or external component damage or destruction.
- Repair of problems caused by third parties' Software, accessories or peripherals not approved in writing by Motorola Solutions for use with the device.
- Repair of problems caused by using the device outside of the product's operational and environmental specifications, including improper handling, carelessness or reckless use, or repair by a third party.
- Repair of problems caused by unauthorized alterations or attempted repair.
- Non-remedial work, including but not limited to administration and operator procedures, reprogramming, and operator or user training.
- Problem determination and/or work performed to repair or resolve issues with non-covered products; for example, any hardware or software products not specifically listed on the service order form.

- Any file or video backup or restoration.
- Completion and test of incomplete application programming or system integration if not performed by Motorola Solutions and specifically listed as covered.
- Use of Software or Firmware releases except as provided for under the responsibilities outlined in this document.

There is a maximum limit of one (1) Body Worn Camera device repair, per contract year, for Essential Service with Accidental Damage and Advanced Replacement.

Where ongoing “Accidental Damage” repair is deemed by Motorola Solutions to be excessive, systemic, or the result of device mishandling, the Customer may be subject to an additional charge. Should the accidental damage continue unabated, the Customer will incur repair charges at Motorola Solutions’ discretion and prevailing charges for devices deemed by Motorola Solutions to have been damaged through improper handling, carelessness or reckless use.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Liz Bermudez, Executive Secretary, lbermudez@columbiatn.gov, 931-560-1510

AGENDA ITEM TITLE: ACKNOWLEDGE RECEIPT OF "REPORT ON DEBT OBLIGATION" FOR STATE REVOLVING FUND (SRF) LOAN - COLUMBIA 2024-10571, SERIES 2026 (STUDY SESSION ONLY)

RECOMMENDATION: No City Council action is required.

INFORMATION: This item is a Study Session Only item. Bond Counsel Jeff Oldham has included a letter on the Report on Debt Obligation for SRF Loan - Columbia 2024-10571 Series 2026.

CERTIFICATION: N/A

ATTACHMENTS: Staff Report Debt Obligation Report, Letter from Bond Counsel, Report on Debt Obligation Form.

BASS BERRY + SIMS PLC
21 Platform Way South, Suite 3500
Nashville, TN 37203
(615) 742-6200

August 27, 2026

City of Columbia, Tennessee
700 North Garden Street
Columbia, Tennessee 38401

Re: Debt Information Form CT-0253 for $75,000,000 State Revolving Fund Loan Agreement

Ladies and Gentlemen:

The City has closed on its $75,000,000 State Revolving Fund Loan to fund a portion of the costs of a new water treatment plant for Columbia Power and Water Systems, all on terms consistent with Resolution No. 26-35, adopted by the City Council on May 14, 2026.

Following the incurrence of any debt, Tennessee Code Annotated Section 9-21-134 requires local governments to prepare and submit a debt information form to both the Comptroller's office and to the local legislative body in the context of an open, public meeting. State law does not require the debt information form to be approved by the Comptroller or the local legislative body; rather, the debt information form is simply intended to provide disclosure to both the Comptroller and the local legislative body of the terms upon which the debt was incurred. The City regularly complies with this process – most recently in connection with its General Obligation Public Improvement Bonds, Series 2024 and Water Revenue Anticipation Notes, Series 2023 and 2025.

We confirm that we have filed the attached debt information form with the Comptroller's office, and we ask that you distribute the attached debt information form to City Council members as an informational item as part of the September 3 and September 10 study session and Council meeting.

Sincerely,

Bass, Berry & Sims PLC,
Bond Counsel

51849367.1

Jason E. Mumpower
Comptroller

Report On Debt Obligation

Entity and Debt Information

Entity Name
City of Columbia

Entity Address
700 North Garden Street Columbia, Tennessee 38401

Debt Issue Name
SRF Loan - Columbia 2024-10571

Series Year
2026

Debt Issue Face Amount
$75,000,000.00

Face Amount Premium or Discount?
N/A

Tax Status
Taxable

Interest Type
True Interest Cost (TIC)

True Interest Cost(TIC)
3.06%

Debt Obligation
Loan Agreement

Moody's Rating
Unrated

Standard & Poor's Rating
Unrated

Fitch Rating
Unrated

Other Rating Agency Name
N/A

Other Rating Agency Rating
N/A

Security
General Obligation + Revenue

Type of Sale Per Authorizing Document
State or Federal Loan Program

Loan Program Name
Tennessee Local Development Authority State Revolving Fund

Dated Date
6/2/2026

Issue/Closing Date
6/2/2026

Final Maturity Date
7/1/2055

Debt Purpose

Purpose	Percentage	Description
Utilities	100%	Construction of new water treatment plant
Education	0%	N/A
General Government	0%	N/A
Other	0%	N/A
Refunding	0%	N/A

Cost of Issuance and Professionals

Does your Debt Issue have costs or professionals?

Yes

Description	Amount	Recurring Portion	Firm Name
Issuer/Administrator Program Fees	$0.00	.08% per year	Tennessee Department of Environment and Conservation

TOTAL COSTS	$0.00

Maturity Dates, Amounts, and Interest Rates

Comments

City agrees to pay monthly principal and interest in accordance with the terms of loan agreement. See attached exhibit for a sample repayment schedule provided in the loan agreement. The repayment schedule may be adjusted according to the City's drawdown schedule or amounts. The maturity dates and principal amounts below are based on the sample repayment schedule provided in the Loan Agreement.

Year	Amount	Interest Rate
2026	$1,550,244.00	3.06%
2027	$1,598,352.00	3.06%
2028	$1,647,948.00	3.06%
2029	$1,699,092.00	3.06%
2030	$1,751,820.00	3.06%
2031	$1,806,180.00	3.06%
2032	$1,862,232.00	3.06%
2033	$1,920,024.00	3.06%
2034	$1,979,604.00	3.06%
2035	$2,041,044.00	3.06%
2036	$2,104,380.00	3.06%
2037	$2,169,684.00	3.06%
2038	$2,237,016.00	3.06%
2039	$2,306,436.00	3.06%
2040	$2,378,016.00	3.06%
2041	$2,451,816.00	3.06%
2042	$2,527,896.00	3.06%
2043	$2,606,340.00	3.06%
2044	$2,687,232.00	3.06%
2045	$2,770,620.00	3.06%
2046	$2,856,600.00	3.06%
2047	$2,945,244.00	3.06%
2048	$3,036,648.00	3.06%
2049	$3,130,884.00	3.06%
2050	$3,228,048.00	3.06%
2051	$3,328,224.00	3.06%
2052	$3,431,508.00	3.06%
2053	$3,537,996.00	3.06%

Year	Amount	Interest Rate
2054	$3,647,784.00	3.06%
2055	$3,761,088.00	3.06%

TOTAL AMOUNT	$75,000,000.00

* See final page for Submission Details and Signatures *

Submission Details and Signatures

Is there an official statement or disclosure document, as applicable, that will be posted to EMMA: https://emma.msrb.org/?

No

Signature - Chief Executive or Finance Officer of the Public Entity

Name	**Title/Position**
Chaz Molder	Mayor
Email	**Alternate Email**
cmolder@columbiatn.gov	tjablonski@columbiatn.gov

Signature - Preparer (Submitter) of This Form

Name	**Title/Position**
Jeff Oldham	Member
Email	**Alternate Email**
joldham@bassberry.com	Ava.Young@bassberry.com
Relationship to Public Entity	**Organization**
Bond Counsel	Bass, Berry & Sims PLC

Verification of Form Accuracy

By checking the box below as the signing of this form, I attest the following:

1. I certify that to the best of my knowledge the information in this form is accurate.
2. The debt herein complies with the approved Debt Management Policy of the public entity.
3. If the form has been prepared by someone other than the CEO or CFO, the CEO or CFO has authorized the submission of this document.

☑ Verify Form Accuracy

Date to be Presented at Public Meeting	**Date to be emailed/mailed to members of the governing body**
09/03/2026	09/03/2026

Final Confirmation:

I hereby submit this report to the Division of Local Government Finance of the Tennessee Comptroller of the Treasury and understand my legal responsibility to: File this report with the members of the governing body no later than 45 days after the issuance or execution of the debt disclosed on this form. The Report is to be delivered to each member of the Governing Body and presented at a public meeting of the body. If there is not a scheduled public meeting of the governing body within forty-five (45) days, the report will be delivered by email or regular US mail to meet the 45-day requirement and also presented at the next scheduled meeting.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Liz Bermudez, Executive Secretary, lbermudez@columbiatn.gov, 931-560-1510

AGENDA ITEM TITLE: REQUEST FROM MAURY COUNTY GOVERNMENT TO WAIVE APPROXIMATELY $85,000 IN BUILDING PERMIT FEES FOR THE RENOVATIONS AT MAURY COUNTY COURTHOUSE

RECOMMENDATION:

INFORMATION:

CERTIFICATION: N/A

ATTACHMENTS: Staff Report Request to Waive Fee, Email from Maury County Building and Zoning Director Robert Caldiraro.

Outlook

FW: Maury County Courthouse

From Tony Massey <TMassey@Columbiatn.gov>
Date Mon 8/17/2026 2:54 PM
To Liz Bermudez <LBermudez@Columbiatn.gov>

From: Travis Neas <TNeas@Columbiatn.gov>
Sent: Friday, July 24, 2026 10:36 AM
To: Tony Massey <TMassey@Columbiatn.gov>; Paul Keltner <PKeltner@Columbiatn.gov>
Subject: Fw: Maury County Courthouse

Mr. Massey,

Please see the request to waive fees for the Maury County Court House renovation project, below.

The listed construction value for the project is $14,909,443.00, with a building permit cost of $85,433.75.

Respectfully,

Travis Neas
Chief Building Official
City of Columbia
700 N Garden St.
Columbia, TN 38401
(931)560-1535
tneas@columbiatn.gov
www.columbiatn.gov

From: Robert Caldiraro <RCaldiraro@maurycounty-tn.gov>
Sent: Friday, July 24, 2026 9:07 AM
To: Travis Neas <TNeas@Columbiatn.gov>
Cc: Paul Keltner <PKeltner@Columbiatn.gov>
Subject: [Caution External Email] - Maury County Courthouse

Travis,
It has come to my attention that permit fees have been assessed for the Maury County Courthouse. It was asked of me if Columbia would be willing to waive those fees.
This structure has symbolic of both the county and the city. I personally am trying to garner a better working relationship with the municipalities. At the same time, I understand that there are projects and circumstances that are heavily debated and brought into a negative light. It is my hope that the political tides and public input do not deter the spirit of cooperation.
Mayor Butt has asked me to reach out to open the communication up regarding this matter. Please see what needs to occur so this matter may be addressed.

Respectfully,

Robert Caldiraro
Maury County
Building and Zoning Director

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Michele Stevens, City Recorder’s Office, mstevens@columbiatn.gov, 931-560-1520

AGENDA ITEM TITLE: RESOLUTION NO. 26-58 – TAX CORRECTIONS

RECOMMENDATION: Approve Resolution No. 26-58.

INFORMATION: The City Recorder is presenting tax corrections through 8/19/2026 for Council consideration as submitted by Mr. Bobby Daniels, Maury County Tax Assessor.

