



## REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street  
Tuesday, January 07, 2025 at 5:30 PM

### AGENDA

#### CALL TO ORDER

#### PLEDGES OF ALLEGIANCE

#### INVOCATION

Pastor Jarrod Brown of Grace Fellowship

#### CITIZENS GENERAL DISCUSSION

#### REGULAR AGENDA

- [1.](#) Consider Approval of Ordinance Amending Ordinance No. 2023-O-33
- [2.](#) Consider Approval of a Memorandum of Understanding between Stephenville Fire Department and Erath County EMS
- [3.](#) Consider Approval of Naming for New Senior Center Building
- [4.](#) Consider Approval of Donation of Soil Material to Morgan Mill VFD
- [5.](#) Consider Approval of Proposal for Chamberlin Improvements Project
- [6.](#) Consider Approval of Proposal for City Park Sewer Project
- [7.](#) Discussion of the Tarleton Street Project
- [8.](#) Stephenville Clark Regional Airport 2024 Updates
- [9.](#) Main Street Presentation over MarketWurks

#### PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

- [10.](#) Applicant Reece Flanagan, Representing Erath County Habitat for Humanity, is Requesting Approval of a Preliminary Plat With Simultaneous Rezoning from Retail and Commercial (B-2) to Integrated Housing (R-2.5), of Property Located at 0 S. Drew, Parcel R78511, Being BLK. 75, LOT 19, and Parcel R29797, Being BLK. 75, LOT 18, of the CITY ADDITION to the City Of Stephenville, Erath County, Texas

#### 11. PUBLIC HEARING

Case No. PP2024-005

- [12.](#) Consider Approval of Ordinance Rezoning Property Located at 0 S. Drew, Parcel R78511, Being BLK. 75, LOT 19, and Parcel R29797, Being BLK. 75, LOT 18, of the CITY ADDITION to the City Of Stephenville, Erath County, Texas from Retail and Commercial (B-2) to Integrated Housing (R-2.5)

[13.](#) Applicant Mike McCowan, Representing Pete Muzyka and George Grissom, is Requesting a Rezone of Property Located at 0 CR 256, Parcel R19796, being Approximately 212 acres of A0342 H C Hudson of the City of Stephenville, Erath County, Texas from Agricultural (AG) to Integrated Housing (R-2.5)

**14. PUBLIC HEARING**

Case No. RZ2024-019

[15.](#) Consider Approval of Ordinance Rezoning Property Located at 0 CR 256, Parcel R19796, being Approximately 212 acres of A0342 H C Hudson of the City of Stephenville, Erath County, Texas from Agricultural (AG) to Integrated Housing (R-2.5)

**FINANCIAL REPORTS**

Monica Harris, Director of Finance

[16.](#) Monthly Budget Report for the Period Ending November 30, 2024

**STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT**

Jeff Sandford, Executive Director

**CONSENT AGENDA**

[17.](#) Consider Approval of Minutes from December 3, 2024 - Regular Meeting

[18.](#) Consider Approval of Minutes from December 3, 2024 - Work Session

[19.](#) Consider the Renewal of Annual Contract with DataProse, LLC for Utility Billing Services

[20.](#) Consider Approval of Award of Bid ITB 3335 for Two Parks and Leisure Services Vehicles

[21.](#) Consider Approval of Award of Bid ITB 3336 for Public Works Department Vehicles

[22.](#) Consider Approval of Award of Bid for RFP 3045 - Tree Maintenance Services to Jim's Tree Service

[23.](#) Consider Approval of Entering Into Contract with Hotel Engine

24. Consider Acceptance of Senior Center Building Project

**COMMENTS BY CITY MANAGER**

**COMMENTS BY COUNCIL MEMBERS**

**EXECUTIVE SESSION**

In compliance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with

**25. Section 551.087. Deliberation Regarding Economic Development Negotiations - Project Eagle**

**ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY**

**ADJOURN**

*Note: The Stephenville City Council may convene into Executive Session on any matter related to any of the above agenda items for a purpose, such closed session allowed under Chapter 551, Texas Government Code.*

***In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.***

**ORDINANCE NO. 2025-0-01**

**AN ORDINANCE AMENDING ORDINANCE NO. 2023-0-33 CANVASSING THE RETURNS OF THE SPECIAL ELECTION HELD FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS OF THE CITY OF STEPHENVILLE THE ADOPTION OR REJECTION OF CERTAIN PROPOSITIONS EACH PROVIDING FOR AMENDMENT TO THE HOME-RULE CHARTER, FOR AN ELECTION HAVING BEEN HELD ON NOVEMBER 7, 2023; DECLARING RESULTS OF THAT ELECTION; ADOPTING AMENDED HOME-RULE CHARTER;**

WHEREAS, the City Council of the City of Stephenville has determined that it is in the best interest of the City to amend Ordinance No. 2023-0-33, held on the 7<sup>th</sup> day of November 2023, for the purpose of submitting to the qualified voters of the City of Stephenville two propositions for City Charter Amendments as set forth in Ordinance No. 2023-0-20; and

WHEREAS, the City Council has reviewed the need to revise the prior ordinance to correct a clerical error in Exhibit "A" City of Stephenville Charter; and

WHEREAS, the City Council finds that the proposed amendments are necessary and desirable to reflect the accurate results of the Special Election held November 7, 2023.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, as follows:

**Section 1. Amendment of Exhibit "A" City of Stephenville Charter of Ordinance No. 2023-0-33**

The City of Stephenville hereby amends *Exhibit "A" City of Stephenville Charter* of Ordinance No. 2023-0-33 regarding *Article III, Section 5 – Councilmembers, terms of office* to read as follows:

There shall be eight (8) members of the city council elected at large from the City of Stephenville. Councilmembers shall be elected for a term of two (2) years, four (4) councilmembers being elected each year.

**Section 3. Repeal of Conflicting Ordinances**

All provisions of prior ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

**Section 4. Severability**

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance, which shall remain in full force and effect.

**PASSED AND APPROVED** this the 7<sup>th</sup> day of January 2025 with an effective date of November 14, 2023.

\_\_\_\_\_  
Doug Svien, Mayor

ATTEST:

\_\_\_\_\_  
Sarah Lockenour, City Secretary

\_\_\_\_\_  
Reviewed by Jason King,  
City Administrator

\_\_\_\_\_  
Randy Thomas, City Attorney  
Approved as to form and legality

**Memorandum of Understanding**

This Memorandum of Understanding (MOU) is entered into by and between Stephenville Fire Department and Erath County EMS as of January 7, 2025.

**Purpose**

The purpose of this MOU is to set forth the terms and conditions under which the Stephenville Fire Department agrees to allow the Erath County EMS to house an ambulance at the Fire Department’s Fire Station Two (1301 Pecan Hill Dr.) to facilitate timely emergency response and provide optimal patient care within their respective response area.

**Agreement**

1. The Fire Department grants permission to the EMS Agency to station an ambulance at Fire Station Two, subject to the terms and conditions outlined in this MOU.
2. The EMS Agency shall ensure the ambulance is properly maintained, clean, and equipped with all necessary supplies for emergency response. The Fire Department is not responsible for any EMS agency actions in carrying out it’s duties and responsibilities.
3. The EMS Agency shall be responsible for any and all damages caused by their personnel or equipment to the Fire Station or Fire Department property while using the facilities.
4. The Fire Department agrees to provide sleeping quarters for the ambulance crew within the Fire Station.
5. The Fire Department agrees to provide secure and suitable parking space for the ambulance within the Fire Station.
6. The Fire Department shall not be responsible for any loss or damage to the ambulance or EMS Agency equipment while housed at the Fire Station.
7. This MOU may be terminated by either party upon giving thirty (30) days written notice to the other party unless circumstances warrant immediate termination in the discretion of the Fire Department.
8. This MOU does not it constitute a partnership, joint venture, or agency relationship.
9. This MOU is entered into and is enforceable in Erath County, Texas.

**Approvals**

The undersigned acknowledge their agreement to the terms and conditions outlined in this MOU and authorize its implementation:

\_\_\_\_\_

Doug Svien, Mayor

Date: \_\_\_\_\_

\_\_\_\_\_

Brandon Huckabee, County Judge

Date: \_\_\_\_\_

**Effective Date**

This MOU shall become effective on January 7, 2025, and shall remain in effect until terminated in accordance with the terms and conditions outlined herein.



Public Works Department  
**STAFF REPORT**

**SUBJECT:** Soil Donation Request from Morgan Mill VFD  
**MEETING:** Public Works Committee – 07 JAN 2025  
**DEPARTMENT:** Public Works  
**STAFF CONTACT:** Nick Williams, P.E.

**BACKGROUND:**

The city received a request from the Morgan Mill Volunteer Fire Department for a donation of 200 cubic yards of soil material to assist in the construction a new firehouse and a helipad for emergency care flights.

The city has a stockpile of approximately 300-350 cubic yards of soil material adjacent to the Airport Pump Station. Any material not donated would be used for city projects including cell construction at the Stephenville Landfill.

**FISCAL IMPACT SUMMARY:**

The soil material, with an estimated worth of \$10 per cubic yard, is valued at \$2,000.00 for the requested 200 CY.

**ENCLOSURE:**

Enclosed below is a copy of the request for material.

[Request from Morgan Mill Volunteer Fire Department](#)

**From:** John Sandstrom <[jsand13231@gmail.com](mailto:jsand13231@gmail.com)>  
**Sent:** Monday, January 6, 2025 12:03 PM  
**To:** Nick Williams <[NWilliams@stephenvilletx.gov](mailto:NWilliams@stephenvilletx.gov)>  
**Subject:** “[EXTERNAL]” Fill for Morgan Mill VFD

Nick, good morning. I am requesting 200 cubic yards of fill from the City of Stephenville to level the slabs of our new Firehouse and Helipad at the southwest corner of US 281 and CR 163.

We anticipate beginning construction in the last half of January, 2025.

John Sandstrom  
MMVFD Board, Training Officer, Fireman  
972-79-6782

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

# Regular City Council Meeting

## STAFF REPORT



**SUBJECT:** Chamberlin Improvements Project  
**MEETING:** Regular Business Meeting - 07 JAN 2025  
**DEPARTMENT:** Public Works  
**STAFF CONTACT:** Nick Williams, P.E.

### RECOMMENDATION:

Staff recommends approval of the agreement with Insituform Technologies, LLC to install Stormwater inlets and lines under the 900 block of Chamberlin Avenue between Frey Street and Mulberry Street.

### BACKGROUND:

In July 2024, council authorized funds for a project to address acute flooding concerns on the 900 block of Chamberlin Ave.

### PROJECT:

The BuyBoard proposal received from Insituform Technologies, LLC agrees to install stormwater inlets and piping to address the drainage concerns. As a result of the depth of excavation, the project will replace the existing sanitary sewer clay pipe, as well as add fire protection and replace the undersized 1- $\frac{1}{4}$ " galvanized waterline with a 6" waterline. Bonding, insurance, and a one-year warranty are also included. Insituform anticipates 125 calendar days to complete the project. Additionally, a local utility contractor will be utilized to perform this work.

### FISCAL IMPACT SUMMARY:

At the July 2, 2024 council meeting, \$300,000 was approved for reallocation from the of the \$1.5mm Wastewater Treatment Plant capital projects fund for the Chamberlin project.

The proposed project cost is \$472,444.50.

The Finance Department has confirmed the additional funds required for this project are available.

### ALTERNATIVES:

The following alternatives are provided for council consideration:

1. Do not approve the proposal as presented;

### ADVANTAGES:

Approval of the proposal allows the work to be completed quickly, addresses flooding concerns for the area, replaces clay sewer pipe and provides additional fire protection for the area.

### DISADVANTAGES:

The project cost is over the anticipated amount by \$172,444.50.

### ATTACHMENTS:

[Insituform Technologies, LLC Proposal – Chamberlin - \\$472,444.50](#)





Tim Peterie  
 Phone: 214-317-0950  
 Email: [tpeterie@azuria.com](mailto:tpeterie@azuria.com)  
 1103 Postwood Dr.  
 Corinth, TX 76210

January 2, 2025

SF#: SO-00197190

Mr. Nick Williams PE  
 City of Stephenville  
 298 W Washington St  
 Stephenville, TX 76401

## **Buyboard Proposal**

Project Name: City of Stephenville, TX – Chamberlain Sewer, Storm, & Water Replacement  
 6" Sewer, 24"/30" Storm Replacement, and 6" Water by Excavation

**INSITUFORM TECHNOLOGIES, LLC** herein proposes to furnish all labor, materials, equipment, and services necessary to reconstruct the referenced project (as detailed by the drawings and other information provided by City of Stephenville and Provenance Engineering) utilizing the Local Government Purchasing Cooperative Contract #730-24 administered through the BuyBoard.

### **ASSUMPTIONS AND QUALIFICATIONS**

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We have based this proposal on a wall thickness for the proposed PVC sewer pipe shown in the price and HP storm pipe to be provided by the City of Stephenville.

Where project specifications don't exist, the Buyboard Specifications and/or the City of Stephenville Standard Construction Details (or approved equals) will be utilized.

**INSITUFORM TECHNOLOGIES, LLC** will supply the City of Stephenville a 1-year Maintenance Bond, Performance and Statutory Bonds, and Certificate of Insurance following acceptance of this proposal per the City of Stephenville requirements provided with the project information.

City of Stephenville will supply the following:

- Permitting
- Property owner coordination including any impact fees/charges.
- Test lab services.
- Pipe materials for storm lines.
- Paving work as noted in the project plans.
- SWPPP plan and devices if needed.
- Tax-exempt certificate prior to mobilization.

Insituform will supply the following:

- All excavation for pipe replacement to OSHA standards.
- Connections to existing lines.
- Complete all restoration necessary.
- Traffic control.
- Replacement of all sewer services to cleanouts.
- Trench safety.
- 20-ft Concrete recessed storm inlets.

Water shall be provided at no cost to Insituform Technologies, LLC for all construction phases of this project. Insituform Technologies, Inc. will follow all required deposit, backflow prevention, and metering procedures.

### **Special Notes:**

The pricing in this proposal takes into account current material prices and are only good for 30 days. Insituform estimates approximately 120 days to complete the project.

January 3, 2025  
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**PROPOSAL PRICING**


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PAY ITEM NO.	DESCRIPTION	QTY	U/M	UNIT PRICE	ESTIMATED AMOUNT
1	Mobilization	1	LS	\$20,000.00	\$20,000.00
2	Traffic Control	54	DAY	\$350.00	\$18,900.00
3	Bonds & Insurance	1	LS	\$4,000.00	\$4,000.00
4	Install 6" Sewer SDR-35 PVC	515	LF	\$168.00	\$86,520.00
5	Install 4' Dia. Standard Sewer Manhole	3	EA	\$10,000	\$30,000.00
6	Connect to Existing Manhole	2	EA	\$8,000.00	\$16,000.00
7	Trench Safety for Sewer	515	LF	\$12.50	\$6,437.50
8	Pavement Repair	35	LF	\$150.00	\$5,250.00
9	Remove & Relocate Sewer Service to Cleanouts	9	EA	\$2,200.00	\$19,800.00
10	Install 30" HP Storm Pipe	365	LF	\$190.00	\$69,350.00
11	Install 24" HP Storm Pipe	35	LF	\$180.00	\$6,300.00
13	Install 4' Dia. Storm Drain Manhole	2	EA	\$11,550.00	\$23,100.00
14	Trench Safety for Storm Drain	400	LF	\$12.50	\$5,000.00
15	Install 20" Concrete Recessed Inlets	2	EA	\$26,800.00	\$53,600.00
16	Connect to Existing 30" Storm Pipe	1	EA	\$650.00	\$650.00
17	6" C-900 DR14 PVC Water Pipe	680	LF	\$56.00	\$38,080.00
18	Install 6" Gate Valve	6	EA	\$990.00	\$5,940.00
19	Install 6" x 6" Tee	2	EA	\$1,225.00	\$2,450.00
20	Install 8" x 6" Tee	1	EA	\$1,175.00	\$1,175.00
21	Install 6" x 90 Degree Bend	1	EA	\$1,050.00	\$1,050.00
22	Remove & Relocate Water Meters	9	EA	\$960.00	\$8,640.00
23	Install 1" Water Service Lines	10	EA	\$780.00	\$7,800.00
24	Install Fire Hydrant Assembly	1	EA	\$2,850.00	\$2,850.00
25	Trench Safety for Water	680	LF	\$0.15	\$102.00
26	Disinfection and Testing	680	LF	\$5.00	\$3,400.00
27	Connect to Existing Water Main	3	EA	\$8,400.00	\$25,200.00
28	Pavement Repairs	65	LF	\$150.00	\$9,750.00
29	Bond & Insurance - Water	1	LS	\$1,100.00	\$1,100.00
<b>Total</b>					<b>\$472,444.50</b>

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**PROPOSAL INCLUSIONS**


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The prices stated in this proposal include:

1. Mobilizations and demobilization.
2. PVC SDR 35 sewer pipe and PVC SDR 14 water pipe.
3. Traffic control.
4. Pit safety with shoring and temporary construction fenceings as needed.
5. Valves, Tees, Bends, and Hydrant Assembly for water replacement.
6. Surface restoration.
7. One-year standard construction warranty, Maintenance, Performance, and Statutory Bonds.
8. Certificate of insurance with a standard coverage.

January 3, 2025  
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#### PROPOSAL EXCLUSIONS

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Not included in the prices stated in this estimate are costs associated with the items listed below. These items, if needed or found to be applicable, would be provided by **INSITUFORM TECHNOLOGIES, LLC** at your additional cost; or would be furnished by others, at your direction, at no cost to **INSITUFORM TECHNOLOGIES, LLC**:

- a) Water from fire hydrants at designated locations for construction water as needed.
- b) *If any hazardous or toxic materials are encountered during the project, the Owner will be responsible for the removal and disposal of the materials.*
- c) Full pavement replacement.
- d) SWPPP plan and devices.
- e) Project permits and/or local licenses with be provided by the Owner or Engineer.
- f) State and local sales and/or use taxes on the value of the project. If you are exempt, please submit the appropriate documentation.
- g) Additional premiums for special insurance coverage(s) demanded by you or other parties particular to this project.

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#### PROPOSAL TERMS AND CONDITIONS

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- a) **Limits of Liability.** In consideration of **INSITUFORM TECHNOLOGIES, LLC**'s agreement to maintain no less than \$5,000,000 of comprehensive general liability insurance in the form required by the Contract, **INSITUFORM TECHNOLOGIES, LLC**'s liability to the Owner for any matter covered by such insurance will be limited to the extent of such insurance and the Owner will indemnify and hold **INSITUFORM TECHNOLOGIES, LLC** harmless from any third party claims covered by such insurance to the extent such claims exceed the limits of such insurance. Neither party shall be liable to the other for consequential damages relating to the contract. In case of conflict between this provision and any other provision in the Contract as ultimately executed, this provision shall govern and prevail.
- b) **LIMITED WARRANTY.** IN LIEU OF ALL OTHER EXPRESSED, IMPLIED AND/OR STATUTORY WARRANTIES, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, CONTRACTOR AGREES TO CORRECT ANY DEFECTS IN THE MATERIALS OR SERVICES PROVIDED BY CONTRACTOR WHICH ARE BROUGHT TO THE ATTENTION OF CONTRACTOR WITHIN TWO YEARS FOLLOWING COMPLETION OF CONTRACTOR'S WORK, PROVIDED OWNER AFFORDS CONTRACTOR SUITABLE ACCESS AND WORKING CONDITIONS TO ACCOMPLISH SUCH CORRECTION.
- c) **MUTUAL RELEASE OF CONSEQUENTIAL DAMAGES.** Neither party shall be liable to the other for consequential damages relating to or arising out of the Contract.
- d) **PROPOSAL SUBJECT TO NEGOTIATION OF OTHER STANDARD TERMS OF AGREEMENT.** This proposal is subject to agreement of the parties on other terms and conditions as are customary in contracts of this nature.
- e) Quantities are estimated. Unit prices apply for actual invoice and payment.
- f) Payments are due at net within thirty days of invoice. Final payment is due within thirty days of completion of project.
- g) Monthly progress partial payments may be requested for the value of work in progress or completed, including materials secured and on site.
- h) Prices stated are in effect for thirty days from the date of this proposal. The acceptance period may be extended at the sole option of **INSITUFORM TECHNOLOGIES, LLC**.
- i) **Conflicts.** In case of conflict between the provision of the aforesaid paragraphs and any other provision in the Contract as ultimately executed the provisions as set forth above shall govern and prevail.

January 3, 2025  
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**OFFERED BY:** **ACCEPTED BY:**

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INSITUFORM TECHNOLOGIES, LLC

*Timothy R. Peterie*

TIMOTHY R. PETERIE  
BUSINESS DEVELOPMENT MANAGER

REVIEWED BY:  
ANDY OZMENT  
AREA VP

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SIGNATURE DATE

---

NAME

---

TITLE

---

ORGANIZATION

# Regular City Council Meeting

## STAFF REPORT



**SUBJECT:** City Park Sewer Project  
**MEETING:** Regular Business Meeting - 07 JAN 2025  
**DEPARTMENT:** Public Works  
**STAFF CONTACT:** Nick Williams, P.E.

### RECOMMENDATION:

Staff recommends approval of the agreement with Insituform Technologies, LLC to relocate a 21-inch sewer line to the south side of the Rec. Hall. Due to the location and nature of this project, staff recommends proceeding with urgency.

### BACKGROUND:

On December 9, 2024, a sinkhole opened in the northern Rec. Hall parking lot adjacent to Long Street due to a collapse of the 21-inch clay sanitary sewer main, located approximately 10-feet under parking lot pavement. The sinkhole has been covered and the parking lot has been blocked until the new sewer line is installed and the sinkhole cavity can be filled.

### PROJECT:

The BuyBoard proposal received from Insituform Technologies, LLC agrees to install a new sanitary sewer line on the south side of the Rec. Hall tying into a line on the west side of the drainage ditch located on the west side of the Rec. Hall. An exhibit showing the layout is enclosed with this report. The new line installation will allow the existing lines to be abandoned. Bonding, insurance, and a one-year warranty are also included. Insituform anticipates 150 calendar days to complete the project.

The city's Street Department will perform the asphalt repairs in the park.

### FISCAL IMPACT SUMMARY:

The approved FY24-25 budget allocated \$325,000 for this project and preliminary design work for \$24,500 was underway when the sinkhole appeared. The Insituform proposal project cost is \$717,050.00. The unbudgeted difference of \$416,550 (\$325,000-\$24,500-\$717,050 = -\$416,550.00) will be needed to perform this project.

The Finance Department has confirmed the additional funds required for this project are available in reserves.

### ALTERNATIVES:

The following alternatives are provided for council consideration:

1. Do not approve the proposal as presented;

### ADVANTAGES:

Approval of the proposal allows the sewer line work to be completed quickly, allows the associated safety concerns to be addressed, and removes antiquated clay sewer lines from service.

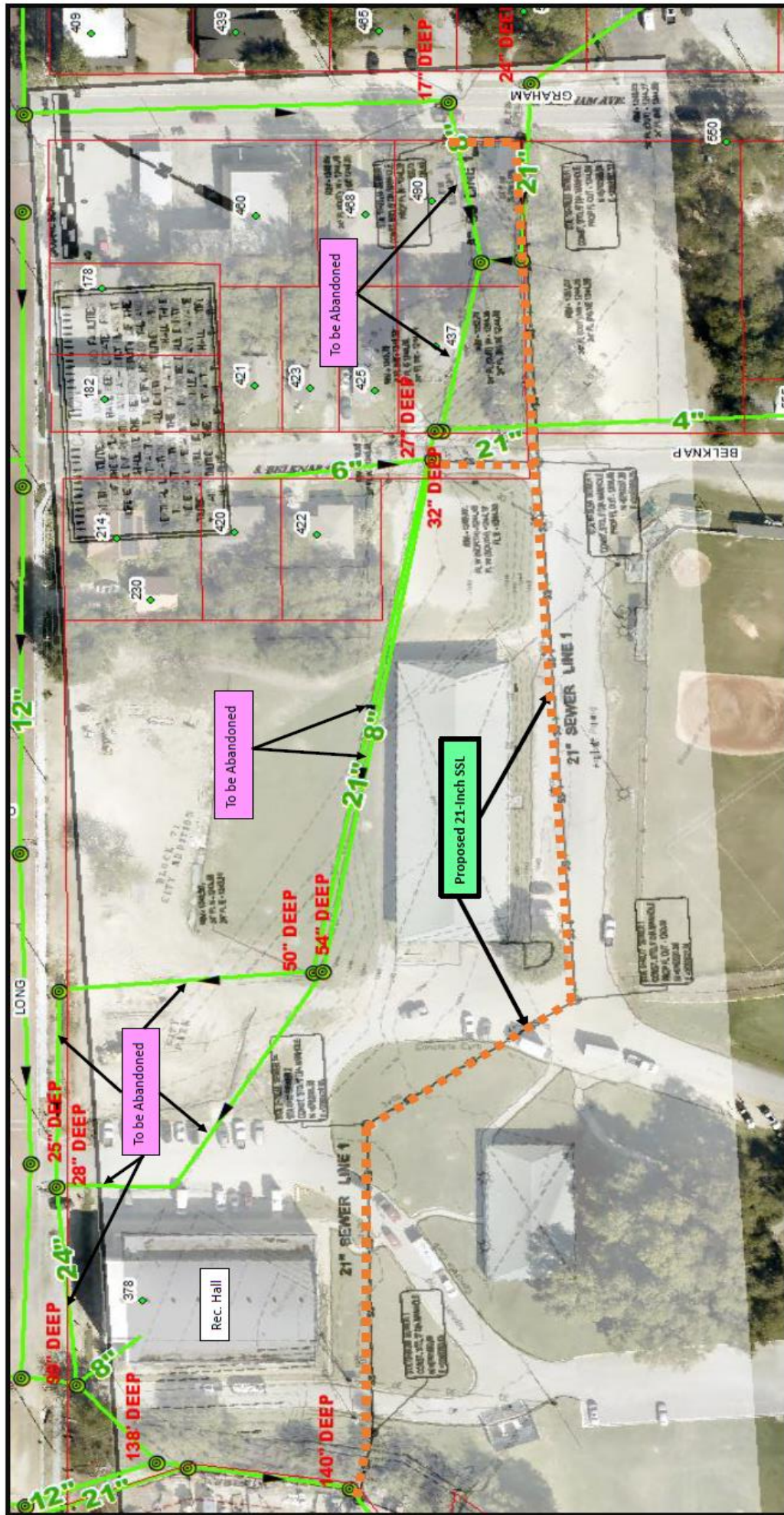
### DISADVANTAGES:

The project cost is over the anticipated amount by \$416,550.

### ATTACHMENTS:

[City Park Sewer Line Exhibit](#)  
[Insituform Technologies, LLC Proposal – City Park - \\$717,050.00](#)

# CITY PARK SEWER LINE PROJECT - EXHIBIT





Tim Peterie  
 Phone: 214-317-0950  
 Email: [tpeterie@azuria.com](mailto:tpeterie@azuria.com)  
 1103 Postwood Dr.  
 Corinth, TX 76210

January 2, 2025

SF#: SO-00200581

Mr. Nick Williams PE  
 City of Stephenville  
 298 W Washington St  
 Stephenville, TX 76401

## Buyboard Proposal

**Project Name:** City of Stephenville, TX – City Park 21" Sewer Replacement  
 21" Vylon Sewer Pipe by Excavation

**INSITUFORM TECHNOLOGIES, LLC** herein proposes to furnish all labor, materials, equipment, and services necessary to reconstruct the referenced project (as detailed by the drawings and other information provided by City of Stephenville and Provenance Engineering) utilizing the Local Government Purchasing Cooperative Contract #730-24 administered through the BuyBoard.

### **ASSUMPTIONS AND QUALIFICATIONS**

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We have based this proposal on a wall thickness for the proposed Vylon PVC sewer pipe shown in the price.

Where project specifications don't exist, the Buyboard Specifications and/or the City of Stephenville Standard Construction Details (or approved equals) will be utilized.

**INSITUFORM TECHNOLOGIES, LLC** will supply the City of Stephenville a 1-year Maintenance Bond, Performance and Statutory Bonds, and Certificate of Insurance following acceptance of this proposal per the City of Stephenville requirements provided with the project information.

City of Stephenville will supply the following:

- Permitting.
- Property owner coordination including any impact fees/charges.
- Test lab services.
- Tax-exempt certificate prior to mobilization.
- Asphalt paving.

Insituform will supply the following:

- All excavation for pipe replacement to OSHA standards.
- Connections to existing manholes.
- Complete all restoration necessary.
- Traffic control.
- SWPPP plan and devices as needed.
- Trench safety.

Water shall be provided at no cost to Insituform Technologies, LLC for all construction phases of this project. Insituform Technologies, Inc. will follow all required deposit, backflow prevention, and metering procedures.

### **Special Notes:**

The pricing in this proposal takes into account current material prices and are only good for 30 days. Insituform estimates approximately 150 days to complete the project.

**PROPOSAL PRICING**

PAY ITEM NO.	DESCRIPTION	QTY	U/M	UNIT PRICE	ESTIMATED AMOUNT
1	Mobilization	1	LS	\$15,000.00	\$15,000.00
2	Install 8" Sewer SDR-35 PVC	150	LF	\$170.00	\$25,500.00
3	Install 21" Closed Profile Vylon PVC Pipe	1,100	LF	\$401.00	\$441,100.00
4	Install 5' Dia. Standard Sewer Manhole upto 6' deep	4	EA	\$10,500.00	\$42,000.00
5	Install 5' Dia. Standard Sewer Manhole over 6' deep	3	EA	\$16,250.00	\$48,750.00
6	Connect to Existing Manholes	5	EA	\$9,500.00	\$47,500.00
7	Trench Safety for Sewer	1,250	LF	\$12.00	\$15,000.00
8	Concrete Encasement at Creek Crossing	40	LF	\$180.00	\$7,200.00
9	Curb, Gutter, & Sidewalk Repair	1	LS	\$10,500.00	\$10,500.00
10	Bypass Pumping	1	LS	\$18,500.00	\$18,500.00
11	Base Repair Under Asphalt	500	LF	\$50.00	\$25,000.00
12	Traffic Control	1	LS	\$6,500.00	\$6,500.00
13	SWPPP	1	LS	\$5,000.00	\$5,000.00
14	Bond & Insurance	1	LS	\$9,500.00	\$9,500.00
<b>Total</b>					<b>\$717,050.00</b>

**PROPOSAL INCLUSIONS**

The prices stated in this proposal include:

1. Mobilizations and demobilization.
2. PVC SDR 35 sewer pipe and closed profile Vylon PVC sewer pipe.
3. Traffic control.
4. Pit safety with shoring and temporary construction fencings as needed.
5. Valves, Tees, Bends, and Hydrant Assembly for water replacement.
6. Surface restoration.
7. One-year standard construction warranty, Maintenance, Performance, and Statutory Bonds.
8. Certificate of insurance with a standard coverage.

**PROPOSAL EXCLUSIONS**

Not included in the prices stated in this estimate are costs associated with the items listed below. These items, if needed or found to be applicable, would be provided by **INSITUFORM TECHNOLOGIES, LLC** at your additional cost; or would be furnished by others, at your direction, at no cost to **INSITUFORM TECHNOLOGIES, LLC**:

- a) Water from fire hydrants at designated locations for construction water as needed.
- b) *If any hazardous or toxic materials are encountered during the project, the Owner will be responsible for the removal and disposal of the materials.*
- c) Asphalt paving.
- d) Manhole rehabilitation.
- e) Project permits and/or local licenses with be provided by the Owner or Engineer.
- f) State and local sales and/or use taxes on the value of the project. If you are exempt, please submit the appropriate documentation.
- g) Additional premiums for special insurance coverage(s) demanded by you or other parties particular to this project.



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**PROPOSAL TERMS AND CONDITIONS**

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- a) **Limits of Liability.** In consideration of **INSITUFORM TECHNOLOGIES, LLC's** agreement to maintain no less than \$5,000,000 of comprehensive general liability insurance in the form required by the Contract, **INSITUFORM TECHNOLOGIES, LLC's** liability to the Owner for any matter covered by such insurance will be limited to the extent of such insurance and the Owner will indemnify and hold **INSITUFORM TECHNOLOGIES, LLC** harmless from any third party claims covered by such insurance to the extent such claims exceed the limits of such insurance. Neither party shall be liable to the other for consequential damages relating to the contract. In case of conflict between this provision and any other provision in the Contract as ultimately executed, this provision shall govern and prevail.
- b) **LIMITED WARRANTY.** IN LIEU OF ALL OTHER EXPRESSED, IMPLIED AND/OR STATUTORY WARRANTIES, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, CONTRACTOR AGREES TO CORRECT ANY DEFECTS IN THE MATERIALS OR SERVICES PROVIDED BY CONTRACTOR WHICH ARE BROUGHT TO THE ATTENTION OF CONTRACTOR WITHIN TWO YEARS FOLLOWING COMPLETION OF CONTRACTOR'S WORK, PROVIDED OWNER AFFORDS CONTRACTOR SUITABLE ACCESS AND WORKING CONDITIONS TO ACCOMPLISH SUCH CORRECTION.
- c) **MUTUAL RELEASE OF CONSEQUENTIAL DAMAGES.** Neither party shall be liable to the other for consequential damages relating to or arising out of the Contract.
- d) **PROPOSAL SUBJECT TO NEGOTIATION OF OTHER STANDARD TERMS OF AGREEMENT.** This proposal is subject to agreement of the parties on other terms and conditions as are customary in contracts of this nature.
- e) Quantities are estimated. Unit prices apply for actual invoice and payment.
- f) Payments are due at net within thirty days of invoice. Final payment is due within thirty days of completion of project.
- g) Monthly progress partial payments may be requested for the value of work in progress or completed, including materials secured and on site.
- h) Prices stated are in effect for thirty days from the date of this proposal. The acceptance period may be extended at the sole option of **INSITUFORM TECHNOLOGIES, LLC.**
- i) **Conflicts.** In case of conflict between the provision of the aforesaid paragraphs and any other provision in the Contract as ultimately executed the provisions as set forth above shall govern and prevail.

