



## City of Foley, AL

407 E. Laurel Avenue  
Foley, AL 36535

### Signature Copy

Resolution: 18-1071-RES

File Number: 18-0098

Enactment Number: 18-1071-RES

Police Department to purchase Incinerator for destruction of evidence.

WHEREAS, the Police Department plans to purchase an Incinerator for destruction of evidence and building a pad to be used for the location of the incinerator, and

WHEREAS, the Police Department has received a quote from MMP Incinerate in the amount of \$5,900.00 for the Incinerator and a quote from MCS Contracting, Inc. for the pad trusses with metal roof, bands for trusses and electrical receptacle, light and light switch in the amount of \$9,010.00. A total for both quotes of \$14,910.00.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Foley, Alabama, as follows:

SECTION 1: Approves The Police Department plans to purchase an Incinerator for destruction of evidence and building a pad to be used for the location of the incinerator.

SECTION 2: Approves The Police Department has received a quote from MMP Incinerate in the amount of \$5,900.00 for the Incinerator and a quote from MCS Contracting, Inc. for the pad

trusses with metal roof, bands for trusses and electrical receptacle, light and light switch in the amount of \$9,010.00, and amends account 400-665-7391 accordingly.

SECTION 3: This Resolution shall become effective immediately upon its adoption as required by law.

PASSED, APPROVED AND ADOPTED this 2nd day of April, 2018.



President's Signature

Date

4-3-18

Attest by City Clerk Kathryn Taylor

Date 4-3-18

Mayor's Signature 

Date 4/3/18



MMP, LLC.  
 2068 290th Street  
 Oskaloosa, IA 52577  
 Bus: 641-673-8864  
 Cell: 641-660-7693

### Incinerator Invoice

Foley Police Department  
 Attn. Tony Nelson  
 200 East Section Ave.  
 Foley, AL 36535  
 Contact Phone # 251-923-9513

Date: 11/15/2017  
 Invoice: # 8270

Model	Size	Description	Price	Qty	Total Price
36 / 400Lb cap	30" X 6'	Heat Block Lined Incinerator Natural Gas / Door size (18" x 42")	\$ 4,100.00	1	\$ 4,100.00
Natural Gas Burner		Up charge / Per Burner	\$ 1,100.00	1	\$ 1,100.00
Freight	Mld 36	To Zip: 36535	\$ 700.00		\$ 700.00
Total Delivered					\$ 5,900.00
20% Down		With Order			\$ 1,180.00
80% before Shipping					\$ 4,720.00
10 to 12 weeks lead time		20% down with order			
All Prices are Ex-Factory Decatur, Indiana and in U. S. Dollars					

MCS Contracting, Inc.  
PO Box 636  
Summerdale, AL 36580  
251-747-3011

December 18, 2017

Foley Police Dept.

Burn Shed

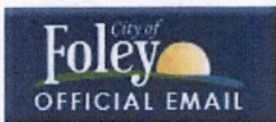
MCS to furnish and install:

Form and pour 10x10 concrete slab.  
(4) 6x6 mounted in concrete.  
Bands for trusses .  
Trusses with metal roof.  
2' over hang .  
Electrical : receptacle , light and light switch.

\$9,010.00

Thank You !





Kelly O'Donnell <kodonnell@foleypolice.org>

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## Incinerator Project

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**Michael Thompson** <mthompson@cityoffoley.org>

Mon, Feb 12, 2018 at 4:15 PM

To: Kelly O'Donnell <kodonnell@foleypolice.org>

Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Shawn Miller <smiller@foleypolice.org>

Hi Kelly,

Yes I understand that this is in the capitol plan and that the cost of the project is projected to be at or below that capital budget, therefore I am in agreement with moving forward.

regards,

Mike

[Quoted text hidden]