CERTIFICATION:

ATTACHMENTS: Staff Report for Resolution 26-58; Resolution No. 26-58; Resolution No. 26-58 Exhibit A.

RESOLUTION NO. 26-58

RESOLUTION

WHEREAS, the City of Columbia, Tennessee, has on its books certain property that is assessed which should not be assessed; and

WHEREAS, the City of Columbia, Tennessee, has on its books certain property that is incorrectly assessed; and

WHEREAS, the City of Columbia, Tennessee, desires to correct these errors to properly reflect the corrections on the books of the City of Columbia.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that the following corrections are hereby approved:

(SEE EXHIBIT "A" ATTACHED HERETO)

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF

COLUMBIA, TENNESSEE, this the _________ day of ____________________, 2026.

____
CHARLES (CHAZ) M. MOLDER - MAYOR

ATTEST:

____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

____
JAKE HUBBELL, CITY ATTORNEY

TAX CORRECTIONS – EXHIBIT A
RESOLUTION NO. 26-58

1. DELETE 2025 PERSONAL PROPERTY TAX IN THE NAME OF AMERICAN MOLD SOLUTIONS. MAP 051H A 011.00 P 002, 1605 ALLISON AVE. PROPERTY VALUE $15,870.00, ASSESSED VALUE $4,761.00, AND TAXES $39.00. DUE TO BUSINESS CLOSED PER MAURY COUNTY TAX ASSESSOR.

2. DELETE 2025 PERSONAL PROPERTY TAX IN THE NAME OF OFFICE FURNITURE CONCEPTS LLC. MAP 101 034.04 P 002, 811 MAYBERRY SPRINGS RD. PROPERTY VALUE $76,044.00, ASSESSED VALUE $22,813.00, AND TAXES $188.00. DUE TO BUSINESS CLOSED PER MAURY COUNTY TAX ASSESSOR.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Michele Stevens, City Recorder's Office, mstevens@columbiatn.gov, 931-560-1520

AGENDA ITEM TITLE:
RESOLUTION NO. 26-59 – 10 YEAR DELINQUENT TAX/ASSESSMENT DELETIONS

RECOMMENDATION: Approve Resolution No. 26-59.

INFORMATION: The City Recorder is presenting tax and assessment corrections through 8/13/2026 for Council consideration. The items include property assessments and personal property assessments. As the items included are over 10 years old, the applicable statute of limitations for collections of such amounts has expired and the accounts are no longer collectible.

ATTACHMENTS: Staff Report Resolution No. 26-59; Resolution No. 26-59; Resolution No. 26-59 Exhibit A.

RESOLUTION

WHEREAS, the City of Columbia, Tennessee, has on its books certain property and other items that are assessed which should not be assessed due to the fact that the applicable statute of limitations for collection of such amounts has expired; and

WHEREAS, the City of Columbia, Tennessee, desires to correct the books by removing such accounts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that the books of the City of Columbia are hereby corrected by deleting the assessments and other miscellaneous accounts which are attached hereby as Exhibit "A".

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the ______ day of __________, 2026.

____
CHARLES (CHAZ) M. MOLDER - MAYOR

ATTEST:

____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

____
JAKE HUBBELL, CITY ATTORNEY

Run by: Michele Stevens | **City of Columbia** | **As Of Date: 08/13/2026**
Run at: 8/13/2026 12:08:44 PM | **Delinquent Tax Report** | **Page 1 of 15**

Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
360 Classics	2015	11	$900.00	$13.00	$0.00	$13.00	$16.64	$29.64
2504 Hospitality Dr	Parcel ID:	03-042- -042- - -013.08-P -020		Deed Book:	R2179			
Columbia TN 38401	Property:	Hospitality Dr 2504		Deed Page:	1170			
931 Auto	2015	20	$900.00	$13.00	$0.00	$13.00	$16.64	$29.64
1940 Littleton Court	Parcel ID:	09-099-HA-099-HA-B -010.00-P -001		Deed Book:	577			
Columbia TN 38401	Property:	Woodland St 904		Deed Page:	737			
Ablend Outdoor Solutions	2015	117	$616.00	$9.00	$0.00	$9.00	$11.52	$20.52
628 Transit Avenue	Parcel ID:	09-089-N -089-N -G -021.00-P -003		Deed Book:	R2091			
Columbia TN 38401	Property:	Transit Ave 628		Deed Page:	1338			
Affordable Auto Detailing	2015	189	$1,155.00	$17.00	$0.00	$17.00	$21.76	$38.76
2286 Worker Bee Dr	Parcel ID:	03-042- -042- - -014.02-P -001		Deed Book:	R2041			
Columbia TN 38401	Property:	Cayer Ln 2509		Deed Page:	1004			
Aj Trucking	2015	207	$4,500.00	$65.00	$0.00	$65.00	$83.20	$148.20
2201 Thomas Avenue	Parcel ID:	09-113-D -113-D -G -019.00-P -001		Deed Book:	1301			
Columbia TN 38401	Property:	Thomas Ave 2201		Deed Page:	297			
Alicia-Rae's Home Cleaning	2015	291	$300.00	$4.00	$0.00	$4.00	$5.12	$9.12
209-A South Bigby Drive	Parcel ID:	09-100-I -100-I -D -014.00-P -001		Deed Book:	R1963			
Columbia TN 38401	Property:	S Bigby Dr 209		Deed Page:	646			
All Tops Roofing	2015	296	$3,000.00	$43.00	$0.00	$43.00	$55.04	$98.04
608 Mooresville Pk	Parcel ID:	09-114- -114- - -001.02-P -001		Deed Book:	R2026			
Columbia TN 38401	Property:	Mooresville Pike 608		Deed Page:	123			
Anderson's Lawn Care	2015	497	$2,550.00	$37.00	$0.00	$37.00	$47.36	$84.36
207 Todd Carter Rd	Parcel ID:	02-076- -076- - -075.11-P -028		Deed Book:	R2156			
Columbia TN 38401	Property:	Todd Carter Rd 207		Deed Page:	933			
Apparatus Intellgenes	2015	555	$2,310.00	$33.00	$0.00	$33.00	$42.24	$75.24
2809 Belle Meade Court	Parcel ID:	03-042-O -042-J -E -014.00-P -001		Deed Book:	R2167			
Columbia TN 38401	Property:	Belle Meade Ct 2809		Deed Page:	752			

Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Aqua Pools Of Columbia Llc	2015	559	$9,488.00	$137.00	$0.00	$137.00	$175.36	$312.36
P O Box 1374	Parcel ID:	09-100-L -100-L -E -021.00-P -003		Deed Book:	R2194			
Columbia TN 38402	Property:	S Main St 1308		Deed Page:	921			
B More	2015	713	$1,898.00	$27.00	$0.00	$27.00	$34.56	$61.56
103 Westview Dr	Parcel ID:	09-100-L -100-L -S -001.00-P -011		Deed Book:	R2027			
Columbia TN 38401	Property:	S Main St 1605		Deed Page:	847			
Bellator Security Group	2015	1366	$1,650.00	$24.00	$0.00	$24.00	$30.72	$54.72
3921 Apache Trl	Parcel ID:	03-042- -042- - -014.01-P -005		Deed Book:	R2302			
Antioch TN 37013	Property:	Cayer Ln 2500		Deed Page:	1205			
Bills Complete Cleaning	2015	1492	$3,226.00	$46.00	$0.00	$46.00	$58.88	$104.88
222 Crestland Dr	Parcel ID:	09-075-N -075-N -C -011.00-P -001		Deed Book:	839			
Columbia TN 38401	Property:	Crestland Dr 222		Deed Page:	592			
Bowers Gregory R Md	2015	1778	$543.00	$8.00	$0.00	$8.00	$10.24	$18.24
1510 Hatcher Lane	Parcel ID:	09-100-J -100-J -E -007.00-P -015		Deed Book:	R2109			
Columbia TN 38401	Property:	Hatcher Ln 1510		Deed Page:	839			
Bryant Natalie N	2015	2175	$300.00	$4.00	$0.00	$4.00	$5.12	$9.12
1811 Figures Ave	Parcel ID:	09-100-P -100-P -B -002.00-P -093		Deed Book:	R1849			
Columbia TN 38401	Property:	Trotwood 1412-71 Ave		Deed Page:	650			
Bug Juice Creative	2015	2232	$3,036.00	$44.00	$0.00	$44.00	$56.32	$100.32
4712 Haley Ln	Parcel ID:	04-091-C -091-C -B -012.00-P -001		Deed Book:	R2264			
Columbia TN 38401	Property:	Lenape Path 539		Deed Page:	511			
Bush Home Repair	2015	2495	$1,063.00	$15.00	$0.00	$15.00	$19.20	$34.20
1624 Joel Dr	Parcel ID:	09-101-F -101-F -J -016.00-P -001		Deed Book:	R2041			
Columbia TN 38401	Property:	Joel Dr 1624		Deed Page:	615			
C & C Renovations	2015	2541	$1,650.00	$24.00	$0.00	$24.00	$30.72	$54.72
110 Bandywood Ct	Parcel ID:	09-113-F -113-F -E -015.00-P -001		Deed Book:	1250			
Columbia TN 38401	Property:	Bandywood Ct 110		Deed Page:	200			

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Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Cairns Deborah	2015	2570	$607.00	$9.00	$0.00	$9.00	$11.52	$20.52
1433 Spainwood St	Parcel ID:	09-114- -114- - -075.01-P -007		Deed Book:	R1850			
Columbia TN 38401	Property:	E James Campbell Blvd 230		Deed Page:	347			
Car Wash (The)	2015	2749	$531.00	$8.00	$0.00	$8.00	$10.24	$18.24
212 East 9th St	Parcel ID:	09-099-H -099-H -F -003.00-P -003		Deed Book:	R2224			
Columbia TN 38401	Property:	E 9th St 212		Deed Page:	703			
Chaps Bar & Grill	2015	2996	$803.00	$12.00	$0.00	$12.00	$15.36	$27.36
1821 South Main St	Parcel ID:	09-100-M -100-M -E -001.01-P -008		Deed Book:	1318			
Columbia TN 38401	Property:	South Main St 1821		Deed Page:	864			
Checkouts	2015	3016	$2,635.00	$38.00	$0.00	$38.00	$48.64	$86.64
112 E James Campbell Blvd	Parcel ID:	09-113-E -113-E -C -004.00-P -016		Deed Book:	1116			
Columbia TN 38401	Property:	E James Campbell Blvd 112		Deed Page:	581			
Chuck Wagon Grille	2015	3084	$2,250.00	$32.00	$0.00	$32.00	$40.96	$72.96
926 South Main Street	Parcel ID:	09-099-HA-099-HA-A -010.00-P -002		Deed Book:	839			
Columbia TN 38401	Property:	S Main St 926		Deed Page:	71			
Cirilo Fuentes	2015	3121	$300.00	$4.00	$0.00	$4.00	$5.12	$9.12
1524 E Burt Drive #99	Parcel ID:	09-075- -075- - -025.00-P -005		Deed Book:	R2298			
Columbia TN 38401	Property:	E Burt Dr 1524		Deed Page:	1035			
Columbia Coffee Cafe & Bak	2015	3410	$1,346.00	$19.00	$0.00	$19.00	$24.32	$43.32
1907 Shady Brook St Ste B	Parcel ID:	09-100-N -100-N -L -005.00-P -007		Deed Book:	R2063			
Columbia TN 38401	Property:	Shady Brook St 1907		Deed Page:	38			
Columbia Family	2015	3439	$2,467.00	$36.00	$0.00	$36.00	$46.08	$82.08
1700 Carmack Blvd	Parcel ID:	09-100-M -100-M -D -005.00-P -002		Deed Book:	1387			
Columbia TN 38401	Property:	Carmack Blvd 1700		Deed Page:	799			
Columbia Lock & Key	2015	3459	$436.00	$6.00	$0.00	$6.00	$7.68	$13.68
114 Thomas Dr	Parcel ID:	09-099-G -099-G -B -019.00-P -001		Deed Book:	R2252			
Columbia TN 38401	Property:	Thomas Dr 114		Deed Page:	1476			

Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Complete Pressure Washing	2015	3576	$1,500.00	$22.00	$0.00	$22.00	$28.16	$50.16
2286 Worker Bee Drive	Parcel ID:	03-051- -051-P -B -014.00-P -001		Deed Book:	R2182			
Columbia TN 38401	Property:	Worker Bee Dr 2286		Deed Page:	1075			
Continental Credit Systems	2015	3612	$12,342.00	$178.00	$0.00	$178.00	$227.84	$405.84
803 So Garden St Ste 201	Parcel ID:	09-099-AD-099-AD-G -023.00-P -001		Deed Book:	R1465			
Columbia TN 38401	Property:	S Garden St 803-201		Deed Page:	852			
Craig Waste Disposal	2015	3842	$261.00	$4.00	$0.00	$4.00	$5.12	$9.12
Po Box 1878	Parcel ID:	09-090-I -090-I -C -007.00-P -001		Deed Book:	R2274			
Columbia TN 38402	Property:	8th Ave 300		Deed Page:	571			
D's Fly Detailing Services	2015	4039	$2,640.00	$38.00	$0.00	$38.00	$48.64	$86.64
103 Westview St	Parcel ID:	09-089-M -089-M -E -007.00-P -001		Deed Book:	R2283			
Columbia TN 38401	Property:	Westview St 103		Deed Page:	840			
D1 Technologies	2015	4040	$653.00	$9.00	$0.00	$9.00	$11.52	$20.52
404 Stewart St	Parcel ID:	09-090-P -090-O -A -029.00-P -001		Deed Book:	R1596			
Columbia TN 38401	Property:	Stewart St 404		Deed Page:	828			
Dealer Tire Llc	2015	4324	$3,510.00	$51.00	$0.00	$51.00	$65.28	$116.28
3711 Chester Ave	Parcel ID:	09-113-A -113-A -D -005.00-P -001		Deed Book:	R2159			
Cleveland OH 44114	Property:	Whitney Dr 1216		Deed Page:	877			
Diamond Food Service	2015	4428	$330.00	$5.00	$0.00	$5.00	$6.40	$11.40
1614 Jamie Dr	Parcel ID:	09-101-K -101-K -B -008.00-P -002		Deed Book:	1240			
Columbia TN 38401	Property:	Jamie Dr 1614		Deed Page:	784			
Eastbound Sparrow Tattoo C	2015	4834	$2,250.00	$32.00	$0.00	$32.00	$40.96	$72.96
6966 Park Dr	Parcel ID:	09-099-AD-099-AD-F -013.00-P -005		Deed Book:	R2026			
Lyles TN 37098	Property:	S Main St 811		Deed Page:	614			
Essential Eyes	2015	5050	$2,700.00	$39.00	$0.00	$39.00	$49.92	$88.92
1940 Shadybrook St Ste E	Parcel ID:	09-100-N -100-N -L -005.04-P -011		Deed Book:	R2297			
Columbia TN 38401	Property:	Shadybrook St 1940		Deed Page:	551			

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Tax Year: 2015								
Experts (The)	2015	5200	$1,800.00	$26.00	$0.00	$26.00	$33.28	$59.28
1500 Herbert Lewis Drive	Parcel ID:	09-101-D -101-D -A -004.02-P -008		Deed Book:	R2174			
Columbia TN 38401	Property:	Herbert Lewis Dr 1500		Deed Page:	1122			
Express Commercial Cleanin	2015	5202	$2,250.00	$32.00	$0.00	$32.00	$40.96	$72.96
207 E 11th St	Parcel ID:	09-099-H -099-H -L -017.00-P -001		Deed Book:	R2216			
Columbia TN 38401	Property:	E 11th St 207		Deed Page:	1304			
Falconbury Hearing Systems	2015	5217	$5,627.00	$81.00	$0.00	$81.00	$103.68	$184.68
2130 Brookmeade Dr Ste D	Parcel ID:	09-100-J -100-J -D -031.05-P -007		Deed Book:	641			
Columbia TN 38401	Property:	Hatcher Ln 1517-B		Deed Page:	103			
Farmers Family Restaurant	2015	5262	$1,749.00	$25.00	$0.00	$25.00	$32.00	$57.00
1918 Shady Brook Street	Parcel ID:	09-100-N -100-N -L -001.01-P -027		Deed Book:	R2176			
Columbia TN 38401	Property:	Shady Brook St 1918		Deed Page:	447			
Fastlane Internet Cafe N L	2015	5309	$2,550.00	$37.00	$0.00	$37.00	$47.36	$84.36
901 Woodland St	Parcel ID:	09-099-AD-099-HA-C -001.00-P -002		Deed Book:	R1856			
Columbia TN 38401	Property:	Woodland St 901		Deed Page:	182			
First Choice Restoration &	2015	5380	$5,700.00	$82.00	$0.00	$82.00	$104.96	$186.96
1903 Bull Run Cir	Parcel ID:	08-088-G -088-G -D -015.00-P -003		Deed Book:	R1869			
Columbia TN 38401	Property:	Bull Run Cir 1903		Deed Page:	1290			
Fuzzy Side Up Flooring Ins	2015	5784	$2,550.00	$37.00	$0.00	$37.00	$47.36	$84.36
1803 Dimple Court	Parcel ID:	09-100-M -100-M -B -016.00-P -002		Deed Book:	R2223			
Columbia TN 38401	Property:	Dimple Ct 1803		Deed Page:	689			
Go Large Enterprises Llc	2015	6207	$330.00	$5.00	$0.00	$5.00	$6.40	$11.40
73 White Bridge Rd Ste 103	Parcel ID:	09-112-C -112-F -A -034.00-P -002		Deed Book:	R1421			
Nashville TN 37205	Property:	Hampton Rd 210		Deed Page:	741			
Golden Street Jewelry	2015	6260	$750.00	$11.00	$0.00	$11.00	$14.08	$25.08
2428 Arden Village Dr	Parcel ID:	03-042-P -042-P -B -072.00-P -001		Deed Book:	R2314			
Columbia TN 38401	Property:	Arden Village Dr 2428		Deed Page:	578			

Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Golf Shop (The)	2015	6262	$750.00	$11.00	$0.00	$11.00	$14.08	$25.08
1504 Carmack Blvd	Parcel ID:	09-100-F -100-L -G -011.01-P -005		Deed Book:	R2021			
Columbia TN 38401	Property:	Carmack Blvd 1504		Deed Page:	1417			
H & H Painters	2015	6633	$2,360.00	$34.00	$0.00	$34.00	$43.52	$77.52
1812 Morningside Avenue	Parcel ID:	09-100-N -100-N -E -005.00-P -002		Deed Book:	R1826			
Columbia TN 38401	Property:	Morningside Ave 1812		Deed Page:	408			
Hair Flair	2015	6678	$726.00	$10.00	$0.00	$10.00	$12.80	$22.80
114c Nashville Hwy	Parcel ID:	09-090-P -090-P -B -031.00-P -008		Deed Book:	R2291			
Columbia TN 38401	Property:	Nashville Hwy 114		Deed Page:	371			
Holmes Family Distributing	2015	7614	$1,139.00	$16.00	$0.00	$16.00	$20.48	$36.48
1404 Wilson Ct	Parcel ID:	09-113-I -113-I -B -002.00-P -002		Deed Book:	847			
Columbia TN 38401	Property:	Wilson Ct 1404		Deed Page:	508			
Home Inventory Solutions	2015	7660	$1,500.00	$22.00	$0.00	$22.00	$28.16	$50.16
1617 London Dr	Parcel ID:	09-101-C -101-F -K -006.00-P -001		Deed Book:	R2328			
Columbia TN 38401	Property:	London Dr 1617		Deed Page:	314			
Indoor Direct Inc	2015	8039	$772.00	$11.00	$0.00	$11.00	$14.08	$25.08
12141 Admirals Pointe Cir	Parcel ID:	09-090-B -090-B -C -004.02-P -002		Deed Book:	R2200			
Indianapolis IN 46236	Property:	Bear Creek Pike 113		Deed Page:	1496			
Indoor Direct Inc	2015	8040	$772.00	$11.00	$0.00	$11.00	$14.08	$25.08
12141 Admirals Pointe Cir	Parcel ID:	09-100-B -100-B -B -002.01-P -002		Deed Book:	R2170			
Indianapolis IN 46236	Property:	Hampshire Pike 1117		Deed Page:	869			
Innovative Minds Entertain	2015	8071	$600.00	$9.00	$0.00	$9.00	$11.52	$20.52
515 Martin Drive	Parcel ID:	09-099-B -099-B -B -012.00-P -002		Deed Book:	531			
Columbia TN 38401	Property:	Martin Rd 515		Deed Page:	321			
Irongate Construction	2015	8081	$2,550.00	$37.00	$0.00	$37.00	$47.36	$84.36
1500 Herbert Lewis Dr Ste	Parcel ID:	09-100-I -100-I -A -004.00-P -002		Deed Book:	R1743			
Columbia TN 38401	Property:	Woods Dr 413		Deed Page:	144			