**OFFERED BY:**

**ACCEPTED BY:**

**INSITUFORM TECHNOLOGIES, LLC**

*Timothy R. Peterie*

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**TIMOTHY R. PETERIE  
BUSINESS DEVELOPMENT MANAGER**

\_\_\_\_\_  
NAME

**REVIEWED BY:  
ANDY OZMENT  
AREA VP**

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
ORGANIZATION

# STAFF REPORT



**SUBJECT:** Tarleton Street Project

**DEPARTMENT:** Main Street

**STAFF CONTACT:** Jason King will present.

## RECOMMENDATION:

Stephenville Main Street has started conversation with Tarleton representatives on improving the sidewalks from Mcilhany St. to the entrance of Bosque River Trail. The street project focuses on projects such sidewalks, accessibility ramp installations, preparing broken and missing curb and gutter. Tarleton has expressed their interest in assisting with this project in conjunction with their 125<sup>th</sup> Anniversary celebration.

## BACKGROUND:

This project has been mentioned by current and previous Council representatives and identified in the Downtown Revitalization recommendation findings as a project that would enhance walkability and bicycle infrastructure from campus to downtown.

## FISCAL IMPACT SUMMARY:

To be determined.

## ALTERNATIVES

Present state.



# STAFF REPORT

**SUBJECT:** 2024 Airport Updates  
**DEPARTMENT:** Stephenville Clark Regional Airport  
**STAFF CONTACT:** Sean Clemmons

## RECOMMENDATION:

N/A

## BACKGROUND:

Sharing the updates of the airport in calendar year 2024.

- Updates of the Runway Extension Project
- Airport Hangars
- Aircraft Operations at the Airport
- Airport Improvements
- Future Events at the Airport

## FISCAL IMPACT SUMMARY:

N/A

## ALTERNATIVES

N/A



# Runway Extension Project

## Moving Further Along:

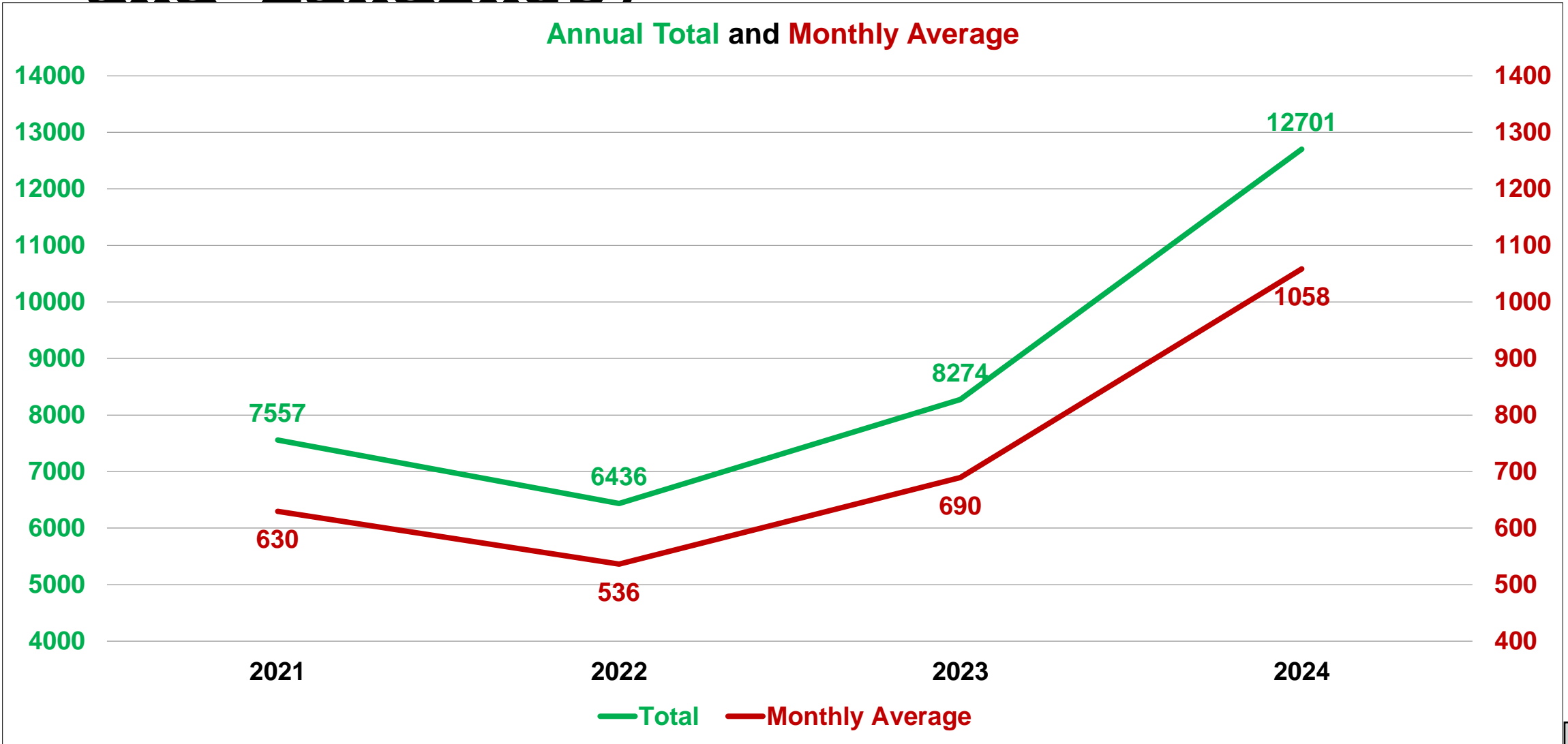
- The Property necessary for the Runway Extension was acquired.

# Hangars

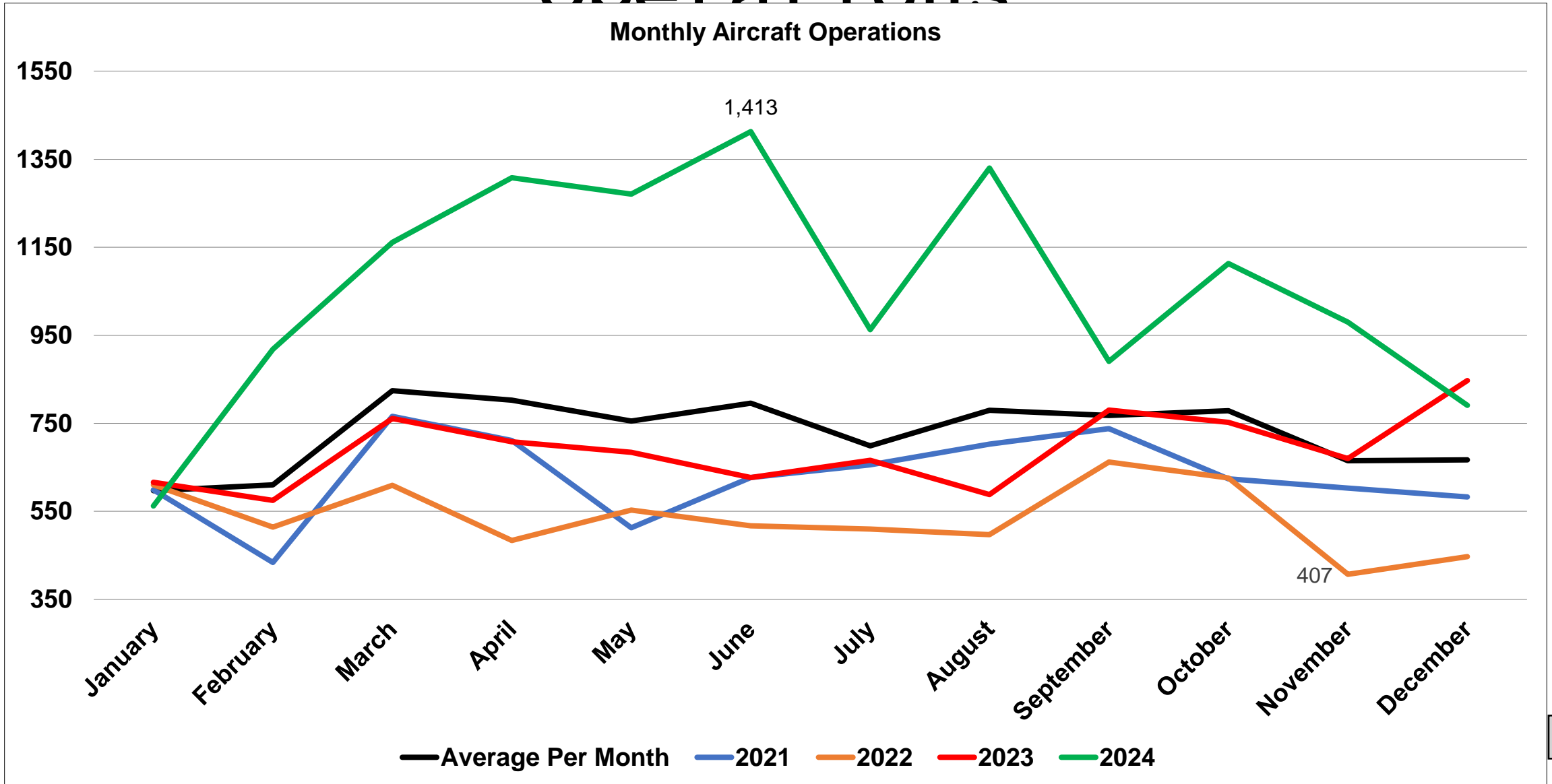
- Hangar inspections have been implemented.
- All 40 T-Hangar are leased.
- 37 people on the waiting list.
- Hangars have been retrofitted with LED lighting.



# Aircraft Operations (Take-offs and Landings)



# Aircraft Operations





# Airport Improvements

- Crack sealing on the aircraft parking aprons.
- LED lighting for the terminal, 75% of the hangar rows, and the airfield signs.
- New aviation gasoline hose.

Before



After



# Future Events

- Next Airport Advisory Board Meeting – Friday, January 31, 2025
- Texas Independence Day Wings, Wheels, & Wonders – Saturday, March 1, 2025.

Item 8.



Saturday March 1st  
9am - 2pm

**TEXAS INDEPENDENCE DAY  
WINGS, WHEELS, AND WONDERS!**

Free Entry & All are Welcome

Various Aircraft Types | Farmer's & Artisan Market  
Car Show | Art Exhibit | Complimentary Breakfast

| Coffee sponsored by Cold Smoke

Stephenville Clark Regional Airport



26

**ANY QUESTIONS?**

# STAFF REPORT



**SUBJECT:** Farmer & Artisan Market-MarketWurks

**DEPARTMENT:** Main Street

**STAFF CONTACT:** Ashley Thomas

## RECOMMENDATION:

Stephenville Main Street has started using this program to help better organize all of the vendors for the Main Street Monthly Farmer & Artisan Market. They can easily choose the dates they can attend, photos, description and contact information for their business. On the City website others can view what vendors will be at what market and where they will be in the plaza. Previously all information was input manually, this makes the whole process more automatic.

## BACKGROUND:

MarketWurks will help with the organization and support for the shoppers and vendors of the farmer and artisan markets.

## FISCAL IMPACT SUMMARY:

Budgeted Item

## ALTERNATIVES

None

# STAFF REPORT



**SUBJECT:** Case No.: PP2024-005

Applicant Reece Flanagan, representing Erath County Habitat for Humanity, is requesting approval of a Preliminary Plat with simultaneous rezoning from B-2, Retail and Commercial, to R-2.5, Integrated Housing, of property located at 0 S. Drew, Parcel R78511, being BLK. 75, LOT 19, and Parcel R29797, being BLK. 75, LOT 18, of the CITY ADDITION to the City of Stephenville, Erath County, Texas.

**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen, Director of Development Services

## RECOMMENDATION:

The Planning and Zoning Commission convened on December 18, 2024, and by a unanimous vote of 7-0, recommended the City Council approve the rezone request.

If the rezone is approved, the conditional approval of the Preliminary Plat will remain in effect. If the rezone is not approved, the conditional approval of Preliminary Plat will consequently be denied.

## BACKGROUND:

The applicant has submitted a Preliminary Plat that has been reviewed by staff. A Final Plat will be submitted to the Commission upon completion and acceptance of public improvements.

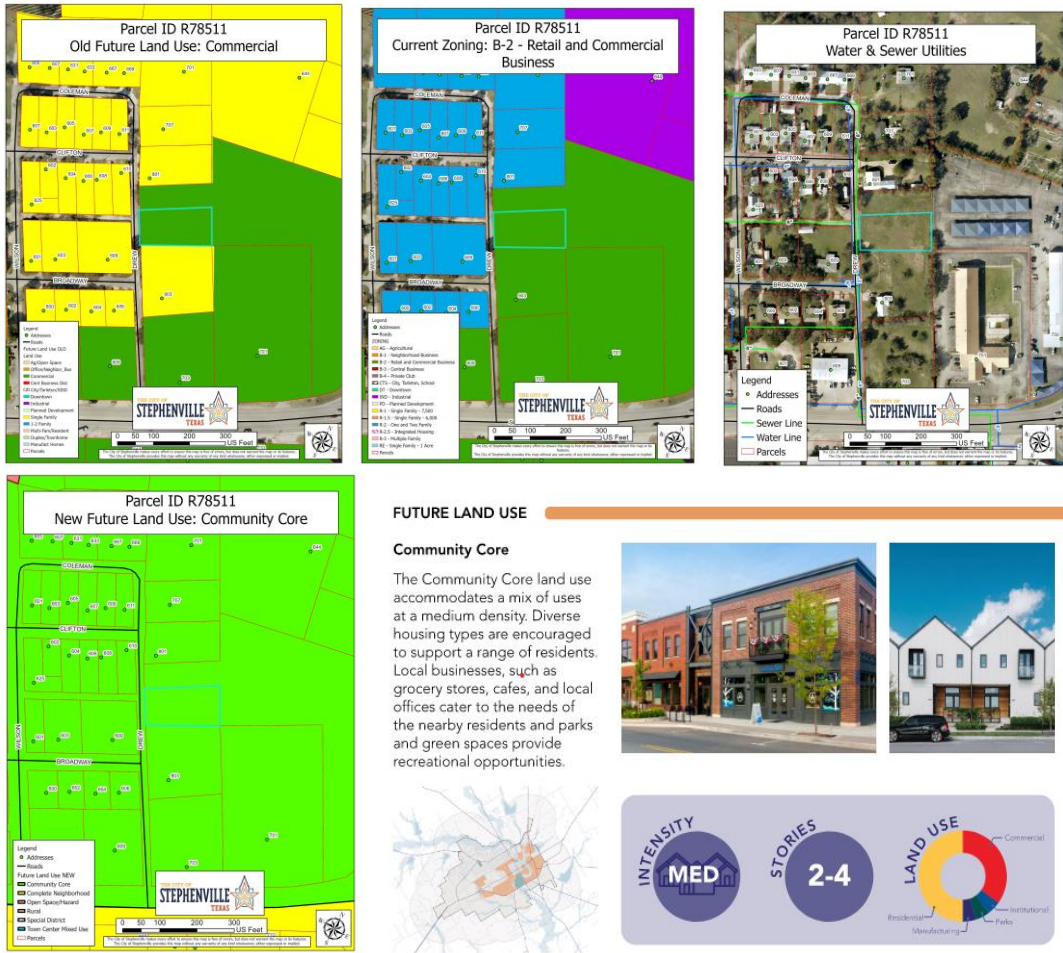
The Commission was requested to consider the simultaneous approval of the Preliminary Plat with Conditions as listed below and a recommendation to the City Council regarding the rezone request. Note: The rezone will not apply to the larger portion (remainder) of Parcel R29797, only to the portion that will be deeded to Habitat as shown on the Preliminary Plat.

Conditions for Approval:

The Preliminary Plat must conform to design requirements and construction standards as set forth in the Engineering Standards Manual.

1. Additional easements as required for Backflow Preventor Assembly Vaults, Access & Utility Easements, retaining wall easements, Floodplain and others that may be required as identified during the review process.
2. Provide a Plat Note that the City approved Micah as a 40' ROW.
3. Structures may not be placed over easements.
4. Ensure all required Plat language is provided.
5. Final Plat to be recorded after acceptance of improvements and floodplain modeling.

**PROPERTY PROFILE:**



**Sec. 155.4.05. Preliminary plat.**

- A. *Purpose.* The purpose of a Preliminary Plat shall be to determine the general layout of the subdivision, the adequacy of public facilities needed to serve the intended development, and the overall compliance of the land division with applicable requirements of this Subdivision Ordinance.
- B. *Applicability.* No subdivision of land shall be allowed without proper submittal, approval, and adoption of a Preliminary Plat.
- C. *Exceptions.*
  - 1. A Preliminary Plat is not required when a Minor Plat is submitted (refer to 4.07).
  - 2. A Final Plat in accordance with Section 4.06 may be submitted in lieu of a Preliminary Plat if a Development Agreement and appropriate surety are submitted along with the Application.
- D. *Accompanying Applications.*
  - 1. *Preliminary and Other Types of Plans.* An Application for a Preliminary Plat shall be accompanied by the following:
    - a. Preliminary Drainage Plan;
    - b. Preliminary Storm Water Management Plan;
    - c. Preliminary Utility Plan; and
    - d. Other plans if deemed necessary for thorough review by the Responsible Official, such as a Planned Development Master Plan.

Approval of each shall be separately included with this application.

2. *Current Title Commitments.* The Applicant shall furnish with the Application to the City a current title commitment issued by a title insurance company authorized to do business in Texas, a title opinion letter from an attorney licensed to practice in Texas, or some other acceptable proof of ownership, identifying all persons having an ownership interest in the property subject to the Preliminary Plat.

E. *Review by City Administrator/Responsible Official.* The City Administrator shall:

1. Initiate review of the plat and materials submitted.
2. Make available Plats and reports to the Commission for review.
3. Upon determination that the Application is ready to be acted upon, schedule the Preliminary Plat for consideration on the agenda of the next available meeting of the Planning and Zoning Commission.

F. *Action by the Planning and Zoning Commission.* The Commission shall:

1. Review the Preliminary Plat Application, the findings of the City Administrator and any other information available.
  - a. From all such information, the Commission shall determine whether the Preliminary Plat conforms to this Subdivision Ordinance.
2. Act within thirty (30) calendar days following the Official Submission Date, unless the Applicant submits a Waiver of Right to 30-Day Action.
  - a. If no decision is rendered by the Commission within the thirty (30) day period described above or such longer period as may have been agreed upon, the Preliminary Plat, as submitted, shall be deemed approved by the Commission.
3. Take one of the following actions:
  - a. Approve the Preliminary Plat;
  - b. Approve the Preliminary Plat with conditions, which shall mean that the Preliminary Plat shall be considered to have been approved once such conditions are fulfilled and until the conditions are satisfied, it is considered denied; or
  - c. Deny the Preliminary Plat.

G. *Criteria for Approval.* The following criteria shall be used by the Commission to determine whether the Application for a Preliminary Plat shall be approved, approved with conditions, or denied:

1. All Plats must be drawn to conform to the zoning regulations currently applicable to the property. If a zoning change for the property is proposed, then the zoning change must be completed before the approval of any Preliminary Plats/Final Plats;
2. No Plat or Replat may be approved that leaves a structure located on a remainder lot.
3. The Preliminary Plat is consistent with any approved Development Agreement;
4. The proposed provision and configuration of Public Improvements including, but not limited to, roads, water, wastewater, storm drainage, park facilities, open spaces, habitat restoration, easements and Right-of-Way are adequate to serve the development, meet applicable standards of this Subdivision Ordinance, and conform to the City's adopted master plans for those facilities;
5. The Preliminary Plat has been duly reviewed by applicable City staff;
6. The Preliminary Plat conforms to design requirements and construction standards as set forth in the Engineering Standards Manual.
7. The Preliminary Plat is consistent with the adopted Comprehensive Plan, except where application of the Plan may conflict with State law;
8. The proposed development represented on the Preliminary Plat does not endanger public health, safety or welfare; and
9. The Preliminary Plat conforms to the City's subdivision Application checklists.

H. *Effect of Approval.*

1. Approval of a Preliminary Plat shall allow the Applicant to proceed with the development and platting process by submitting Construction Plans and Final Plat.
2. Approval of the Preliminary Plat shall be deemed general approval of the subdivision's layout only, and shall not constitute approval or acceptance of Construction Plans or a Final Plat.

## ALTERNATIVES

1. Accept the recommendation of the Planning and Zoning Commission and approve the rezoning request.
2. Deny the rezoning request.



# Parcel ID R78511 200 Ft Buffer



**Legend**

- Addresses
- Roads
- Parcels
- 200 Ft Buffer



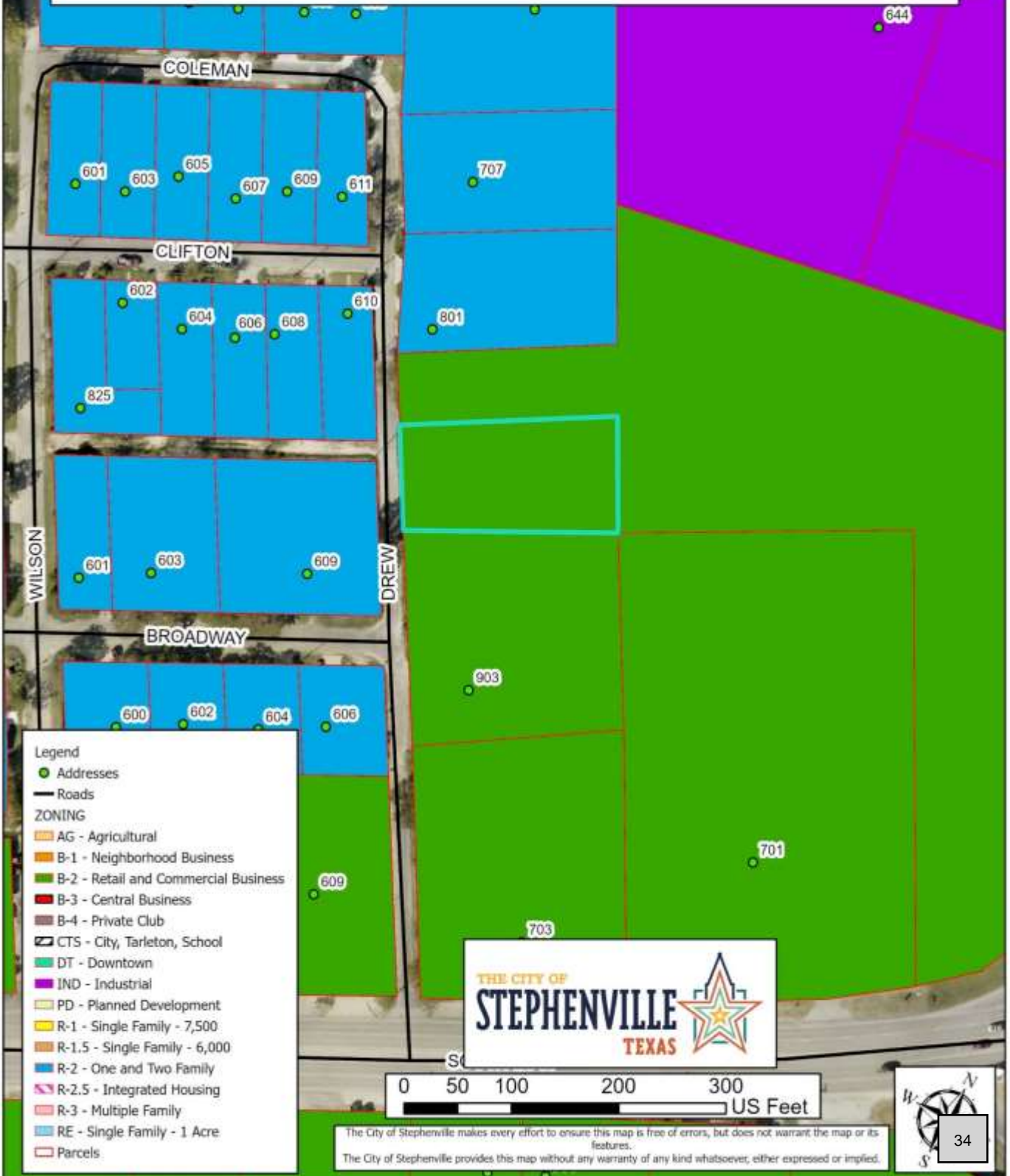
The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

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Parcel ID R78511

Item 10.

Current Zoning: B-2 - Retail and Commercial Business



**Legend**

- Addresses
- Roads

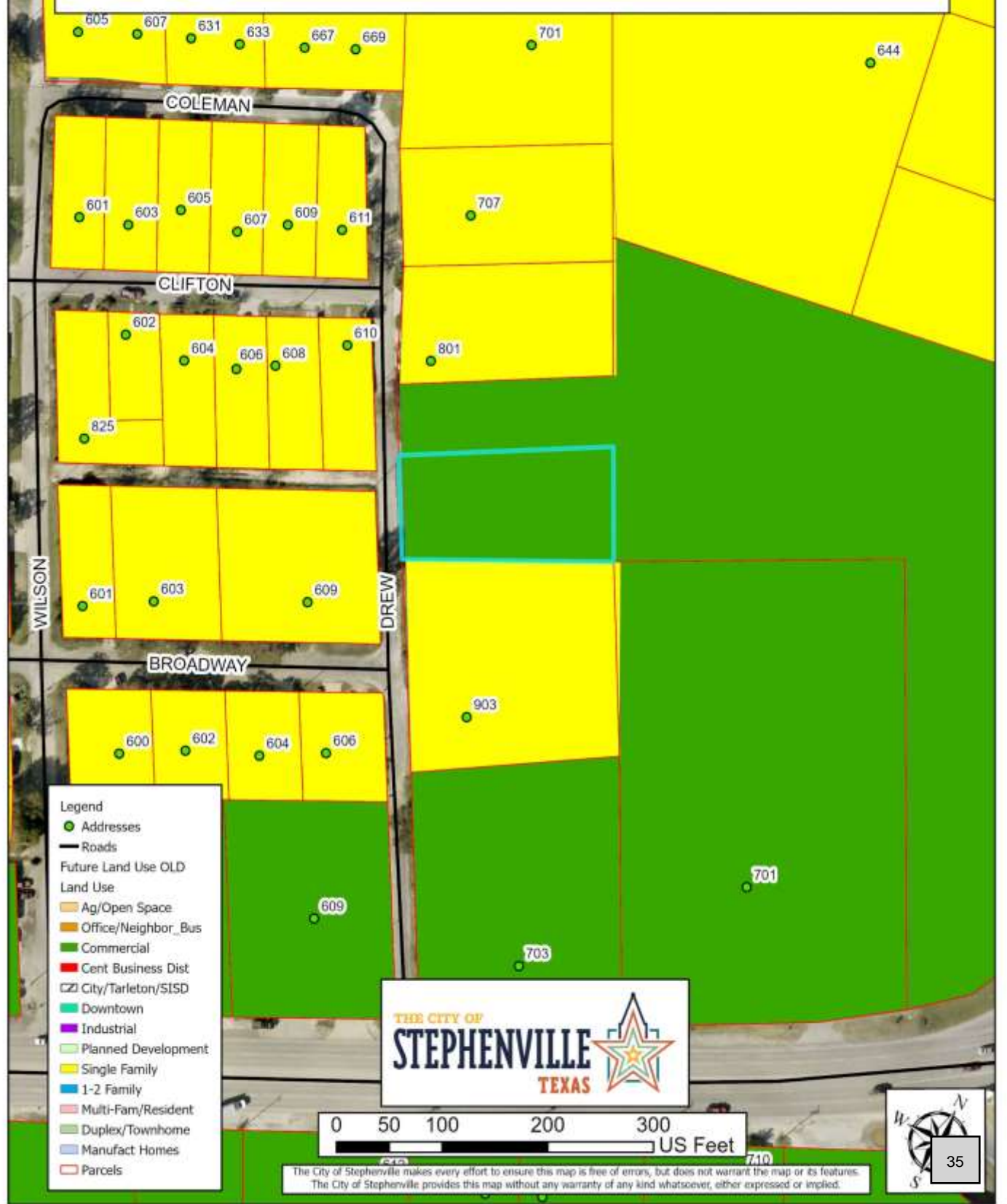
**ZONING**

- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tarleton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One and Two Family
- R-2.5 - Integrated Housing
- R-3 - Multiple Family
- RE - Single Family - 1 Acre
- Parcels

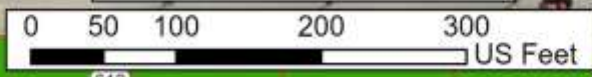


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# Parcel ID R78511 Old Future Land Use: Commercial



- Legend**
- Addresses
  - Roads
  - Future Land Use OLD
  - Land Use
  - Ag/Open Space
  - Office/Neighbor\_Bus
  - Commercial
  - Cent Business Dist
  - City/Tarleton/SISD
  - Downtown
  - Industrial
  - Planned Development
  - Single Family
  - 1-2 Family
  - Multi-Fam/Resident
  - Duplex/Townhome
  - Manufact Homes
  - Parcels

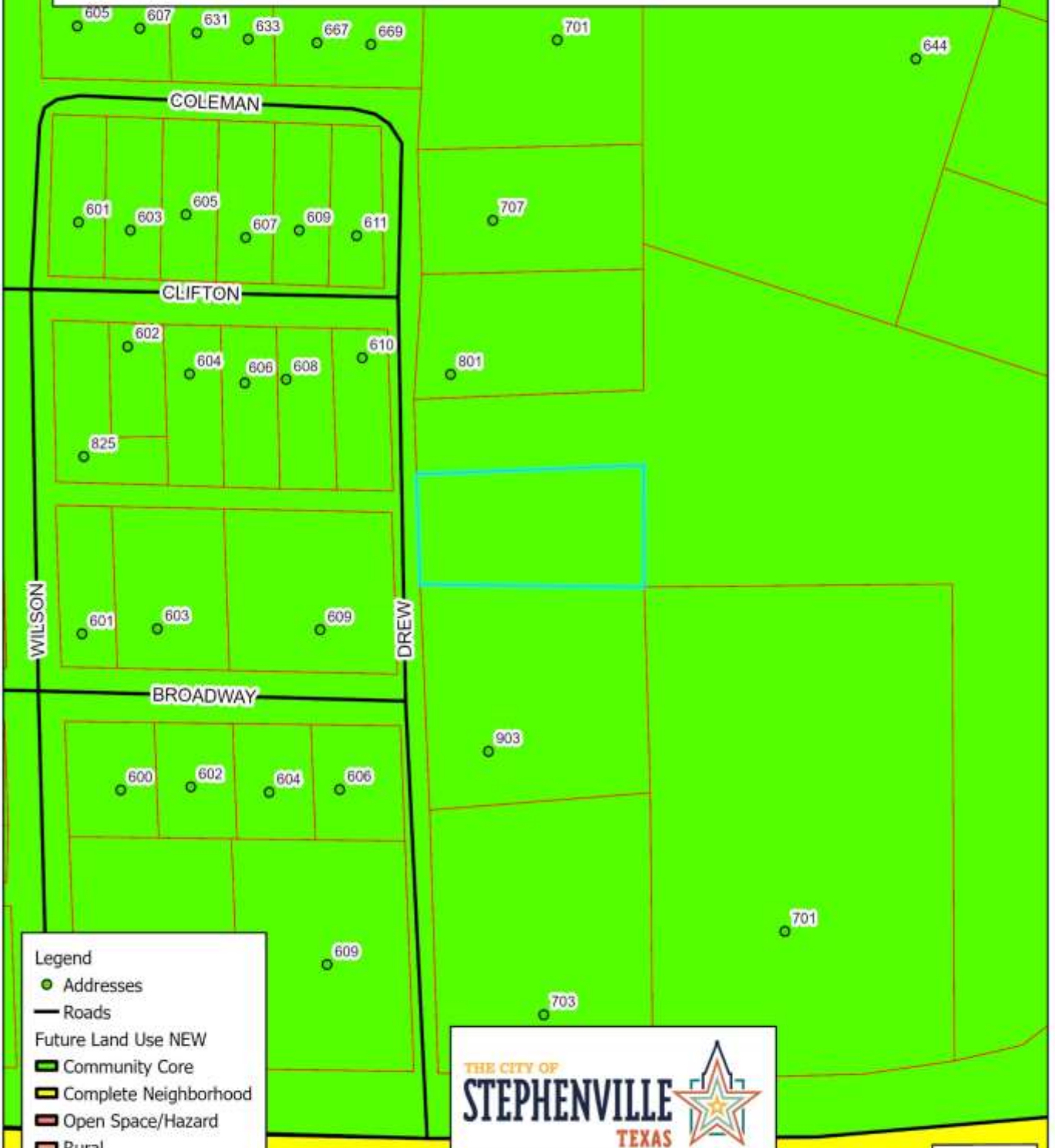


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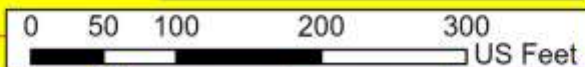
Parcel ID R78511

Item 10.