Capital Purchase Worksheet	
Directions:	
Please complete all questions below and submit to Mike Thompson and Wayne Trawick for approval.	
Submitted by:	Lt. Shawn Muller
Date Submitted:	1/16/2014
Is this purchase listed as a capital purchase in the approved budget?	Yes
What amount is approved in the budget for this purchase?	\$20,000 <sup>00</sup>
Description of the item and why the item is needed at this time.	
Incinerator to be used for destruction of evidence.	
Building & Pad to be used for location of incinerator.	
Can your job be performed without the purchase of this item? Please explain below.	
No	
Have you obtained any quotes on the purchase to determine if it will come in, at, or below budget? If so, please attach.	
Yes, see attached.	
Is this to replace a current capital asset?	
No	
If so please list below the item being replaced and why it can not be used any longer.	
N/A	
How do you plan to dispose of the item that is being replaced?	
N/A	

[illegible]



**Project Management - Pre-project checklist**

400-665-7391 Police Incinerator Project

**Project Name:** Incinerator Project

**Submitted by:** Lt Shawn Miller

**Projected Requested by (Mayor, Councilmember, Citizens, etc):** Lt Shawn Miller - Police Department

**Project Owner After Completion:** Police Department - City of Foley

**Expected Project Start Date:** April 25th 2018

**Expected Project Completion Date:** \_\_\_\_\_

**Is this project listed on the capital project planning document?**

Yes

**What is the amount listed on the capital project plan?**

20,000

**What year is it listed?**

2018

**If not, get approval from Mike Thompson to proceed with planning the project.**

**Mike (Must have Mike initial and date)** \_\_\_\_\_

**Brief Project Description**

Incinerator to be used for destruction of evidence. Building and pad to be used for location of incinerator

**Location (Description and tax parcel Identification number(s))**

At Police Department

**Project type (select one)**

\_\_\_\_\_ Building construction or improvement

\_\_\_\_\_ Property improvement (examples: parking lots, pools, playgrounds, ball fields, streetscape, signage, etc.)

\_\_\_\_\_ Infrastructure repair or improvements (example: roads, drainage, right of ways, etc.)

☒ Other, Please explain Additional Equipment for duties

**Will this project include grant funds?**

No

**If yes, please list Grantor:** \_\_\_\_\_

**Will this project have a third party manager?**

No

**If yes, please list third party manager** \_\_\_\_\_

**Discuss your project in detail in a meeting with Joe Bouzan & Miranda Bell FIRST.**

**After meeting and discussion, this form will be sent to each person listed below for signature.**

	Individual	Department	Documentation Required:
_____	Joe Bouzan	Risk / Project Management	Project management review. Determination of insurance cost to include in budget.
Initials & Date <u>MB 03/12/18</u>	Miranda Bell	Finance	Budget review and account number assignment.
Initials & Date	Miriam Boutwell	Planning	Review of the desired location & use to determine if the property is correctly zoned; a site plan to check setbacks, etc.; and a record of the Planning Commission recommending approval of the project.
Initials & Date	Miriam Boutwell	Zoning	Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes, architect requirements, etc.
Initials & Date	Chuck Lay	Building, Flood & Historical	Determination of potential needs related to active/ passive fire protection, fire department access roads, egress, and all other requirements as determined by the International Codes.
Initials & Date	Nelson Bauer	Fire	Determination of potential need for input from the City engineers.
Initials & Date	Chad Christian	Engineering	Determination of potential environmental issues or permits.
Initials & Date	Leslie Gahagan	Environmental	Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems, computers, copiers, etc.
Initials & Date	Gary Schrader	IT / GIS	The person who will own the project when its complete needs to be involved with the project from the beginning.
Initials & Date <u>SM 3/12/2018</u>	Owner of Project when complete		





MMP, LLC.  
 2068 290th Street  
 Oskaloosa, IA 52577  
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20% Down		With Order			\$ 1,180.00
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MCS Contracting, Inc.  
PO Box 636  
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December 18, 2017

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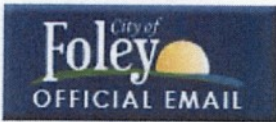
Burn Shed

MCS to furnish and install:

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(4) 6x6 mounted in concrete.  
Bands for trusses .  
Trusses with metal roof.  
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\$9,010.00

Thank You !