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Ivey E C Cabinetmakers	2015	8090	$1,452.00	$21.00	$0.00	$21.00	$26.88	$47.88
1405 Windermere Dr	Parcel ID:	09-100-E -100-E -D -009.00-P -001		Deed Book:	1279			
Columbia TN 38401	Property:	S Garden St 1108		Deed Page:	919			
J And W Drywall	2015	8114	$2,640.00	$38.00	$0.00	$38.00	$48.64	$86.64
308 Kimberly Dr	Parcel ID:	08-101-G -101-G -A -017.00-P -001		Deed Book:	R2020			
Columbia TN 38401	Property:	Kimberly Dr 308		Deed Page:	440			
J L R Construction	2015	8118	$2,640.00	$38.00	$0.00	$38.00	$48.64	$86.64
1001 Adair Ave	Parcel ID:	09-089-N -089-N -G -033.00-P -001		Deed Book:	727			
Columbia TN 38401	Property:	Adair Ave 1001		Deed Page:	349			
Jackson Hewitt Tax Service	2015	8154	$242.00	$3.00	$0.00	$3.00	$3.84	$6.84
416 West 7th St	Parcel ID:	09-100-D -100-D -A -015.00-P -005		Deed Book:	R2012			
Columbia TN 38401	Property:	W 7th St 416		Deed Page:	1287			
Jackson Hewitt Tax Service	2015	8156	$416.00	$6.00	$0.00	$6.00	$7.68	$13.68
416 W 7th St	Parcel ID:	09-113-C -113-C -C -014.00-P -003		Deed Book:	611			
Columbia TN 38401	Property:	S James Campbell Blvd 613		Deed Page:	350			
Juice Bar (The)	2015	8741	$1,650.00	$24.00	$0.00	$24.00	$30.72	$54.72
211 Hilltop Drive	Parcel ID:	09-099-A -090-P -B -022.00-P -034		Deed Book:	1264			
Columbia TN 38401	Property:	N Garden St Ste 105 502		Deed Page:	144			
Kings Site Solution Inc	2015	9011	$750.00	$11.00	$0.00	$11.00	$14.08	$25.08
2288 Worker Bee Drive	Parcel ID:	03-051-P -051-P -B -015.00-P -001		Deed Book:	R2154			
Columbia TN 38401	Property:	Worker Bee Dr 2288		Deed Page:	1493			
Knott Sam	2015	9082	$200.00	$3.00	$0.00	$3.00	$3.84	$6.84
205 Elaine Dr	Parcel ID:	09-099-A -099-A -B -006.00- -000		Deed Book:	263			
Columbia TN 38401	Property:	E 6th St		Deed Page:	267			
Krazy J's Variety	2015	9125	$363.00	$5.00	$0.00	$5.00	$6.40	$11.40
22 Park Plus Ct	Parcel ID:	09-114- -114- - -078.09-P -003		Deed Book:	R2298			
Columbia TN 38401	Property:	Park Plus Ct 22		Deed Page:	31			

Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Landak Inc	2015	9248	$300.00	$4.00	$0.00	$4.00	$5.12	$9.12
2488 Park Plus Dr	Parcel ID:	09-113- -113- - -049.06-P -001		Deed Book:	R2072			
Columbia TN 38401	Property:	Park Plus Dr 2488		Deed Page:	647			
Landry's New Orleans Cafe	2015	9268	$1,650.00	$24.00	$0.00	$24.00	$30.72	$54.72
1005-1/2 Carmack Blvd	Parcel ID:	09-099-H -099-H -H -009.00-P -003		Deed Book:	R1467			
Columbia TN 38401	Property:	Carmack Blvd 1005-1/2		Deed Page:	178			
Lawn Barber The	2015	9331	$2,640.00	$38.00	$0.00	$38.00	$48.64	$86.64
723 Santa Fe Pike	Parcel ID:	09-089-D -089-D -D -007.00-P -001		Deed Book:	R2268			
Columbia TN 38401	Property:	Santa Fe Pike 723		Deed Page:	1087			
Lightning M Productions Ll	2015	9519	$1,650.00	$24.00	$0.00	$24.00	$30.72	$54.72
6012 Worthington Rd	Parcel ID:	09-101- -101- - -027.35-P -001		Deed Book:	R2260			
Columbia TN 38401	Property:	Worthington Rd 6012		Deed Page:	1042			
Live Wire Electric	2015	9579	$2,550.00	$37.00	$0.00	$37.00	$47.36	$84.36
2814 Gray Circle	Parcel ID:	09-112-D -112-D -H -007.00-P -001		Deed Book:	R2052			
Columbia TN 38401	Property:	Gray Cir 2814		Deed Page:	62			
Lock And Load Guns And Amm	2015	9593	$2,178.00	$31.00	$0.00	$31.00	$39.68	$70.68
P O Box 1651	Parcel ID:	09-100-J -100-J -E -016.00-P -101		Deed Book:	1149			
Columbia TN 38402	Property:	S James Campbell Blvd 1202		Deed Page:	309			
Lucky Lin Buffet	2015	9859	$1,276.00	$18.00	$0.00	$18.00	$23.04	$41.04
1412 Trotwood Ave Suite 31	Parcel ID:	09-100-P -100-P -B -002.00-P -091		Deed Book:	R1849			
Columbia TN 38401	Property:	Trotwood Ave 1412		Deed Page:	650			
M & M Concrete	2015	9935	$2,550.00	$37.00	$0.00	$37.00	$47.36	$84.36
204 Lyons Ln	Parcel ID:	09-100-C -087-D -B -008.00-P -001		Deed Book:	R2283			
Columbia TN 38401	Property:	Lyons Ln 204		Deed Page:	1203			
M & M Machine Shop	2015	9936	$12,252.00	$176.00	$0.00	$176.00	$225.28	$401.28
P O Box 808	Parcel ID:	09-099-I -099-I -A -017.00-P -001		Deed Book:	1177			
Columbia, Tn 38402--	Property:	Cemetery Ave 211		Deed Page:	707			

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Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Md Mobile Detailing	2015	10834	$750.00	$11.00	$0.00	$11.00	$14.08	$25.08
213 Cemetery Ave	Parcel ID:	09-099-I -099-I -A -014.00-P -003		Deed Book:	R1496			
Columbia TN 38401	Property:	Cemetery Ave 213		Deed Page:	314			
Medicine In Motion	2015	10844	$363.00	$5.00	$0.00	$5.00	$6.40	$11.40
2500c Cayer Ln	Parcel ID:	03-042- -042- - -014.01-P -003		Deed Book:	R2302			
Columbia TN 38401	Property:	Cayer Ln 2500		Deed Page:	1205			
Melmedic Llc	2015	10867	$330.00	$5.00	$0.00	$5.00	$6.40	$11.40
1806 Luke Ct	Parcel ID:	03-042-H -042-H -A -048.00-P -002		Deed Book:	R2097			
Columbia TN 38401	Property:	Luke Ct 1806		Deed Page:	8			
Mg's Auto Detailing	2015	10898	$330.00	$5.00	$0.00	$5.00	$6.40	$11.40
100 Greenwood Acres Drive	Parcel ID:	09-090-G -090-G -A -018.00-P -001		Deed Book:	R1961			
Columbia TN 38401	Property:	Greenwood Acres Dr 100		Deed Page:	509			
Mid Tn Clean	2015	10904	$300.00	$4.00	$0.00	$4.00	$5.12	$9.12
221 Early Rd	Parcel ID:	02-076- -076- - -075.11-P -030		Deed Book:	R2156			
Columbia TN 38401	Property:	Early Rd 221		Deed Page:	933			
Monie's Designs	2015	11109	$1,942.00	$28.00	$0.00	$28.00	$35.84	$63.84
212 Clinch Avenue	Parcel ID:	09-099-H -042- - -014.00-P -015		Deed Book:	R1548			
Columbia TN 38401	Property:	Cayer Ln 2500		Deed Page:	358			
Morris Lawncare And Landsc	2015	11254	$2,550.00	$37.00	$0.00	$37.00	$47.36	$84.36
206 Crest Street	Parcel ID:	09-100-I -100-I -B -009.00-P -001		Deed Book:	R2216			
Columbia TN 38401	Property:	Crest St 206		Deed Page:	210			
New Start Transitional Liv	2015	11572	$330.00	$5.00	$0.00	$5.00	$6.40	$11.40
210 N High St	Parcel ID:	09-100-E -100-E -C -026.00-P -001		Deed Book:	R2276			
Columbia TN 38401	Property:	S High St 1016		Deed Page:	17			
Oi Merch	2015	11824	$171.00	$2.00	$0.00	$2.00	$2.56	$4.56
1506 16th Ave N	Parcel ID:	09-100-E -100-E -C -007.00-P -001		Deed Book:	R2009			
Nashville TN 37208	Property:	W 9th St 305		Deed Page:	1227			

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Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Owens Cabinet Llc	2015	11942	$4,175.00	$60.00	$0.00	$60.00	$76.80	$136.80
1442 Williamsport Pike	Parcel ID:	09-088-M -088-M -C -016.00-P -001	Deed Book:	R2286				
Columbia TN 38401	Property:	Williamsport Pk 1442	Deed Page:	451				
Patrick's Painting & Refin	2015	12192	$1,650.00	$24.00	$0.00	$24.00	$30.72	$54.72
#2 Academy Ct	Parcel ID:	09-100-C -100-C -D -016.00-P -001	Deed Book:	1190				
Columbia TN 38401	Property:	Academy Ct 2	Deed Page:	838				
Pellet Guy Grills	2015	12315	$2,250.00	$32.00	$0.00	$32.00	$40.96	$72.96
1702 Obrien Ct	Parcel ID:	09-100-M -100-M -D -009.02-P -007	Deed Book:	R1422				
Spring Hill TN 37174	Property:	Carmack Blvd 1802	Deed Page:	470				
Perfect Print Advertising	2015	12362	$1,650.00	$24.00	$0.00	$24.00	$30.72	$54.72
1302 Hampshire Pike	Parcel ID:	09-089-P -089-P -A -009.00-P -002	Deed Book:	R2055				
Columbia TN 38401	Property:	Hampshire Pike 1302	Deed Page:	577				
Perfect Touch Mobile Detai	2015	12365	$3,630.00	$52.00	$0.00	$52.00	$66.56	$118.56
213 Elaine Dr	Parcel ID:	09-089-K -089-K -H -005.00-P -001	Deed Book:	R1644				
Columbia TN 38401	Property:	Elaine Dr 213	Deed Page:	622				
Personal Finance Company L	2015	12400	$4,424.00	$64.00	$0.00	$64.00	$81.92	$145.92
833 Nashville Hwy, Ste 6a	Parcel ID:	09-090-H -090-B -B -045.08-P -004	Deed Book:	R2318				
Columbia TN 38401	Property:	Nashville Hwy 833	Deed Page:	514				
Prolific Music Group	2015	12883	$3,630.00	$52.00	$0.00	$52.00	$66.56	$118.56
213 Avra Ct	Parcel ID:	09-089-E -089-E -I -002.00-P -001	Deed Book:	R2287				
Columbia TN 38401	Property:	Avra Ct 213	Deed Page:	473				
Quality Lawn And Tree	2015	12942	$1,675.00	$24.00	$0.00	$24.00	$30.72	$54.72
111 Breckenridge Rd	Parcel ID:	02-076- -076- - -075.11-P -021	Deed Book:	R2156				
Columbia TN 38401	Property:	Breckenridge Rd 111	Deed Page:	933				
R & S Demolition & Cleanup	2015	13012	$524.00	$8.00	$0.00	$8.00	$10.24	$18.24
115 Bragg Road	Parcel ID:	02-076- -076- - -075.11-P -031	Deed Book:	R2156				
Columbia TN 38401	Property:	Bragg Rd 115	Deed Page:	933				