# New Future Land Use: Community Core



- Legend**
- Addresses
  - Roads
  - Future Land Use NEW
    - Community Core
    - Complete Neighborhood
    - Open Space/Hazard
    - Rural
    - Special District
    - Town Center Mixed Use
  - ▭ Parcels



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# Parcel ID R78511 Water & Sewer Utilities

Item 10.



- Legend**
- Addresses
  - Roads
  - Sewer Line
  - Water Line
  - Parcels



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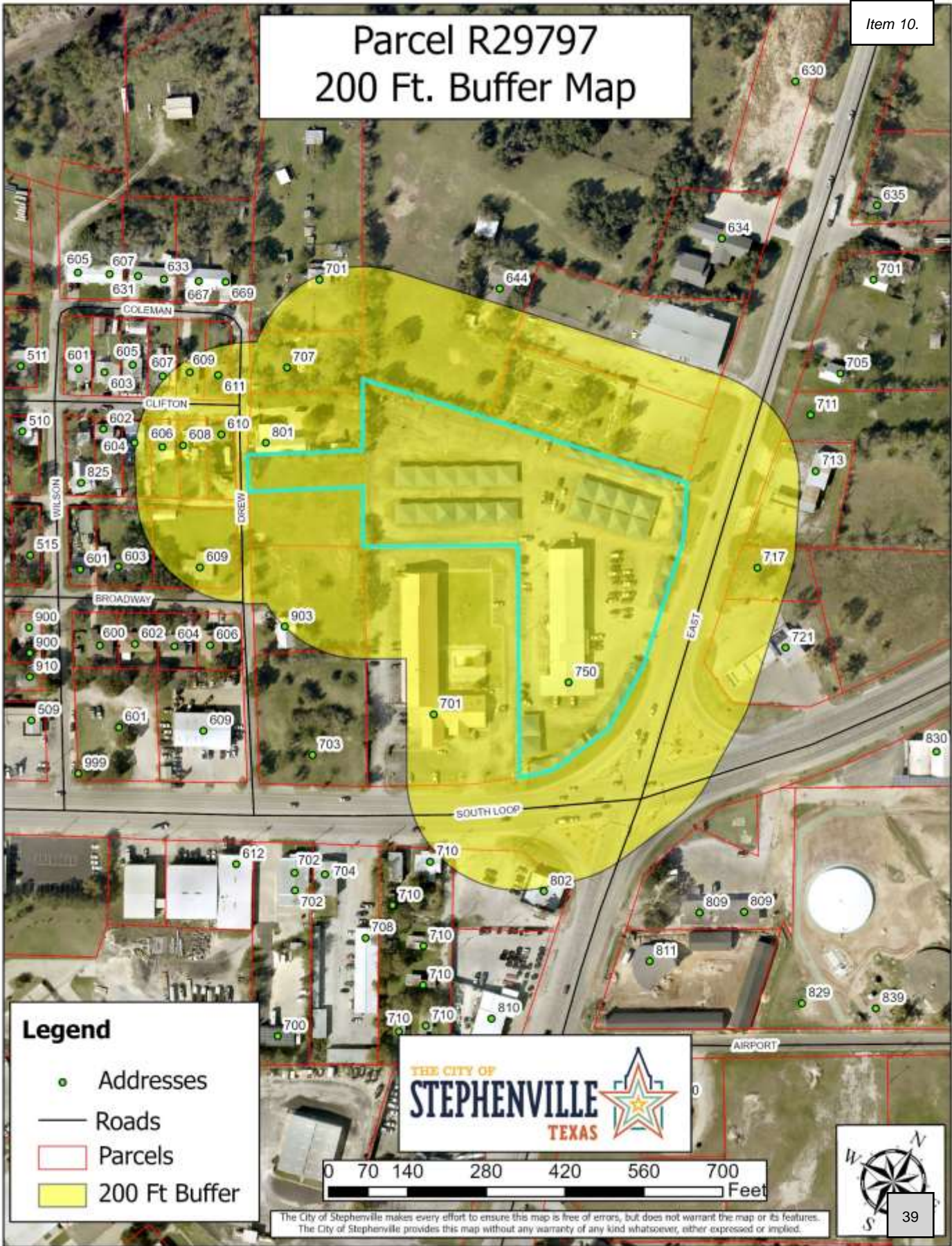
# Parcel R78511

## 200 Ft Buffer Addresses

Item 10.

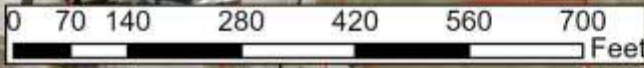
Parcel ID	Parcel Address	Owner Name	Owner Address	City	State	Zip
R29797	750 EAST ROAD	2012 GBAT BMI PROPERTIES, LLC	128 GREENBRIAR	STEPHENVILLE	TX	76401
R29786	703 E SOUTH LOOP	AMISTAD DQ COMPANY LTD	PO BOX 1299	GRAHAM	TX	76450
R29785	903 DREW	AUSTIN HARRIS INVESTMENTS, LLC	28550 N US377	BLUFF DALE	TX	76433
R29805	801 DREW	EAMES CY & KATELYN EAMES	PO BOX 360	STONEWALL	TX	78671
R78511	0 S DREW	ERATH COUNTY HABITAT FOR HUMANITY	PO BOX 505	STEPHENVILLE	TX	76401
R30614	606 CLIFTON	GLEESON MARC & JEAN GLEESON	285 CR398	STEPHENVILLE	TX	76401
R30607	606 E BROADWAY	HERNANDEZ GONIFACIO ARTEAGA & MARIA LUNA RUBIO	115 GRAHAM ST	STEPHENVILLE	TX	76401
R73699	604 E BROADWAY	HEWETT HOLDINGS, LLC	503 GREENWICH LANE	COPPELL	TX	75019
R29801	701 E SOUTH LOOP	JAI JALARAM INVESTMENT LLC	701 SOUTH LOOP	STEPHENVILLE	TX	76401
R30611	609 E BROADWAY	MCCOY RAY	2926 CR284	DUBLIN	TX	76446
R30615	604 CLIFTON	MORALES CLEMENTINE CASTILLO &	604 CLIFTON	STEPHENVILLE	TX	76401
R30693	609 CLIFTON	NISTLER ANTHONY	PO BOX 33	MCGREGOR	MN	55760
R30694	611 CLIFTON	NISTLER ANTHONY	PO BOX 33	MCGREGOR	MN	55760
R30610	603 E BROADWAY	OGLEVEE ALLEN	2252 BEACH DR APT 2202	GULFPORT	MS	39507
R29800	644 EAST ROAD	ROACH KERRY JANE	644 EAST RD	STEPHENVILLE	TX	76401-0000
R30613	608 CLIFTON	SERRANO LEANDRO & NANCY GONZALES	608 E CLIFTON ST	STEPHENVILLE	TX	76401
R29787	707 DREW	TREJO JUAN & ALICIA	707 DREW ST	STEPHENVILLE	TX	76401
R30612	610 CLIFTON	WARREN GARY S & ROSA W	610 CLIFTON	STEPHENVILLE	TX	76401

# Parcel R29797 200 Ft. Buffer Map



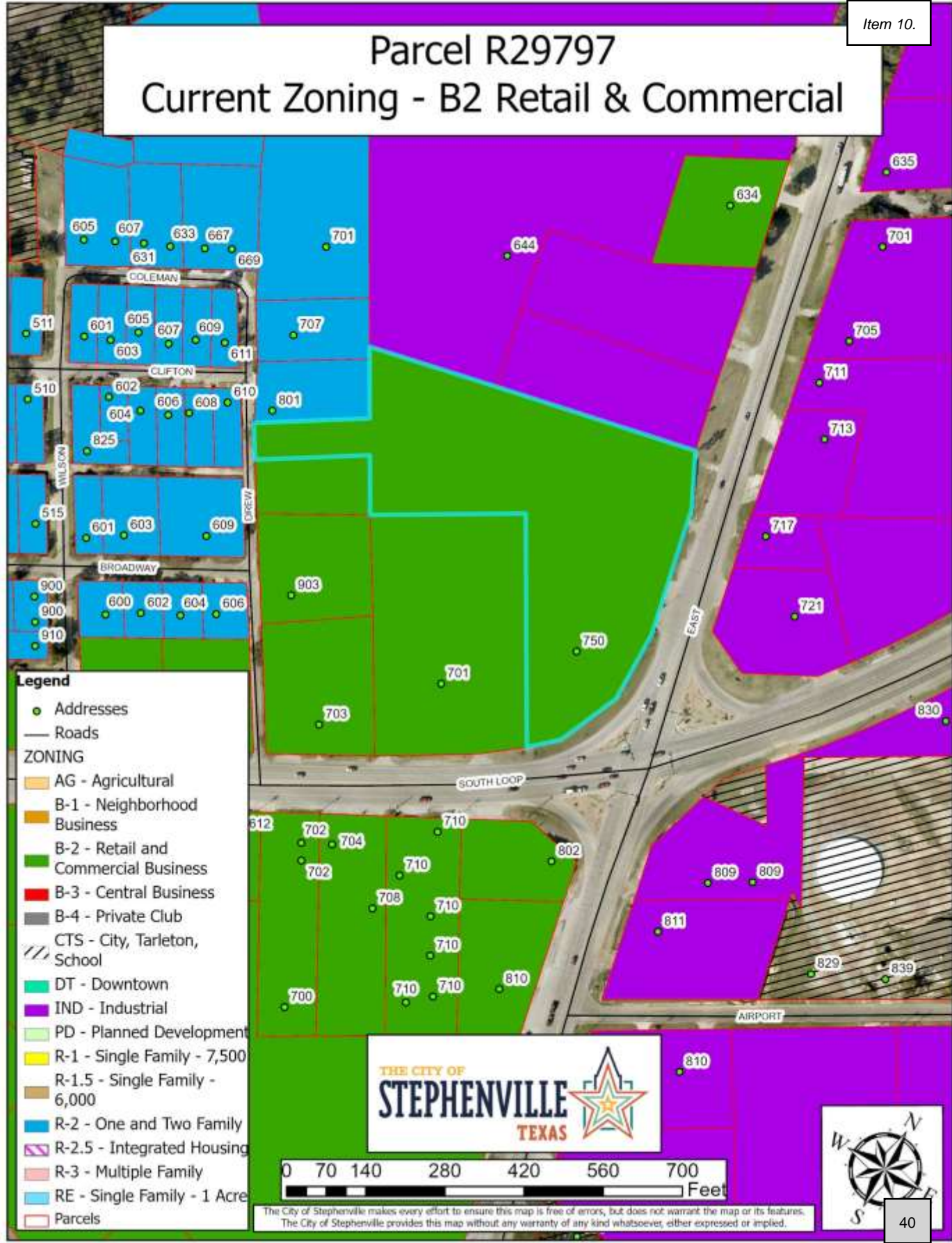
**Legend**

- Addresses
- Roads
- ▭ Parcels
- ▭ 200 Ft Buffer



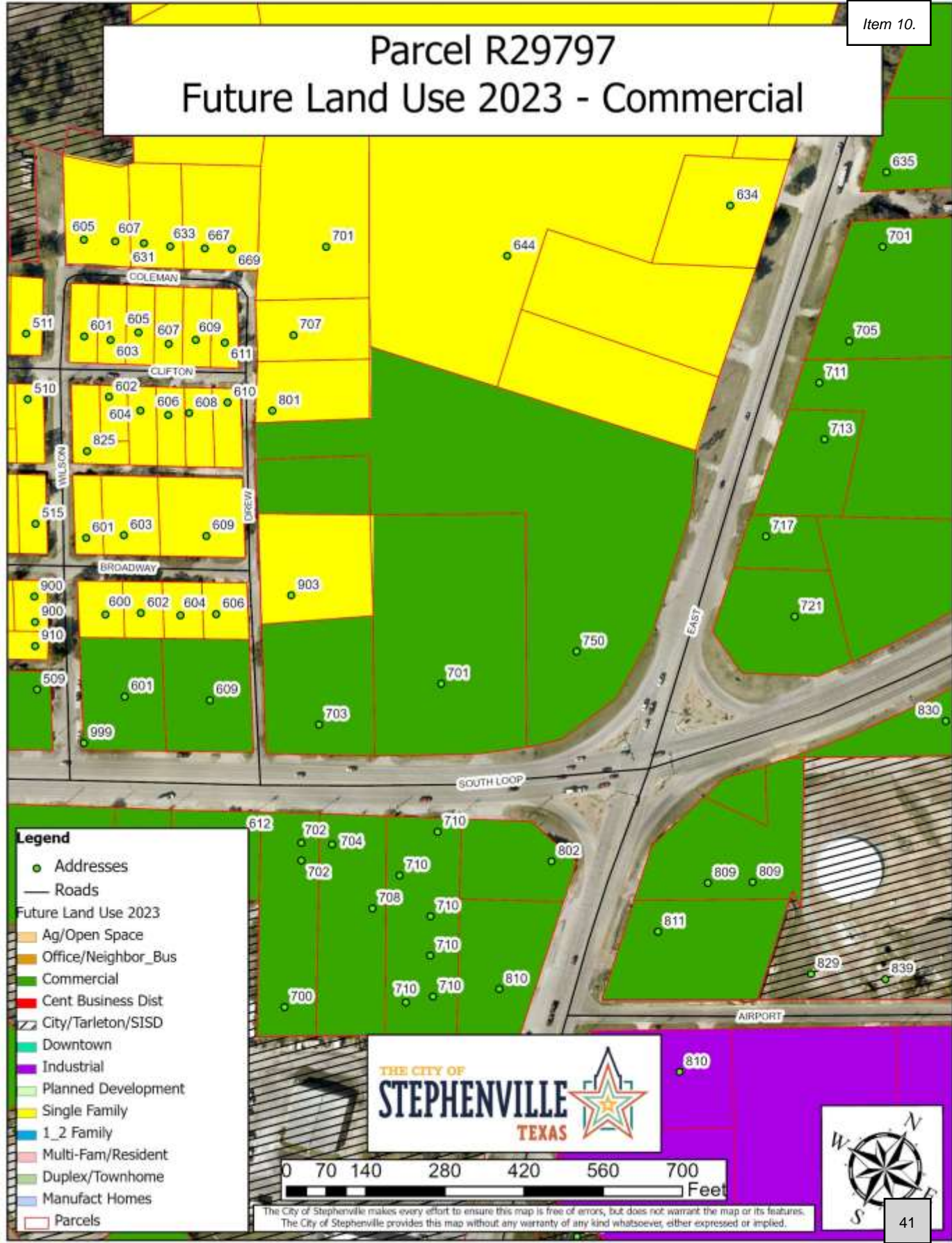
The City of Stephenville makes every effort to ensure the map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

# Parcel R29797 Current Zoning - B2 Retail & Commercial

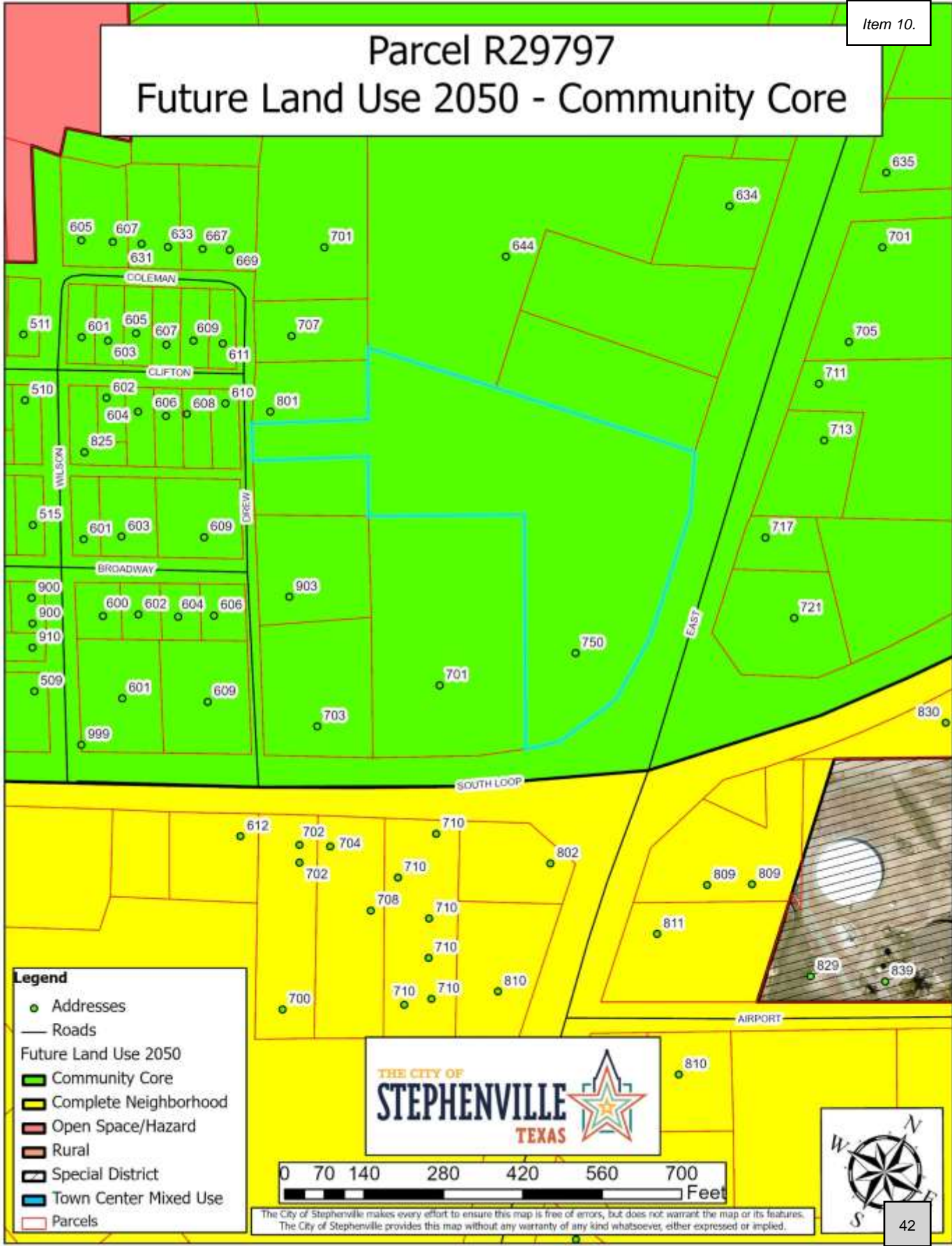




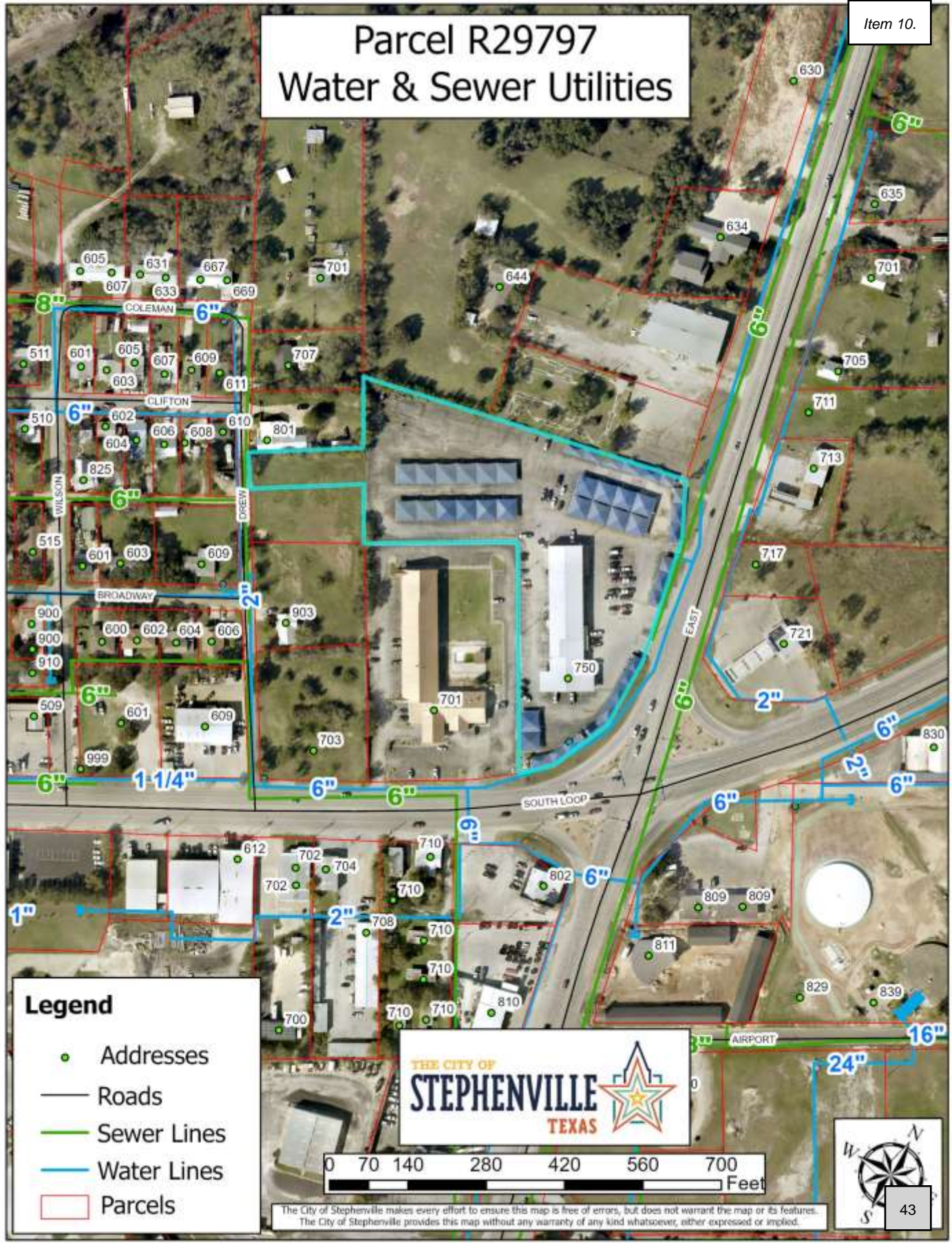
# Parcel R29797 Future Land Use 2023 - Commercial



# Parcel R29797 Future Land Use 2050 - Community Core

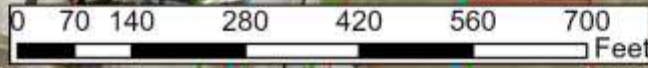


# Parcel R29797 Water & Sewer Utilities



**Legend**

- Addresses
- Roads
- Sewer Lines
- Water Lines
- Parcels



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## Parcel ID R29797

## 200 Ft Buffer

Item 10.

Address

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000029797	750 EAST ROAD	2012 GBAT BMI PROPERTIES, LLC	128 GREENBRIAR	STEPHENVILLE	TX	76401
R000029792	713 EAST ROAD	2012 GBAT INVESTMENT PROPERTIES, LLC	128 GREENBRIAR	STEPHENVILLE	TX	76401
R000029791	835 E SOUTH LOOP	2012 GBAT INVESTMENT PROPERTIES, LLC	128 GREENBRIAR	STEPHENVILLE	TX	76401
R000029786	703 E SOUTH LOOP	AMISTAD DQ COMPANY LTD	PO BOX 1299	GRAHAM	TX	76450
R000029785	903 DREW	AUSTIN HARRIS INVESTMENTS, LLC	28550 N US377	BLUFF DALE	TX	76433
R000030424	710 E SOUTH LOOP	CASTILLO CONRADO M	710 E SOUTH LOOP	STEPHENVILLE	TX	76401
R000061536	802 EAST ROAD	CASTILLO CONRADO M & MARIA	802 EAST RD	STEPHENVILLE	TX	76401-5408
R000029805	801 DREW	EAMES CY & KATELYN EAMES	PO BOX 360	STONEWALL	TX	78671
R000078511	0 S DREW	ERATH COUNTY HABITAT FOR HUMANITY	PO BOX 505	STEPHENVILLE	TX	76401
R000053777	721 EAST ROAD	FUEL SPRING LLC	721 EAST ROAD	STEPHENVILLE	TX	76401
R000030692	607 CLIFTON	GLASNAPP PAUL JR & MARIA	607 E CLIFTON ST	STEPHENVILLE	TX	76401-4921
R000030614	606 CLIFTON	GLEESON MARC & JEAN GLEESON	285 CR398	STEPHENVILLE	TX	76401
R000029793	717 EAST ROAD	HIMALAYAN STAR INC	132 TRAIL RIDGE	WEATHERFORD	TX	76087
R000029801	701 E SOUTH LOOP	JAI JALARAM INVESTMENT LLC	701 SOUTH LOOP	STEPHENVILLE	TX	76401
R000029788	701 DREW	JPW CONSULTING COMPANY	6800 WESTOVER DR	GRANBURY	TX	76049
R000030611	609 E BROADWAY	MCCOY RAY	2926 CR284	DUBLIN	TX	76446
R000030615	604 CLIFTON	MORALES CLEMENTINE CASTILLO &	604 CLIFTON	STEPHENVILLE	TX	76401
R000030693	609 CLIFTON	NISTLER ANTHONY	PO BOX 33	MCGREGOR	MN	55760
R000030694	611 CLIFTON	NISTLER ANTHONY	PO BOX 33	MCGREGOR	MN	55760
R000030610	603 E BROADWAY	OGLEVEE ALLEN	2252 BEACH DR APT 2202	GULFPORT	MS	39507
R000029802	644 EAST ROAD	ROACH KERRY JANE	644 EAST RD	STEPHENVILLE	TX	76401-0000
R000029798	644 EAST ROAD	ROACH KERRY JANE	644 EAST RD	STEPHENVILLE	TX	76401-0000
R000029800	644 EAST ROAD	ROACH KERRY JANE	644 EAST RD	STEPHENVILLE	TX	76401-0000
R000030613	608 CLIFTON	SERRANO LEANDRO & NANCY GONZALES	608 E CLIFTON ST	STEPHENVILLE	TX	76401
R000029787	707 DREW	TREJO JUAN & ALICIA	707 DREW ST	STEPHENVILLE	TX	76401
R000030612	610 CLIFTON	WARREN GARY S & ROSA W	610 CLIFTON	STEPHENVILLE	TX	76401



**ORDINANCE NO. 2025-O-\_\_\_\_\_**

**AN ORDINANCE REZONING THE LAND DESCRIBED RETAIL AND COMMERCIAL (B-2) TO INTEGRATED HOUSING (R-2.5)**

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, THAT:**

All that lot, tract or parcel of land legally described as follows:

0 S. Drew, Parcel R78511, being BLK. 75, LOT 19, and Parcel R29797, being BLK. 75, LOT 18, of the CITY ADDITION to the City Of Stephenville, Erath County, Texas

is hereby rezoned and the zoning classification changed from the classification of Retail and Commercial (B-2) to Integrated Housing (R-2.5), in accordance with the Zoning Ordinance of the City of Stephenville.

**PASSED AND APPROVED** this the 7<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
Doug Svien, Mayor

ATTEST:

\_\_\_\_\_  
Sarah Lockenour, City Secretary

\_\_\_\_\_  
Reviewed by Jason M. King,  
City Manager

\_\_\_\_\_  
Randy Thomas, City Attorney  
Approved as to form and legality



# STAFF REPORT

**SUBJECT:** Case No.: RZ2024-019

Applicant Mike McCowan, representing Pete Muzyka and George Grissom, is requesting a rezone of property located at 0 CR 256, Parcel R19796, being approximately 212 acres of A0342 H C Hudson of the City of Stephenville, Erath County, Texas from AG-Agricultural to R-2.5- Integrated Housing.

**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen, Director of Development Services

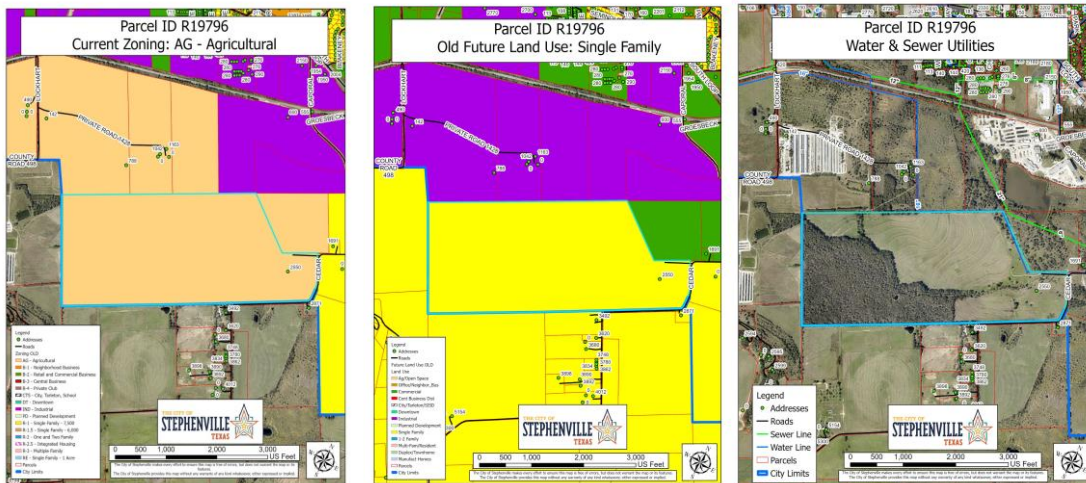
## RECOMMENDATION:

The Planning and Zoning Commission convened on December 18, 2024, and by a unanimous vote of 7-0, recommended the City Council approve the rezone request. One letter of opposition was received for the P&Z Hearing. Two persons addressed the Commission – neither expressing opposition.

## BACKGROUND:

The applicant is requesting a rezone for future development of single-family homes. Water and sewer utilities are available in the vicinity. The Developers are aware that easements may be necessary to extend service lines, and that right-of-way dedication will be necessary for road improvements.

## PROPERTY PROFILE:





## Sec. 154.05.8 Integrated housing district (R-2.5).

**5.8.A Description.** This integrated residential housing district provides for medium-density city neighborhood development. The primary land use allows for single-family dwellings, two-to-four family dwelling units, patio homes, condominiums and townhomes. Generally, this district is for developments resulting in individually platted homes or dwelling units and generally, owner occupied. Recreational, religious and educational uses are also permitted so as to contribute to the natural elements of a convenient, balanced and attractive neighborhood. Development within this district is intended to be protected from the encroachment of land activities that do not contribute to the aesthetic and functional well-being of the intended district environment. The Integrated Housing District will be applicable to all Residential Districts, B-1 Neighborhood Business District (B-1), Central Business District (B-3), and Downtown District (DT).

### 5.8.B Permitted Uses.

1. Single-family detached dwelling, limited to occupancy by a family having no more than three individuals who are unrelated by blood, legal adoption, marriage or conservatorship. The owner and any agent of the owner shall be legally responsible for directly or indirectly allowing, permitting, causing, or failing to prohibit residential use of a dwelling in this district by more than three unrelated individuals.
2. Two-to-four family dwellings, with each family limited as in division (1) above;
3. Townhouse dwellings, with each family limited as in division (1) above;
4. Condominium dwellings, with each family limited as in division (1) above;

### 5.8.C Conditional Uses.

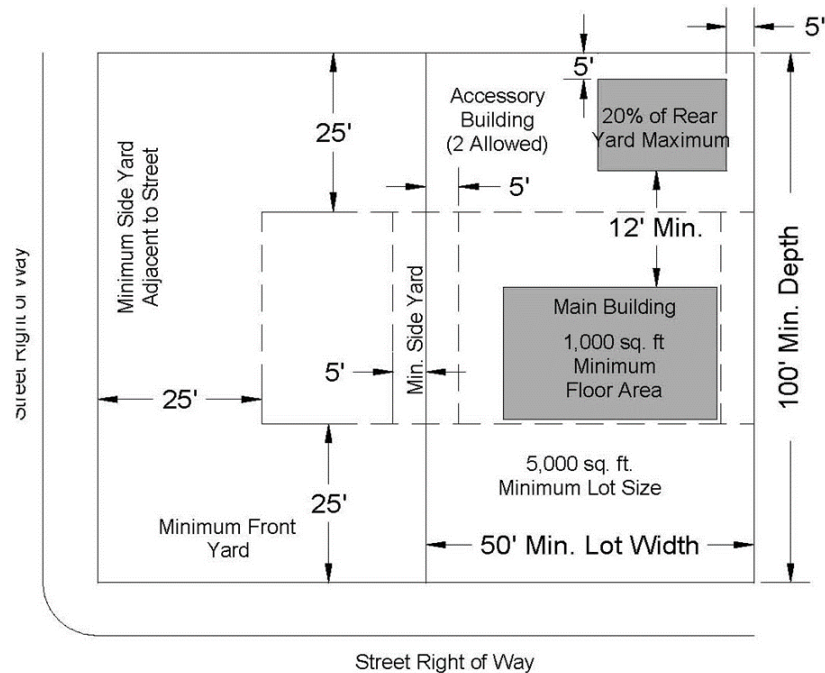
1. Home occupation;
2. Common facilities as the principal use of one or more platted lots in a subdivision;
3. Adult and/or children's day care centers;
4. Foster group home; and
5. Residence hall.

