City of Foley, AL



Signature Copy

Resolution: 18-1071-RES

File Number: 18-0098

Enactment Number: 18-1071-RES

407 E. Laurel Avenue Foley, AL 36535

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.

1000 Date 4-3dent's Signature

Page 1

Printed on 4/3/18

Attest by City Clerk	Kathum Daylos
Mayor's Signature	$p \rightarrow$

Date $\frac{4-3-18}{\sqrt{3}/18}$

MMP	M				Bus: 64	90th 9 osa, 1 41-67	Street IA 52577 3-8864 IO-7693
		Incinerator Invoice					
Foley Police Department					Date:	1	1/15/2017
Attn. Tony Nelson					Invoice:	1	# 8270
200 East Section Ave.						I	
Foley, AL 36535		1					
Contact Phone # 251-923-9	9513				[<u> </u>	
Model	Size	Description		Price	Qty	Т	otal 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	e	20% down with order				T	
All	Prices are E	x-Factory Decatur, Indian	la a	nd in U. S. D	ollars	1	

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>

Incinerator Project

Michael Thompson <mthompson@cityoffoley.org> To: Kelly O'Donnell <kodonnell@foleypolice.org> Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Shawn Miller <smiller@foleypolice.org> Mon, Feb 12, 2018 at 4:15 PM

Hi Kelly,

Yes I understand that this is in the captial 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 V	Vorksheet	
Directions:		
lease complete al	questions below and submit to Mike Thompson a	nd Wayne Trawick for approval.
Submitted by:	Lt. Shawn Miller	
Date Submitted:	1/16/2018	
s this purchase lis	ted as a capital purchase in the approved budget?	Yes
What amount is ap	proved in the budget for this purchase?	₿ <u>20,000°</u>
Description of the	item and why the item is needed at this time. For to be used for destructs	
Building	Pad to be used for locat	ion of incinerator.
1		
No		
lave you obtained	any quotes on the purchase to determine if it will a	come in, at, or below budget? If so, please attach.
Ves, se	a Huched.	
s this to replace a	current capital asset? No	
f so please list bel	ow the item being replaced and why it can not be u	sed any longer.
	1	
	o dispose of the item that is being replaced? الم	

Approval by City Administrator	 	
Signature and Date	 	
Approval by Council President	 	
Signature and Date	 	

Project Manageme	nt - Pre-project checklist		400-665-7391 Police Incinerator Project
	cinerator Pr	to it	
Submitted by:	+ Shawn Miller	ojeci	
	ed by(Mayor, Councilmemb	per Citizens etc): 1-	+ Shawn Miller - Pulice Department
Project Owner Aft		e Dave strand	+ - City of Foley
Expected Project S			1 2 01.401 121-04
Expected Project C			
			N
	d on the capital project plan		yes
	t listed on the capital project	ct plan?	30,000
What year is it liste			.2018
	l from Mike Thompson to p like initial and date)	proceed with planning t	he project.
Brief Project Descr		1 1 1	of evidence. Building and pad to
Incinevator	to be used to	c destruction	or exidence. Duilding and pad to
	on and tax parcel Identifica	ation number(s))	
At Police L)epartment		
			······································
Project type (select	one)		
•	Building construction or in	nprovement	
			ols, playgrounds, ball fields, streetscape, signage, etc.)
		provements (example: ro	ads, drainage, right of ways, etc.)
V	Other, Please explain	Additional E	quipment for duties
Will this project in		No	
If yes, please list Gra	intor:		· · · · · · · · · · · · · · · · · · ·
Will this project ha	ve a third party manager?	No	
If yes, please list thir	d party manager		-
If yes, please list thir Discuss your project	d party manager	n Joe Bouzan & Miran	
If yes, please list thir Discuss your project	d party manager et in detail in a meeting with discussion, this form will be	n Joe Bouzan & Mirane e sent to each person lis	ted below for signature.
If yes, please list thir Discuss your project	d party manager	n Joe Bouzan & Mirano sent to each person lis Department	ted below for signature. Documentation Required:
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If yes, please list thin Discuss your project After meeting and of Initials & Date MB 03/12/18 Initials & Date Initials & Date Initials & Date Initials & Date Initials & Date Initials & Date Initials & Date	d party manager et in detail in a meeting with discussion, this form will be <u>Individual</u> Joe Bouzan _Miranda Bell _Miriam Boutwell _Miriam Boutwell _Miriam Boutwell _Chuck Lay _Nelson Bauer _Chad Christian _Leslie Gahagan	a Joe Bouzan & Mirane sent to each person lis <u>Department</u> Risk / Project Management Finance Planning Zoning Building, Flood & Historical Fire Engineering Environmental	Image: Documentation Required: Project management review. Determination of insurance cost to include in budget. Budget review and account number assignment. 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. Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes, architect requirements, etc. 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. Determination of potential need for input from the City engineers. Determination of potential needs related to active/ segress, and all other requirements as determined by the International Codes. Determination of potential need for input from the City engineers. Determination of potential needs related to active/ segress, and all other requirements as determined by the International Codes.