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Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Radioshack #01-4589	2015	13076	$48,697.00	$701.00	$0.00	$701.00	$897.28	$1,598.28
P O Box 961090 Ms 5024	Parcel ID:	09-100-N -100-N -L -006.00-P -014		Deed Book:	R1801			
Fort Worth TX 76101	Property:	S James Campbell Blvd 800		Deed Page:	557			
Raxks	2015	13150	$450.00	$6.00	$0.00	$6.00	$7.68	$13.68
103-B Hobbs Drive	Parcel ID:	09-089-D -089-D -G -018.00-P -001		Deed Book:	R1742			
Columbia TN 38401	Property:	Hobbs Dr 103		Deed Page:	934			
Regions Equipment Finance-	2015	13304	$2,857.00	$41.00	$0.00	$41.00	$52.48	$93.48
P O Box 198847	Parcel ID:	09-075- -075- - -026.01-P -005		Deed Book:	R2152			
Nashville TN 37219	Property:	Nashville Hwy 1512		Deed Page:	693			
Rekindle Gifts & Decor	2015	13320	$1,650.00	$24.00	$0.00	$24.00	$30.72	$54.72
Po Box 44	Parcel ID:	03-042-J -042-J -C -011.00-P -002		Deed Book:	R2109			
Spring Hill TN 37174	Property:	Spring Meade Blvd 2805		Deed Page:	1131			
Ritco Inc	2015	13518	$16,830.00	$242.00	$0.00	$242.00	$309.76	$551.76
2488 Park Plus Drive	Parcel ID:	09-113- -113- - -049.06-P -002		Deed Book:	R2072			
Columbia TN 38401	Property:	Park Plus Dr 2488		Deed Page:	647			
Ron's Lube Express	2015	13707	$2,649.00	$38.00	$0.00	$38.00	$48.64	$86.64
313 N Garden St	Parcel ID:	09-090-P -090-P -A -018.00-P -001		Deed Book:	1179			
Columbia TN 38401	Property:	N Garden St 313		Deed Page:	789			
Ron's Wallcovering	2015	13708	$2,831.00	$41.00	$0.00	$41.00	$52.48	$93.48
1717 Auburn Ln	Parcel ID:	09-101-B -101-B -F -036.00-P -001		Deed Book:	R1893			
Columbia TN 38401	Property:	Auburn Ln 1717		Deed Page:	147			
Rosies Place	2015	13766	$2,541.00	$37.00	$0.00	$37.00	$47.36	$84.36
908 Woodland St	Parcel ID:	09-099-HA-099-HA-B -011.00-P -002		Deed Book:	827			
Columbia TN 38401	Property:	Woodland St 908		Deed Page:	101			
Salon South	2015	13922	$221.00	$3.00	$0.00	$3.00	$3.84	$6.84
1129 Trotwood Avenue Ste 1	Parcel ID:	09-100-F -100-F -A -007.00-P -052		Deed Book:	779			
Columbia TN 38401	Property:	Trotwood Ave 1129		Deed Page:	177			

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Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Santana's Make Ready Servi	2015	13999	$165.00	$2.00	$0.00	$2.00	$2.56	$4.56
204 W 3rd St	Parcel ID:	09-090-P -090-P -A -007.00-P -001		Deed Book:	R2022			
Columbia TN 38401	Property:	W 3rd St 204		Deed Page:	1416			
Sassy Southern Jewels	2015	14014	$330.00	$5.00	$0.00	$5.00	$6.40	$11.40
100 Bandywood Ct	Parcel ID:	09-113-F -113-F -E -020.00-P -001		Deed Book:	R2334			
Columbia TN 38401	Property:	Bandywood Ct 100		Deed Page:	635			
See It Your Way	2015	14226	$660.00	$10.00	$0.00	$10.00	$12.80	$22.80
2902 Campbellsville Pike A	Parcel ID:	09-113-F -113-F -G -004.00-P -001		Deed Book:	WB 33			
Columbia TN 38401	Property:	Campbellsville Pk Ap 2902		Deed Page:	329			
Sellbizopps	2015	14235	$330.00	$5.00	$0.00	$5.00	$6.40	$11.40
1116 W 7th St #156	Parcel ID:	09-089-O -089-O -A -006.01-P -003		Deed Book:	1186			
Columbia TN 38401	Property:	W 7th St 1116		Deed Page:	690			
Sequatchie Concrete Serv	2015	14260	$49,807.00	$717.00	$0.00	$717.00	$917.76	$1,634.76
P O Box 129	Parcel ID:	09-114- -114- - -018.08-P -001		Deed Book:	1231			
South Pittsburg TN 37380	Property:	James Campbell Blvd 531		Deed Page:	825			
Shake-N-Shiver	2015	14297	$545.00	$8.00	$0.00	$8.00	$10.24	$18.24
510 East End St	Parcel ID:	09-099-B -099-B -A -014.00-P -001		Deed Book:	R1934			
Columbia TN 38401	Property:	E End St 510		Deed Page:	1215			
Sleep Ez Llc	2015	14577	$27,668.00	$398.00	$0.00	$398.00	$509.44	$907.44
P O Box 245	Parcel ID:	09-099-A -090-P -B -022.00-P -028		Deed Book:	1264			
Columbia, Tn 38402--	Property:	N Garden St 502-107		Deed Page:	144			
Spectra Payments Llc	2015	14871	$254.00	$4.00	$0.00	$4.00	$5.12	$9.12
803 So Garden St Ste 201	Parcel ID:	09-099-AD-099-AD-G -023.00-P -002		Deed Book:	R1465			
Columbia TN 38401	Property:	S Garden St 803-201		Deed Page:	852			
Split Endz	2015	14899	$3,086.00	$44.00	$0.00	$44.00	$56.32	$100.32
1811 B Carmack Blvd	Parcel ID:	09-099-P -099-P -G -014.00-P -009		Deed Book:	WB 33			
Columbia TN 38401	Property:	Carmack Blvd 1811		Deed Page:	329			

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Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tax Year: 2015								
Steve's Gun & Archery	2015	15030	$15,327.00	$221.00	$0.00	$221.00	$282.88	$503.88
1011 Bear Creek Pike	Parcel ID:	04-092- -092- - -001.02-P -002		Deed Book:	829			
Columbia TN 38401	Property:	Bear Creek Pk 1011		Deed Page:	433			
Steven Barnett	2015	15031	$300.00	$4.00	$0.00	$4.00	$5.12	$9.12
607 1/2 Santa Fe Pike #2	Parcel ID:	09-089-E -089-E -A -045.00-P -002		Deed Book:	519			
Columbia TN 38401	Property:	Santa Fe Pike 607		Deed Page:	702			
Stoney's Bail Bonding	2015	15121	$599.00	$9.00	$0.00	$9.00	$11.52	$20.52
1230 Industrial Park Rd	Parcel ID:	02-076- -076- - -075.03-P -003		Deed Book:	R1579			
Columbia TN 38401	Property:	Industrial Park Rd 1230		Deed Page:	96			
Stoneys Auto Salvage Inc	2015	15123	$40,910.00	$589.00	$0.00	$589.00	$753.92	$1,342.92
1230 Industrial Park Road	Parcel ID:	02-076- -076- - -075.03-P -001		Deed Book:	R1579			
Columbia, Tn 38401--	Property:	Industrial Park Rd 1230		Deed Page:	96			
Tekel Concrete	2015	15409	$635.00	$9.00	$0.00	$9.00	$11.52	$20.52
710 Krissy Ct	Parcel ID:	09-101-K -101-K -D -021.00-P -001		Deed Book:	R1895			
Columbia TN 38401	Property:	Krissy Ct 710		Deed Page:	303			
Terry's Painting & More	2015	15440	$2,550.00	$37.00	$0.00	$37.00	$47.36	$84.36
210 Sharon Circle	Parcel ID:	09-075-J -075-J -C -032.01-P -001		Deed Book:	R2114			
Columbia TN 38401	Property:	Sharon Cir 210		Deed Page:	9			
Throttel Dumpaz Cycles	2015	15602	$908.00	$13.00	$0.00	$13.00	$16.64	$29.64
1614 Lindsey Dr	Parcel ID:	09-101-F -101-F -A -012.00-P -001		Deed Book:	665			
Columbia TN 38401	Property:	Lindsey Dr 1614		Deed Page:	792			
Tobacco Warehouse #4	2015	15780	$726.00	$10.00	$0.00	$10.00	$12.80	$22.80
2549-B Nashville Hwy	Parcel ID:	03-042- -042- - -020.00-P -012		Deed Book:	R2310			
Columbia TN 38401	Property:	Nashville Hwy 2549-B		Deed Page:	995			
Tom Ballard Concrete	2015	15788	$300.00	$4.00	$0.00	$4.00	$5.12	$9.12
1015 Fleming St	Parcel ID:	09-090-J -090-J -A -006.00-P -001		Deed Book:	R2098			
Columbia TN 38401	Property:	Fleming St 1015		Deed Page:	890			

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Tax Year: 2015

Name/Address	Year	Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
Tonalius Management Llc	2015	15796	$436.00	$6.00	$0.00	$6.00	$7.68	$13.68
1620 Baucom Dr	Parcel ID:	09-099-I -099-I -E -001.00-P -014		Deed Book:	R2051			
Columbia TN 38401	Property:	Carmack Blvd 1501-C		Deed Page:	389			
Turning Hedzz	2015	15952	$363.00	$5.00	$0.00	$5.00	$6.40	$11.40
1811-A Carmack Blvd	Parcel ID:	09-099-P -099-P -G -014.00-P -007		Deed Book:	WB 33			
Columbia TN 38401	Property:	Carmack Blvd 1811-A		Deed Page:	329			
Universal Screen Llc	2015	16278	$413.00	$6.00	$0.00	$6.00	$7.68	$13.68
P O Box 607	Parcel ID:	03-042- -042- - -013.08-P -021		Deed Book:	R2179			
Spring Hill TN 37174	Property:	Hospitality Dr 2516		Deed Page:	1170			
Valve Furniture Gallery	2015	16306	$6,534.00	$94.00	$0.00	$94.00	$120.32	$214.32
119 Nashville Hwy	Parcel ID:	09-090-I -090-I -A -003.00-P -065		Deed Book:	R2216			
Columbia TN 38401	Property:	Nashville Hwy 119		Deed Page:	672			
Vandiver Property Rentals	2015	16337	$472.00	$7.00	$0.00	$7.00	$8.96	$15.96
P O Box 1704	Parcel ID:	09-090-J -090-J -C -013.01-P -004		Deed Book:	723			
Columbia TN 38402	Property:	Riverside Dr 905		Deed Page:	234			
Watkins Automotive	2015	16646	$12,705.00	$183.00	$0.00	$183.00	$234.24	$417.24
211 E 6th St	Parcel ID:	09-099-A -099-A -A -013.00-P -002		Deed Book:	411			
Columbia TN 38401	Property:	E 6th Sts 211		Deed Page:	185			
Wells Painting	2015	16824	$1,650.00	$24.00	$0.00	$24.00	$30.72	$54.72
314 West 12th Street	Parcel ID:	09-100-E -100-E -G -004.00-P -002		Deed Book:	R2052			
Columbia TN 38401	Property:	W 12th St 314		Deed Page:	1429			
White's Vapor Emporium	2015	17012	$1,350.00	$19.00	$0.00	$19.00	$24.32	$43.32
1202 S James Campbell Blvd	Parcel ID:	09-100-J -100-J -E -016.02-P -109		Deed Book:	R2101			
Columbia TN 38401	Property:	S James Campbell Blvd 1202		Deed Page:	1326			
Zoongizi	2015	17639	$330.00	$5.00	$0.00	$5.00	$6.40	$11.40
1029 Cantwell Place	Parcel ID:	09-090-I -090-I -D -008.00-P -002		Deed Book:	R1440			
Spring Hill TN 37174	Property:	W 7th St 116		Deed Page:	849			
Tax Year Totals:			$427,273.00	$6,153.00	$0.00	$6,153.00	$7,875.84	$14,028.84

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City of Columbia
Delinquent Tax Report

As Of Date: 08/13/2026

Tax Year	Tax Type	Count	Assessed Value	Total Tax	Tax Paid	Tax Owed	Calc Interest	Total Due
2015	Tax Roll	126	427,273.00	6,153.00	0.00	6,153.00	7,875.84	14,028.84
Tax Year Totals:		126	427,273.00	6,153.00	0.00	6,153.00	7,875.84	14,028.84
Grand Totals:		**126**	**427,273.00**	**6,153.00**	**0.00**	**6,153.00**	**7,875.84**	**14,028.84**

Calc Interest As Of Date: 08/13/2026

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Jill Carlson, Sr Administrative Assistant, jcarlson@columbiatn.gov, 931-560-1451

AGENDA ITEM TITLE: RESOLUTION NO. 26-60 - A RESOLUTION APPROVING THE AMENDED FACILITY FEE SCHEDULE FOR THE CITY OF COLUMBIA PARKS AND RECREATION DEPARTMENT.