### 5.8.D Height, Area, Yard and Lot Coverage Requirements.

- A. Single family dwelling.
  1. Minimum lot area: 3,000 ft<sup>2</sup>.
  2. Minimum lot width and lot frontage: 50 feet.
  3. Minimum lot depth: 60 feet.
  4. Minimum depth of front setback: 15 feet.
  5. Minimum depth of rear setback: 15 feet.
  6. Minimum width of side setback:
    - a. Internal lot: five feet.

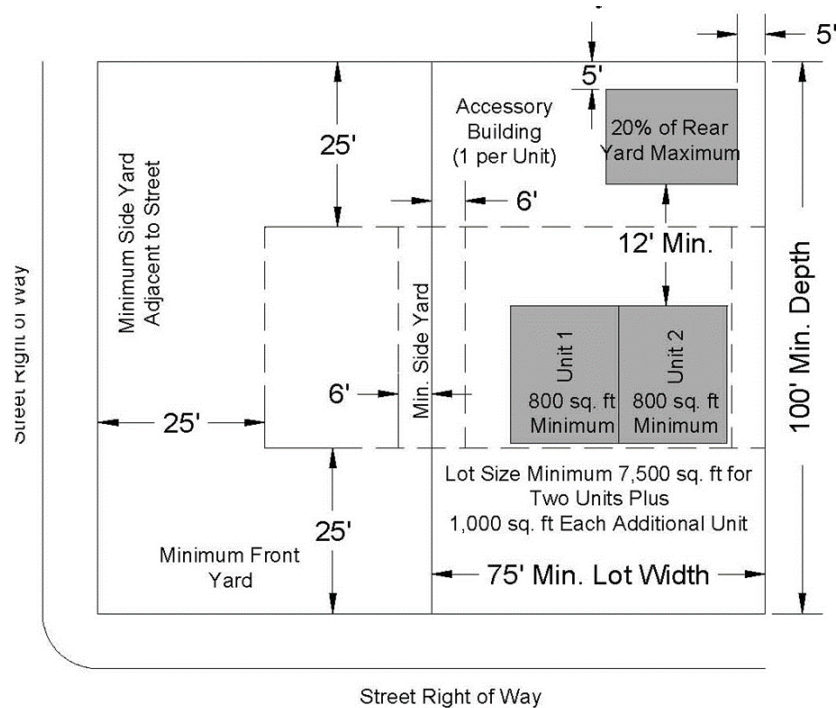


- b. Corner lot: 15 feet from intersecting side street.
7. Building size:
  - a. Maximum coverage as a percentage of lot area: 40%.
  - b. Single family dwelling: 1,000 ft<sup>2</sup>.
8. Accessory buildings:
  - a. Maximum accessory buildings coverage of rear yard: 20%.
  - b. Maximum number of accessory buildings: one.
  - c. Minimum depth of side setback: five feet.
  - d. Minimum depth of rear setback: five feet.
  - e. Minimum depth from the edge of the main building: 12 feet.
9. Maximum height of structures: 35 feet.
10. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



- B. Two-to-four family.
  1. Minimum lot area: 7,500 ft<sup>2</sup> for two dwelling units, plus 1,000 ft<sup>2</sup> for each additional dwelling unit.
  2. Minimum lot width and lot frontage: 75 feet.
  3. Minimum lot depth: 100 feet.
  4. Minimum depth of front setback: 15 feet.
  5. Minimum depth of rear setback: 15 feet.
  6. Minimum width of side setback:
    - a. Internal lot: six feet.
    - b. Corner lot: 15 feet from intersecting side street.
  7. Building size:
    - a. Maximum coverage as a percentage of lot area: 40%.

- b. Minimum area of each dwelling unit: 800 ft<sup>2</sup>.
- 8. Accessory buildings:
  - a. Maximum accessory building coverage of rear yard: 20%.
  - b. Maximum area of each accessory building: 200 ft<sup>2</sup>.
  - c. Maximum number of accessory buildings: one per unit.
  - d. Minimum depth of side setback: five feet.
  - e. Minimum depth of rear setback: five feet.
  - f. Minimum depth from the edge of the main building: 12 feet.
- 9. Maximum height of structures: 35 feet.
- 10. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



- C. Townhouse/Condominium.
  - 1. Minimum lot area: 3,000 ft<sup>2</sup> per unit.
  - 2. Minimum average lot width and lot frontage: 30 feet.
  - 3. Minimum lot depth: 100 feet.
  - 4. Minimum depth of front setback: 15 feet.
  - 5. Minimum depth of rear setback: 15 feet.
  - 6. Minimum width of side setback:
    - a. Internal lot: five feet.
    - b. Corner lot: 15 feet from intersecting side street.
  - 7. Building size:
    - a. Maximum building coverage as a percentage of lot area: 40%
    - b. Minimum area of each Townhouse dwelling unit: 800 ft<sup>2</sup>.
    - c. Minimum area of each Condominium of each dwelling unit: 500 ft<sup>2</sup> for one bedroom or less, plus 125 ft<sup>2</sup> of

floor area for each additional bedroom.

8. Accessory buildings:
  - a. Maximum accessory building coverage of rear yard: 20%.
  - b. Maximum area of each accessory building: 200 ft<sup>2</sup>.
  - c. Maximum number of accessory buildings: one per unit.
  - d. Minimum depth of side setback: five feet.
  - e. Minimum depth of rear setback: five feet.
  - f. Minimum depth from the edge of the main building: 12 feet.
9. Maximum height of structures: 35 feet.
10. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.
11. Maximum density of Townhome or Condominium Housing within the R-2.5 District shall not exceed 14 units per acres with each unit platted separately.
12. Deviations from the required standards within the R-2.5 district will be subject to site plan review by the Planning and Zoning Commission and subsequent approval by City Council. Site plans should include renderings with elevations, a finish schedule and incorporate architectural designs that complement the existing structures of the area of integration.

**5.8.E Parking Regulations.** Lots in this District shall provide a minimum of two vehicle parking spaces per dwelling unit, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in Section 154.11 *Parking spaces for vehicles* of this ordinance.

( Ord. No. 2021-O-28 , § 1, passed 9-7-2021)

**FACTORS TO CONSIDER:**

- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel – is land large enough and in property location for proposed use?
- Reasonable Use of Property – does proposed change provide reasonable use of property?
- Zoning has great discretion – deny if applicant has not proven it is in the best interest of City to approve.

**ALTERNATIVES:**

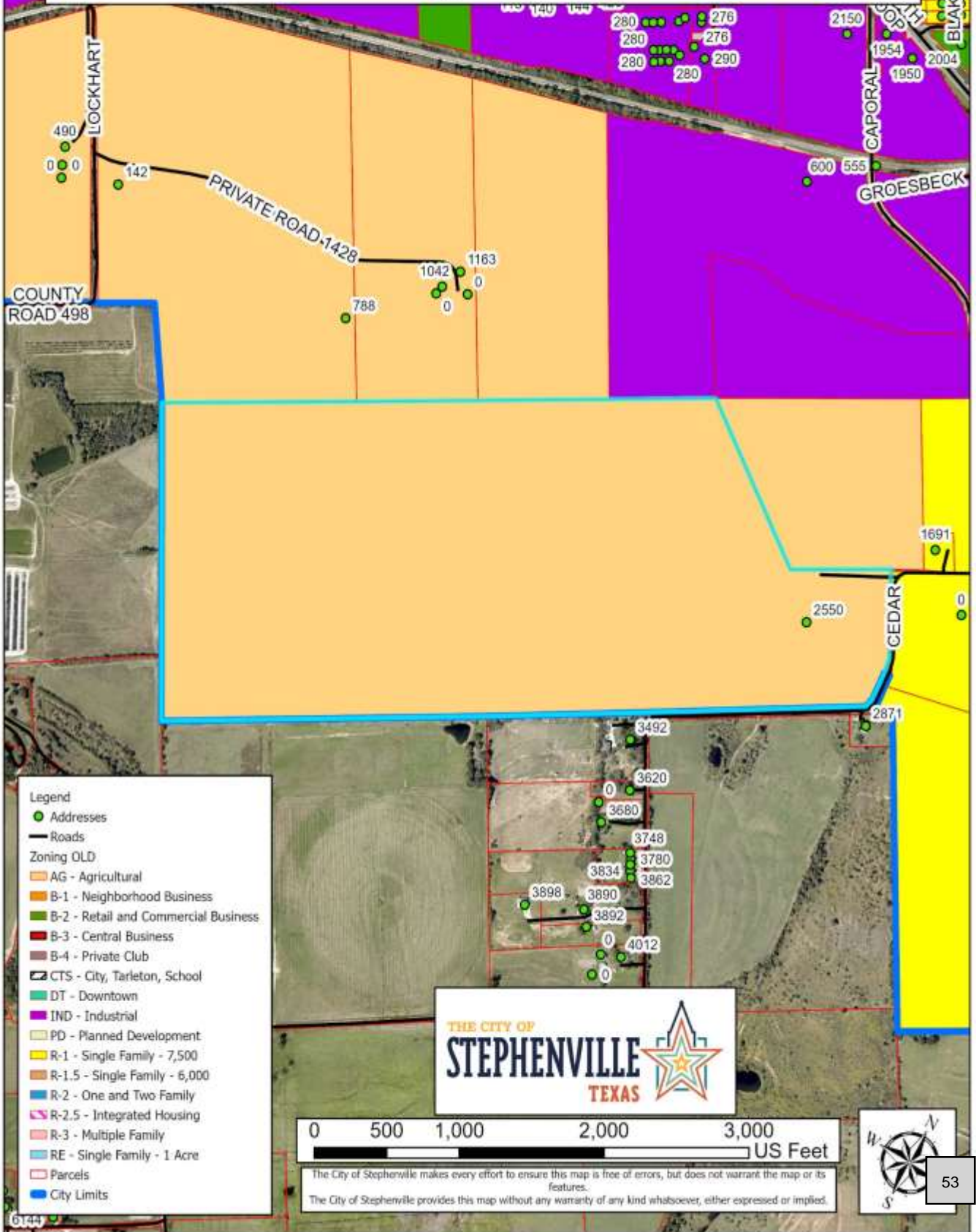
- 1) Accept the recommendation of the Planning and Zoning Commission and approve the rezoning request.
- 2) Deny the rezoning request.



# Parcel ID R19796

Item 13.

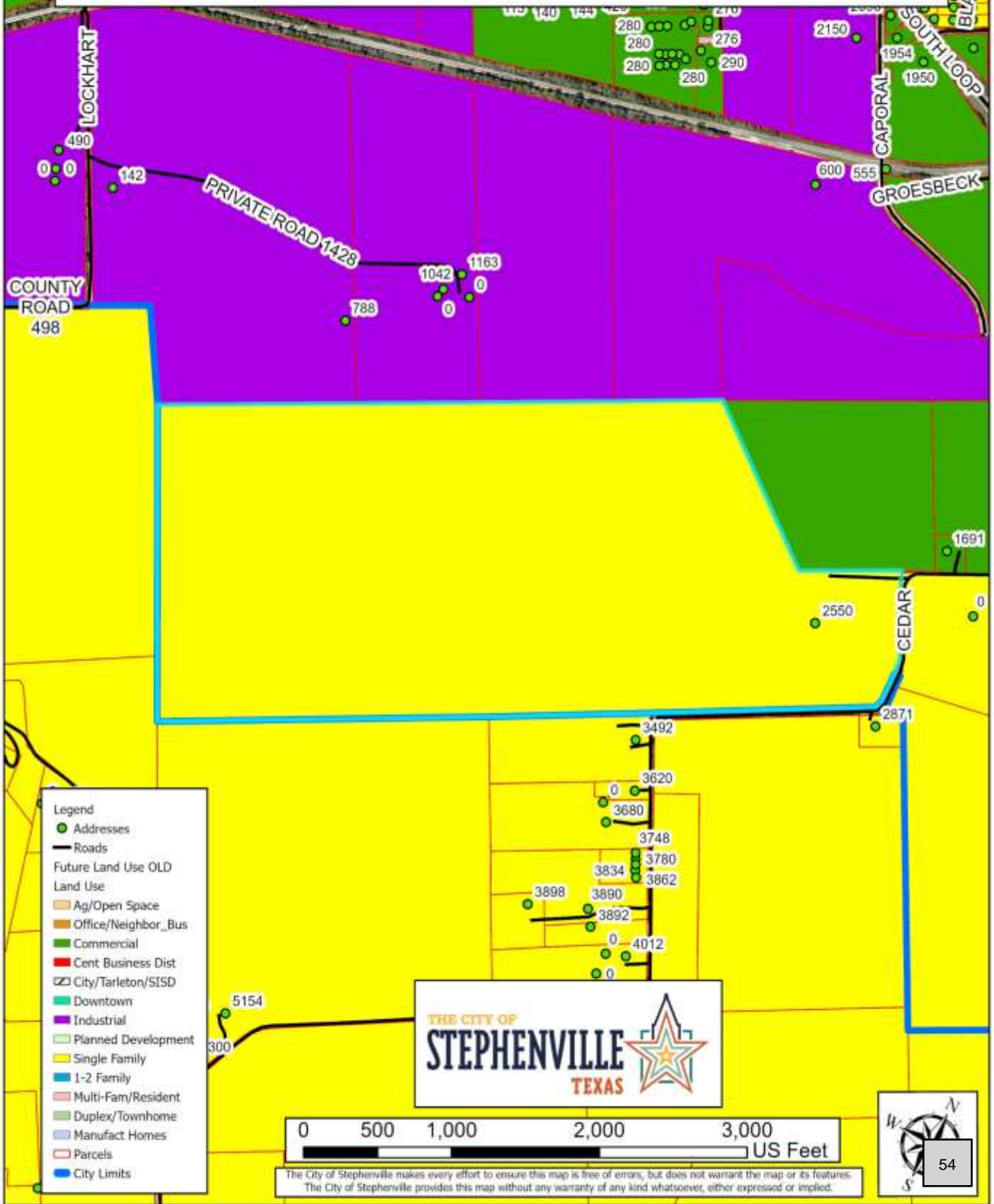
## Current Zoning: AG - Agricultural



# Parcel ID R19796

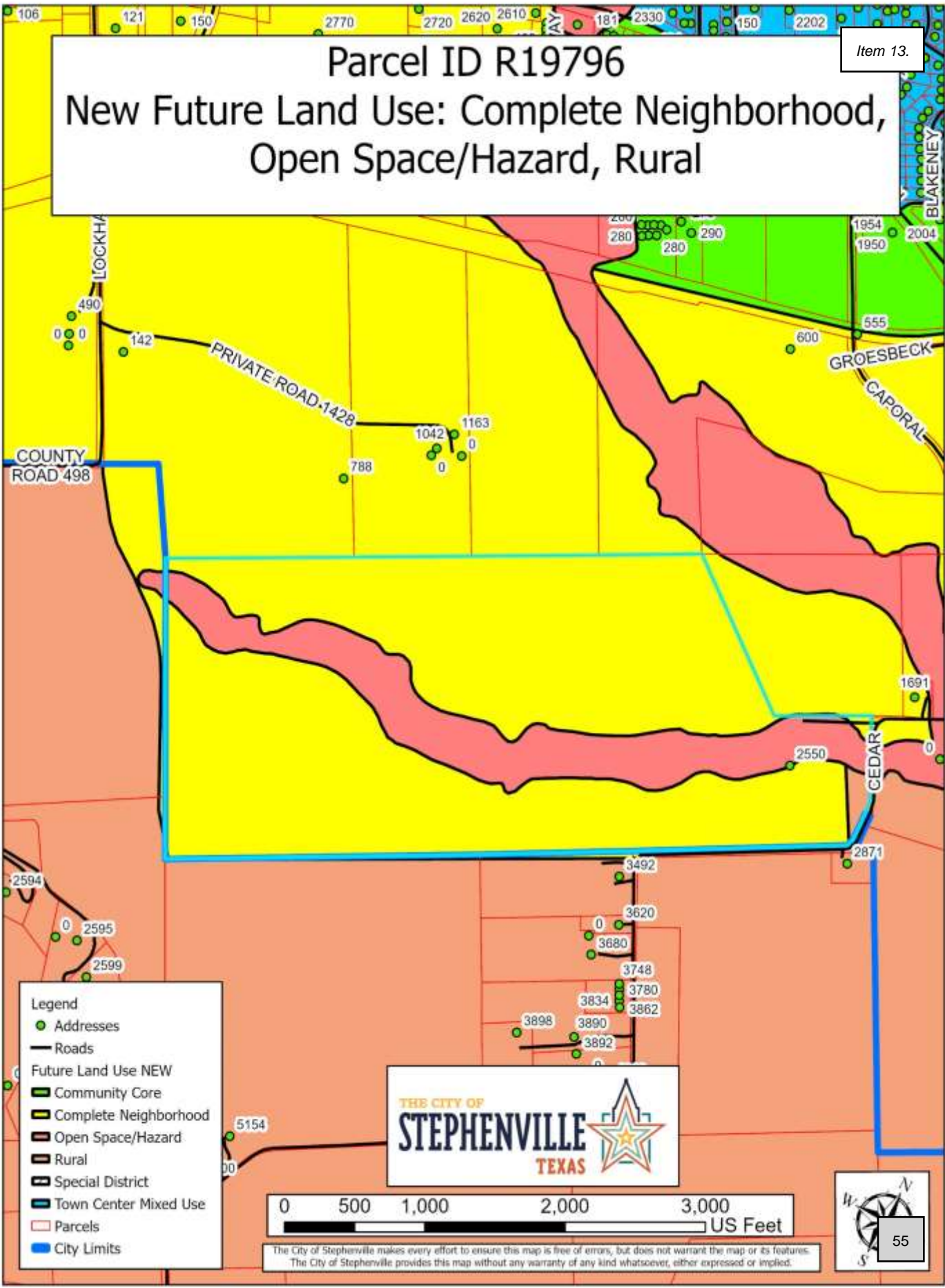
Item 13.

## Old Future Land Use: Single Family



# Parcel ID R19796

## New Future Land Use: Complete Neighborhood, Open Space/Hazard, Rural



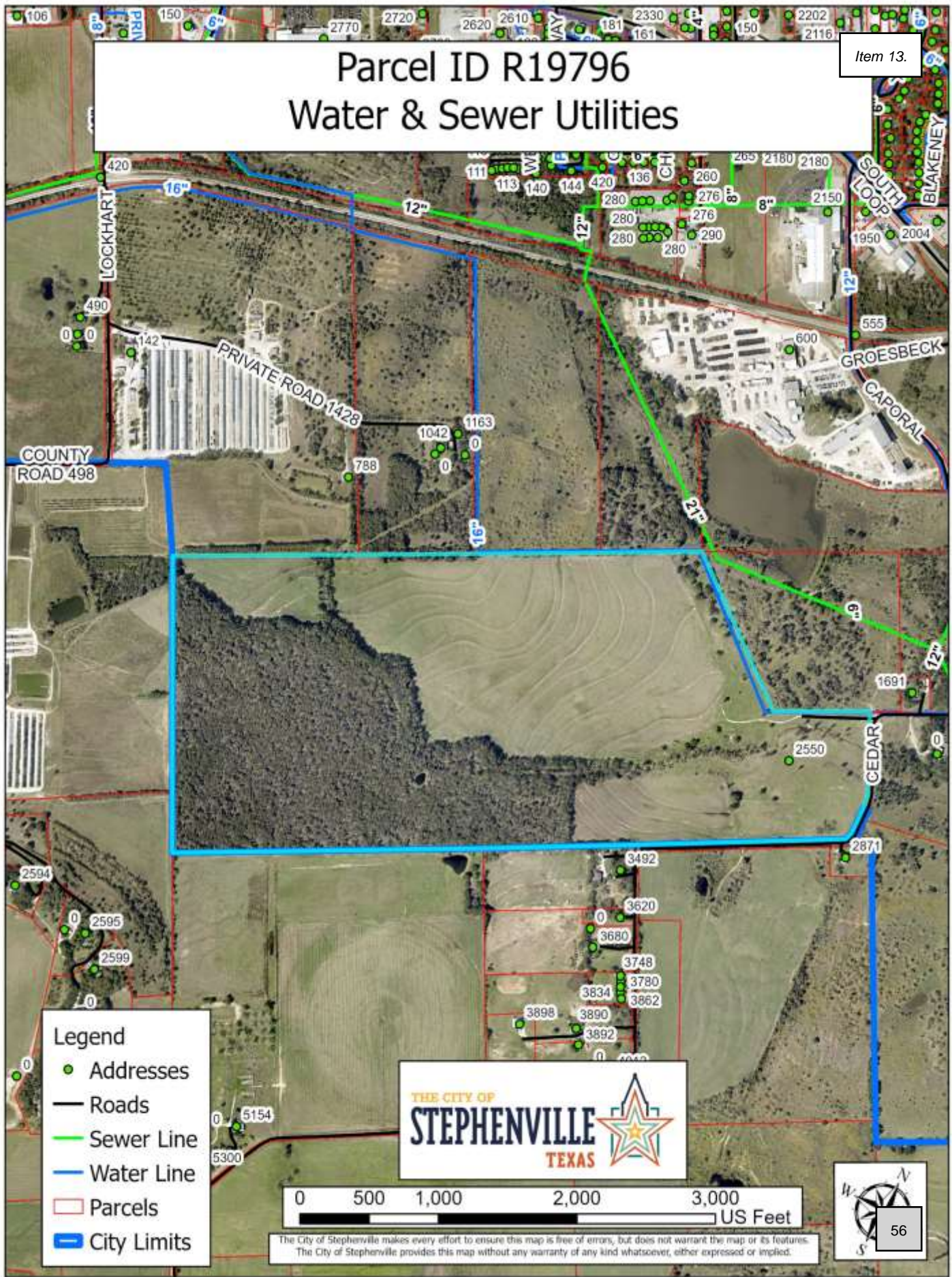
- Legend**
- Addresses
  - Roads
  - Future Land Use NEW
    - Community Core
    - Complete Neighborhood
    - Open Space/Hazard
    - Rural
    - Special District
    - Town Center Mixed Use
    - Parcels
    - City Limits



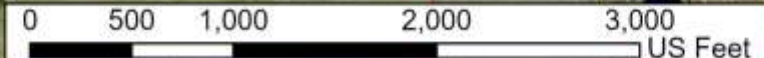
The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

# Parcel ID R19796 Water & Sewer Utilities

Item 13.



- Legend**
- Addresses
  - Roads
  - Sewer Line
  - Water Line
  - Parcels
  - City Limits



The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.



# Parcel ID 19796

## 200 Ft Buffer Addresses

Item 13.

Parcel ID	Parcel Address	Owner	Address	City	State	Zip Code
R000015745	0 CR498	ALLEN A+ RANCH LP	PO BOX 953	STEPHENVILLE	TX	76401
R000022341	142 PR1428 OFF LOCKHART RD	ALLEN A+ RANCH LP	PO BOX 953	STEPHENVILLE	TX	76401
R000055789	0 CR498	ALLEN A+ RANCH LP	PO BOX 953	STEPHENVILLE	TX	76401
R000019793	1620 W CEDAR ST	COLLIER NATHAN & KRISTIN	997 N LYDIA	STEPHENVILLE	TX	76401
R000019799	3492 CR256	EAVES KIRBY BEN	3492 CR256	STEPHENVILLE	TX	76401
R000019844	2871 CR256	GAINES GARY LYNN	2871 CR256	STEPHENVILLE	TX	76401
R000019789	0 CR256	LEE J RALPH & LINDA	PO BOX 24	HAMILTON	TX	76531
R000071064	0 CR256	LEE J RALPH & LINDA	PO BOX 24	HAMILTON	TX	76531
R000019796	0 CR256	MUZYKA LOUIS & GEORGE GRISSOM	4259 CR204	ALVARADO	TX	76009
R000030527	600 CAPORAL DR	PARAGON SOUTH LLC	3378 W HWY 117	SAPULPA	OK	74066
R000019784	5154 CR256	PRINCESS ENTERPRISES LLC	6182 FM2303	STEPHENVILLE	TX	76401
R000022359	1042 PR1428 OFF LOCKHART RD	REDDOCH C WINSETT & GAIL	8148 CR176	STEPHENVILLE	TX	76401-9635
R000022380	1163 PR1428 OFF CR498	REDDOCH C WINSETT & GAIL	8148 CR176	STEPHENVILLE	TX	76401-9635
R000076555	0 CR256 (OFF)	ROSE CRAIG R & NADINE	1748 DIANA LN	STEPHENVILLE	TX	76401
R000019843	0 CR256	ROSE ROBERT R & LISA K & CRAIG R	1416 PECAN HILL ROAD	STEPHENVILLE	TX	76401

**ORDINANCE NO. 2025-O-\_\_\_\_\_**

**AN ORDINANCE REZONING THE LAND DESCRIBED AGRICULTURAL (AG) TO INTEGRATED HOUSING (R-2.5)**

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, THAT:**

All that lot, tract or parcel of land legally described as follows:

0 CR 256, Parcel R19796, being Approximately 212 acres of A0342 H C Hudson of the City of Stephenville, Erath County, Texas

is hereby rezoned and the zoning classification changed from the classification of Agricultural (AG) to Integrated Housing (R-2.5) in accordance with the Zoning Ordinance of the City of Stephenville.

**PASSED AND APPROVED** this the 7<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
Doug Svien, Mayor

ATTEST:

\_\_\_\_\_  
Sarah Lockenour, City Secretary

\_\_\_\_\_  
Reviewed by Jason M. King,  
City Manager

\_\_\_\_\_  
Randy Thomas, City Attorney  
Approved as to form and legality



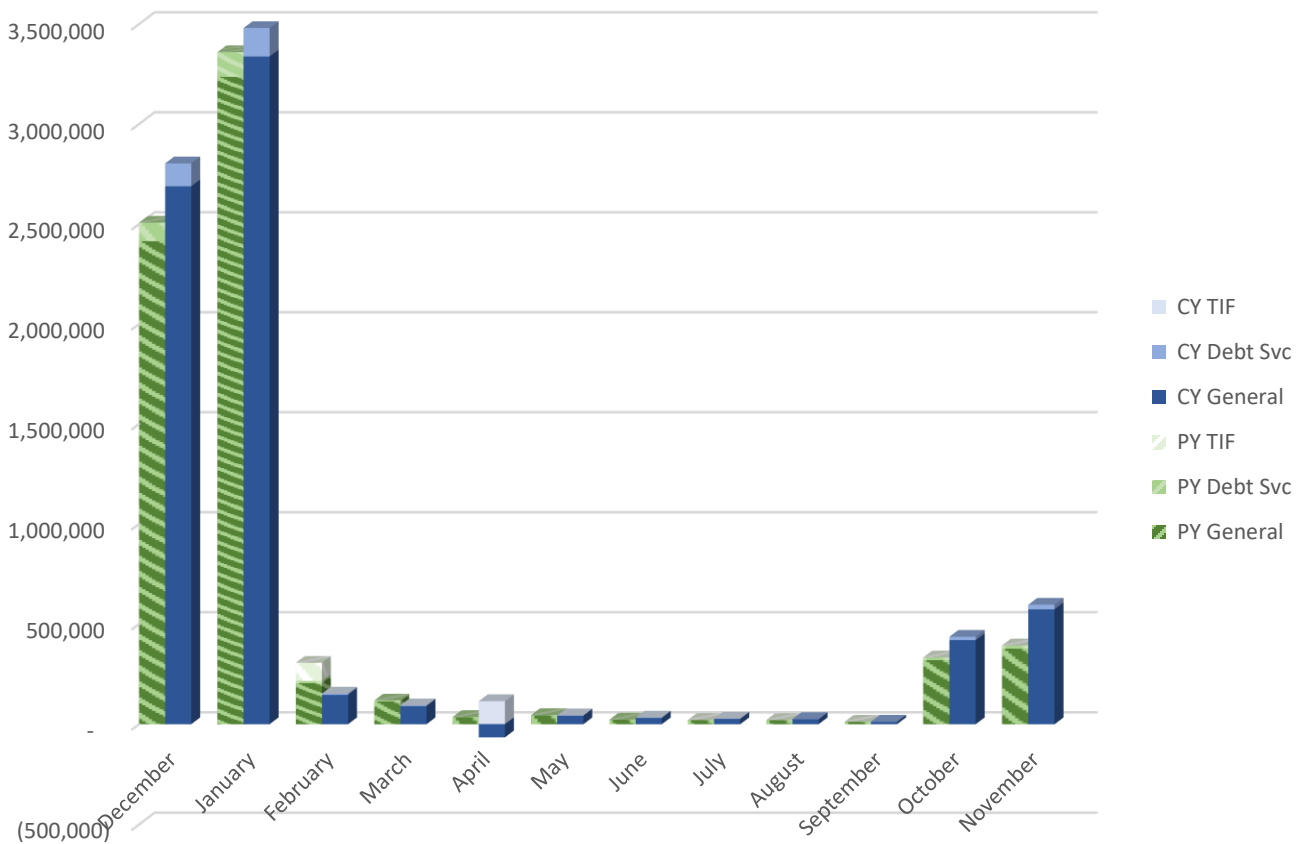
# STAFF REPORT

**SUBJECT:** Monthly Budget Report for the Period Ending November 30, 2024  
**DEPARTMENT:** Finance  
**STAFF CONTACT:** Monica Harris

## BACKGROUND:

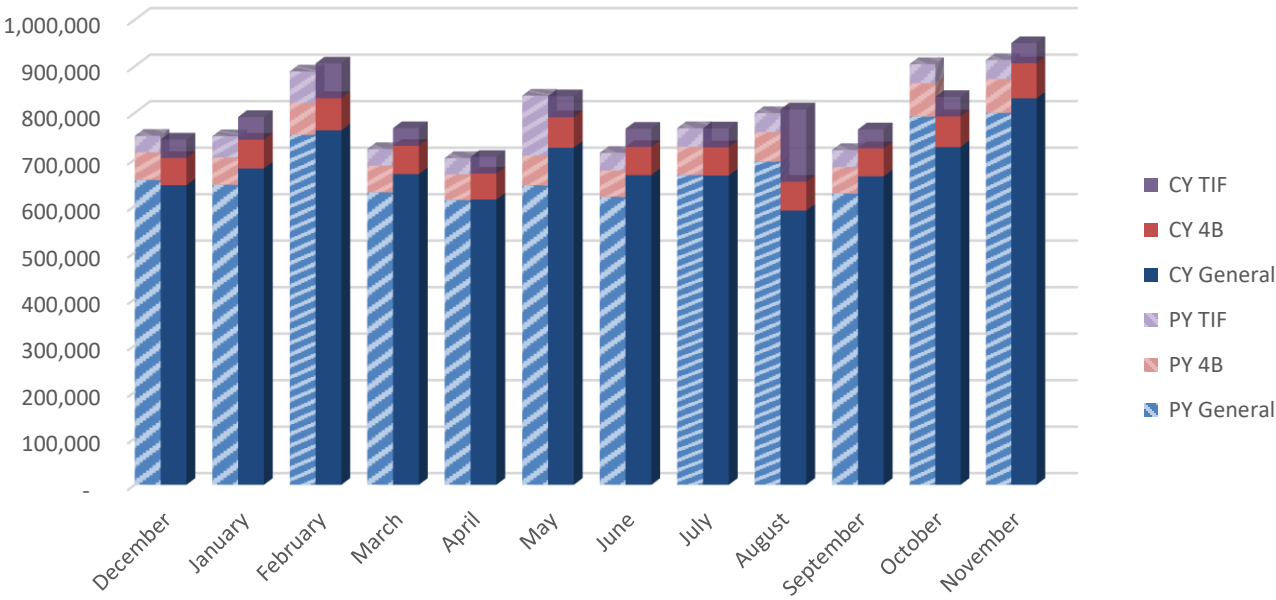
In reviewing the financial statements ending November 30, 2024, the financial indicators are overall as or better than anticipated.