C:\Users\kodonnell\Desktop\Work Sheets for Agenda items for Capital Purchase\Pre-Project Check list (1)

MMP	14				Oskalo Bus: 6	90th oosa, 41-67	Street IA 52577 73-8864 50-7693
		Incinerator Invoice					
Foley Police Department					Date:	1	1/15/2017
Attn. Tony Nelson					Invoice:	-	# 8270
200 East Section Ave.						1	
Foley, AL 36535						Î	
Contact Phone # 251-923-9	513						
Model	Size	Description		Price	Qty	T	otal 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				T	
All	Prices are Ex	-Factory Decatur, Indian	a ar	nd in U. S. D	ollars		

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>

Incinerator Project

Michael Thompson <mthompson@cityoffoley.org> To: Kelly O'Donnell <kodonnell@foleypolice.org> Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Shawn Miller <smiller@foleypolice.org>

Mon, Feb 12, 2018 at 4:15 PM

Hi Kelly,

Yes I understand that this is in the captial 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 al	questions below and submit to Mike Thompson and W	Vayne Trawick for approval.
Submitted by:	Lt. Shawn Miller	
Date Submitted:	1/16/2018	
is this purchase lis	ted as a capital purchase in the approved budget?	Yes
What amount is ap	proved in the budget for this purchase?	5 20,000 °-
Description of the	item and why the litem is needed at this time. For to be used for destruction	
Incinera	for to be used for destruction	of evidence.
Building #	Pad to be used for location	of incinerator.
No		
lave you obtained	any quotes on the purchase to determine if it will come	in, at, or below budget? If so, please attach.
Ves, see	attached.	
s this to replace a	current capital asset? No	
f so please list belo N/A	ow the item being replaced and why it can not be used a	ny longer.
fow do you plan to	b dispose of the item that is being replaced?	
	1	

Approval by City Administrator		
Signature and Date	 	
Approval by Council President		
Signature and Date		

Project Manageme Project Name: [r Submitted by:	ni-Pre-project checklist		
Projected Request	ed by(Mayor, Councilment		Lt Shawn Miller - Pulice Deportment
Project Owner Aft	er Completion: 1-3/1	e Departmar	it - City of Foley
Expected Project S	tart Date: April	200 2018	
Expected Project C	completion Date:		
Is this project listed	t on the capital project pla	anning document?	Ves
What is the amoun	t listed on the capital proje	ect plan?	20,000
What year is it liste	ed?		2018
If not, get approval Mike (Must bave M	from Mike Thompson to like initial and date)	proceed with planning	the project.
Brief Project Descr Incinevator	to be used to	destruction	of exidence. Building and pad to
Location (Description	on and tax parcel Identific	cation number(s))	·
Project type (select	Building construction or l		
	Property improvement (ex	amples: parking lots, po	ols, playgrounds, ball fields, streetscape, signage, etc.)
	Infrastructure repair or im	provements (example: n	oads, drainage, right of ways, etc.)
V	Other, Please explain	Additional E	quipment for duties
Will this project inc f yes, please list Gran		No	
Will this project has		No	
f yes, please list third Discuss your project	ve a third party manager? I party manager t in detail in a meeting with	h Joe Bouzan & Miran	
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Effective Date 5/21/15, last edited 6/8/17.

C:\Users\kodonnell\Desktop\Work Sheets for Agenda Items for Capital Purchase\Pre-Project Check list (1)