RECOMMENDATION: Approve Resolution No. 26-60.

INFORMATION: The City of Columbia is committed to providing affordable recreational facilities, programs and services for the citizens of the City of Columbia. The listed fees are being updated to include proposed new fees for court rentals, EA Sports room rental, large meeting room, small meeting room and lap lane rentals for the Columbia Aquatics and Recreation Center/Parks and Recreation Department.

CERTIFICATION:

ATTACHMENTS: Staff Report Resolution No. 26-60, Resolution No. 26-60, Resolution No. 26-60 Exhibit A.

Resolution No. 26-60

A RESOLUTION APPROVING THE AMENDED FACILITY FEE SCHEDULE FOR THE CITY OF COLUMBIA PARKS AND RECREATION DEPARTMENT

WHEREAS, the City of Columbia strives to provide affordable recreational services to its citizens; and

WHEREAS, the Parks and Recreation Department implements programs and maintains facilities for the community; and

WHEREAS, the Parks and Recreation Department has established appropriate fees and charges related to its programs and facilities; and

WHEREAS, the fees are updated only when necessary to cover the rising costs associated with maintaining the programs/facilities that are provided to the citizens; and

WHEREAS, these fees encompass the amended proposed new fees and options for the available rental services, etc. related to the Columbia Aquatics and Recreation Center; and

WHEREAS, the City Council of the City of Columbia, Tennessee, supports the efforts of the Parks and Recreation Department by approving the facility fee schedule.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, as follows:

The new proposed Facility Fee Schedule which is attached hereto as "Exhibit A" incorporated herein by reference is hereby approved.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the 10th day of September 2026.

CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

JAKE HUBBELL, CITY ATTORNEY

COLUMBIA PARKS RECREATION DEPARTMENT
FACILITY/PROGRAM FEE SCHEDULE

FACILITY/PROGRAM	FEE
ATHLETIC FIELDS (Softball/Baseball/Soccer)	
Ridley Park	
Softball Fields	$25 per practice
	(Practices are allotted 1:45 hours)
Softball Tournament	
Deposit	$300 required to confirm event
Softball Field, Regular	$150 per field, per day (9 available)
Softball Field, Championship	$300 per day (1 available, seats 1,200)
Temporary Fencing, 200'	$200 per field
Pitching Rubber, Distance Change	$25 per instance
Field Conditioner/Dry Mix	$20 per bag
Late Game, 11:00 PM or later	$50 in addition, per instance
*Field Re-Drag at discretion of Parks Dept.	$75 per instance
*Field Re-Chalking at discretion of Parks Dept.	$25 per instance
Rectangular Fields	$25 per practice area, 1/3 field
	(Practices are allotted 1:45 hours)
Rectangular Field Tournament	
Deposit	$300 required to confirm event
Rectangular Field, Regular	$150 per field, per day (8 available)
Rectangular Field,Championship	$300 per day (1 available, seats 1,200)
Late Game, 11:00 PM or later	$50 in addition, per instance
ARMORY RECREATION CENTER	
Gymnasium Non-Operating Hours	$70 per Hour (minimum 2 hours per rental)
Fitness Center Membership/Fees	
Individual Memberships	$75 per year per person
January 1 - June 30 Memberships	$60 per 1/2 year per person
July 1 - December 21 Memberships	$60 per 1/2 year per person
3 month membership	$40 per person
1 month membership	$20 per person
Senior Individual Memberships	$55 per year per person
Sr. 1/2 year membership	$40 per person
3 month memberships	$30 per person
Miscellaneous Fitness fees	
Lost card replacement fee	$5 per card
Daily Pass	$3 per person

Family Memberships are available with any individual or Senior membership package.
The price for each family membership will be one half of the individual or senior membership fee.

COLUMBIA PARKS RECREATION DEPARTMENT
FACILITY/PROGRAM FEE SCHEDULE

FAIRVIEW COMMUNITY CENTER				
Non-Operating Hours		$40 per hour (minimum 2 hours per rental)		
MACEDONIA COMMUNITY CENTER (removed daily fee option)				
Non-Operating Hours		$40 per hour (minimum 2 hours per rental)		
SECURITY (IF REQUIRED)				
City of Columbia Security will be confirmed at the renter's expense.		$50 per hour		
SHELTER FEES				
Fairview Park #1	2700 sq ft.	$35 per day		
Fairview Park #2	1600 sq ft.	$25 per day		
Fairview Park #3	950 sq ft.	$15 per day		
Woodland Rotary	3600 sq ft.	$35 per day		
Woodland Kiwanis	1800 sq ft.	$25 per day		
Woodland #1	1600 sq ft.	$25 per day		
Woodland #2	800 sq ft.	$15 per day		
Riverwalk Park Rotary shelter	1800 sq ft.	$25 per day		
Farmers Market Pavilion	2000 sq ft.	$25 per day		
THE COLUMBIA AQUATIC AND RECREATION CENTER (FORMERLY MULETOWN REC)				
Program		**City Residents**	**County Residents**	**Outside County**
Membership - Individual		$55 per month	$65 per month	$70 per month
Membership - Family		$100 per month	$110 per month	$120 per month
Membership - Senior		$40 per month	$50 per month	$55 per month
Daily Pass - Individual		$5 per day	$8 per day	$11 per day
Large Meeting Room Rental - 2HR min - Non-operating hours		$40 per hour	$50 per hour	$60 per hour
Small Meeting Room Rental - 2HR min - Non-operating hours		$25 per hour	$35 per hour	$45 per hour
Gym Rental - 2 HR min - Non-Operating Hours		$60 per hour	$70 per hour	$80 per hour
Pool Lane Rental - 30 min		$30 per session	$40 per session	$50 per session
EA Sports Room Rental - 2HR min - Non-operating hours		$250 per 2 hours	$300 per 2 hours	$350 per 2 hours

All Patrons/families who meet the assistance eligibility requirements will be given 50% off memberships.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kristie Basile, Senior Administrative Assistant, kbasile@columbiatn.gov, 931-560-1010

AGENDA ITEM TITLE: RESOLUTION NO. 26-61 - A RESOLUTION TO ACCEPT THE OWNERSHIP AND MAINTENANCE OF SEWER IMPROVEMENTS SERVING THE DRAKE/WOODLAND & EAST 7TH MULTI-FAMILY.

RECOMMENDATION: Approve Resolution No. 26-61.

INFORMATION: The Drake consists of 229 linear feet of sanitary sewer main. The Developers met all of the qualifications for acceptance. The Wastewater Department has performed the necessary testing and inspections.

CERTIFICATION: N/A.

ATTACHMENTS: Staff Report Resolution No. 26-61, Resolution No. 26-61, Lien Affidavit Resolution No. 26-61, Dedication Letter Resolution No. 26-61.

RESOLUTION NO. 26-61

A RESOLUTION TO ACCEPT THE OWNERSHIP AND MAINTENANCE OF SEWER IMPROVEMENTS SERVING THE DRAKE/WOODLAND & EAST 7TH MULTI-FAMILY

WHEREAS, The City of Columbia, has been requested to accept ownership and maintenance of 229 linear feet of gravity main serving The Drake/Woodland & East 7th Multi-Family; and

WHEREAS, the City of Columbia has inspected said sewer improvements and has determined that said sewer improvements meet the requirements imposed by the City of Columbia.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that the City of Columbia does hereby accept the ownership and maintenance of said sanitary sewer improvements serving The Drake/Woodland & East 7th Multi-Family.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA,

TENNESSEE, this the 10th day of September, 2026.

____

CHARLES (CHAZ) M. MOLDER - MAYOR

ATTEST:

____

THAD H. JABLONSKI - CITY RECORDER

LEGAL FORM APPROVED:

____

JAKE Hubbell, City Attorney

AFFIDAVIT
TO
CITY OF COLUMBIA, TENNESSEE

Project: The Drake/Woodland & East 7th Multi-Family

This is hereby an affidavit documenting there are no liens against the sewer improvements amounting to 229 linear feet to service the property referenced above and an agreement to indemnify and hold harmless from any which may be asserted against same.

OWNER: Bristol Columbia Partners LLC

SIGNATURE: ______________________

DATE: 8·10·26

State of Tennessee County of Williamson

Personally appeared before me, the undersigned authority, a Notary Public in and for said County, the within named Bristol Columbia Partners LLC, OWNER, with whom I am personally acquainted or provided to me on the basis of satisfactory evidence and who acknowledged that he, Bristol Columbia Partners LLC, OWNER signed the foregoing (Affidavit) instrument for the purpose herein contained.

Witness our hands and seal at Williamson County, TN this the 10th day of August, ~~2025~~.6

____
Notary Public Signature

Commission Expiration: 10/21/2028

MELANIE MCBURNEY
STATE OF TENNESSEE NOTARY PUBLIC
WILLIAMSON COUNTY

Date: 7 August 2026

Columbia City Council
City of Columbia, Tennessee
City Hall
700 North Garden Street
Columbia, Tennessee 38401

Dear Council Members:

I wish to present for dedication to the Council of the City of Columbia, Tennessee, the wastewater system improvements installed to service The Drake/Woodland & East 7th Multi-Family in the amount of 229 linear feet. The Contractor installed the sanitary sewer according to the Standard Sewer Specifications of the City of Columbia.

You have been provided with CCTV and as-built drawings of the project and all inspections and testing has been completed. All fees required for dedication have been paid. You have also been provided a one-year maintenance surety in the amount of $5,553.25, set to expire one year from date of Council acceptance.

Acceptance by the Columbia City Council for these wastewater system improvements would be appreciated.

Sincerely,
Signed:

Print:
SCOTT BLACK

Lot Numbers included in this dedication:

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Rebekah Woodward, Administrative Assistant, 931-560-1503, rwoodward@columbiatn.gov

AGENDA ITEM TITLE: 1ST CONSIDERATION ON ORDINANCE NO. 4594 - AN ORDINANCE TO AMEND THE FISCAL YEAR 2026-2027 BUDGET ORDINANCE NO. 4587 PROVIDING FOR REVISIONS TO THE GENERAL FUND AND ESTABLISH THE DATE OF OCTOBER 8, 2026 AS THE DATE OF PUBLIC HEARING.