Property Tax Collections  
2 year 12 month rolling comparison



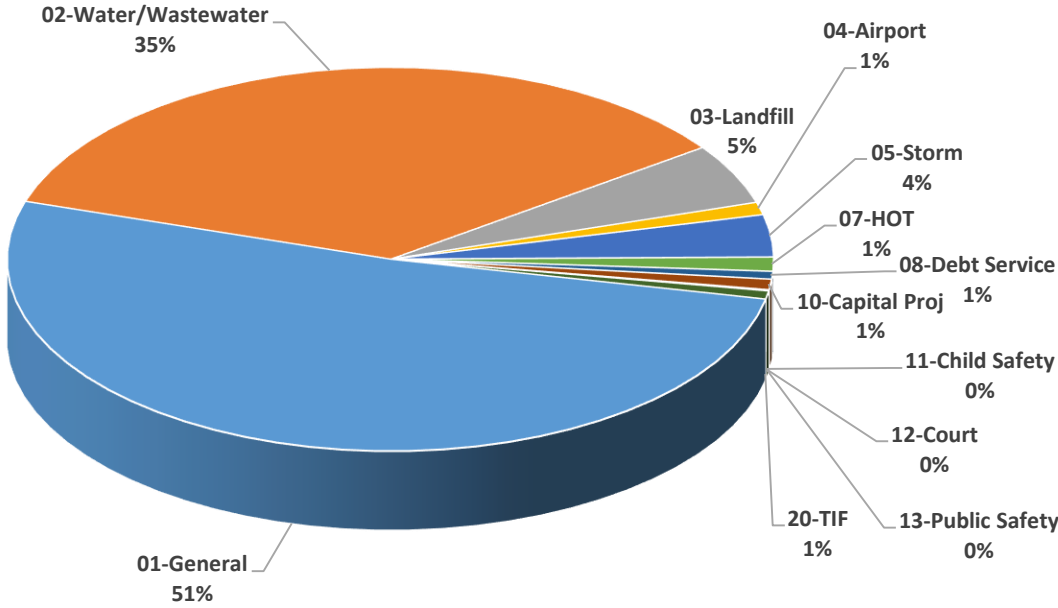
We received \$596K in property taxes in the month of November, resulting in a \$308K increase over the funds collected last fiscal year to date. The amount collected is 14% of the \$7.3 million budget, which is \$294K more than anticipated.

### Sales and Use Tax 2 year 12 month rolling comparison

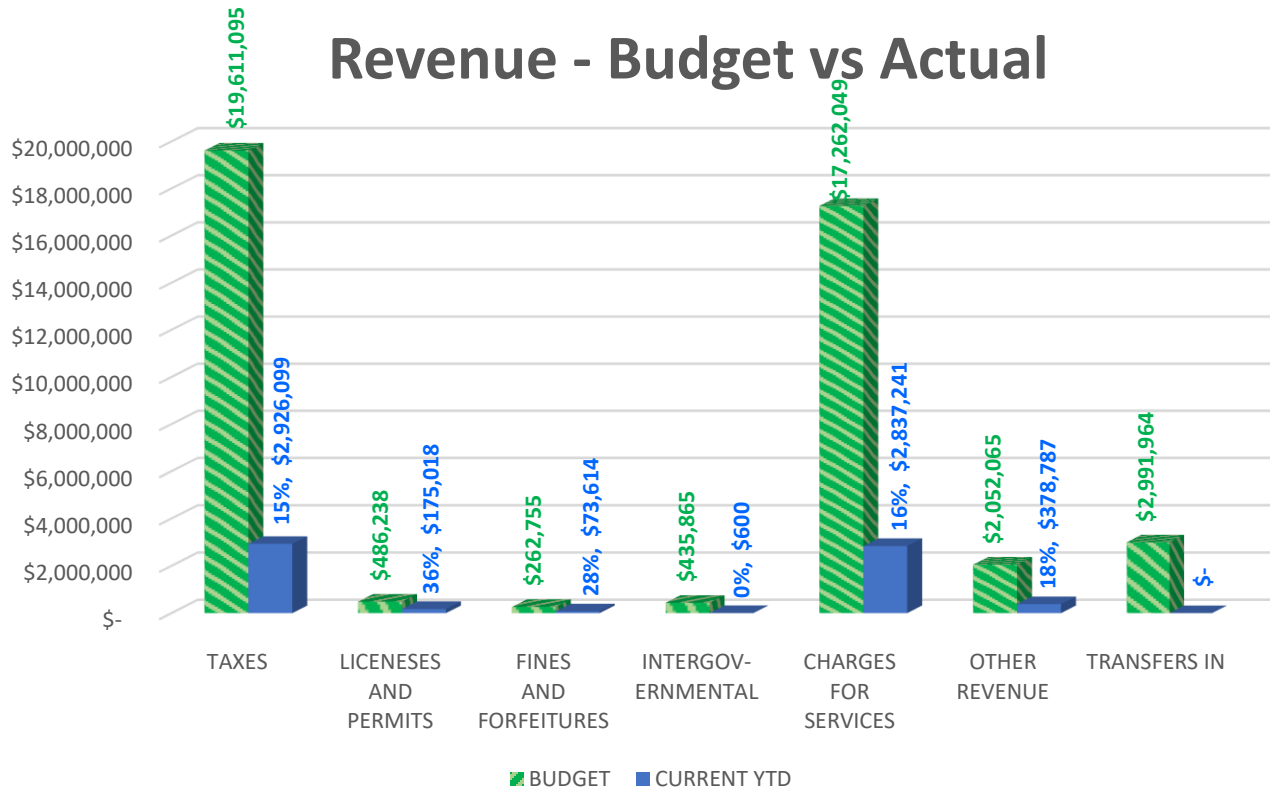


We received \$950K in sales tax in November, resulting in \$34K or 2% less than the funds collected last fiscal year to date. The amount collected is 19% of the \$9.4 million budget, which is \$6K less than anticipated.

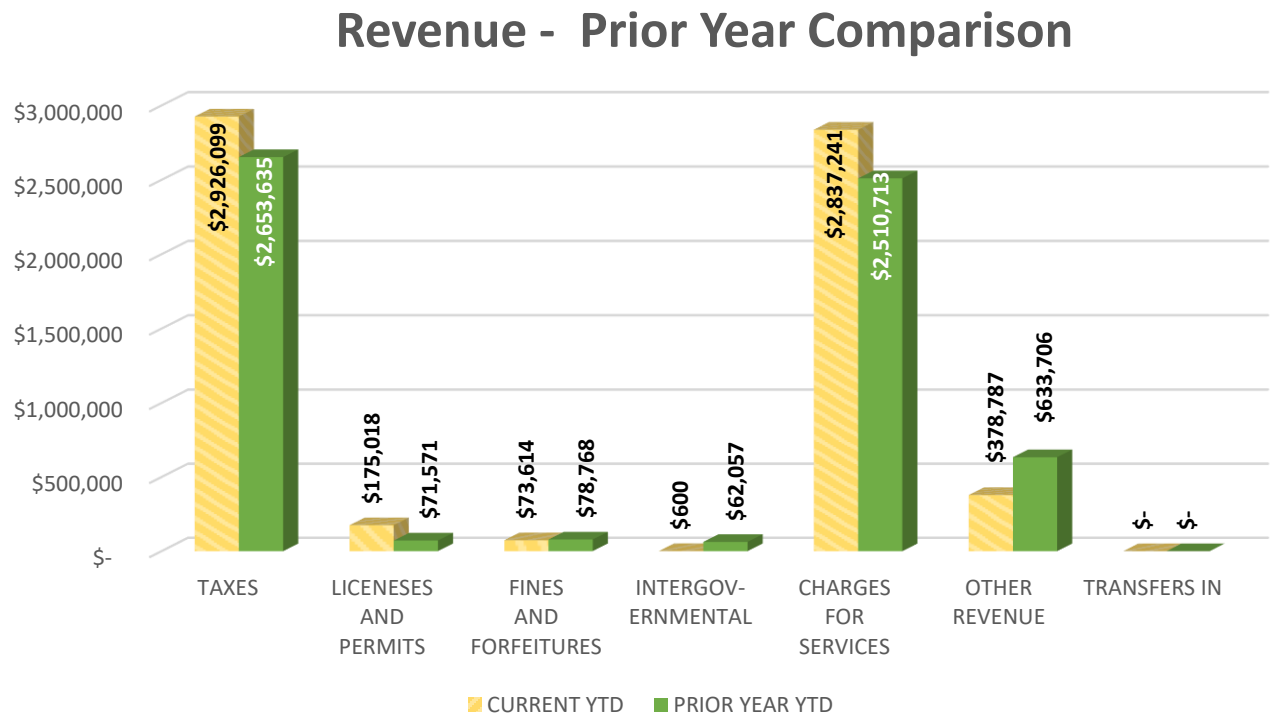
### Revenue by Fund



Of the \$6.4 million revenue received to date, 51% was received in the General Fund, 35% was received in the Water/Wastewater Fund, 5% was received in the Landfill Fund and 4% was received in the Storm Water Drainage Fund.

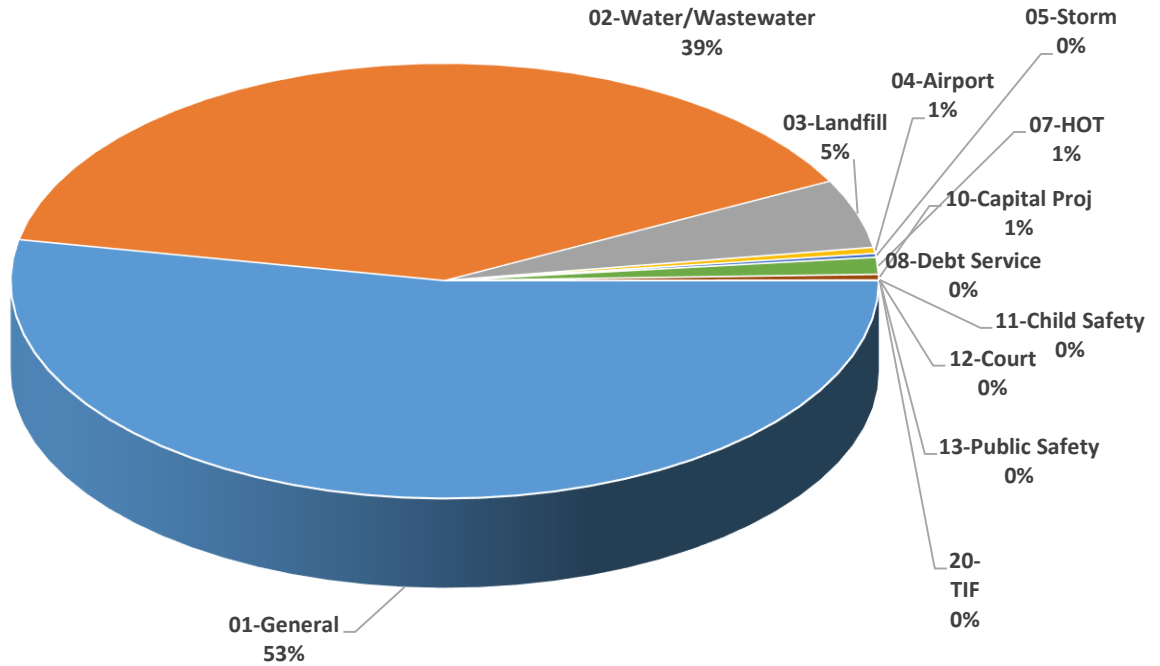


We received 16% of the total budgeted revenue through November, which is \$461K more than anticipated due to taxes, licenses and permits and interest revenue.



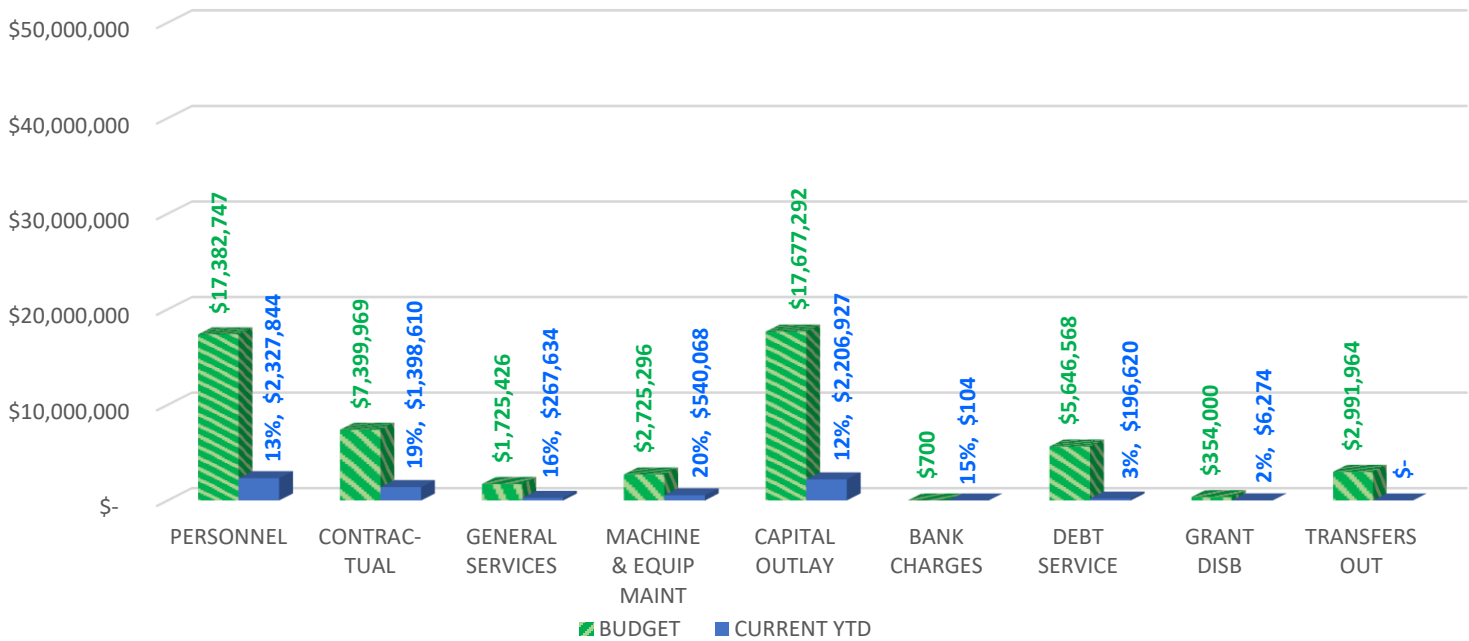
We received \$381K more revenue through November than last fiscal year to date due to taxes, licenses and permits, and charges for services.

### Expenditures by Fund



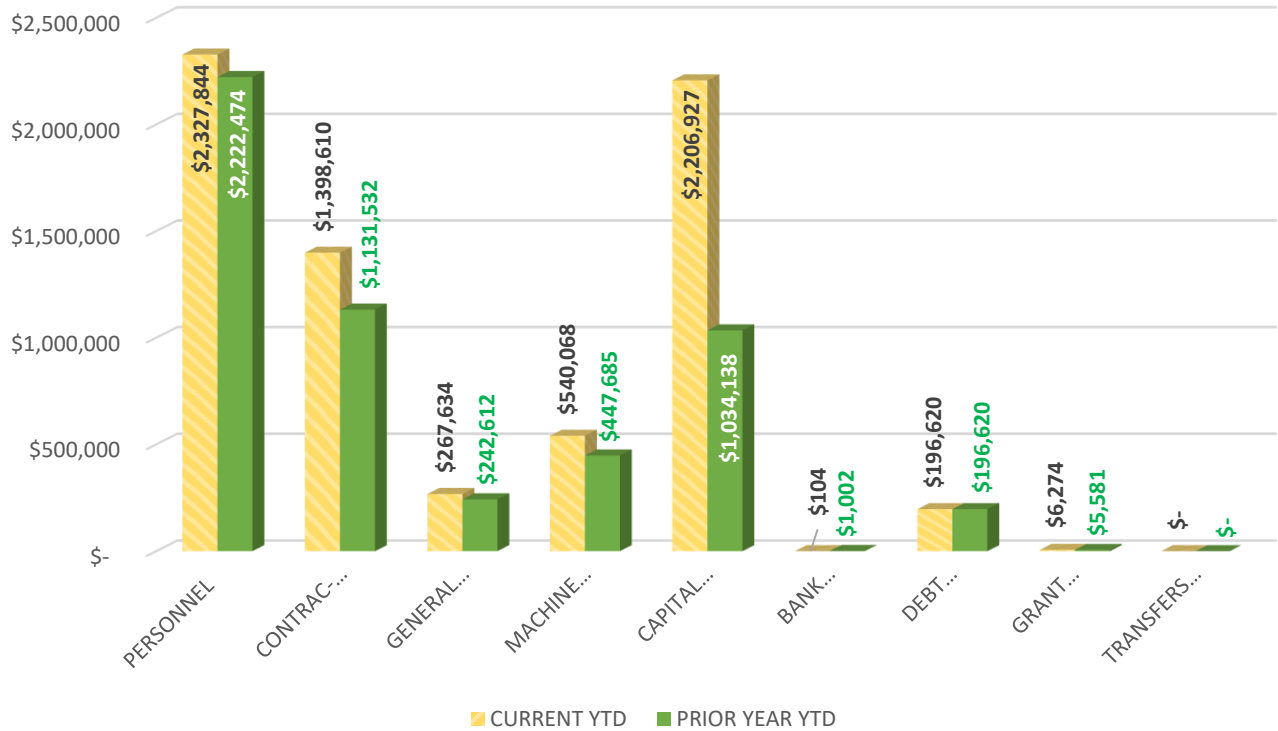
Of the \$7 million spent to date, 53% was expended in the General Fund, 39% was expended in the Water/Wastewater Fund and 5% was expended in the Landfill Fund.

### Expenditures - Budget vs Actual



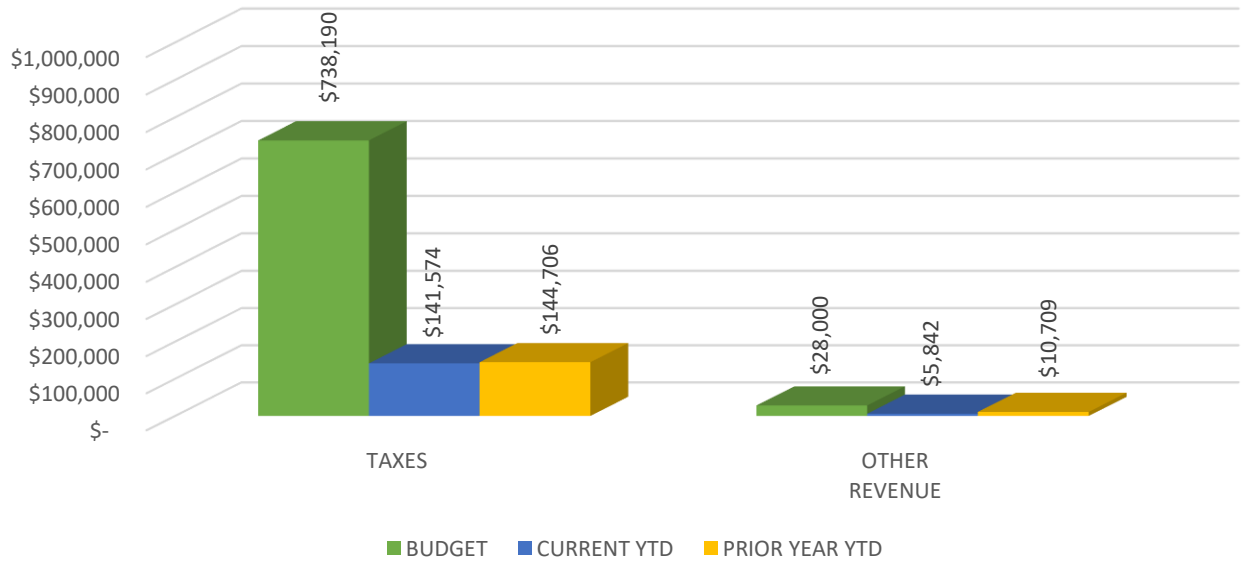
We have expended 13% of the total budgeted expenditures through November, which is \$1.3 million less than anticipated due to personnel, contractual, capital outlay and grant disbursements.

## Expenditures - Prior Year Comparison



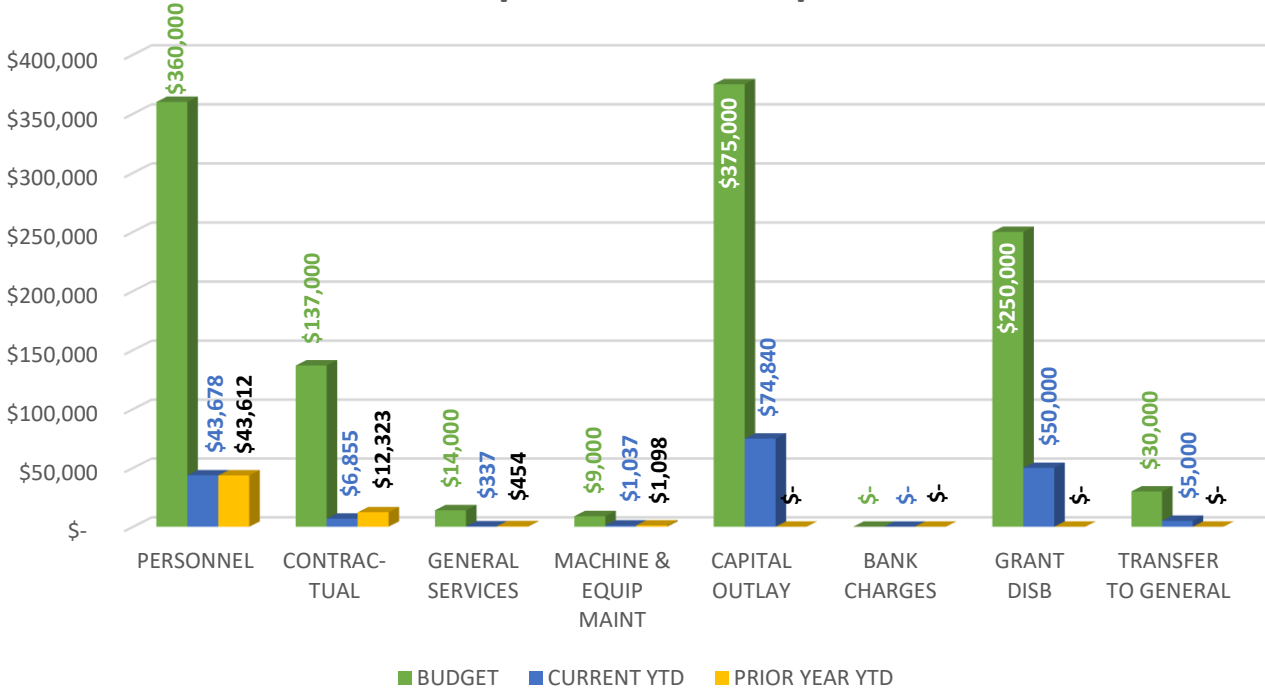
We spent \$1.7 million more on expenditures through November than last fiscal year to date due to personnel, contractual, supplies, maintenance, and capital outlay.

## SEDA Revenue Comparison



SEDA has received an overall 19% of budgeted revenue through November, which is \$8K less than last fiscal year to date and \$4K more than anticipated due to taxes and Interest income.

### SEDA Expenditure Comparison

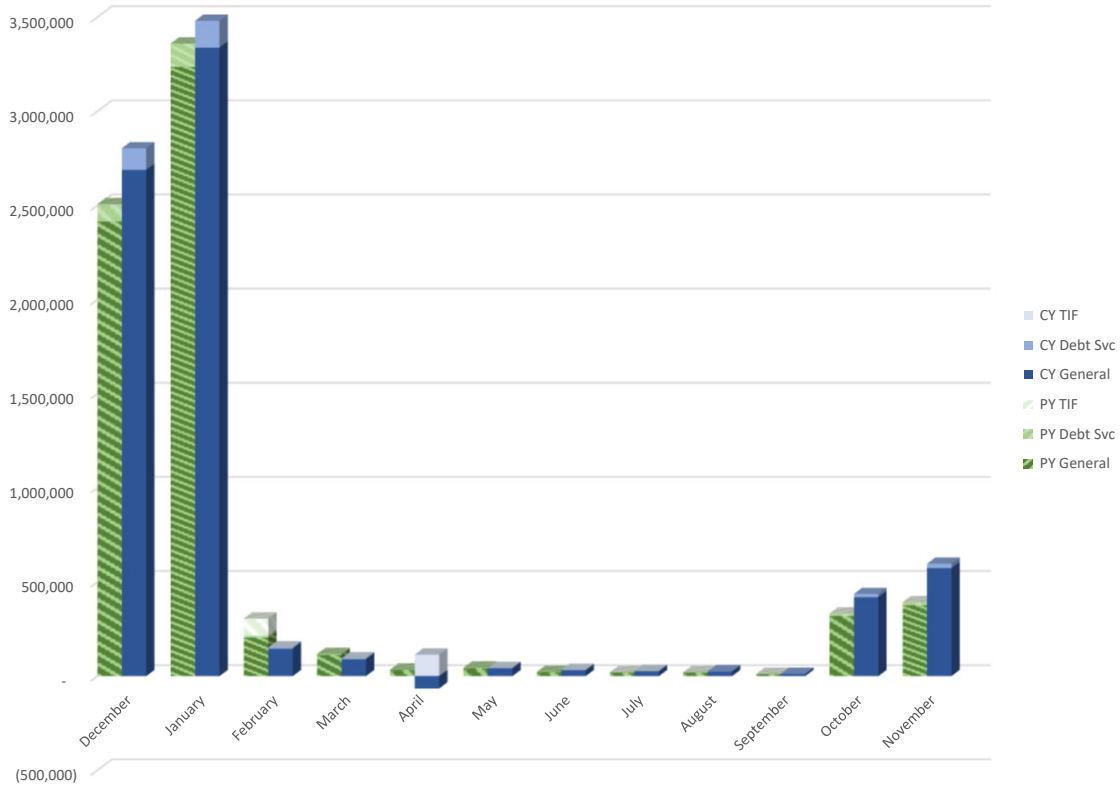


SEDA has spent an overall 15% of budgeted expenditures through November, which is \$124K more than last fiscal year to date due to grant disbursements and capital outlay and \$6K less than anticipated due to contractual.





Property Tax Collections  
2 year 12 month rolling comparison



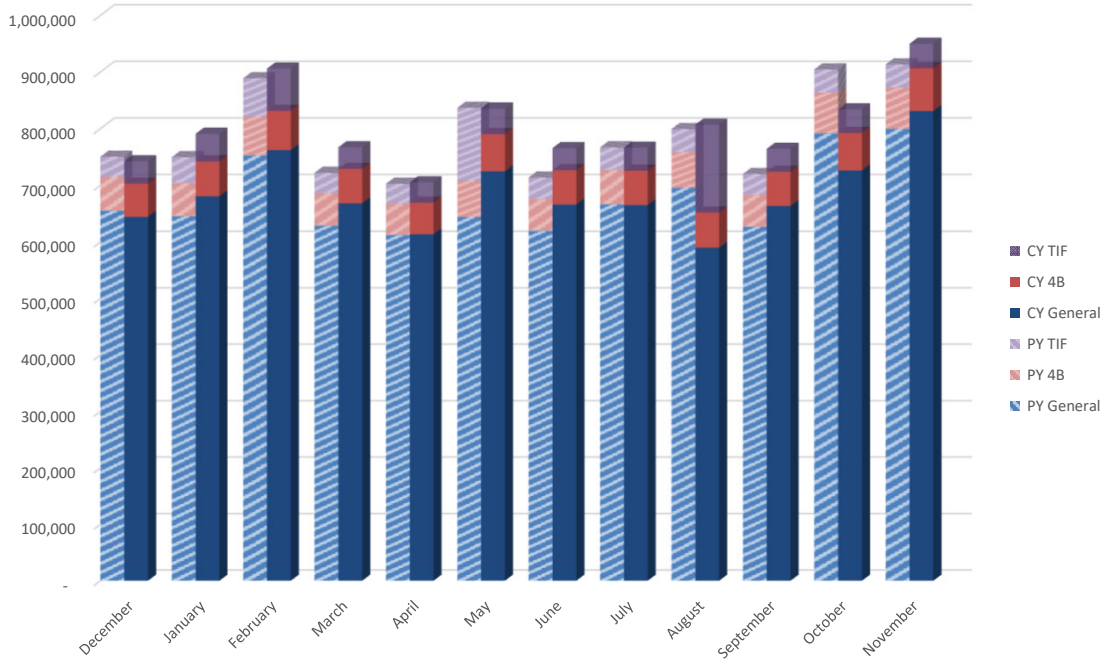
Month	General Fund	Debt Svc	TIF	Total	Month	General Fund	Debt Svc	TIF	Total
Dec-22	2,414,751	92,491	-	2,507,242	Dec-23	2,689,123	114,387	-	2,803,510
Jan-23	3,236,094	123,719	-	3,359,813	Jan-24	3,338,531	142,029	-	3,480,560
Feb-23	204,387	11,299	90,511	306,196	Feb-24	146,100	6,211	-	152,311
Mar-23	113,674	4,365	-	118,039	Mar-24	90,280	3,823	-	94,103
Apr-23	34,588	1,329	-	35,917	Apr-24	(64,868)	2,038	112,569	49,740
May-23	43,776	1,691	-	45,467	May-24	42,319	1,798	-	44,117
Jun-23	22,298	864	-	23,162	Jun-24	31,592	1,335	-	32,927
Jul-23	20,824	789	-	21,613	Jul-24	26,485	1,127	-	27,612
Aug-23	20,172	782	-	20,954	Aug-24	24,665	1,029	-	25,693
Sep-23	12,245	475	-	12,720	Sep-24	12,040	580	-	12,620
Oct-23	319,330	13,573	-	332,903	Oct-24	419,463	17,009	-	436,473
Nov-23	376,834	16,009	-	392,843	Nov-24	573,649	23,199	-	596,848
12 month total				<u>7,176,869</u>	12 month total				<u>7,756,514</u>
Oct-Nov 2023				<u>725,746</u>	Oct-Nov 2024				<u>1,033,321</u>
FY 2023-2024 Total				7,159,594	FY 2024-2025 Budget				7,377,044

Collection to date as percentage of fiscal year total 10.14%

Collection to date as percentage of fiscal year budget 14.01%



Sales and Use Tax  
2 year 12 month rolling comparison



Month	General	4B	TIF	Total	Month	General	4B	TIF	Total	% Change +/-
Dec-22	655,484	59,589	35,438	750,511	Dec-23	644,243	58,568	39,651	742,461	-1.07%
Jan-23	645,364	58,669	45,703	749,737	Jan-24	680,348	61,850	48,784	790,982	5.50%
Feb-23	752,799	68,436	67,794	889,029	Feb-24	762,215	69,292	74,566	906,073	1.92%
Mar-23	628,988	57,181	35,931	722,100	Mar-24	668,209	60,746	38,135	767,091	6.23%
Apr-23	612,376	55,671	34,659	702,706	Apr-24	613,466	55,770	36,003	705,239	0.36%
May-23	644,203	64,276	128,365	836,844	May-24	724,651	65,877	45,017	835,545	-0.16%
Jun-23	619,536	56,321	38,026	713,883	Jun-24	665,869	60,534	39,286	765,689	7.26%
Jul-23	666,728	60,612	39,634	766,973	Jul-24	665,181	60,471	40,825	766,477	-0.06%
Aug-23	695,586	63,235	40,619	799,440	Aug-24	589,750	61,970	155,514	807,234	0.97%
Sep-23	626,485	56,953	36,556	719,994	Sep-24	663,362	60,306	40,724	764,391	6.17%
Oct-23	791,837	71,985	40,998	904,820	Oct-24	726,284	66,026	41,726	834,036	-7.82%
Nov-23	799,930	72,721	40,912	913,564	Nov-24	831,028	75,548	43,386	949,962	3.98%
12 month total			<u>9,469,599</u>		12 month total			<u>9,635,179</u>		1.75%
Oct-Nov 2023			<u>1,818,383</u>		Oct-Nov 2024			<u>1,783,997</u>		-1.89%
FY 2023-2024 Total			9,412,210		FY 2023-2024 Budget			9,413,312		
Collection to date as percentage of fiscal year total				19.32%	Collection to date as percentage of fiscal year budget					18.95%