Kelly O'Donnell <kodonnell@foleypolice.org>

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## Incinerator Project

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Mon, Feb 12, 2018 at 4:15 PM

To: Kelly O'Donnell <kodonnell@foleypolice.org>

Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Shawn Miller <smiller@foleypolice.org>

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If so please list below the item being replaced and why it can not be used any longer.	
N/A	
How do you plan to dispose of the item that is being replaced?	
N/A	

[illegible]



**Project Management - Pre-project checklist**

Project Name: Incinerator Project  
 Submitted by: Lt Shawn Miller  
 Projected Requested by (Mayor, Councilmember, Citizens, etc): Lt Shawn Miller - Police Department  
 Project Owner After Completion: Police Department - City of Foley  
 Expected Project Start Date: April 2<sup>nd</sup> 2018  
 Expected Project Completion Date: \_\_\_\_\_

Is this project listed on the capital project planning document? Yes  
 What is the amount listed on the capital project plan? 20,000  
 What year is it listed? 2018

If not, get approval from Mike Thompson to proceed with planning the project.  
 Mike (Must have Mike Initial and date) \_\_\_\_\_

**Brief Project Description**

Incinerator to be used for destruction of evidence. Building and pad to be used for location of incinerator

Location (Description and tax parcel Identification number(s))  
At Police Department

**Project type (select one)**

\_\_\_\_\_ Building construction or improvement  
 \_\_\_\_\_ Property improvement (examples: parking lots, pools, playgrounds, ball fields, streetscape, signage, etc.)  
 \_\_\_\_\_ Infrastructure repair or improvements (example: roads, drainage, right of ways, etc.)  
☒ Other, Please explain Additional Equipment for duties

Will this project include grant funds? No  
 If yes, please list Grantor: \_\_\_\_\_

Will this project have a third party manager? No  
 If yes, please list third party manager: \_\_\_\_\_

**Discuss your project in detail in a meeting with Joe Bouzan & Miranda Bell FIRST.**

After meeting and discussion, this form will be sent to each person listed below for signature.

Individual	Department	Documentation Required:
<u>JB 3/5/18</u> Initials & Date Joe Bouzan	Risk / Project Management	Project management review. Determination of insurance cost to include in budget.
_____ Initials & Date Miranda Bell	Finance	Budget review and account number assignment.
_____ Initials & Date Miriam Boutwell	Planning	Review of the desired location & use to determine if the property is correctly zoned; a site plan to check setbacks, etc.; and a record of the Planning Commission recommending approval of the project.
_____ Initials & Date Miriam Boutwell	Zoning	Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes, architect requirements, etc.
_____ Initials & Date Chuck Lay	Building, Flood & Historical	Determination of potential needs related to active/ passive fire protection, fire department access roads, egress, and all other requirements as determined by the International Codes.
_____ Initials & Date Nelson Bauer	Fire	Determination of potential need for input from the City engineers.
_____ Initials & Date Chad Christian	Engineering	Determination of potential environmental issues or permits.
_____ Initials & Date Leslie Gahagan	Environmental	Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems, computers, copiers, etc.
_____ Initials & Date Gary Schrader	IT / GIS	Owner of Project when complete The person who will own the project when its complete needs to be involved with the project from the beginning.



**Project Management - Pre-project checklist**

Project Name: Incinerator Project  
 Submitted by: Lt Shawn Miller  
 Project Requested by (Mayor, Councilmember, Citizens, etc): Lt Shawn Miller - Police Department  
 Project Owner After Completion: Police Department - City of Foley  
 Expected Project Start Date: April 2018  
 Expected Project Completion Date: \_\_\_\_\_

Is this project listed on the capital project planning document? Yes  
 What is the amount listed on the capital project plan? 20,000  
 What year is it listed? 2018

If not, get approval from Mike Thompson to proceed with planning the project.  
 Mike (Must have Mike initial and date) \_\_\_\_\_