RECOMMENDATION: Approve Ordinance No. 4594 on first consideration.

INFORMATION: The proposed ordinance is the first amendment to the FY 2027 Appropriation Ordinance, impacting several departments within the General Fund.

Within this budget amendment, the following items are included:

• Establish a budget for the Fruit Tea Festival totaling $65,000,
• Budget prior year funds remaining for FY 2027 Tourism Enhancement Reserves totaling 494,430.89,
• Budget prior year funds remaining for FY 2027 Firefighters Park Reserves totaling 24,776.34,
• Budget $138,411.20 for Equitable Sharing "Justice" proceeds, $19,261 for Equitable Sharing "Treasury" proceeds, $73,814.61 for sales of seized weapons, and $160,127.20 for Sexual Offender Registry fees in Police,

A detailed schedule of items included within this budget amendment is attached. This amendment increases the City's total budget for FY 2027 by $975,821.24 to $85,442,422.

CERTIFICATION: N/A

ATTACHMENTS: Ordinance 4594 Staff Report, Ordinance 4594.

ORDINANCE NO. 4594

AN ORDINANCE TO AMEND THE FISCAL YEAR 2026-2027 BUDGET ORDINANCE NO. 4587 PROVIDING FOR REVISIONS TO THE GENERAL FUND

BE IT ORDAINED BY THE CITY OF COLUMBIA, TENNESSEE:

Section 1: That Ordinance No. 4587, the same being the Appropriation Ordinance for the City of Columbia for the Fiscal Year July 1, 2026 through June 30, 2027, be amended. That the total budget appropriation for the fiscal year be increased from $84,466,601 to $85,442,422, an increase of $975,821.

Section 2: That the budget appropriations shall be revised as follows:

General Government total of $11,673,807 be amended to $12,258,014, an increase of $584,207.

Police total of $12,294,680 be amended to $12,686,294, an increase of $391,614.

ALL OTHER APPROPRIATIONS REMAIN THE SAME.

Section 3: This ordinance is enacted pursuant to and in compliance and conformity with Article 9, Section 9 of the Charter of the City of Columbia, with Notice of Public Hearing published on the 16th day of September, 2026, and it shall be executed and construed consistent with said charter and laws of the State of Tennessee.

Section 4: That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, THIS THE ___ DAY OF OCTOBER, 2026.

____

CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

____

THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

____

JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

____

ANTHONY R. MASSEY, CITY MANAGER

Passed on 1st Consideration: __________________

Passed on 2nd Consideration: __________________

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Liz Bermudez, Executive Secretary, lbermudez@columbiatn.gov, 931-560-1510

AGENDA ITEM TITLE: 1ST CONSIDERATION OF ORDINANCE NO. 4595 - AN ORDINANCE CONVEYING A FORTY-FOOT-WIDE ELECTRIC LINE EASEMENT TO DUCK RIVER ELECTRIC MEMBERSHIP CORPORATION FOR PROPERTY LOCATED ON HAMPSHIRE PIKE BEING TAX MAP 104, PARCEL 16.00

RECOMMENDATION: Approve Ordinance No. 4595 on first consideration.

INFORMATION: Columbia Power and Water Systems will be constructing a new Hampshire Pike Pump Station. While the property the pump station will be located on is owned by CPWS, the parcel is within the Duck River Electric Membership Corporation service territory and, as such the power for the pump station must be supplied by DREMC. CPWS has requested the City convey a forty-foot-wide electric line easement to DREMC for the purpose of bringing power to the new pump station.

CERTIFICATION: N/A

ATTACHMENTS: Staff Report Ordinance No. 4595, Ordinance No. 4595, Exhibit A, Exhibit B.

AN ORDINANCE CONVEYING A FORTY-FOOT-WIDE ELECTRIC LINE EASEMENT TO DUCK RIVER ELECTRIC MEMBERSHIP CORPORATION FOR PROPERTY LOCATED ON HAMPSHIRE PIKE BEING TAX MAP 104, PARCEL 16.00

WHEREAS, the City of Columbia is the owner of certain real property located on Hampshire Pike being Tax Map 104 Parcel 16.00 and more particularly described in Book R2746 Page 311 of the Register's Office for Maury County, Tennessee; and

WHEREAS, the Board of Public Utilities (CPWS) is upgrading its water pump station as part of certain system improvements and needs additional electrical needs for the improvements; and

WHEREAS, Duck River Electric Membership Cooperation (DREMC) is the electrical provider to this area of the County and requires an easement across the property to provide the additional power needs for the project; and

WHEREAS, CPWS has requested the City of Columbia grant the easement to DREMC on the property as described in Exhibit "A", which is attached hereto and incorporated herein by reference; and

WHEREAS, an survey map/easement exhibit drawing described as Exhibit "B" is attached hereto and incorporated herein by reference.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF COLUMBIA, as follows:

Section 1: That the City of Columbia, Tennessee does hereby convey a forty-foot-wide electric line easement as described in Exhibit A and shown on the survey map/easement exhibit drawing in Exhibit B to Duck River Electric Membership Cooperation.

Section 2: That the Mayor of the City of Columbia, Tennessee is hereby authorized to execute documents related to the conveyance of such electric line easement.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, This the ________day of ____________________, 2026.

CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

____
JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

____
ANTHONY R. MASSEY, CITY MANAGER

Passed on 1st consideration: _______________

Passed on 2nd consideration: _______________

ELECTRIC LINE EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that the undersigned CITY OF COLUMBIA, TENNESSEE for the use and benefit of the BOARD OF PUBLIC UTILITIES FOR THE CITY OF COLUMBIA d/b/a COLUMBIA POWER & WATERS SYSTEMS, Tennessee hereinafter (CPWS) for and in receipt of ONE DOLLAR ($1.00) the receipt of which is hereby acknowledged, and other good and valuable consideration does hereby grant to Duck River Electric Membership Corporation, a Tennessee cooperative existing under the laws of the State of Tennessee and to its successors and assigns hereinafter called Cooperative the right, power and privilege to construct, reconstruct, rephase, operate and maintain an electric transmission line or system on or under the above property described in Exhibit A and shown on the survey map in Exhibit B and/or in, upon or under all public streets, roads or highways abutting said lands, and the right to relocate sand system to conform to any future highway relocation, widening, or improvements so long as the Cooperative stays within said right of way; to inspect and make such repairs, changes, alterations, improvements, removals from, substations and additions to its facilities as the Cooperative may from time to time deem advisable, including, by way of example, but not limited to, the right to increase or decrease the number of conduits, wires, cables, poles, guy wire and anchors, handholes, manholes, connection boxes, transformers and transformer enclosures; to cut, trim and control by chemical means, machinery or otherwise the growth of trees and shrubbery situated within twenty (20) feet of the center of said overhead line or system and/or within eight (8) feet of the center of said underground line or system, that may interfere with or threaten to endanger the operation and maintenance of said lines or system; to prohibit, prevent and restrict the planting of any trees, shrubbery or vegetation that may in the future interfere with or threaten to endanger the operation and maintenance of said line or system; and to keep said easement clear of all buildings, structures, or other obstructions, including deep rooted vegetation.

The undesigned agrees that all poles, wires and other facilities, including any main service entrance equipment, installed in, upon or under the above-described lands at the Cooperative's expense shall remain the property of the Cooperative and be removable at the option of the Cooperative.

The undersigned covenant that it is lawfully seized and possessed of the above-described property, have a lawful right to grant the easement.

Witness our hands on this _____ day of _________, 2026

CITY OF COLUMBIA, a Tennessee municipal corporation
By:
Name: ____________________________

Title: ____________________________

STATE OF TENNESSEE

COUNTY OF MAURY

Before me, a Notary Public of the state and county mentioned, personally appeared _________________, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged such person to be _______________ of the CITY OF COLUMBIA, the within named bargainor, a Tennessee municipal corporation, and that such person as such _____________, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by personally signing the name of the corporation by such person as such ________________.

WITNESS my hand and seal, at office in Maury County, Tennessee this _____ day of ____________, 2026.

NOTARY PUBLIC
My Commission Expires:

Return the Easement:

Duck River Electric Membership Corporation
1411 MADISON ST
SHELBYVILLE, TN 37160

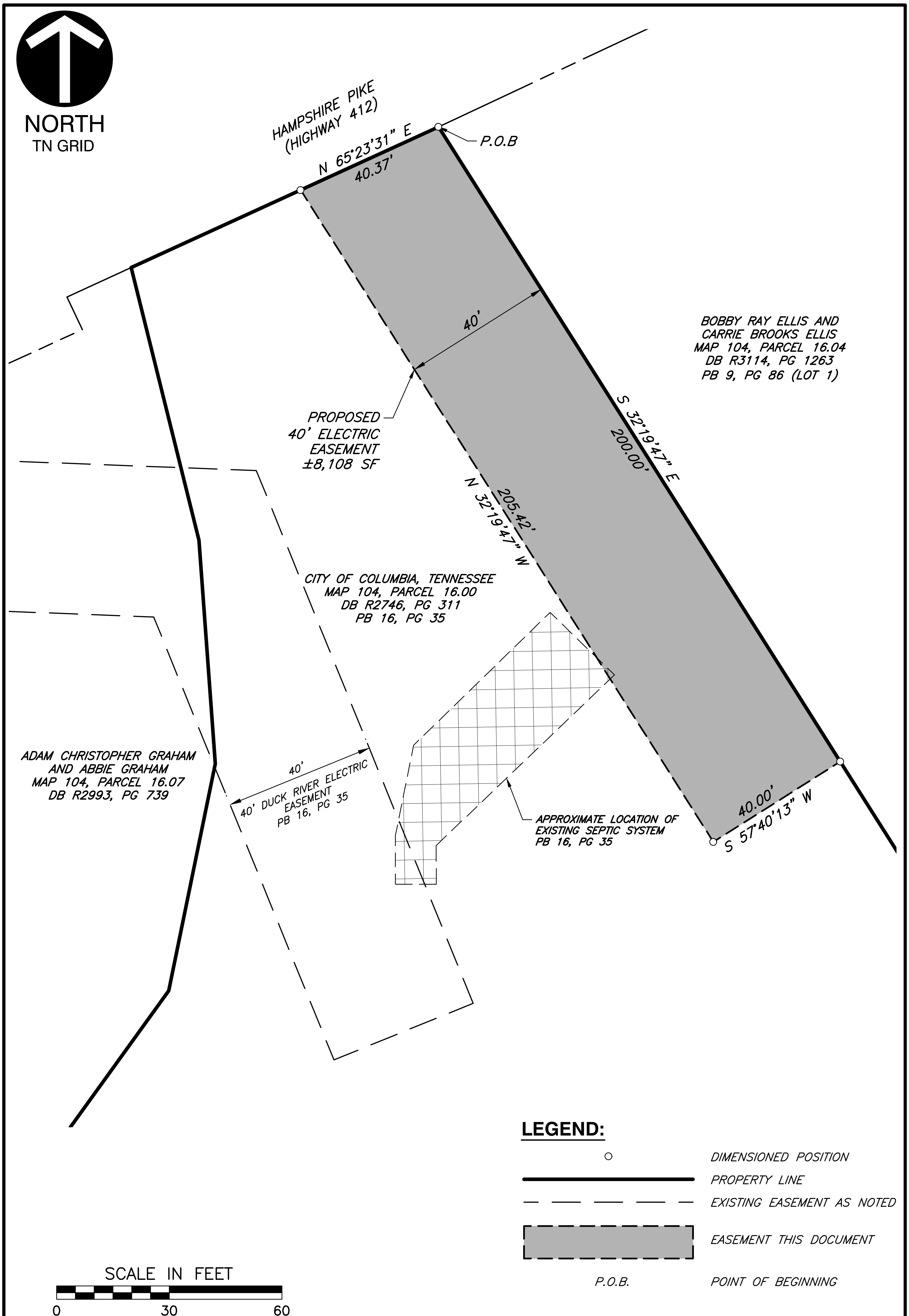
Property Description & Exhibit
Proposed Electric Easement-Map 104, Parcel 16.00
Mount Pleasant, Maury County, Tennessee