City of Stephenville

**Fund: 01 - GENERAL FUND**

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b><u>REVENUE SUMMARY</u></b>										
TAXES	1,493,171.19	1,235,358.72	257,812.47	2,740,420.78	2,454,739.43	285,681.35	16	17,581,911.00	(14,841,490.22)	84
LICENSES AND PERMITS	61,748.88	42,406.54	19,342.34	164,427.28	60,732.60	103,694.68	36	461,238.00	(296,810.72)	64
FINES AND FORFEITURES	28,493.94	24,553.95	3,939.99	69,118.66	48,635.61	20,483.05	28	245,390.00	(176,271.34)	72
INTERGOVERNMENTAL	300.00	50,300.00	(50,000.00)	600.00	50,600.00	(50,000.00)	0	332,665.00	(332,065.00)	100
CHARGES FOR SERVICES	108,937.13	116,280.54	(7,343.41)	163,974.27	229,040.42	(65,066.15)	14	1,207,196.00	(1,043,221.73)	86
OTHER REVENUE	60,239.51	35,400.10	24,839.41	134,108.11	62,423.30	71,684.81	21	630,389.00	(496,280.89)	79
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	1,637,591.00	(1,637,591.00)	100
<b>TOTAL REVENUE</b>	<b>1,752,890.65</b>	<b>1,504,299.85</b>	<b>248,590.80</b>	<b>3,272,649.10</b>	<b>2,906,171.36</b>	<b>366,477.74</b>	<b>15</b>	<b>22,096,380.00</b>	<b>(18,823,730.90)</b>	<b>85</b>
<b><u>EXPENSE SUMMARY</u></b>										
CITY COUNCIL	31,338.81	37,020.99	5,682.18	77,483.51	91,448.51	13,965.00	17	463,841.00	(386,357.49)	83
CITY MANAGER	43,900.31	44,154.99	254.68	68,255.70	72,432.01	4,176.31	14	470,943.00	(402,687.30)	86
CITY SECRETARY	23,932.87	16,748.11	(7,184.76)	85,444.02	62,585.49	(22,858.53)	36	237,050.00	(151,605.98)	64
EMERGENCY MANAGEMENT	208.87	421.18	212.31	9,865.70	13,587.84	3,722.14	52	18,972.00	(9,106.30)	48
MUNICIPAL BUILDING	6,889.18	10,384.60	3,495.42	30,433.86	32,963.72	2,529.86	23	134,942.00	(104,508.14)	77
MUNICIPAL SERVICES CTR	9,031.13	17,298.18	8,267.05	20,225.97	37,528.88	17,302.91	10	209,308.00	(189,082.03)	90
HUMAN RESOURCES	16,597.21	29,905.26	13,308.05	26,517.47	61,151.67	34,634.20	8	343,858.00	(317,340.53)	92
DOWNTOWN	24,580.51	16,535.72	(8,044.79)	32,538.35	29,871.75	(2,666.60)	17	186,198.00	(153,659.65)	83
FINANCE	59,906.00	71,159.07	11,253.07	101,161.98	122,067.37	20,905.39	13	808,098.00	(706,936.02)	87
INFORMATION TECHNOLOGY	35,613.41	51,540.25	15,926.84	95,404.11	96,515.94	1,111.83	15	616,471.00	(521,066.89)	85
TAX	0.00	628.68	628.68	56,498.08	62,555.80	6,057.72	23	242,608.00	(186,109.92)	77
LEGAL COUNSEL	2,979.19	12,554.73	9,575.54	6,092.62	25,299.46	19,206.84	4	150,847.00	(144,754.38)	96
MUNICIPAL COURT	19,475.19	14,142.76	(5,332.43)	25,792.58	25,481.96	(310.62)	16	159,182.00	(133,389.42)	84
STREET MAINTENANCE	64,458.90	88,755.34	24,296.44	145,803.34	187,836.64	42,033.30	14	1,063,451.00	(917,647.66)	86
PARKS & LEISURE ADM	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	

**Budget Variance Report**  
**Fund: 01 - GENERAL FUND**

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
PARKS & RECREATION	176,409.62	199,832.75	23,423.13	372,069.18	392,146.05	20,076.87	15	2,459,251.00	(2,087,181.82)	85
PARK MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
LIBRARY	22,364.51	26,156.10	3,791.59	36,270.90	46,689.34	10,418.44	12	302,014.00	(265,743.10)	88
SENIOR CENTER	148,913.04	139,262.10	(9,650.94)	534,768.81	278,591.70	(256,177.11)	32	1,664,781.00	(1,130,012.19)	68
AQUATIC CENTER	1,592.03	6,513.21	4,921.18	10,792.51	27,389.90	16,597.39	3	381,056.00	(370,263.49)	97
FIRE DEPARTMENT	459,438.59	393,285.89	(66,152.70)	815,802.66	772,620.78	(43,181.88)	17	4,921,536.00	(4,105,733.34)	83
POLICE DEPARTMENT	528,171.77	698,465.46	170,293.69	1,008,371.17	1,328,810.22	320,439.05	12	8,542,311.00	(7,533,939.83)	88
DEVELOPMENT SERVICES	59,679.72	64,738.74	5,059.02	107,751.40	109,172.33	1,420.93	15	730,619.00	(622,867.60)	85
GIS	9,155.52	11,775.40	2,619.88	14,489.47	19,618.61	5,129.14	11	126,841.00	(112,351.53)	89
TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0	520,444.00	(520,444.00)	100
<b>TOTAL EXPENSE</b>	<b>1,744,636.38</b>	<b>1,951,279.51</b>	<b>206,643.13</b>	<b>3,681,833.39</b>	<b>3,896,365.97</b>	<b>214,532.58</b>	<b>15</b>	<b>24,754,622.00</b>	<b>21,072,788.61</b>	<b>85</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>8,254.27</b>	<b>(446,979.66)</b>	<b>455,233.93</b>	<b>(409,184.29)</b>	<b>(990,194.61)</b>	<b>581,010.32</b>		<b>(2,658,242.00)</b>	<b>(39,896,519.51)</b>	

Budget Variance Report

Fund: 02 - WATER AND WASTEWATER FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b>REVENUE SUMMARY</b>										
LICENSES AND PERMITS	0.00	0.00	0.00	476.10	0.00	476.10	48	1,000.00	(523.90)	52
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	1,092,956.44	1,047,851.03	45,105.41	2,101,441.27	2,147,387.22	(45,945.95)	17	12,346,024.00	(10,244,582.73)	83
OTHER REVENUE	74,203.86	33,537.33	40,666.53	135,208.35	60,783.60	74,424.75	30	458,000.00	(322,791.65)	70
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	108,443.00	(108,443.00)	100
<b>TOTAL REVENUE</b>	<b>1,167,160.30</b>	<b>1,081,388.36</b>	<b>85,771.94</b>	<b>2,237,125.72</b>	<b>2,208,170.82</b>	<b>28,954.90</b>	<b>17</b>	<b>12,913,467.00</b>	<b>(10,676,341.28)</b>	<b>83</b>
<b>EXPENSE SUMMARY</b>										
UTILITIES ADMINISTRATION	86,526.00	161,226.84	74,700.84	151,964.46	299,914.24	147,949.78	8	1,887,488.00	(1,735,523.54)	92
WATER PRODUCTION	257,600.86	112,882.22	(144,718.64)	344,175.80	388,402.92	44,227.12	27	1,291,819.00	(947,643.20)	73
WATER DISTRIBUTION	44,953.44	105,531.96	60,578.52	93,981.86	209,340.75	115,358.89	7	1,256,709.00	(1,162,727.14)	93
CUSTOMER SERVICE	33,924.84	48,600.59	14,675.75	112,507.37	94,499.97	(18,007.40)	20	568,741.00	(456,233.63)	80
WASTEWATER COLLECTION	603,562.76	602,277.33	(1,285.43)	1,358,172.95	1,204,509.17	(153,663.78)	19	7,222,051.00	(5,863,878.05)	81
WASTEWATER TREATMENT	92,509.25	220,043.13	127,533.88	425,209.50	451,191.26	25,981.76	15	2,744,935.00	(2,319,725.50)	85
BILLING & COLLECTION	52,191.52	59,552.14	7,360.62	114,927.81	116,171.57	1,243.76	16	714,088.00	(599,160.19)	84
NON-DEPARTMENTAL	63,057.58	74,108.22	11,050.64	135,966.56	155,885.83	19,919.27	3	5,118,236.00	(4,982,269.44)	97
<b>TOTAL EXPENSE</b>	<b>1,234,326.25</b>	<b>1,384,222.43</b>	<b>149,896.18</b>	<b>2,736,906.31</b>	<b>2,919,915.71</b>	<b>183,009.40</b>	<b>13</b>	<b>20,804,067.00</b>	<b>18,067,160.69</b>	<b>87</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>(67,165.95)</b>	<b>(302,834.07)</b>	<b>235,668.12</b>	<b>(499,780.59)</b>	<b>(711,744.89)</b>	<b>211,964.30</b>		<b>(7,890,600.00)</b>	<b>(28,743,501.97)</b>	

Budget Variance Report

Fund: 03 - SANITARY LANDFILL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b><u>REVENUE SUMMARY</u></b>										
CHARGES FOR SERVICES	138,901.58	105,474.04	33,427.54	298,869.70	214,162.74	84,706.96	21	1,449,375.00	(1,150,505.30)	79
OTHER REVENUE	11,980.23	5,083.71	6,896.52	24,585.47	9,638.39	14,947.08	30	80,850.00	(56,264.53)	70
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
<b>TOTAL REVENUE</b>	<b>150,881.81</b>	<b>110,557.75</b>	<b>40,324.06</b>	<b>323,455.17</b>	<b>223,801.13</b>	<b>99,654.04</b>	<b>21</b>	<b>1,530,225.00</b>	<b>(1,206,769.83)</b>	<b>79</b>
<b><u>EXPENSE SUMMARY</u></b>										
LANDFILL	266,700.84	287,041.31	20,340.47	355,620.71	395,832.60	40,211.89	26	1,375,593.00	(1,019,972.29)	74
<b>TOTAL EXPENSE</b>	<b>266,700.84</b>	<b>287,041.31</b>	<b>20,340.47</b>	<b>355,620.71</b>	<b>395,832.60</b>	<b>40,211.89</b>	<b>26</b>	<b>1,375,593.00</b>	<b>1,019,972.29</b>	<b>74</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>(115,819.03)</b>	<b>(176,483.56)</b>	<b>60,664.53</b>	<b>(32,165.54)</b>	<b>(172,031.47)</b>	<b>139,865.93</b>		<b>154,632.00</b>	<b>(2,226,742.12)</b>	

Budget Variance Report  
Fund: 04 - AIRPORT FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b>REVENUE SUMMARY</b>										
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0	100,000.00	(100,000.00)	100
CHARGES FOR SERVICES	6,539.20	21,060.83	(14,521.63)	67,494.25	37,311.77	30,182.48	52	130,350.00	(62,855.75)	48
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0	686,026.00	(686,026.00)	100
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	79,134.00	(79,134.00)	100
<b>TOTAL REVENUE</b>	<b>6,539.20</b>	<b>21,060.83</b>	<b>(14,521.63)</b>	<b>67,494.25</b>	<b>37,311.77</b>	<b>30,182.48</b>	<b>7</b>	<b>995,510.00</b>	<b>(928,015.75)</b>	<b>93</b>
<b>EXPENSE SUMMARY</b>										
AIRPORT	10,439.91	93,987.77	83,547.86	31,129.34	194,250.01	163,120.67	3	1,136,377.00	(1,105,247.66)	97
<b>TOTAL EXPENSE</b>	<b>10,439.91</b>	<b>93,987.77</b>	<b>83,547.86</b>	<b>31,129.34</b>	<b>194,250.01</b>	<b>163,120.67</b>	<b>3</b>	<b>1,136,377.00</b>	<b>1,105,247.66</b>	<b>97</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>(3,900.71)</b>	<b>(72,926.94)</b>	<b>69,026.23</b>	<b>36,364.91</b>	<b>(156,938.24)</b>	<b>193,303.15</b>		<b>(140,867.00)</b>	<b>(2,033,263.41)</b>	

Budget Variance Report

Fund: 05 - STORM WATER DRAINAGE FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b>REVENUE SUMMARY</b>										
LICENSES AND PERMITS	0.00	0.00	0.00	10,114.31	0.00	10,114.31	51	20,000.00	(9,885.69)	49
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	121,471.60	170,005.99	(48,534.39)	205,461.47	340,167.55	(134,706.08)	10	2,046,850.00	(1,841,388.53)	90
OTHER REVENUE	4,991.34	1,166.55	3,824.79	9,978.49	1,757.78	8,220.71	50	20,000.00	(10,021.51)	50
<b>TOTAL REVENUE</b>	<b>126,462.94</b>	<b>171,172.54</b>	<b>(44,709.60)</b>	<b>225,554.27</b>	<b>341,925.33</b>	<b>(116,371.06)</b>	<b>11</b>	<b>2,086,850.00</b>	<b>(1,861,295.73)</b>	<b>89</b>
<b>EXPENSE SUMMARY</b>										
STORM WATER DRAINAGE	0.00	56,831.50	56,831.50	19,750.00	113,663.00	93,913.00	1	1,504,696.00	(1,484,946.00)	99
<b>TOTAL EXPENSE</b>	<b>0.00</b>	<b>56,831.50</b>	<b>56,831.50</b>	<b>19,750.00</b>	<b>113,663.00</b>	<b>93,913.00</b>	<b>1</b>	<b>1,504,696.00</b>	<b>1,484,946.00</b>	<b>99</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>126,462.94</b>	<b>114,341.04</b>	<b>12,121.90</b>	<b>205,804.27</b>	<b>228,262.33</b>	<b>(22,458.06)</b>		<b>582,154.00</b>	<b>(3,346,241.73)</b>	



Budget Variance Report

Fund: 07 - HOTEL OCCUPANCY TAX FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b>REVENUE SUMMARY</b>										
TAXES	56,333.29	60,096.94	(3,763.65)	60,358.96	60,096.94	262.02	7	925,704.00	(865,345.04)	93
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	0.00	3,750.00	(3,750.00)	0.00	7,500.00	(7,500.00)	0	69,754.00	(69,754.00)	100
OTHER REVENUE	7,218.95	2,190.61	5,028.34	15,097.98	4,038.96	11,059.02	38	40,000.00	(24,902.02)	62
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
<b>TOTAL REVENUE</b>	<b>63,552.24</b>	<b>66,037.55</b>	<b>(2,485.31)</b>	<b>75,456.94</b>	<b>71,635.90</b>	<b>3,821.04</b>	<b>7</b>	<b>1,035,458.00</b>	<b>(960,001.06)</b>	<b>93</b>
<b>EXPENSE SUMMARY</b>										
TOURISM	24,188.15	55,447.76	31,259.61	86,810.12	116,135.40	29,325.28	9	948,677.00	(861,866.88)	91
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
<b>TOTAL EXPENSE</b>	<b>24,188.15</b>	<b>55,447.76</b>	<b>31,259.61</b>	<b>86,810.12</b>	<b>116,135.40</b>	<b>29,325.28</b>	<b>9</b>	<b>948,677.00</b>	<b>861,866.88</b>	<b>91</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>39,364.09</b>	<b>10,589.79</b>	<b>28,774.30</b>	<b>(11,353.18)</b>	<b>(44,499.50)</b>	<b>33,146.32</b>		<b>86,781.00</b>	<b>(1,821,867.94)</b>	

Budget Variance Report

Fund: 08 - DEBT SERVICE FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b><u>REVENUE SUMMARY</u></b>										
TAXES	23,198.73	13,176.27	10,022.46	40,207.96	27,639.51	12,568.45	15	276,608.00	(236,400.04)	85
OTHER REVENUE	760.60	123.94	636.66	1,459.06	218.40	1,240.66	73	2,000.00	(540.94)	27
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	823,850.00	(823,850.00)	100
<b>TOTAL REVENUE</b>	<b>23,959.33</b>	<b>13,300.21</b>	<b>10,659.12</b>	<b>41,667.02</b>	<b>27,857.91</b>	<b>13,809.11</b>	<b>4</b>	<b>1,102,458.00</b>	<b>(1,060,790.98)</b>	<b>96</b>
<b><u>EXPENSE SUMMARY</u></b>										
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0	1,099,225.00	(1,099,225.00)	100
<b>TOTAL EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>1,099,225.00</b>	<b>1,099,225.00</b>	<b>100</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>23,959.33</b>	<b>13,300.21</b>	<b>10,659.12</b>	<b>41,667.02</b>	<b>27,857.91</b>	<b>13,809.11</b>		<b>3,233.00</b>	<b>(2,160,015.98)</b>	

Budget Variance Report

Fund: 10 - CAPITAL PROJECTS FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b>REVENUE SUMMARY</b>										
LICENSES AND PERMITS	0.00	2,902.72	(2,902.72)	0.00	2,902.72	(2,902.72)	0	4,000.00	(4,000.00)	100
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	0.00	1,475.67	(1,475.67)	0.00	1,475.67	(1,475.67)	0	12,500.00	(12,500.00)	100
OTHER REVENUE	25,766.16	9,510.00	16,256.16	56,138.33	17,825.93	38,312.40	47	120,000.00	(63,861.67)	53
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	342,946.00	(342,946.00)	100
<b>TOTAL REVENUE</b>	<b>25,766.16</b>	<b>13,888.39</b>	<b>11,877.77</b>	<b>56,138.33</b>	<b>22,204.32</b>	<b>33,934.01</b>	<b>12</b>	<b>479,446.00</b>	<b>(423,307.67)</b>	<b>88</b>
<b>EXPENSE SUMMARY</b>										
STREET MAINTENANCE	24,462.60	202,130.03	177,667.43	24,647.60	404,260.06	379,612.46	1	2,426,531.00	(2,401,883.40)	99
PARKS & RECREATION	0.00	84,030.20	84,030.20	4,500.00	168,060.40	163,560.40	0	1,008,766.00	(1,004,266.00)	100
FIRE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
<b>TOTAL EXPENSE</b>	<b>24,462.60</b>	<b>286,160.23</b>	<b>261,697.63</b>	<b>29,147.60</b>	<b>572,320.46</b>	<b>543,172.86</b>	<b>1</b>	<b>3,435,297.00</b>	<b>3,406,149.40</b>	<b>99</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>1,303.56</b>	<b>(272,271.84)</b>	<b>273,575.40</b>	<b>26,990.73</b>	<b>(550,116.14)</b>	<b>577,106.87</b>		<b>(2,955,851.00)</b>	<b>(3,829,457.07)</b>	

Budget Variance Report

Fund: 11 - CHILD SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b><u>REVENUE SUMMARY</u></b>										
FINES AND FORFEITURES	646.42	158.05	488.37	1,218.98	734.35	484.63	39	3,125.00	(1,906.02)	61
OTHER REVENUE	56.62	11.73	44.89	114.82	21.03	93.79	57	200.00	(85.18)	43
<b>TOTAL REVENUE</b>	<b>703.04</b>	<b>169.78</b>	<b>533.26</b>	<b>1,333.80</b>	<b>755.38</b>	<b>578.42</b>	<b>40</b>	<b>3,325.00</b>	<b>(1,991.20)</b>	<b>60</b>
<b><u>EXPENSE SUMMARY</u></b>										
CHILD SAFETY	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
<b>TOTAL EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>703.04</b>	<b>169.78</b>	<b>533.26</b>	<b>1,333.80</b>	<b>755.38</b>	<b>578.42</b>		<b>3,325.00</b>	<b>(1,991.20)</b>	

Budget Variance Report

Fund: 12 - COURT TECHNOLOGY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b>REVENUE SUMMARY</b>										
FINES AND FORFEITURES	1,462.24	1,151.44	310.80	3,275.86	2,314.09	961.77	23	14,240.00	(10,964.14)	77
OTHER REVENUE	189.80	63.01	126.79	386.52	112.42	274.10	32	1,200.00	(813.48)	68
<b>TOTAL REVENUE</b>	<b>1,652.04</b>	<b>1,214.45</b>	<b>437.59</b>	<b>3,662.38</b>	<b>2,426.51</b>	<b>1,235.87</b>	<b>24</b>	<b>15,440.00</b>	<b>(11,777.62)</b>	<b>76</b>
<b>EXPENSE SUMMARY</b>										
COURT TECHNOLOGY	0.00	360.93	360.93	0.00	721.86	721.86	0	4,333.00	(4,333.00)	100
<b>TOTAL EXPENSE</b>	<b>0.00</b>	<b>360.93</b>	<b>360.93</b>	<b>0.00</b>	<b>721.86</b>	<b>721.86</b>	<b>0</b>	<b>4,333.00</b>	<b>4,333.00</b>	<b>100</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>1,652.04</b>	<b>853.52</b>	<b>798.52</b>	<b>3,662.38</b>	<b>1,704.65</b>	<b>1,957.73</b>		<b>11,107.00</b>	<b>(16,110.62)</b>	

Budget Variance Report

Fund: 13 - PUBLIC SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b><u>REVENUE SUMMARY</u></b>										
FINES AND FORFEITURES	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0	3,200.00	(3,200.00)	100
OTHER REVENUE	535.32	103.54	431.78	1,106.74	190.24	916.50	79	1,400.00	(293.26)	21
<b>TOTAL REVENUE</b>	<b>535.32</b>	<b>103.54</b>	<b>431.78</b>	<b>1,106.74</b>	<b>190.24</b>	<b>916.50</b>	<b>24</b>	<b>4,600.00</b>	<b>(3,493.26)</b>	<b>76</b>
<b><u>EXPENSE SUMMARY</u></b>										
PUBLIC SAFETY	2,479.32	1,434.84	(1,044.48)	2,883.32	2,869.68	(13.64)	17	17,225.00	(14,341.68)	83
<b>TOTAL EXPENSE</b>	<b>2,479.32</b>	<b>1,434.84</b>	<b>(1,044.48)</b>	<b>2,883.32</b>	<b>2,869.68</b>	<b>(13.64)</b>	<b>17</b>	<b>17,225.00</b>	<b>14,341.68</b>	<b>83</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>(1,944.00)</b>	<b>(1,331.30)</b>	<b>(612.70)</b>	<b>(1,776.58)</b>	<b>(2,679.44)</b>	<b>902.86</b>		<b>(12,625.00)</b>	<b>(17,834.94)</b>	

Budget Variance Report

Fund: 20 - TAX INCREMENT FINANCING FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b><u>REVENUE SUMMARY</u></b>										
TAXES	43,385.51	43,292.65	92.86	85,111.07	86,658.90	(1,547.83)	10	826,872.00	(741,760.93)	90
OTHER REVENUE	291.68	706.17	(414.49)	603.34	1,014.90	(411.56)	5	12,000.00	(11,396.66)	95
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
<b>TOTAL REVENUE</b>	<b>43,677.19</b>	<b>43,998.82</b>	<b>(321.63)</b>	<b>85,714.41</b>	<b>87,673.80</b>	<b>(1,959.39)</b>	<b>10</b>	<b>838,872.00</b>	<b>(753,157.59)</b>	<b>90</b>
<b><u>EXPENSE SUMMARY</u></b>										
TAX INCREMENT FINANCING	0.00	0.00	0.00	0.00	0.00	0.00	0	823,850.00	(823,850.00)	100
<b>TOTAL EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>823,850.00</b>	<b>823,850.00</b>	<b>100</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>43,677.19</b>	<b>43,998.82</b>	<b>(321.63)</b>	<b>85,714.41</b>	<b>87,673.80</b>	<b>(1,959.39)</b>		<b>15,022.00</b>	<b>(1,577,007.59)</b>	

Budget Variance Report

Fund: 79 - SEDA

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<b><u>REVENUE SUMMARY</u></b>										
TAXES	75,548.00	71,672.74	3,875.26	141,573.86	139,382.38	2,191.48	19	738,190.00	(596,616.14)	81
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
OTHER REVENUE	2,561.02	1,953.46	607.56	5,842.08	3,637.28	2,204.80	21	28,000.00	(22,157.92)	79
<b>TOTAL REVENUE</b>	<b>78,109.02</b>	<b>73,626.20</b>	<b>4,482.82</b>	<b>147,415.94</b>	<b>143,019.66</b>	<b>4,396.28</b>	<b>19</b>	<b>766,190.00</b>	<b>(618,774.06)</b>	<b>81</b>
<b><u>EXPENSE SUMMARY</u></b>										
SEDA	98,548.00	95,478.15	(3,069.85)	181,747.26	187,338.85	5,591.59	15	1,175,000.00	(993,252.74)	85
<b>TOTAL EXPENSE</b>	<b>98,548.00</b>	<b>95,478.15</b>	<b>(3,069.85)</b>	<b>181,747.26</b>	<b>187,338.85</b>	<b>5,591.59</b>	<b>15</b>	<b>1,175,000.00</b>	<b>993,252.74</b>	<b>85</b>
<b>REVENUE OVER/(UNDER) EXPENDITURE</b>	<b>(20,438.98)</b>	<b>(21,851.95)</b>	<b>1,412.97</b>	<b>(34,331.32)</b>	<b>(44,319.19)</b>	<b>9,987.87</b>		<b>(408,810.00)</b>	<b>(1,612,026.80)</b>	





City of Stephenville

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## Prior-Year Comparative Income Statement

### Group Summary

For the Period Ending 11/30/2024

Categor...	2023-2024 Nov. Activity	2024-2025 Nov. Activity	Nov. Variance Favorable / (Unfavorable)	Variance %	2023-2024 YTD Activity	2024-2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
<b>Fund: 01 - GENERAL FUND</b>								
<b>Revenue</b>								
40 - TAXES	1,269,722.78	1,493,171.19	223,448.41	17.60%	2,481,390.39	2,740,420.78	259,030.39	10.44%
41 - LICENSES AND PERMITS	21,815.26	61,748.88	39,933.62	183.05%	62,526.70	164,427.28	101,900.58	162.97%
42 - FINES AND FORFEITURES	29,738.02	28,493.94	-1,244.08	-4.18%	67,911.40	69,118.66	1,207.26	1.78%
43 - INTERGOVERNMENTAL	61,756.81	300.00	-61,456.81	-99.51%	62,056.81	600.00	-61,456.81	-99.03%
44 - CHARGES FOR SERVICES	29,433.35	108,937.13	79,503.78	270.11%	78,567.73	163,974.27	85,406.54	108.70%
45 - OTHER REVENUE	205,266.18	60,239.51	-145,026.67	-70.65%	248,619.73	134,108.11	-114,511.62	-46.06%
<b>Revenue Total:</b>	<b>1,617,732.40</b>	<b>1,752,890.65</b>	<b>135,158.25</b>	<b>8.35%</b>	<b>3,001,072.76</b>	<b>3,272,649.10</b>	<b>271,576.34</b>	<b>9.05%</b>
<b>Expense</b>								
<b>Department: 101 - CITY COUNCIL</b>								
51 - PERSONNEL	1,937.70	2,153.00	-215.30	-11.11%	3,622.40	3,723.41	-101.01	-2.79%
52 - CONTRACTUAL	13,161.36	28,999.97	-15,838.61	-120.34%	28,831.31	72,800.84	-43,969.53	-152.51%
53 - GENERAL SERVICES	63.43	185.84	-122.41	-192.98%	578.21	959.26	-381.05	-65.90%
55 - CAPITAL OUTLAY	12,588.00	0.00	12,588.00	100.00%	25,887.18	0.00	25,887.18	100.00%
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	565.80	0.00	565.80	100.00%
<b>Department 101 - CITY COUNCIL Total:</b>	<b>27,750.49</b>	<b>31,338.81</b>	<b>-3,588.32</b>	<b>-12.93%</b>	<b>59,484.90</b>	<b>77,483.51</b>	<b>-17,998.61</b>	<b>-30.26%</b>
<b>Department: 102 - CITY MANAGER</b>								
51 - PERSONNEL	33,551.97	41,755.21	-8,203.24	-24.45%	56,382.19	63,534.18	-7,151.99	-12.68%
52 - CONTRACTUAL	1,682.32	2,131.13	-448.81	-26.68%	2,817.11	4,619.32	-1,802.21	-63.97%
53 - GENERAL SERVICES	210.62	13.97	196.65	93.37%	210.62	102.20	108.42	51.48%
<b>Department 102 - CITY MANAGER Total:</b>	<b>35,444.91</b>	<b>43,900.31</b>	<b>-8,455.40</b>	<b>-23.86%</b>	<b>59,409.92</b>	<b>68,255.70</b>	<b>-8,845.78</b>	<b>-14.89%</b>
<b>Department: 103 - CITY SECRETARY</b>								
51 - PERSONNEL	10,334.70	16,724.68	-6,389.98	-61.83%	15,626.52	24,507.84	-8,881.32	-56.83%
52 - CONTRACTUAL	2,660.57	2,243.94	416.63	15.66%	8,536.37	8,803.00	-266.63	-3.12%
53 - GENERAL SERVICES	798.84	0.00	798.84	100.00%	807.49	52.98	754.51	93.44%
54 - MACHINE & EQUIPMENT MAINTENANCE	0.00	4,964.25	-4,964.25	0.00%	29,941.30	52,080.20	-22,138.90	-73.94%
<b>Department 103 - CITY SECRETARY Total:</b>	<b>13,794.11</b>	<b>23,932.87</b>	<b>-10,138.76</b>	<b>-73.50%</b>	<b>54,911.68</b>	<b>85,444.02</b>	<b>-30,532.34</b>	<b>-55.60%</b>
<b>Department: 104 - EMERGENCY MANAGEMENT</b>								
52 - CONTRACTUAL	434.99	208.87	226.12	51.98%	12,814.48	9,865.70	2,948.78	23.01%
<b>Department 104 - EMERGENCY MANAGEMENT Total:</b>	<b>434.99</b>	<b>208.87</b>	<b>226.12</b>	<b>51.98%</b>	<b>12,814.48</b>	<b>9,865.70</b>	<b>2,948.78</b>	<b>23.01%</b>
<b>Department: 105 - MUNICIPAL BUILDING</b>								
51 - PERSONNEL	2,239.93	3,050.09	-810.16	-36.17%	4,296.42	4,962.72	-666.30	-15.51%
52 - CONTRACTUAL	2,544.70	2,591.40	-46.70	-1.84%	8,759.71	8,492.18	267.53	3.05%

Prior-Year Comparative Income Statement

For the Period Ending 11/

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
53 - GENERAL SERVICES	1,565.61	1,187.71	377.90	24.14%	1,894.12	1,501.11	393.01	20.75%
54 - MACHINE & EQUIPMENT MAI	2,255.47	59.98	2,195.49	97.34%	12,727.03	15,477.85	-2,750.82	-21.61%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	5,826.73	0.00	5,826.73	100.00%
<b>Department 105 - MUNICIPAL BUILDING Total:</b>	<b>8,605.71</b>	<b>6,889.18</b>	<b>1,716.53</b>	<b>19.95%</b>	<b>33,504.01</b>	<b>30,433.86</b>	<b>3,070.15</b>	<b>9.16%</b>
<b>Department: 106 - MUNICIPAL SERVICES CTR</b>								
51 - PERSONNEL	5,136.01	5,636.30	-500.29	-9.74%	9,163.32	9,247.55	-84.23	-0.92%
52 - CONTRACTUAL	1,527.35	2,349.79	-822.44	-53.85%	7,425.17	9,812.53	-2,387.36	-32.15%
53 - GENERAL SERVICES	-1,572.94	141.58	-1,714.52	-109.00%	3,631.36	262.43	3,368.93	92.77%
54 - MACHINE & EQUIPMENT MAI	332.17	903.46	-571.29	-171.99%	12,908.78	903.46	12,005.32	93.00%
<b>Department 106 - MUNICIPAL SERVICES CTR Total:</b>	<b>5,422.59</b>	<b>9,031.13</b>	<b>-3,608.54</b>	<b>-66.55%</b>	<b>33,128.63</b>	<b>20,225.97</b>	<b>12,902.66</b>	<b>38.95%</b>
<b>Department: 107 - HUMAN RESOURCES</b>								
51 - PERSONNEL	7,287.92	9,937.31	-2,649.39	-36.35%	12,136.59	14,455.28	-2,318.69	-19.10%
52 - CONTRACTUAL	9,577.62	6,646.38	2,931.24	30.61%	13,688.87	11,900.53	1,788.34	13.06%
53 - GENERAL SERVICES	6.72	13.52	-6.80	-101.19%	88.96	161.66	-72.70	-81.72%
<b>Department 107 - HUMAN RESOURCES Total:</b>	<b>16,872.26</b>	<b>16,597.21</b>	<b>275.05</b>	<b>1.63%</b>	<b>25,914.42</b>	<b>26,517.47</b>	<b>-603.05</b>	<b>-2.33%</b>
<b>Department: 108 - DOWNTOWN</b>								
51 - PERSONNEL	5,099.28	6,104.46	-1,005.18	-19.71%	9,046.72	9,628.22	-581.50	-6.43%
52 - CONTRACTUAL	20,588.57	18,076.05	2,512.52	12.20%	21,716.40	21,298.03	418.37	1.93%
53 - GENERAL SERVICES	22.16	400.00	-377.84	-1,705.05%	1,102.16	1,612.10	-509.94	-46.27%
<b>Department 108 - DOWNTOWN Total:</b>	<b>25,710.01</b>	<b>24,580.51</b>	<b>1,129.50</b>	<b>4.39%</b>	<b>31,865.28</b>	<b>32,538.35</b>	<b>-673.07</b>	<b>-2.11%</b>
<b>Department: 201 - FINANCE</b>								
51 - PERSONNEL	44,013.23	50,555.58	-6,542.35	-14.86%	73,970.62	77,393.57	-3,422.95	-4.63%
52 - CONTRACTUAL	3,464.28	8,988.33	-5,524.05	-159.46%	4,286.46	14,148.95	-9,862.49	-230.08%
53 - GENERAL SERVICES	0.00	262.09	-262.09	0.00%	43.03	558.46	-515.43	-1,197.84%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	31,391.50	8,961.00	22,430.50	71.45%
56 - BANK CHARGES	100.00	100.00	0.00	0.00%	100.00	100.00	0.00	0.00%
<b>Department 201 - FINANCE Total:</b>	<b>47,577.51</b>	<b>59,906.00</b>	<b>-12,328.49</b>	<b>-25.91%</b>	<b>109,791.61</b>	<b>101,161.98</b>	<b>8,629.63</b>	<b>7.86%</b>
<b>Department: 203 - INFORMATION TECHNOLOGY</b>								
51 - PERSONNEL	15,248.01	18,711.64	-3,463.63	-22.72%	26,680.50	29,545.50	-2,865.00	-10.74%
52 - CONTRACTUAL	97.99	97.99	0.00	0.00%	882.56	2,223.79	-1,341.23	-151.97%
53 - GENERAL SERVICES	7,496.12	622.77	6,873.35	91.69%	18,899.57	638.77	18,260.80	96.62%
54 - MACHINE & EQUIPMENT MAI	4,996.32	16,181.01	-11,184.69	-223.86%	50,122.73	62,996.05	-12,873.32	-25.68%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
<b>Department 203 - INFORMATION TECHNOLOGY Total:</b>	<b>27,838.44</b>	<b>35,613.41</b>	<b>-7,774.97</b>	<b>-27.93%</b>	<b>96,585.36</b>	<b>95,404.11</b>	<b>1,181.25</b>	<b>1.22%</b>
<b>Department: 204 - TAX</b>								
52 - CONTRACTUAL	481.60	0.00	481.60	100.00%	48,035.44	56,498.08	-8,462.64	-17.62%
<b>Department 204 - TAX Total:</b>	<b>481.60</b>	<b>0.00</b>	<b>481.60</b>	<b>100.00%</b>	<b>48,035.44</b>	<b>56,498.08</b>	<b>-8,462.64</b>	<b>-17.62%</b>
<b>Department: 301 - LEGAL COUNSEL</b>								
51 - PERSONNEL	10,323.75	2,979.19	7,344.56	71.14%	18,837.10	5,884.00	12,953.10	68.76%
52 - CONTRACTUAL	0.00	0.00	0.00	0.00%	132.39	208.62	-76.23	-57.58%