Brief Project Description  
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Individual	Department	Documentation Required:
_____ Initials & Date	Risk / Project Management	Project management review. Determination of insurance cost to include in budget.
_____ Initials & Date	Finance	Budget review and account number assignment.
<u>MB 3/9/18</u> Initials & Date	Planning	Review of the desired location & use to determine if the property is correctly zoned; a site plan to check setbacks, etc.; and a record of the Planning Commission recommending approval of the project.
<u>MB 3/9/18</u> Initials & Date	Zoning	Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes, architect requirements, etc.
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**Project Management - Pre-project checklist**

**Project Name:** Incinerator Project

**Submitted by:** Lt Shawn Miller

**Projected Requested by (Mayor, Councilmember, Citizens, etc):** Lt Shawn Miller - Police Department

**Project Owner After Completion:** Police Department - City of Foley

**Expected Project Start Date:** April 28th 2018

**Expected Project Completion Date:** \_\_\_\_\_

**Is this project listed on the capital project planning document?** Yes

**What is the amount listed on the capital project plan?** 20,000

**What year is it listed?** 2018

**If not, get approval from Mike Thompson to proceed with planning the project.**

**Mike (Must have Mike Initial and date)** \_\_\_\_\_

**Brief Project Description**

Incinerator to be used for destruction of evidence. Building and pad to be used for location of incinerator

**Location (Description and tax parcel Identification number(s))**

At Police Department

**Project type (select one)**

\_\_\_\_\_ Building construction or improvement

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☒ Other, Please explain Additional Equipment for duties

**Will this project include grant funds?** No

**If yes, please list Grantor:** \_\_\_\_\_

**Will this project have a third party manager?** NO

**If yes, please list third party manager** \_\_\_\_\_

**Discuss your project in detail in a meeting with Joe Bouzan & Miranda Bell FIRST.**

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<u>Gary Schrader</u> Initials & Date	IT / GIS	Owner of Project when complete
<u>_____</u> Initials & Date	Owner of Project when complete	The person who will own the project when its complete needs to be involved with the project from the beginning.



**Project Management - Pre-project checklist**

**Project Name:** Incinerator Project

**Submitted by:** Lt Shawn Miller

**Projected Requested by (Mayor, Councilmember, Citizens, etc):** Lt Shawn Miller - Police Department

**Project Owner After Completion:** Police Department - City of Foley

**Expected Project Start Date:** April 2<sup>nd</sup> 2018

**Expected Project Completion Date:** \_\_\_\_\_

**Is this project listed on the capital project planning document?**

Yes

**What is the amount listed on the capital project plan?**

20,000

**What year is it listed?**

2018

**If not, get approval from Mike Thompson to proceed with planning the project.**

**Mike (Must have Mike initial and date)** \_\_\_\_\_

**Brief Project Description**

Incinerator to be used for destruction of evidence. Building and pad to be used for location of incinerator

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**Expected Project Start Date:** April 2<sup>nd</sup> 2018

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**What is the amount listed on the capital project plan?** 20,000

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**Project Management - Pre-project checklist**

**Project Name:** Incinerator Project

**Submitted by:** Lt Shawn Miller

**Projected Requested by (Mayor, Councilmember, Citizens, etc):** Lt Shawn Miller - Police Department

**Project Owner After Completion:** Police Department - City of Foley

**Expected Project Start Date:** April 1<sup>st</sup> 2018

**Expected Project Completion Date:** \_\_\_\_\_

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**What year is it listed?** 2018

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Initials & Date			
<u>GS</u> 3/6/18	Gary Schrader	IT / GIS	
Initials & Date			
_____		Owner of Project when complete	The person who will own the project when its complete needs to be involved with the project from the beginning.
Initials & Date			



## Site Plan

Write a description for your map.

## Legend

- 200 E Section Ave
- Baldwin County Driver License
- Foley Police Dept
- Incinerator will go here
- Office
- Optical World
- Retina Specialty Institute

Google Earth

© 2018 Google

200 ft

N





Overview




Legend

- Centerlines
- Foley City Limits
- ▤ County Mask
- Parcels
- Lot Lines
- Streams and Creeks
- Lakes and Bays

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