EXHIBIT A

A tract of land being forty (40) feet in width located in Mount Pleasant, Maury County, Tennessee, being a portion of the property conveyed to the City of Columbia, Tennessee, as of record in Deed Book R2746, Page 311, Register's Office of Maury County, Tennessee, the same being shown on Plat Book 16, Page 35, and being more particularly described as follows:

Beginning in the southerly right-of-way line of Hampshire Pike (Highway 412), being the northeasterly corner of said City of Columbia property, the northwesterly corner of the Bobby Ray Ellis and Carrie Brooks Ellis property, of record in Deed Book R3114, Page 1263, and being the northeasterly corner of the herein described; thence with the common line of said City of Columbia and Ellis property South 32°19'47" East a distance of 200.00 feet to the southeasterly corner of the herein described; thence across said City of Columbia property the following two calls, South 57°40'13" West a distance of 40.00 feet to the southwesterly corner of the herein described, and North 32°19'47" West a distance of 205.42 feet to said right-of-way and being the northwesterly corner of the herein described; thence with right-of-way North 65°23'31" East a distance of 40.37 feet to the **Point of Beginning,** containing 8,108 square feet, more or less and being graphically depicted on the attached Exhibit B incorporated for reference.

Description was prepared by Civil and Environmental Consultants, Inc. (CEC), written by James R. Cooley, Tennessee Registered Land Survey number 2612, based on information from a survey by M2 Group titled "Boundary & Partial Topographic Survey, Map 104, Parcel 16.00", dated January 25, 2024.



CEC
Civil & Environmental Consultants, Inc.

117 Seaboard Lane
Suite E-100
Franklin, TN 37067
Ph: 615.333.7797
www.cecinc.com

EASEMENT EXHIBIT DRAWING:
CITY OF COLUMBIA, TENNESSEE
TAX MAP 104, PARCEL 16.00
MOUNT PLEASANT, MAURY COUNTY, TN
PREPARED FOR:
DUCK RIVER ELECTRIC MEMBERSHIP CORPORATION

DRAWN BY: MAB		CHECKED BY: JRC		APPROVED BY: JRC		EXHIBIT:
DATE: JAN. 16, 2026		DWG SCALE: 1"=30'		PROJECT NO: 341-768		B

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Liz Bermudez, Executive Secretary, lbermudez@columbiatn.gov, 931-560-1510

AGENDA ITEM TITLE: 1ST CONSIDERATION OF ORDINANCE NO. 4596 - AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING, AND APPROVAL OF APPLICATIONS FOR LAND USE, ZONING, BUILDING, SITE PLAN, OR CONDITIONAL FACILITIES; REQUIRING A STUDY OR INFRASTRUCTURE, ENVIRONMENTAL, ACOUSTIC, AND UTILITY IMPACTS; PROVIDING FOR EXEMPTIONS;PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN IMMEDIATE EFFECTIVE DATE AND ESTABLISH THE DATE OF OCTOBER 8, 2026 AS THE DATE OF PUBLIC HEARING

RECOMMENDATION: Approve Ordinance No. 4596 on first consideration and establish the date of October 8, 2026 as the date of Public Hearing.

INFORMATION: There has been a significant surge in interest, site inquiries, and development applications for "Data Centers" and "High-Density Computing Facilities" across the State of Tennessee, driven by the expansion of artificial intelligence, cloud storage and cryptographic mining operations. These facilities consume exceptionally high amounts of electrical energy and water, potentially straining public utility grids, driving up infrastructure costs for local ratepayers and impacting local aquifers and public water supplies. The City's current zoning ordinances and land use plans do not adequately address the unique infrastructure, environmental, acoustic and community utility impacts specific to large-scale data centers. The City has a substantial public interest in ensuring that data centers and high-density computing facilities are not permitted or vested under land-use classifications that do not accurately describe the principal use or address the use's operational impacts. A temporary pause on these specific developments is necessary to allow the Planning Commission and staff sufficient time to study these impacts, coordinate with local utility providers and draft comprehensive, permanent zoning text amendments.

CERTIFICATION: N/A

ATTACHMENTS: Staff Report Ordinance No. 4596, Ordinance No. 4596.

AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING, AND APPROVAL OF APPLICATIONS FOR LAND USE, ZONING, BUILDING, SITE PLAN, OR CONDITIONAL USE PERMITS FOR DATA CENTERS AND HIGH-DENSITY COMPUTING FACILITIES; REQUIRING A STUDY OF INFRASTRUCTURE, ENVIRONMENTAL, ACOUSTIC, AND UTILITY IMPACTS; PROVIDING FOR EXEMPTIONS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN IMMEDIATE EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY OF COLUMBIA, TENNESSEE:

WHEREAS, the City of Columbia is charged with protecting the health, safety, and welfare of its citizens, and

WHEREAS, pursuant to T.C.A. § 13-7-201 et seq, the City of Columbia possesses the authority to regulate land use, zoning, and development to protect the health, safety, and general welfare of its citizens; and

WHEREAS, there has been a significant surge in interest, site inquiries, and development applications for "Data Centers" and "High-Density Computing Facilities" across the State of Tennessee, driven by the expansion of artificial intelligence, cloud storage, and cryptographic mining operations; and

WHEREAS, these facilities consume exceptionally high amounts of electrical energy and water, potentially straining public utility grids, driving up infrastructure costs for local ratepayers, and impacting local aquifers and public water supplies; and

WHEREAS, the State of Tennessee recently enacted utility ratepayer protections (such as Public Chapter 796 / HB 1847) to manage infrastructure costs associated with high-demand users, signaling a critical state interest in regulating the impacts of these industries; and

WHEREAS, data centers generate persistent, low-frequency ambient noise from cooling fans, chillers, and electrical substations, which can travel significant distances and negatively impact the peace, quiet, and property values of nearby residential areas; and

WHEREAS, the City's zoning ordinance does not currently define "data center" or "high density computing facility" as a distinct land use classification; and

WHEREAS, in the absence of a specific data center or high-density computing facility classification, data centers and high-density computing facilities may be administratively classified under existing use categories that were not written to address the scale, intensity, operational characteristics, or impacts of modern data center development; and

WHEREAS, data center and high-density computing facilities may have land-use impacts materially different from ordinary office, warehouse, telecommunications, utility, or industrial uses, including high electrical demand, backup generators, fuel storage, battery systems, substations, transformers, cooling systems, mechanical equipment, noise, vibration, lighting, stormwater impacts, security fencing, emergency-response concerns, and continuous twenty-four-hour operations; and

WHEREAS, data centers and high-density computing facilities may be appropriate in certain locations if properly defined, reviewed, conditioned, buffered, and regulated, but may be incompatible with nearby residential neighborhoods, public parks, schools, greenways, public spaces, and other sensitive uses without appropriate standards; and

WHEREAS, the City's current zoning ordinances and land use plans do not adequately address the unique infrastructure, environmental, acoustic, and community utility impacts specific to large-scale data centers; and

WHEREAS, the City of Columbia has a substantial public interest in ensuring that data centers and high-density computing facilities are not permitted or vested under land-use classifications that do not accurately describe the principal use or address the use's operational impacts; and

WHEREAS, the City finds that a temporary pause on these specific developments is necessary to allow the Planning Commission and staff sufficient time to study these impacts, coordinate with local utility providers, and draft comprehensive, permanent zoning text amendments.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF COLUMBIA, TENNESSEE:

SECTION 1: DEFINITIONS. For the purposes of this Ordinance, the following definitions apply:

Data Center: A facility used primarily for housing computer systems and associated components, such as telecommunications and storage systems, which typically include redundant or backup power supplies, redundant data communications connections, environmental controls, and high security devices.

High-Density Computing Facility: Any facility or operation utilizing specialized electronic equipment for the primary purpose of cryptocurrency mining, artificial intelligence processing, or commercial server farming that exceeds an aggregate power density of 250 watts per square foot or uses a total utility load exceeding one (1) megawatt (MW).

SECTION 2: IMPOSITION OF TEMPORARY MORATORIUM. From and after the effective date of this Ordinance, a temporary moratorium is hereby established on the acceptance, processing, review, and approval by any City department, board, or commission of any application for a zoning change, conditional use permit, site plan review, building permit, or variance for any new Data Center or High-Density Computing facility within the jurisdictional boundaries of the City of Columbia, Tennessee.

SECTION 3: EXEMPTIONS. This moratorium shall not apply to:

1. Any legally established Data Center or High-Density Computing Facility operating prior to the effective date of this Ordinance, provided there is no expansion of the physical footprint, structure height, or utility capacity.

2. Any application for a Data Center or High-Density Computing facility that was formally submitted, fully completed, and legally vested under Tennessee's Vested Property Rights Act (T.C.A. § 13-4-310 or T.C.A. § 13-3-413) prior to the first reading of this Ordinance.

SECTION 4: DURATION. This moratorium shall remain in full force and effect for a period of six (6) months from the effective date of this Ordinance unless repealed, extended, or modified by an official vote and passage of an amending ordinance by the City Council.

SECTION 5: STUDY AND PLANNING. During the moratorium period, the Planning Commission and municipal staff are directed to research, analyze, and draft permanent text amendments to the Zoning Ordinance regulating the location, design, utility requirements, and environmental standards for Data Centers and High-Density Computing Facilities, specifically addressing Noise Mitigation and Acoustic Standards, Buffer Zones, Water Conservation and Infrastructure Protection, Utility Infrastructure Cost Allocation. Staff and Planning Commission should also coordinate with CPWS and the Tennessee Valley Authority (TVA) to ensure zoning alignment with T.C.A. requirements, ensuring that data center developers bear 100% of the cost for necessary electrical substation expansions and high-voltage line extensions rather than passing costs to local ratepayers.

SECTION 6: SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 7: EFFECTIVE DATE. This Ordinance is declared to be necessary for the immediate preservation of the public welfare, peace, and safety, and shall take effect immediately upon its final passage, the public welfare requiring it. Notice of Public Hearing was published in the September 9, 2026 edition of Main Street Maury.

SECTION 8: That Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

ORDINANCE NO. 4596

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the ____________day of ______________, 2026

____

CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

____

THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

____

JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

____

ANTHONY R. MASSEY – CITY MANAGER

Passed on 1st consideration ________________

Passed on 2nd consideration:________________