Prior-Year Comparative Income Statement

For the Period Ending 11/

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Department 301 - LEGAL COUNSEL Total:</b>	<b>10,323.75</b>	<b>2,979.19</b>	<b>7,344.56</b>	<b>71.14%</b>	<b>18,969.49</b>	<b>6,092.62</b>	<b>12,876.87</b>	<b>67.88%</b>
<b>Department: 302 - MUNICIPAL COURT</b>								
51 - PERSONNEL	8,842.60	13,678.02	-4,835.42	-54.68%	15,659.68	17,231.18	-1,571.50	-10.04%
52 - CONTRACTUAL	4,873.62	3,853.23	1,020.39	20.94%	7,907.23	5,534.17	2,373.06	30.01%
53 - GENERAL SERVICES	1,033.88	1,943.94	-910.06	-88.02%	2,207.07	3,027.23	-820.16	-37.16%
<b>Department 302 - MUNICIPAL COURT Total:</b>	<b>14,750.10</b>	<b>19,475.19</b>	<b>-4,725.09</b>	<b>-32.03%</b>	<b>25,773.98</b>	<b>25,792.58</b>	<b>-18.60</b>	<b>-0.07%</b>
<b>Department: 402 - STREET MAINTENANCE</b>								
51 - PERSONNEL	31,497.73	40,003.76	-8,506.03	-27.01%	63,190.01	74,086.09	-10,896.08	-17.24%
52 - CONTRACTUAL	16,517.19	21,254.99	-4,737.80	-28.68%	29,270.32	38,172.39	-8,902.07	-30.41%
53 - GENERAL SERVICES	5,742.27	2,235.47	3,506.80	61.07%	6,908.84	14,193.25	-7,284.41	-105.44%
54 - MACHINE & EQUIPMENT MAI	3,051.07	964.68	2,086.39	68.38%	16,192.81	19,351.61	-3,158.80	-19.51%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	114,985.00	0.00	114,985.00	100.00%
<b>Department 402 - STREET MAINTENANCE Total:</b>	<b>56,808.26</b>	<b>64,458.90</b>	<b>-7,650.64</b>	<b>-13.47%</b>	<b>230,546.98</b>	<b>145,803.34</b>	<b>84,743.64</b>	<b>36.76%</b>
<b>Department: 501 - PARKS &amp; RECREATION</b>								
51 - PERSONNEL	79,301.35	86,214.40	-6,913.05	-8.72%	156,454.53	153,217.89	3,236.64	2.07%
52 - CONTRACTUAL	12,263.10	12,709.02	-445.92	-3.64%	46,626.04	80,540.22	-33,914.18	-72.74%
53 - GENERAL SERVICES	10,018.44	11,338.78	-1,320.34	-13.18%	19,780.07	32,603.02	-12,822.95	-64.83%
54 - MACHINE & EQUIPMENT MAI	12,280.11	11,375.65	904.46	7.37%	19,756.92	27,158.58	-7,401.66	-37.46%
55 - CAPITAL OUTLAY	43,208.00	54,771.77	-11,563.77	-26.76%	176,846.04	78,549.47	98,296.57	55.58%
<b>Department 501 - PARKS &amp; RECREATION Total:</b>	<b>157,071.00</b>	<b>176,409.62</b>	<b>-19,338.62</b>	<b>-12.31%</b>	<b>419,463.60</b>	<b>372,069.18</b>	<b>47,394.42</b>	<b>11.30%</b>
<b>Department: 504 - LIBRARY</b>								
51 - PERSONNEL	17,815.39	20,473.76	-2,658.37	-14.92%	30,270.36	31,714.57	-1,444.21	-4.77%
52 - CONTRACTUAL	1,131.04	545.24	585.80	51.79%	4,305.65	3,182.28	1,123.37	26.09%
53 - GENERAL SERVICES	1,305.94	1,345.51	-39.57	-3.03%	5,003.25	1,374.05	3,629.20	72.54%
54 - MACHINE & EQUIPMENT MAI	326.40	0.00	326.40	100.00%	326.40	0.00	326.40	100.00%
<b>Department 504 - LIBRARY Total:</b>	<b>20,578.77</b>	<b>22,364.51</b>	<b>-1,785.74</b>	<b>-8.68%</b>	<b>39,905.66</b>	<b>36,270.90</b>	<b>3,634.76</b>	<b>9.11%</b>
<b>Department: 506 - SENIOR CENTER</b>								
51 - PERSONNEL	7,255.14	7,308.53	-53.39	-0.74%	13,396.84	12,316.06	1,080.78	8.07%
52 - CONTRACTUAL	3,332.80	3,165.76	167.04	5.01%	8,171.76	8,374.66	-202.90	-2.48%
53 - GENERAL SERVICES	2,453.68	2,810.53	-356.85	-14.54%	3,574.35	3,933.87	-359.52	-10.06%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	250.47	0.00	250.47	100.00%
55 - CAPITAL OUTLAY	67,200.00	135,628.22	-68,428.22	-101.83%	67,200.00	510,144.22	-442,944.22	-659.14%
<b>Department 506 - SENIOR CENTER Total:</b>	<b>80,241.62</b>	<b>148,913.04</b>	<b>-68,671.42</b>	<b>-85.58%</b>	<b>92,593.42</b>	<b>534,768.81</b>	<b>-442,175.39</b>	<b>-477.55%</b>
<b>Department: 507 - AQUATIC CENTER</b>								
51 - PERSONNEL	0.00	0.00	0.00	0.00%	1,794.00	2,545.00	-751.00	-41.86%
52 - CONTRACTUAL	1,925.26	1,582.03	343.23	17.83%	9,206.61	7,587.91	1,618.70	17.58%
53 - GENERAL SERVICES	511.55	10.00	501.55	98.05%	1,447.51	659.60	787.91	54.43%
54 - MACHINE & EQUIPMENT MAI	3,688.75	0.00	3,688.75	100.00%	10,312.04	0.00	10,312.04	100.00%
<b>Department 507 - AQUATIC CENTER Total:</b>	<b>6,125.56</b>	<b>1,592.03</b>	<b>4,533.53</b>	<b>74.01%</b>	<b>22,760.16</b>	<b>10,792.51</b>	<b>11,967.65</b>	<b>52.58%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Department: 601 - FIRE DEPARTMENT</b>								
51 - PERSONNEL	276,393.37	325,326.53	-48,933.16	-17.70%	562,840.89	578,186.95	-15,346.06	-2.73%
52 - CONTRACTUAL	8,013.59	18,737.13	-10,723.54	-133.82%	47,666.08	76,345.37	-28,679.29	-60.17%
53 - GENERAL SERVICES	38,206.53	36,070.04	2,136.49	5.59%	62,124.36	56,880.26	5,244.10	8.44%
54 - MACHINE & EQUIPMENT MAI	28,711.52	43,054.09	-14,342.57	-49.95%	39,859.90	68,139.28	-28,279.38	-70.95%
55 - CAPITAL OUTLAY	106,816.84	36,250.80	70,566.04	66.06%	106,816.84	36,250.80	70,566.04	66.06%
<b>Department 601 - FIRE DEPARTMENT Total:</b>	<b>458,141.85</b>	<b>459,438.59</b>	<b>-1,296.74</b>	<b>-0.28%</b>	<b>819,308.07</b>	<b>815,802.66</b>	<b>3,505.41</b>	<b>0.43%</b>
<b>Department: 701 - POLICE DEPARTMENT</b>								
51 - PERSONNEL	388,610.75	430,635.49	-42,024.74	-10.81%	735,884.12	741,756.34	-5,872.22	-0.80%
52 - CONTRACTUAL	20,044.22	23,280.07	-3,235.85	-16.14%	121,922.24	159,228.35	-37,306.11	-30.60%
53 - GENERAL SERVICES	17,490.01	13,911.24	3,578.77	20.46%	29,911.23	18,086.70	11,824.53	39.53%
54 - MACHINE & EQUIPMENT MAI	24,881.70	60,344.97	-35,463.27	-142.53%	39,191.56	89,299.78	-50,108.22	-127.85%
55 - CAPITAL OUTLAY	115,722.25	0.00	115,722.25	100.00%	115,722.25	0.00	115,722.25	100.00%
<b>Department 701 - POLICE DEPARTMENT Total:</b>	<b>566,748.93</b>	<b>528,171.77</b>	<b>38,577.16</b>	<b>6.81%</b>	<b>1,042,631.40</b>	<b>1,008,371.17</b>	<b>34,260.23</b>	<b>3.29%</b>
<b>Department: 801 - DEVELOPMENT SERVICES</b>								
51 - PERSONNEL	44,847.11	47,182.36	-2,335.25	-5.21%	75,974.99	72,684.39	3,290.60	4.33%
52 - CONTRACTUAL	39,572.69	7,862.00	31,710.69	80.13%	46,283.15	14,364.34	31,918.81	68.96%
53 - GENERAL SERVICES	1,366.83	4,540.36	-3,173.53	-232.18%	2,376.15	5,760.42	-3,384.27	-142.43%
54 - MACHINE & EQUIPMENT MAI	0.00	95.00	-95.00	0.00%	88.00	14,942.25	-14,854.25	-16,879.83%
<b>Department 801 - DEVELOPMENT SERVICES Total:</b>	<b>85,786.63</b>	<b>59,679.72</b>	<b>26,106.91</b>	<b>30.43%</b>	<b>124,722.29</b>	<b>107,751.40</b>	<b>16,970.89</b>	<b>13.61%</b>
<b>Department: 804 - GIS</b>								
51 - PERSONNEL	7,940.73	9,155.52	-1,214.79	-15.30%	12,678.02	13,482.49	-804.47	-6.35%
52 - CONTRACTUAL	0.00	0.00	0.00	0.00%	132.39	816.90	-684.51	-517.04%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	0.00	190.08	-190.08	0.00%
54 - MACHINE & EQUIPMENT MAI	208.98	0.00	208.98	100.00%	208.98	0.00	208.98	100.00%
<b>Department 804 - GIS Total:</b>	<b>8,149.71</b>	<b>9,155.52</b>	<b>-1,005.81</b>	<b>-12.34%</b>	<b>13,019.39</b>	<b>14,489.47</b>	<b>-1,470.08</b>	<b>-11.29%</b>
<b>Expense Total:</b>	<b>1,674,658.80</b>	<b>1,744,636.38</b>	<b>-69,977.58</b>	<b>-4.18%</b>	<b>3,415,140.17</b>	<b>3,681,833.39</b>	<b>-266,693.22</b>	<b>-7.81%</b>
<b>Fund 01 Surplus (Deficit):</b>	<b>-56,926.40</b>	<b>8,254.27</b>	<b>65,180.67</b>	<b>114.50%</b>	<b>-414,067.41</b>	<b>-409,184.29</b>	<b>4,883.12</b>	<b>1.18%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 02 - WATER AND WASTEWATER FUND</b>								
<b>Revenue</b>								
41 - LICENSES AND PERMITS	237.38	0.00	-237.38	-100.00%	821.26	476.10	-345.16	-42.03%
44 - CHARGES FOR SERVICES	991,060.09	1,092,956.44	101,896.35	10.28%	2,011,140.93	2,101,441.27	90,300.34	4.49%
45 - OTHER REVENUE	131,140.90	74,203.86	-56,937.04	-43.42%	270,536.13	135,208.35	-135,327.78	-50.02%
<b>Revenue Total:</b>	<b>1,122,438.37</b>	<b>1,167,160.30</b>	<b>44,721.93</b>	<b>3.98%</b>	<b>2,282,498.32</b>	<b>2,237,125.72</b>	<b>-45,372.60</b>	<b>-1.99%</b>
<b>Expense</b>								
<b>Department: 000 - UTILITIES ADMINISTRATION</b>								
51 - PERSONNEL	66,020.90	83,835.53	-17,814.63	-26.98%	122,075.63	142,196.13	-20,120.50	-16.48%
52 - CONTRACTUAL	1,871.02	2,276.84	-405.82	-21.69%	4,413.85	8,309.01	-3,895.16	-88.25%
53 - GENERAL SERVICES	0.00	329.72	-329.72	0.00%	84.11	1,223.42	-1,139.31	-1,354.55%
54 - MACHINE & EQUIPMENT MAINTENANCE	0.00	83.91	-83.91	0.00%	0.00	235.90	-235.90	0.00%
55 - CAPITAL OUTLAY	925,367.83	0.00	925,367.83	100.00%	-197,517.66	0.00	-197,517.66	-100.00%
<b>Department 000 - UTILITIES ADMINISTRATION Total:</b>	<b>993,259.75</b>	<b>86,526.00</b>	<b>906,733.75</b>	<b>91.29%</b>	<b>-70,944.07</b>	<b>151,964.46</b>	<b>-222,908.53</b>	<b>-314.20%</b>
<b>Department: 001 - WATER PRODUCTION</b>								
51 - PERSONNEL	18,404.30	26,035.52	-7,631.22	-41.46%	34,405.45	44,808.49	-10,403.04	-30.24%
52 - CONTRACTUAL	57,747.81	229,924.84	-172,177.03	-298.15%	122,498.63	281,168.20	-158,669.57	-129.53%
53 - GENERAL SERVICES	733.27	524.88	208.39	28.42%	1,244.55	1,895.79	-651.24	-52.33%
54 - MACHINE & EQUIPMENT MAINTENANCE	1,679.93	1,115.62	564.31	33.59%	53,252.02	5,640.12	47,611.90	89.41%
55 - CAPITAL OUTLAY	9,900.00	0.00	9,900.00	100.00%	9,900.00	10,663.20	-763.20	-7.71%
<b>Department 001 - WATER PRODUCTION Total:</b>	<b>88,465.31</b>	<b>257,600.86</b>	<b>-169,135.55</b>	<b>-191.19%</b>	<b>221,300.65</b>	<b>344,175.80</b>	<b>-122,875.15</b>	<b>-55.52%</b>
<b>Department: 002 - WATER DISTRIBUTION</b>								
51 - PERSONNEL	6,517.50	21,384.70	-14,867.20	-228.11%	15,904.59	34,850.52	-18,945.93	-119.12%
52 - CONTRACTUAL	26,401.39	10,999.31	15,402.08	58.34%	29,534.80	15,765.01	13,769.79	46.62%
53 - GENERAL SERVICES	2,925.36	1,584.33	1,341.03	45.84%	4,320.63	14,489.05	-10,168.42	-235.35%
54 - MACHINE & EQUIPMENT MAINTENANCE	13,665.91	10,985.10	2,680.81	19.62%	27,467.12	28,877.28	-1,410.16	-5.13%
55 - CAPITAL OUTLAY	56,681.64	0.00	56,681.64	100.00%	94,909.58	0.00	94,909.58	100.00%
<b>Department 002 - WATER DISTRIBUTION Total:</b>	<b>106,191.80</b>	<b>44,953.44</b>	<b>61,238.36</b>	<b>57.67%</b>	<b>172,136.72</b>	<b>93,981.86</b>	<b>78,154.86</b>	<b>45.40%</b>
<b>Department: 003 - CUSTOMER SERVICE</b>								
51 - PERSONNEL	11,742.31	15,110.16	-3,367.85	-28.68%	21,473.38	27,560.19	-6,086.81	-28.35%
52 - CONTRACTUAL	301.02	4,958.14	-4,657.12	-1,547.11%	1,935.00	9,336.76	-7,401.76	-382.52%
53 - GENERAL SERVICES	984.01	665.68	318.33	32.35%	1,571.16	2,556.88	-985.72	-62.74%
54 - MACHINE & EQUIPMENT MAINTENANCE	37,477.84	13,190.86	24,286.98	64.80%	37,684.16	73,053.54	-35,369.38	-93.86%
<b>Department 003 - CUSTOMER SERVICE Total:</b>	<b>50,505.18</b>	<b>33,924.84</b>	<b>16,580.34</b>	<b>32.83%</b>	<b>62,663.70</b>	<b>112,507.37</b>	<b>-49,843.67</b>	<b>-79.54%</b>
<b>Department: 011 - WASTEWATER COLLECTION</b>								
51 - PERSONNEL	24,274.76	32,006.17	-7,731.41	-31.85%	49,070.79	54,360.36	-5,289.57	-10.78%
52 - CONTRACTUAL	442.72	5,416.83	-4,974.11	-1,123.53%	44,058.23	23,046.25	21,011.98	47.69%
53 - GENERAL SERVICES	912.65	1,495.81	-583.16	-63.90%	1,929.20	3,185.95	-1,256.75	-65.14%
54 - MACHINE & EQUIPMENT MAINTENANCE	2,988.07	137.74	2,850.33	95.39%	33,725.77	3,996.23	29,729.54	88.15%
55 - CAPITAL OUTLAY	879,386.83	564,506.21	314,880.62	35.81%	497,833.92	1,273,584.16	-775,750.24	-155.83%

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Categor...	2023-2024		2024-2025		Nov. Variance		YTD Variance	
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
<b>Department 011 - WASTEWATER COLLECTION Total:</b>	<b>908,005.03</b>	<b>603,562.76</b>	<b>304,442.27</b>	<b>33.53%</b>	<b>626,617.91</b>	<b>1,358,172.95</b>	<b>-731,555.04</b>	<b>-116.75%</b>
<b>Department: 012 - WASTEWATER TREATMENT</b>								
52 - CONTRACTUAL	88,781.83	92,349.25	-3,567.42	-4.02%	199,102.17	189,530.20	9,571.97	4.81%
54 - MACHINE & EQUIPMENT MAI	77,886.33	160.00	77,726.33	99.79%	3,671.00	19,762.00	-16,091.00	-438.33%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	215,917.30	-215,917.30	0.00%
<b>Department 012 - WASTEWATER TREATMENT Total:</b>	<b>166,668.16</b>	<b>92,509.25</b>	<b>74,158.91</b>	<b>44.49%</b>	<b>202,773.17</b>	<b>425,209.50</b>	<b>-222,436.33</b>	<b>-109.70%</b>
<b>Department: 020 - BILLING &amp; COLLECTION</b>								
51 - PERSONNEL	6,785.68	7,179.87	-394.19	-5.81%	12,079.46	11,884.30	195.16	1.62%
52 - CONTRACTUAL	4,697.52	43.47	4,654.05	99.07%	9,647.79	7,108.77	2,539.02	26.32%
53 - GENERAL SERVICES	23,562.98	42,962.82	-19,399.84	-82.33%	47,523.11	84,703.38	-37,180.27	-78.24%
54 - MACHINE & EQUIPMENT MAI	265.00	2,005.36	-1,740.36	-656.74%	530.00	11,231.36	-10,701.36	-2,019.12%
<b>Department 020 - BILLING &amp; COLLECTION Total:</b>	<b>35,311.18</b>	<b>52,191.52</b>	<b>-16,880.34</b>	<b>-47.80%</b>	<b>69,780.36</b>	<b>114,927.81</b>	<b>-45,147.45</b>	<b>-64.70%</b>
<b>Department: 901 - NON-DEPARTMENTAL</b>								
52 - CONTRACTUAL	66,444.49	63,057.58	3,386.91	5.10%	149,268.24	135,962.09	13,306.15	8.91%
56 - BANK CHARGES	402.39	0.00	402.39	100.00%	402.39	4.47	397.92	98.89%
<b>Department 901 - NON-DEPARTMENTAL Total:</b>	<b>66,846.88</b>	<b>63,057.58</b>	<b>3,789.30</b>	<b>5.67%</b>	<b>149,670.63</b>	<b>135,966.56</b>	<b>13,704.07</b>	<b>9.16%</b>
<b>Expense Total:</b>	<b>2,415,253.29</b>	<b>1,234,326.25</b>	<b>1,180,927.04</b>	<b>48.89%</b>	<b>1,433,999.07</b>	<b>2,736,906.31</b>	<b>-1,302,907.24</b>	<b>-90.86%</b>
<b>Fund 02 Surplus (Deficit):</b>	<b>-1,292,814.92</b>	<b>-67,165.95</b>	<b>1,225,648.97</b>	<b>94.80%</b>	<b>848,499.25</b>	<b>-499,780.59</b>	<b>-1,348,279.84</b>	<b>-158.90%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 03 - SANITARY LANDFILL FUND</b>								
<b>Revenue</b>								
44 - CHARGES FOR SERVICES	111,987.66	138,901.58	26,913.92	24.03%	212,516.59	298,869.70	86,353.11	40.63%
45 - OTHER REVENUE	9,902.32	11,980.23	2,077.91	20.98%	20,092.52	24,585.47	4,492.95	22.36%
<b>Revenue Total:</b>	<b>121,889.98</b>	<b>150,881.81</b>	<b>28,991.83</b>	<b>23.79%</b>	<b>232,609.11</b>	<b>323,455.17</b>	<b>90,846.06</b>	<b>39.06%</b>
<b>Expense</b>								
<b>Department: 030 - LANDFILL</b>								
51 - PERSONNEL	24,091.52	27,693.34	-3,601.82	-14.95%	50,107.08	52,870.78	-2,763.70	-5.52%
52 - CONTRACTUAL	1,315.05	6,420.13	-5,105.08	-388.20%	32,039.08	29,988.17	2,050.91	6.40%
53 - GENERAL SERVICES	13,093.64	7,680.99	5,412.65	41.34%	24,811.53	16,888.25	7,923.28	31.93%
54 - MACHINE & EQUIPMENT MAI	4,390.67	3,336.71	1,053.96	24.00%	22,170.94	34,303.84	-12,132.90	-54.72%
55 - CAPITAL OUTLAY	0.00	24,950.00	-24,950.00	0.00%	0.00	24,950.00	-24,950.00	0.00%
57 - DEBT SERVICE	196,619.67	196,619.67	0.00	0.00%	196,619.67	196,619.67	0.00	0.00%
<b>Department 030 - LANDFILL Total:</b>	<b>239,510.55</b>	<b>266,700.84</b>	<b>-27,190.29</b>	<b>-11.35%</b>	<b>325,748.30</b>	<b>355,620.71</b>	<b>-29,872.41</b>	<b>-9.17%</b>
<b>Expense Total:</b>	<b>239,510.55</b>	<b>266,700.84</b>	<b>-27,190.29</b>	<b>-11.35%</b>	<b>325,748.30</b>	<b>355,620.71</b>	<b>-29,872.41</b>	<b>-9.17%</b>
<b>Fund 03 Surplus (Deficit):</b>	<b>-117,620.57</b>	<b>-115,819.03</b>	<b>1,801.54</b>	<b>1.53%</b>	<b>-93,139.19</b>	<b>-32,165.54</b>	<b>60,973.65</b>	<b>65.47%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 04 - AIRPORT FUND</b>								
<b>Revenue</b>								
44 - CHARGES FOR SERVICES	6,422.97	6,539.20	116.23	1.81%	42,024.97	67,494.25	25,469.28	60.61%
<b>Revenue Total:</b>	<b>6,422.97</b>	<b>6,539.20</b>	<b>116.23</b>	<b>1.81%</b>	<b>42,024.97</b>	<b>67,494.25</b>	<b>25,469.28</b>	<b>60.61%</b>
<b>Expense</b>								
<b>Department: 040 - AIRPORT</b>								
51 - PERSONNEL	5,643.02	6,572.30	-929.28	-16.47%	10,105.27	10,532.20	-426.93	-4.22%
52 - CONTRACTUAL	4,289.21	1,938.69	2,350.52	54.80%	14,459.56	16,886.73	-2,427.17	-16.79%
53 - GENERAL SERVICES	346.45	0.00	346.45	100.00%	515.44	52.98	462.46	89.72%
54 - MACHINE & EQUIPMENT MAINTENANCE	4,151.16	1,928.92	2,222.24	53.53%	5,905.37	3,657.43	2,247.94	38.07%
55 - CAPITAL OUTLAY	5,360.00	0.00	5,360.00	100.00%	15,728.25	0.00	15,728.25	100.00%
<b>Department 040 - AIRPORT Total:</b>	<b>19,789.84</b>	<b>10,439.91</b>	<b>9,349.93</b>	<b>47.25%</b>	<b>46,713.89</b>	<b>31,129.34</b>	<b>15,584.55</b>	<b>33.36%</b>
<b>Expense Total:</b>	<b>19,789.84</b>	<b>10,439.91</b>	<b>9,349.93</b>	<b>47.25%</b>	<b>46,713.89</b>	<b>31,129.34</b>	<b>15,584.55</b>	<b>33.36%</b>
<b>Fund 04 Surplus (Deficit):</b>	<b>-13,366.87</b>	<b>-3,900.71</b>	<b>9,466.16</b>	<b>70.82%</b>	<b>-4,688.92</b>	<b>36,364.91</b>	<b>41,053.83</b>	<b>875.55%</b>



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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 05 - STORM WATER DRAINAGE FUND</b>								
<b>Revenue</b>								
41 - LICENSES AND PERMITS	2,376.74	0.00	-2,376.74	-100.00%	8,222.63	10,114.31	1,891.68	23.01%
44 - CHARGES FOR SERVICES	83,208.55	121,471.60	38,263.05	45.98%	166,462.97	205,461.47	38,998.50	23.43%
45 - OTHER REVENUE	5,122.50	4,991.34	-131.16	-2.56%	10,378.50	9,978.49	-400.01	-3.85%
<b>Revenue Total:</b>	<b>90,707.79</b>	<b>126,462.94</b>	<b>35,755.15</b>	<b>39.42%</b>	<b>185,064.10</b>	<b>225,554.27</b>	<b>40,490.17</b>	<b>21.88%</b>
<b>Expense</b>								
<b>Department: 050 - STORM WATER DRAINAGE</b>								
52 - CONTRACTUAL	9,568.59	0.00	9,568.59	100.00%	14,435.12	0.00	14,435.12	100.00%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	19,750.00	-19,750.00	0.00%
56 - BANK CHARGES	500.00	0.00	500.00	100.00%	500.00	0.00	500.00	100.00%
<b>Department 050 - STORM WATER DRAINAGE Total:</b>	<b>10,068.59</b>	<b>0.00</b>	<b>10,068.59</b>	<b>100.00%</b>	<b>14,935.12</b>	<b>19,750.00</b>	<b>-4,814.88</b>	<b>-32.24%</b>
<b>Expense Total:</b>	<b>10,068.59</b>	<b>0.00</b>	<b>10,068.59</b>	<b>100.00%</b>	<b>14,935.12</b>	<b>19,750.00</b>	<b>-4,814.88</b>	<b>-32.24%</b>
<b>Fund 05 Surplus (Deficit):</b>	<b>80,639.20</b>	<b>126,462.94</b>	<b>45,823.74</b>	<b>56.83%</b>	<b>170,128.98</b>	<b>205,804.27</b>	<b>35,675.29</b>	<b>20.97%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 07 - HOTEL OCCUPANCY TAX FUND</b>								
<b>Revenue</b>								
40 - TAXES	58,139.24	56,333.29	-1,805.95	-3.11%	60,659.27	60,358.96	-300.31	-0.50%
45 - OTHER REVENUE	5,837.93	7,218.95	1,381.02	23.66%	11,831.27	15,097.98	3,266.71	27.61%
<b>Revenue Total:</b>	<b>63,977.17</b>	<b>63,552.24</b>	<b>-424.93</b>	<b>-0.66%</b>	<b>72,490.54</b>	<b>75,456.94</b>	<b>2,966.40</b>	<b>4.09%</b>
<b>Expense</b>								
<b>Department: 070 - TOURISM</b>								
51 - PERSONNEL	5,363.27	5,230.75	132.52	2.47%	9,346.65	8,678.21	668.44	7.15%
52 - CONTRACTUAL	2,747.06	10,305.26	-7,558.20	-275.14%	30,721.31	63,807.30	-33,085.99	-107.70%
53 - GENERAL SERVICES	23.75	0.00	23.75	100.00%	23.75	80.85	-57.10	-240.42%
55 - CAPITAL OUTLAY	0.00	7,970.00	-7,970.00	0.00%	0.00	7,970.00	-7,970.00	0.00%
58 - GRANT DISBURSEMENTS	2,269.02	682.14	1,586.88	69.94%	5,015.19	6,273.76	-1,258.57	-25.10%
<b>Department 070 - TOURISM Total:</b>	<b>10,403.10</b>	<b>24,188.15</b>	<b>-13,785.05</b>	<b>-132.51%</b>	<b>45,106.90</b>	<b>86,810.12</b>	<b>-41,703.22</b>	<b>-92.45%</b>
<b>Expense Total:</b>	<b>10,403.10</b>	<b>24,188.15</b>	<b>-13,785.05</b>	<b>-132.51%</b>	<b>45,106.90</b>	<b>86,810.12</b>	<b>-41,703.22</b>	<b>-92.45%</b>
<b>Fund 07 Surplus (Deficit):</b>	<b>53,574.07</b>	<b>39,364.09</b>	<b>-14,209.98</b>	<b>-26.52%</b>	<b>27,383.64</b>	<b>-11,353.18</b>	<b>-38,736.82</b>	<b>-141.46%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 08 - DEBT SERVICE FUND</b>								
Revenue								
40 - TAXES	16,072.65	23,198.73	7,126.08	44.34%	29,676.07	40,207.96	10,531.89	35.49%
45 - OTHER REVENUE	64.36	760.60	696.24	1,081.79%	110.86	1,459.06	1,348.20	1,216.13%
<b>Revenue Total:</b>	<b>16,137.01</b>	<b>23,959.33</b>	<b>7,822.32</b>	<b>48.47%</b>	<b>29,786.93</b>	<b>41,667.02</b>	<b>11,880.09</b>	<b>39.88%</b>
<b>Fund 08 Total:</b>	<b>16,137.01</b>	<b>23,959.33</b>	<b>7,822.32</b>	<b>48.47%</b>	<b>29,786.93</b>	<b>41,667.02</b>	<b>11,880.09</b>	<b>39.88%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 10 - CAPITAL PROJECTS FUND</b>								
<b>Revenue</b>								
45 - OTHER REVENUE	30,855.10	25,766.16	-5,088.94	-16.49%	62,813.31	56,138.33	-6,674.98	-10.63%
<b>Revenue Total:</b>	<b>30,855.10</b>	<b>25,766.16</b>	<b>-5,088.94</b>	<b>-16.49%</b>	<b>62,813.31</b>	<b>56,138.33</b>	<b>-6,674.98</b>	<b>-10.63%</b>
<b>Expense</b>								
<b>Department: 402 - STREET MAINTENANCE</b>								
55 - CAPITAL OUTLAY	0.00	24,462.60	-24,462.60	0.00%	0.00	24,647.60	-24,647.60	0.00%
<b>Department 402 - STREET MAINTENANCE Total:</b>	<b>0.00</b>	<b>24,462.60</b>	<b>-24,462.60</b>	<b>0.00%</b>	<b>0.00</b>	<b>24,647.60</b>	<b>-24,647.60</b>	<b>0.00%</b>
<b>Department: 501 - PARKS &amp; RECREATION</b>								
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	4,500.00	-4,500.00	0.00%
<b>Department 501 - PARKS &amp; RECREATION Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>4,500.00</b>	<b>-4,500.00</b>	<b>0.00%</b>
<b>Expense Total:</b>	<b>0.00</b>	<b>24,462.60</b>	<b>-24,462.60</b>	<b>0.00%</b>	<b>0.00</b>	<b>29,147.60</b>	<b>-29,147.60</b>	<b>0.00%</b>
<b>Fund 10 Surplus (Deficit):</b>	<b>30,855.10</b>	<b>1,303.56</b>	<b>-29,551.54</b>	<b>-95.78%</b>	<b>62,813.31</b>	<b>26,990.73</b>	<b>-35,822.58</b>	<b>-57.03%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 11 - CHILD SAFETY FUND</b>								
<b>Revenue</b>								
42 - FINES AND FORFEITURES	300.00	646.42	346.42	115.47%	696.92	1,218.98	522.06	74.91%
45 - OTHER REVENUE	45.34	56.62	11.28	24.88%	91.92	114.82	22.90	24.91%
<b>Revenue Total:</b>	<b>345.34</b>	<b>703.04</b>	<b>357.70</b>	<b>103.58%</b>	<b>788.84</b>	<b>1,333.80</b>	<b>544.96</b>	<b>69.08%</b>
<b>Fund 11 Total:</b>	<b>345.34</b>	<b>703.04</b>	<b>357.70</b>	<b>103.58%</b>	<b>788.84</b>	<b>1,333.80</b>	<b>544.96</b>	<b>69.08%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 12 - COURT TECHNOLOGY FUND</b>								
Revenue								
42 - FINES AND FORFEITURES	1,211.31	1,462.24	250.93	20.72%	2,617.46	3,275.86	658.40	25.15%
45 - OTHER REVENUE	137.23	189.80	52.57	38.31%	278.01	386.52	108.51	39.03%
<b>Revenue Total:</b>	<b>1,348.54</b>	<b>1,652.04</b>	<b>303.50</b>	<b>22.51%</b>	<b>2,895.47</b>	<b>3,662.38</b>	<b>766.91</b>	<b>26.49%</b>
<b>Fund 12 Total:</b>	<b>1,348.54</b>	<b>1,652.04</b>	<b>303.50</b>	<b>22.51%</b>	<b>2,895.47</b>	<b>3,662.38</b>	<b>766.91</b>	<b>26.49%</b>