Loleer Names IUCINE KO	tor Project	
ubmitted by: L+ Shawn rojected Requested by (Mayor, (Miller	
roject Owner After Completion	Dalie Curzens, erc):	Lt Shawp Miller - Pulice Deportment
xpected Project Start Date :	April 2018	at - crigat intrag
spected Project Completion Dat	lo:	
this project listed on the capital	I protect planning document?	Yes
What is the amount listed on the	capital project plan?	20,000
Vhat year is it listed?		2018
not, get approval from Mike Th like (Must have Mike initial and	compson to proceed with planning date)	g the project.
rief Project Description Incinevator to be a	used for destruction	of exidence. Building and pad to
cation (Description and tax part + Police Department	rel Identification number(s))	
Property impu- Infrastructure V Other, Please	explain <u>Additional</u>	ools, playgrounds, ball fields, streetscape, signage, etc.) roads, drainage, right of ways, etc.) Eq. upment for duties
ll this project include grant fun res, please list Grantor:		
lli this project have a third part;	y manager? No	
yes, please list third party manager		
yes, please list third party manager scuss your project in detail in a	meeting with Joe Bouzan & Mira form will be sent to each person l idual Department	isted below for signature. Documentation Reguired:
yes, please list third party manager iscuss your project in detail in a liter meeting and discussion, this	meeting with Joe Bouzan & Mira form will be sent to each person l	isted below for signature.
yes, please list third party manager scuss your project in detail in a liter meeting and discussion, this Indiv Joc Bouzan initials & Date Miranda Bell	meeting with Joe Bouzan & Mira form will be sent to each person I idual Department Risk / Project	isted below for signature. Documentation Required: Project management roview. Determination of insurance cost to
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Effective Date 5/21/15, last edited 6/8/17.

CAUsers\kodonneli\Desklop\Work Streets for Agenda items for Capital Purchase\Pre-Project Cheok list (1)

Project Management	- Pro-project checklist		
Project Name:	inerator Pr	roject	
Submitted by: L4	Shawn Miller	, .	
	by Mayor, Councilment	er, Citizens, etc): Lt	Shamp Miller - Rulice Department
Project Owner After Expected Project Sta	Completion: 1-b)	e Department	- City of Foley
Expected Project Co		199 2011	
			V
	on the capital project plan		Yes
What year is it listed	listed on the capital proje	ct plan?	30,000
what year is it instea	1		-2018
If not, get approval f Mike (Must have Mi	from Mike Thompson to p ke initial and date)	roceed with planning th	be project.
Brief Project Descrip	ntion		
	to be used for	de churching	of exidence. Building and pad to
he used fo	c locution of 1		2. Contraction of the state of the
Location (Description	a and tax parcel Identific	ation anmhar(a))	
	epartment	anon number(s))	
			West of the second s
Project type (select a			
	Building construction or in		le slouvenunde hell fielde structurene elemene etc.
			ols, playgrounds, ball fields, streetscape, signage, etc.)
V	Other, Please explain		ads, drainage, right of ways, etc.)
v	Outer, Please explain	Maineral Le	UPURAT TOT AUTIER
Will this project inch		No	
If yes, please list Gran	tor:		
Will this project have	e a third party manager?	No	
If yes, please list third			
	scussion, this form will be Individual	Department Risk / Project	Documentation Required: Project management review. Determination of insurance cost to
	Joe Bouzan	Management	include in budget.
Initials & Date			
	Miranda Bell	Finance	Budget review and account number assignment.
Initizis & Dato			
	Miriam Boutwell	Planning	Review of the desired location & use to determine if the property is
Initials & Date			correctly zoned; a site plan to check setbacks, etc.; and a record of
	Miriam Boutwell	Zoning	the Planning Commission recommending approval of the project.
Initials & Date	Millian Doctor	zoning	
			Review of the desired location and desired use to ensure all
		Building, Flood &	requirements are met including but not limited to building codes,
	Chuck Lay	Historical	architect requirements, etc.
Initials & Date			Determination of potential needs related to active/ passive fire
20			protection, fire department access roads, egress, and all other
212-31018	Nelson Bauer	Fire	requirements as determined by the International Codes.
Initials & Date	The south Double		
		And the second second	
	_Chad Christian	Engineering	Determination of potential need for input from the City engineers.
Initials & Dato			
	Leslie Gahagan	Environmental	Determination of potential environmental issues or permits.
Initials & Date			
			Determination of IT needs with Jessica such as internet access,
			networking, phones, security cameras/door access control systems,
	Gary Schrader	IT/GIS	computers, copiers, etc.
Initials & Dato		Owner of Project when	The person who will own the project when its complete needs to be
Initials & Date		complete	involved with the project from the beginning.
the second second			

Effective Date 5/21/15, last edited 6/8/17.

CAUserstkodomneil/Desktop/Work Sheets for Agenda items for Capital PurchaselPro-Project Check list (1)

Project Name:	nent - Pre-project checklist	roject	
Submitted by:	Lt Shawn Miller	, .	
Projected Reques	ted by(Mayor, Councilmem		+ Shawp Miller - Pulice Department
Expected Project	Start Date : April		+ - City of Foley
Expected Project	Completion Date:	2018	
The second second			V
Is this project list	ed on the capital project pla	nning document?	Yes
	nt listed on the capital proje	et plan?	90,000
What year is it lis	ted?		3018
If not, get approv Mike (Must have	al from Mike Thompson to j Mike initial and date)	proceed with planning	the project.
Brief Project Des	r to be used for	destruction	of exidence. Building and pad to
	tion and tax parcel Identific Department	ation number(s))	
Project type (selec	Building construction or in		· ·
	Property improvement (ex	amples: parking lots, po	ols, playgrounds, ball fields, streetscape, signage, etc.)
	Infrastructure repair or imp	provements (example: ro	pads, drainage, right of ways, etc.)
V	Other, Please explain	Additional E	quipment for duties
Will this project in If yes, please list G	nclude grant funds? rantor:	No	
		No	
If yes, please list thi	ave a third party manager?	140	
DISCUSS YOUR DROLE	ect in detail in a meeting with	Joe Bouzan & Miran	da Bell FIRST.
	et in detail in a meeting with discussion, this form will be <u>Individual</u>	sent to each person lis Department	ted below for signature. Documentation Required:
	discussion, this form will be Individual	sent to each person lis Department Risk / Project	ted below for signature. Documentation Required: Project management review. Determination of insurance cost to
	discussion, this form will be	sent to each person lis Department	ted below for signature. Documentation Required:
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C:\Users\kodonneli\Desktop\Work Sheets for Agenda items for Capital Purchase\Pre-Project Check list (1)

Project Name: Submitted by:		, 0	+ Shawn Miller - Pulice Department + - City of Foley	
Expected Project	Completion Date:			
Is this project liste What is the amoun What year is it list	ed on the capital project plan at listed on the capital proje red?	nning document? ct plan?	<u>Ves</u> <u>20,000</u>	
If not, get approva Mike (Must have I	al from Mike Thompson to p Mike initial and date)	proceed with planning (
Brief Project Desc	to be used for	destruction	of exidence. Building and pad to	
Location (Descript At Police	tion and tax parcel Identific	ation number(s))		
Project type (select	Building construction or in		ols, playgrounds, ball fields, streetscape, signage, etc.)	
	Infrastructure repair or imp	provements (example: ro	ads, drainage, right of ways, etc.)	
V	_Other, Please explain	Additional E	quipment for duties	
Will this project in If yes, please list Gr	clude grant funds? antor:	<u>No</u>		
Will this project has If yes, please list this	ave a third party manager? rd party manager	No		
	ct in detail in a meeting with discussion, this form will be Individual			
Initials & Date	_Joe Bouzan	Risk / Project Management	Project management review. Determination of insurance cost to include in budget.	
	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	
Initiels & Date	Miriam Boutwell	Zoning	the Planning Commission recommending approval of the project.	
	Chuck Lay	Building, Flood & Historical	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	Nelson Bauer	Fire	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				
Initials & Date	Chad Christian	Engineering	Determination of potential need for input from the City engineers.	
LG 3/5/18	Leslie Gahagan	Environmental	Determination of potential environmental issues or permits.	
Initials & Date	_	1	Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems,	
Initials & Date	Gary Schrader	IT/GIS	computers, copiers, etc.	
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.	

C:\Users\kodonnell\Desktop\Work Sheets for Agenda items for Capital Purchase\Pre-Project Check list (1)

	nt - Pre-project checklist	rist		
Submitted by:	+ Shawn Miller			
	d by(Mayor, Councilmem)		+ Shawp Miller - Pulice Department	
Project Owner Afte		e Department	+ - City of Folen	
Expected Project S	tart Date: April	2018		
Expected Project C	ompletion Date:			
Is this project listed	on the capital project plan	nalma da anno anto	Vee	
What is the emount	t listed on the capital project	and a document?		
What year is it liste	d?	cr pan:		
			-2018	
If not, get approval Mike (Must have M	from Mike Thompson to p like initial and date)	proceed with planning (the project.	
Brief Project Descri	iption			
Incinevator	to be used for	destruction	of exidence. Building and pad to	
be used f		remember		
Location (Description	on and tax parcel Identific	ation number(s))		
P				
Project type (select				
	_Building construction or in		ale playersunde hell Galde structures discuss at a	
			ols, playgrounds, ball fields, streetscape, signage, etc.) ads, drainage, right of ways, etc.)	
11/	Other, Please explain		Auroment for duties	
<u> </u>		Maaimonal L	Upment tor auties	
Will this project inc If yes, please list Gra		No		
Will this project have a third party manager? If yes, please list third party manager		No		
it jes, please list unit	a party manager			
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C:\Users\kodonnell\Desktop\Work Sheets for Agenda items for Capital Purchase\Pre-Project Check list (1)







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