Prior-Year Comparative Income Statement

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 13 - PUBLIC SAFETY FUND</b>								
<b>Revenue</b>								
42 - FINES AND FORFEITURES	7,542.50	0.00	-7,542.50	-100.00%	7,542.50	0.00	-7,542.50	-100.00%
45 - OTHER REVENUE	232.64	535.32	302.68	130.11%	471.32	1,106.74	635.42	134.82%
<b>Revenue Total:</b>	<b>7,775.14</b>	<b>535.32</b>	<b>-7,239.82</b>	<b>-93.11%</b>	<b>8,013.82</b>	<b>1,106.74</b>	<b>-6,907.08</b>	<b>-86.19%</b>
<b>Expense</b>								
<b>Department: 130 - PUBLIC SAFETY</b>								
52 - CONTRACTUAL	0.00	2,479.32	-2,479.32	0.00%	0.00	2,883.32	-2,883.32	0.00%
<b>Department 130 - PUBLIC SAFETY Total:</b>	<b>0.00</b>	<b>2,479.32</b>	<b>-2,479.32</b>	<b>0.00%</b>	<b>0.00</b>	<b>2,883.32</b>	<b>-2,883.32</b>	<b>0.00%</b>
<b>Expense Total:</b>	<b>0.00</b>	<b>2,479.32</b>	<b>-2,479.32</b>	<b>0.00%</b>	<b>0.00</b>	<b>2,883.32</b>	<b>-2,883.32</b>	<b>0.00%</b>
<b>Fund 13 Surplus (Deficit):</b>	<b>7,775.14</b>	<b>-1,944.00</b>	<b>-9,719.14</b>	<b>-125.00%</b>	<b>8,013.82</b>	<b>-1,776.58</b>	<b>-9,790.40</b>	<b>-122.17%</b>

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Categor...	2023-2024	2024-2025	Nov. Variance	Variance %	2023-2024	2024-2025	YTD Variance	Variance %
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
<b>Fund: 20 - TAX INCREMENT FINANCING FUND</b>								
Revenue								
40 - TAXES	40,912.17	43,385.51	2,473.34	6.05%	81,909.76	85,111.07	3,201.31	3.91%
45 - OTHER REVENUE	4,186.55	291.68	-3,894.87	-93.03%	8,482.23	603.34	-7,878.89	-92.89%
<b>Revenue Total:</b>	<b>45,098.72</b>	<b>43,677.19</b>	<b>-1,421.53</b>	<b>-3.15%</b>	<b>90,391.99</b>	<b>85,714.41</b>	<b>-4,677.58</b>	<b>-5.17%</b>
<b>Fund 20 Total:</b>	<b>45,098.72</b>	<b>43,677.19</b>	<b>-1,421.53</b>	<b>-3.15%</b>	<b>90,391.99</b>	<b>85,714.41</b>	<b>-4,677.58</b>	<b>-5.17%</b>



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Categor...	2023-2024		2024-2025		Nov. Variance		YTD Variance	
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
<b>Fund: 79 - SEDA</b>								
<b>Revenue</b>								
40 - TAXES	72,720.95	75,548.00	2,827.05	3.89%	144,706.13	141,573.86	-3,132.27	-2.16%
45 - OTHER REVENUE	5,285.64	2,561.02	-2,724.62	-51.55%	10,709.01	5,842.08	-4,866.93	-45.45%
<b>Revenue Total:</b>	<b>78,006.59</b>	<b>78,109.02</b>	<b>102.43</b>	<b>0.13%</b>	<b>155,415.14</b>	<b>147,415.94</b>	<b>-7,999.20</b>	<b>-5.15%</b>
<b>Expense</b>								
<b>Department: 790 - SEDA</b>								
51 - PERSONNEL	24,854.14	26,311.28	-1,457.14	-5.86%	43,611.60	43,678.25	-66.65	-0.15%
52 - CONTRACTUAL	4,042.15	3,983.60	58.55	1.45%	12,323.35	6,854.85	5,468.50	44.38%
53 - GENERAL SERVICES	453.91	247.59	206.32	45.45%	453.91	336.66	117.25	25.83%
54 - MACHINE & EQUIPMENT MAINTENANCE	1,097.95	1,037.39	60.56	5.52%	1,097.95	1,037.39	60.56	5.52%
55 - CAPITAL OUTLAY	0.00	64,468.14	-64,468.14	0.00%	0.00	74,840.11	-74,840.11	0.00%
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	0.00	50,000.00	-50,000.00	0.00%
59 - TRANSFER	0.00	2,500.00	-2,500.00	0.00%	0.00	5,000.00	-5,000.00	0.00%
<b>Department 790 - SEDA Total:</b>	<b>30,448.15</b>	<b>98,548.00</b>	<b>-68,099.85</b>	<b>-223.66%</b>	<b>57,486.81</b>	<b>181,747.26</b>	<b>-124,260.45</b>	<b>-216.15%</b>
<b>Expense Total:</b>	<b>30,448.15</b>	<b>98,548.00</b>	<b>-68,099.85</b>	<b>-223.66%</b>	<b>57,486.81</b>	<b>181,747.26</b>	<b>-124,260.45</b>	<b>-216.15%</b>
<b>Fund 79 Surplus (Deficit):</b>	<b>47,558.44</b>	<b>-20,438.98</b>	<b>-67,997.42</b>	<b>-142.98%</b>	<b>97,928.33</b>	<b>-34,331.32</b>	<b>-132,259.65</b>	<b>-135.06%</b>
<b>Total Surplus (Deficit):</b>	<b>-1,197,397.20</b>	<b>36,107.79</b>	<b>1,233,504.99</b>	<b>103.02%</b>	<b>826,735.04</b>	<b>-587,053.98</b>	<b>-1,413,789.02</b>	<b>-171.01%</b>

**Fund Summary**

Fund	2023-2024		Nov. Variance		2023-2024		YTD Variance	
	Nov. Activity	2024-2025 Nov. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	2024-2025 YTD Activity	Favorable / (Unfavorable)	Variance %
01 - GENERAL FUND	-56,926.40	8,254.27	65,180.67	114.50%	-414,067.41	-409,184.29	4,883.12	1.18%
02 - WATER AND WASTEWA...	-1,292,814.92	-67,165.95	1,225,648.97	94.80%	848,499.25	-499,780.59	-1,348,279.84	-158.90%
03 - SANITARY LANDFILL FU...	-117,620.57	-115,819.03	1,801.54	1.53%	-93,139.19	-32,165.54	60,973.65	65.47%
04 - AIRPORT FUND	-13,366.87	-3,900.71	9,466.16	70.82%	-4,688.92	36,364.91	41,053.83	875.55%
05 - STORM WATER DRAINA...	80,639.20	126,462.94	45,823.74	56.83%	170,128.98	205,804.27	35,675.29	20.97%
07 - HOTEL OCCUPANCY TAX ...	53,574.07	39,364.09	-14,209.98	-26.52%	27,383.64	-11,353.18	-38,736.82	-141.46%
08 - DEBT SERVICE FUND	16,137.01	23,959.33	7,822.32	48.47%	29,786.93	41,667.02	11,880.09	39.88%
10 - CAPITAL PROJECTS FUND	30,855.10	1,303.56	-29,551.54	-95.78%	62,813.31	26,990.73	-35,822.58	-57.03%
11 - CHILD SAFETY FUND	345.34	703.04	357.70	103.58%	788.84	1,333.80	544.96	69.08%
12 - COURT TECHNOLOGY F...	1,348.54	1,652.04	303.50	22.51%	2,895.47	3,662.38	766.91	26.49%
13 - PUBLIC SAFETY FUND	7,775.14	-1,944.00	-9,719.14	-125.00%	8,013.82	-1,776.58	-9,790.40	-122.17%
20 - TAX INCREMENT FINANC...	45,098.72	43,677.19	-1,421.53	-3.15%	90,391.99	85,714.41	-4,677.58	-5.17%
79 - SEDA	47,558.44	-20,438.98	-67,997.42	-142.98%	97,928.33	-34,331.32	-132,259.65	-135.06%
<b>Total Surplus (Deficit):</b>	<b>-1,197,397.20</b>	<b>36,107.79</b>	<b>1,233,504.99</b>	<b>103.02%</b>	<b>826,735.04</b>	<b>-587,053.98</b>	<b>-1,413,789.02</b>	<b>-171.01%</b>



## REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street  
Tuesday, December 03, 2024 at 5:30 PM

### MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, December 03, 2024, in the City Hall Council Chambers, 298 West Washington Street, for the purpose of a Regular City Council Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

**COUNCIL PRESENT:**

- Mayor Doug Svien
- Council Member LeAnn Durfey
- Council Member Gerald Cook
- Council Member Lon Reisman
- Council Member Maddie Smith
- Council Member Brandon Greenhaw
- Council Member Alan Nix

**COUNCIL ABSENT:**

- Council Member Dean Parr
- Council Member David Baskett

**OTHERS ATTENDING:**

- Jason King, City Manager
- Randy Thomas, City Attorney
- Sarah Lockenour, City Secretary

**CALL TO ORDER**

Mayor Svien called the Regular Meeting to order at 5:30 PM.

**PLEDGES OF ALLEGIANCE**

Council Member LeAnn Durfey led the pledges to the flags of the United States and the State of Texas.

**INVOCATION**

Curt Plaxco with the Stephenville Ministerial Alliance voiced the invocation.

**PRESENTATIONS AND RECOGNITIONS**

**Texas Health Harris Methodist Hospital Presentation**

Claudia Eisenmann, President of the Stephenville Texas Health Harris Methodist Hospital, gave a presentation over the growth and changes at the local hospital.

### **Presentation of Downtown Sculpture Project**

Rachel Brister, owner of Un1Ty presented the 'Boot with the Spur' Project. This project will help Stephenville celebrate its rich western heritage by displaying a boot statue downtown.

### **CITIZENS GENERAL DISCUSSION**

No one addressed Council at this time.

### **REGULAR AGENDA**

1. Consider Approval of Replacement Server for City Hall

IT Manager James Wiley presented this item to the Council.

The current City Hall server cluster is 6 years old and is no longer supported by Dell extended service. Additionally, the storage space has been expanded to maximum and will likely run out before the end of the current fiscal year. Purchase new Dell server equipment to replace the ageing server that is nearing the end of life. The replacement Dell server will cost \$71,092.78 and is slightly less than what was budgeted for this year.

MOTION by Maddie Smith, second by Lonn Reisman, to approve the replacement server for City Hall as presented. MOTION CARRIED unanimously.

2. **Recess to TIRZ Board Meeting**

This item was pulled by Mayor Svien.

3. **Reconvene to Regular City Council Meeting**

4. **PUBLIC HEARING**

PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS TO CONSIDER THE ADVISABILITY OF THE CREATION OF REINVESTMENT ZONE NUMBER THREE, CITY OF STEPHENVILLE, TEXAS FOR TAX INCREMENT FINANCING PURPOSES PURSUANT TO CHAPTER 311, TEXAS TAX CODE

David Pettit, with David Pettit Economic Development, presented the Tax Increment Financing Reinvestment Zone Number Three.

Mayor Svien opened the Public Hearing at 6:17:01 PM.

No one spoke in favor or opposing the item.

Mayor Svien closed the Public Hearing at 6:17:15 PM.

5. **Consider Approval of Ordinance Pursuant to Chapter 311 of the Texas Tax Code, Creating Tax Increment Financing Reinvestment Zone Number Three, City of Stephenville, Texas**

MOTION by Gerald Cook, second by LeAnn Durfey, to approve Ordinance No. 2024-O-35 creating Tax Increment Financing Reinvestment Zone Number Three. MOTION CARRIED with 5 votes in favor and 1 vote against.

6. **Consider Award of the 2024-2025 On-Call Public Works Construction Items Contract**

Public Works Director Nick Williams presented this item to the Council.

The city has awarded similar on-call contracts since 2017. The initial term of the proposed contract expires on September 30, 2025, and provides for two successive one-year renewals, upon mutual agreement of both parties.

The city advertised on October 24th and October 31st and opened bids on November 12, 2024. Three vendors provided prices for the various line-item bids: Cruz Hernandez Concrete Construction, Westhill Construction, Inc., and Sullivan Contracting, Inc.

The proposed contract provides on-call construction services for pavement repair and maintenance projects in a time efficient manner by pre-bidding individual line items such as demolition, sidewalk, and curb ramps.

The on-call contract locks in pricing from bidders and works as a flexible tool for the city to construct projects that provide the best value for the city. All items on the bid schedule that received a bid are considered awarded to the respective bidders at the prices bid. The city assembles projects with the lowest overall cost and best value and then issues project-specific Work Directives to the individual contractors. Contractors retain the option to decline Work Directives if the requested work does not meet their schedule.

Public Works and Purchasing Department staff recommend the contract for the 2024-2025 On-Call Public Works Construction Items to be awarded to Cruz Hernandez, Westhill Construction, Inc., and Sullivan Contracting, Inc.

MOTION by Maddie Smith, second by Alan Nix, to award the 2024-2025 On-Call Public Works Construction Contract to Cruz Hernandez, Westhill Construction, Inc., and Sullivan Contracting, Inc. as presented. MOTION CARRIED unanimously.

**7. Consider Award of Rec Hall Parking Lot Work Directive Through the On-Call Public Works Construction Items Contract**

Public Works Director Nick Williams presented this item to the Council.

The city has been awarded similar work directives through on-call contracts since 2017. The 2024 On-Call Public Works Construction Items contract pricing from Cruz Hernandez Concrete Construction offers the lowest overall project cost and best value for the proposed improvements.

The proposed parking lot improvements include reinforced concrete pavement in front of the Rec Hall, with brick striping to delineate the parking stalls and crosswalk. The use of the historic Thurber brick will compliment the work on Long Street as well as save future maintenance of re-painting parking stripes.

Project funding for the \$38,950.00 cost is available in the adopted FY24-25 annual capital street maintenance budget.

Staff recommend award of the Rec Hall Parking Lot Improvements Work Directive to Cruz Hernandez Concrete Construction in the amount of \$38,950.00.

MOTION by Alan Nix, second by Lonn Reisman, to award the Rec Hall Parking Lot Improvements Work Directive to Cruz Hernandez Concrete Construction as presented. MOTION CARRIED unanimously.

**8. Pastor Ed Dittfurth, Representing Cornerstone Church, is Requesting a Waiver of all Development Fees for the Expansion Project at 950 Glen Rose Road**

Director of Development Services Steve Killen presented this item to the Council.

Cornerstone Church is requesting a full waiver in the amount of \$16,693.00 for the construction of a 7,000 square foot Activity Center and a 26,250 square foot Tabernacle with a dirt floor.

Any fee reduction will have a direct correlation on revenue collections for the General Fund/Development Services Department.

**9. Consider Approval of Waiver of all Development Fees for the Expansion Project at 950 Glen Rose Road**

MOTION by Lonn Reisman, second by LeAnn Durfey, to approve the fee waiver request for Cornerstone Church as presented. MOTION CARRIED unanimously.

#### **DEVELOPMENT SERVICES COMMITTEE**

Gerald Cook, Chair

##### **10. Development Services Committee Report from November 19, 2024**

Committee Chair Gerald Cook presented the Development Services Committee Report from November 19, 2024.

As a continuation of discussion from June 18, 2024, Chairman Cook briefed the Committee on current permitted uses of the Retail and Commercial District which preclude automobile paint and body repairs shops as permitted use with the Retail and Commercial District. Staff presented the four options listed below and provided information found from other cities relating to the Conditional Use Permit process.

1. Consider categorizing all auto-related uses currently listed as “permitted uses” as “conditional uses.” With this approach, the Committee may review other, non-auto related “permitted uses” to soften uses within the B-2 district. Existing businesses would continue operation under the non-conforming use provision of the land-use regulations.
2. Make Auto Paint and Body Shop/Repair a conditional use within the B-2 district.
3. Take no immediate action with the understanding that these items may ultimately be addressed under the new Comprehensive Plan (if so adopted) and subsequently revised land-use regulations.
4. Take no action.

The Committee, by unanimous vote, directed staff to bring proposed revisions to Chapter 154 in relation to Conditional Use Permits in the B-2, Retail and Commercial District. This will be brought back to the Development Services Committee in January.

#### **NOMINATIONS COMMITTEE**

Maddie Smith, Chair

##### **11. Consider Nominations for Citizen Boards and Commissions**

Committee Chair Maddie Smith led the review of nominations for the Citizen Boards and Commissions as follows:

###### *Airport Advisory Board*

- Tracy Gifford, 1
- Shannon Truesdell, 3
- Colby Sims, 5
- Craig Parks, 7

###### *Board of Adjustment*

- JJ Conway, 1
- Mary Beach-McGuire, 5

###### *Building Board*

- Toby O’Neal, 1

- Danny Phillips, 3
- Brent Virgin, 5

*Electrical Board*

- Rod Rutledge, 1
- Scott Thompson, 3
- David Bragg, 5

*Library Advisory Board*

- Jennie Shafer, 1
- Katherine Quinnell, 5

*Main Street Advisory Board*

- Aimee Shouse, 3
- Jocelyn Perez, 5

*Mechanical Board*

- James Walker, 3

*Planning and Zoning Commission*

- Tyler Wright, 1
- Lisa LaTouche, 3
- Nick Robinson, 5

*Plumbing Board*

- Steven Forbus, 1
- Ed Weber, 3

*Stephenville Type B Economic Development Authority*

- Kelijon Nance, 3
- Metta Collier, 5
- Connie Wooley, new

*Tourism and Visitors Bureau Advisory Board*

- Belle Dowell, 3
- Terry Hardcastle, 5

*Western Heritage Advisory Board*

- Darla Doty, 1
- Kari Haile, 3
- Vanessa Halford, 5

Maddie Smith interviewed Connie Wooley for Place 2 of the Stephenville Type B Economic Authority.

MOTION by Maddie Smith, second by Alan Nix, to appoint Connie Wooley for Place 2 of the Stephenville Type B Economic Authority. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to reappoint all other positions for Citizen Boards and Commissions as presented. MOTION CARRIED unanimously.

## **PUBLIC HEALTH AND SAFETY COMMITTEE**

Dean Parr, Chair

### **12. Public Health and Safety Committee Report from November 19, 2024**

City Manager Jason King presented the Public Health and Safety Committee report from November 19, 2024.

Stephenville Police Department (SPD) Chief Dan M. Harris, Jr. presented the request to:

Change the current parking restrictions regarding West Long Street located in Code of Ordinances 75.02 – Schedule II to read:

Both sides from the intersection with Graham to its intersection with S. Lillian St.

Change the current parking restrictions regarding North Race Ave located in Code of Ordinances 75.02 – Schedule II to read:

West side, from its intersection with Tarleton to its intersection with Collins, all no parking.

East side, from its intersection with Tarleton to its intersection with Frey, all no parking.

A motion was made by Mr. David Baskett and seconded by Mrs. LeAnn Durfey to bring to the full council a positive recommendation for approval of these parking changes.

The committee voted unanimously to approve and submit the Code of Ordinance – Parking changes to the full council.

### **13. Consider Approval of Amending Sections 75.02 of the Code of Ordinances to Revise Schedule II. No Parking Zones**

MOTION by Gerald Cook, second by Lonn Reisman, to approve Ordinance No. 2024-O-36 amending Sections 75.02 of the Code of Ordinances to Revise Schedule II. No Parking Zones as presented. MOTION CARRIED unanimously.

## **FINANCIAL REPORTS**

Monica Harris, Director of Finance

### **14. Monthly Budget Report for the Period Ending October 31, 2024**

Director of Finance Monica Harris presented the monthly budget report as follows:

In reviewing the financial statements ending October 31, 2024, the financial indicators are overall as or better than anticipated.

*Property Tax Collections:* We received \$437K in property taxes in the month of October, resulting in a \$104K increase over the funds collected last fiscal year to date. The amount collected is 6% of the \$7.3 million budget, which is \$62K less than anticipated.

*Sales and Use Tax:* We received \$834K in sales tax in October, resulting in \$71K or 8% less than the funds collected last fiscal year to date. The amount collected is 9% of the \$9.4 million budget, which is \$70K higher than anticipated.

*Revenue (by fund):* Of the \$3 million revenue received to date, 51% was received in the General Fund, 35% was received in the Water/Wastewater Fund, 6% was received in the Landfill Fund, 3% was received in the Storm Fund, and 2% in the Airport Fund.



*Revenue (budget vs. actual):* We received 8% of the total budgeted revenue through October, which is \$122K more than anticipated due to taxes, licenses and permits, fines and forfeitures, and other revenue.

*Revenue (prior year comparison):* We received \$140k more revenue through October than last fiscal year to date due to taxes, licenses and permits, and charges for services.

*Expenditures (by fund):* Of the \$3.5 million spent to date, 54% was expended in the General Fund, 40% was expended in the Water/Wastewater Fund, 2% was expended in the Landfill Fund, 2% was expended in the HOT Fund, 1% was expended in the Storm Fund, and 1% was expended in the Airport Fund.

*Expenditures (budget vs. actual):* We have expended 7% of the total budgeted expenditures through October, which is \$583k less than anticipated due to personnel, contractual and capital outlay.

*Expenditures (prior year comparison):* We spent \$2.6 million more on expenditure through October than last fiscal year to date due to capital outlay. Adjusting for the negative capital expenditure in October 2023, a result of year end accruals in September 2023, the actual variance is only \$1.4 million.

*SEDA Revenue Comparison:* SEDA has received an overall 9% of budgeted revenue through October, which is \$6K less than last fiscal year to date and \$3K more than anticipated due to taxes and Interest income.

*SEDA Revenue Comparison:* SEDA has spent an overall 7% of budgeted expenditures through October, which is \$56K more than last fiscal year to date due to grant disbursements and capital outlay and \$8K less than anticipated due to contractual and capital outlay.

## CONSENT AGENDA

15. Consider Approval of Minutes from November 5, 2024
16. Consider Approval of Minutes from November 19, 2024 - Special Meeting
17. Consider Approval of Minutes from November 19, 2024 - Work Session

MOTION by Brandon Greenhaw, second by Alan Nix, to approve the Consent Agenda items as presented. MOTION CARRIED unanimously.

## COMMENTS BY CITY MANAGER

## COMMENTS BY COUNCIL MEMBERS

Mayor Svien recessed the Regular City Council meeting at 6:58 PM and convened the Executive Session at 7:03 PM.

## EXECUTIVE SESSION

In compliance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with

- 18. Section 551.074 *Personnel Matters* - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Secretary
- 19. Section 551.072 *Deliberation Regarding Real Property* - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in City Addition
- 20. Section 551.087. *Deliberation Regarding Economic Development Negotiations - Project Eagle*

Mayor Svien adjourned the Executive Session at 7:33 PM and reconvened the Regular City Council meeting at 7:35 PM.

**ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY**

**ADJOURN**

Mayor Svien adjourned the meeting at 7:35 PM.

*Note: The Stephenville City Council may convene into Executive Session on any matter related to any of the above agenda items for a purpose, such closed session allowed under Chapter 551, Texas Government Code.*

\_\_\_\_\_  
Doug Svien, Mayor

ATTEST:

\_\_\_\_\_  
Sarah Lockenour, City Secretary



## CITY COUNCIL WORK SESSION

City Hall Training Room, 298 W. Washington (Use Columbia Street Entrance)  
Tuesday, December 03, 2024 at 5:30 PM

### MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, December 3, 2024, in the City Hall Training Room, 298 West Washington Street, for the purpose of a City Council Work Session, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

#### COUNCIL PRESENT:

Mayor Doug Svien  
Council Member LeAnn Durfey  
Council Member Gerald Cook  
Council Member Maddie Smith  
Council Member Brandon Greenhaw  
Council Member Alan Nix

#### COUNCIL ABSENT:

Council Member Lonn Reisman  
Council Member Dean Parr  
Council Member David Baskett

#### OTHERS ATTENDING:

Jason King, City Manager  
Sarah Lockenour, City Secretary

#### CALL TO ORDER

Mayor Doug Svien called the Work Session to order at 7:43 PM.

#### REGULAR AGENDA

1. Discussion of Debt Issuance

City Manager Jason King led the group in a discussion over debt issuance.

#### ADJOURN

Mayor Doug Svien adjourned the Work Session at 8:10 PM.

---

Doug Svien, Mayor

ATTEST:

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Sarah Lockenour, City Secretary

***In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.***



## STAFF REPORT

**SUBJECT:** Renewal of Utility Billing Services

**DEPARTMENT:** Finance

**STAFF CONTACT:** Rebecca Crosson

### RECOMMENDATION:

It is the recommendation of the Purchasing Department that the contract for Utility Billing Services be renewed with DataProse.

### BACKGROUND:


This contract went out for bid in FY 20-21 and was awarded to DataProse. The City reserved the right to renew this contract for an additional 4 years. After FY 24-25, there will be no more options for renewal, and it will be re-bid.

After contacting Mr. Curtis Nelson, he has confirmed that he is interested in renewing the contract with the following increase in pricing:

ITEM	FY 23-24	FY 24-25
Bills and late notices, including envelope and return envelope in PDF format	\$0.104/\$0.114	\$0.1144
Bills and late notices, including envelope and return envelope in XML format	\$0.104/\$0.1144	\$0.1254
Search and View bills	\$0.01	\$0.01
Special Inserts	\$0.01	\$0.01
Postage	\$0.455	\$0.455

**City of Stephenville**  
**Utility Billing Price Sheet**  
**1TB 3275 (Renewal 10/1/2024 to 9/30/2025)**

	Unit Price
Bills and late notices, including envelope and return envelope in PDF format	<u>\$0.1144</u>
Bills and late notices, including envelope and return envelope in XML format	<u>\$0.1254</u>
Search and View bills	<u>\$0.01</u>
Special Inserts	<u>\$0.01</u>
Postage	<u>\$0.455</u>

Federal Identification Number	<u>32-0577532</u>
Company	<u>DataProse, LLC</u>
Address	<u>1122 Bethel Rd</u> <u>Coppell, TX 75019</u>
Representative	<u>Curtis Nelson</u>
	Printed
	
	Signature
Telephone <u>972-462-5410</u>	Fax <u>972-462-5428</u>

***Proposal must be signed by a personal with the authority to bind the company in a contract.***



298 W Washington St, Stephenville, TX 76401

### NOTICE TO BIDDERS

Sealed bids will be received by the City of Stephenville, at City Hall, 298 W Washington Street, Stephenville, TX 76401 until 2:00 pm, November 14<sup>th</sup>, at which time bids duly delivered and submitted will be considered for:

#### VEHICLES

Bids should be addressed to Rebecca Crosson, Purchasing Manager, 298 W. Washington, Stephenville, TX 76401.

Any bid received after stated closing time will be returned unopened. If bids are sent by mail to the City, the bidder shall be responsible for actual delivery of the bid to the City Secretary before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of the City of Stephenville beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be returned unopened.

Until the final award by the City of Stephenville, said City reserves the right to reject any and/or all bids, to waive technicalities, to re-advertise, to proceed otherwise when the best interest of the City will be realized hereby. Bid award is not solely based on price alone.

**All bids must be submitted on original bid forms.** Any changes to the form or failure to label packaging on the bid, may disqualify it. All packaging on bids (including courier envelope) will be submitted sealed and plainly marked with:

**NAME AND ADDRESS OF BIDDER**  
**VEHICLES**  
**BID NUMBER 3335**

It is not the intent of the City of Stephenville to offer proprietary specifications, or to eliminate any vendor from bidding by the use of brand names. If brand names are used it is for example only and understood the "or equal" will be accepted.

Bids shall be held firm for a period of 60 days unless otherwise stated in the bid specifications, instructions to bidders, or on the bid sheet.

**PLEASE NOTE THAT MOST COURIER SERVICES DO NOT OFFER BEFORE  
10:30 AM SERVICE TO STEPHENVILLE**

**ITB 3335**

Bids that contain any omission, erasures, or alterations, or additions of items not called for in the bid documents, or irregularities of any kind, may or may not be considered.

Deviations from specifications and alternate bids must be clearly shown on the bid form with complete information attached to form. They may or may not be considered.

Upon bidders submitting bids they shall not withdraw or cancel such bids and all sums deposited with such bids will be held by the City of Stephenville until all bids submitted shall have been canvassed and award of contract made, signed and if a performance bonds is required furnished and approved. All sums deposited with bids will then be returned to the respective bidders.

The City of Stephenville, Texas is exempt from State of Texas Sales Tax and a Tax Exemption Certificate shall be furnished by the City of Stephenville, Texas to the successful bidder upon request.

No official of the City of Stephenville shall have financial interest, direct or indirect, in any contract with the City, or be financially interested, directly or indirectly, in the sale to the City of any land, material, supplies or services.

Discounts: Show rate, total amount, and latest day any discount will be allowed after receipt of article and correct invoice.

This contract is subject to cancellation upon thirty day written notice by the City of Stephenville without cause.

Liquidated Damages: In the event delivery is not made within the stated time period, (without acceptable reasons for delay and written consent from the City) the City reserves the right to place the order with the next available vendor and the awardee shall be liable for any increase in price as liquidated damages, it being agreed that said sum is a fair and reasonable estimate of actual damages the City will incur. Bidder will not

be held liable for failure to make delivery because of strikes; conscription's of property, governmental regulations, acts of God, or any other causes beyond his control; provided an extension of time is obtained from the Division of Purchasing.

Exceptions: Any catalog or manufacturer's reference in this proposal is descriptive, but not restrictive, and is used only to indicate type and grade. Bids on other items of similar and equal quality will be considered, provided the bidder states on the face of this proposal exactly what he intends to furnish, including any variation to the specifications and literature, otherwise he shall be required to furnish the items as specified on the proposal. Any other exceptions to any portions of these terms and conditions or deviations from written specifications shall be shown in writing on the bid document form or attached to bid form.

Quantities: Quantities shown are estimated, based on projected use. It is specifically understood and agreed that these quantities are approximate and any additional quantities will be paid for at the quoted price. It is further understood that the supplier shall not have any claim against the City of Stephenville for quantities less than the estimated amount.

Prices: The bidder should show in the bid document both the unit price and total amount, where required, of each item listed. In the event of error or discrepancy in the mathematics, the unit price shall prevail.

Delivery Date: Bidders shall state delivery date on all order.

F.O.B Point: All prices of item(s) shall be quoted FOB City of Stephenville destination.

The City of Stephenville reserves the right to award this bid in whole or in part.



It is desirable that bids are accompanied by two sets of specifications to support items bid. The City of Stephenville reserves the right to determine specification requirements on all items bid.

**Eligible Bidder:** Bidders are limited to those persons or firms qualified and engaged in a full time business and can assume liabilities for any performance or warranty service required.

**Nonresident-Reciprocal Bid Act:** You are advised the City of Stephenville, Texas is bound by House Bill 620. The law provides that in order to be awarded a contract as low bidder, non-resident bidders (out-of-state contractors whose corporate office or principal place of business is outside the State of Texas) bid projects in Texas at an amount lower than the lowest Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a non-resident bidder in order to obtain a comparable contract in the state in which the non-resident's principal place of business is located. After making that determination you are instructed to advise the Purchasing Department in writing of that fact with a copy of the applicable state statute.

Based on local government code 252.043, the contract will be awarded to the lowest responsible bidder **OR** to the bidder who provides goods or services at the best value for the municipality. Therefore price is not the only consideration in the bid award.

By signing this bid, Vendor hereby certifies that it is not a company identified on the Texas Comptroller's list of companies known to have contracts with, or provide supplies or services to, a foreign organization designated as a Foreign Terrorist Organization by the U.S. Secretary of State. Vendor further certifies and verifies that neither Vendor, nor any affiliate, subsidiary, or parent company of Vendor, if any (the "Vendor Companies"), boycotts Israel, and Vendor agrees that the Vendor and Vendor Companies will not boycott Israel during the term of this Agreement. For purposes of this Agreement, the term "boycott" shall mean and include terminating business activities or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with Israel, or with a person or entity doing business in Israel or in an Israeli controlled territory.

Please be advised that Stephenville does not receive courier services before 10:30 a.m.

**CITY OF STEPHENVILLE, TEXAS  
 BID SPECIFICATIONS FOR  
 (2) 2023 F150 / 1500 Work Trucks or Better**

The City of Stephenville is seeking bids for (2) 2023 F150 / 1500 series work trucks or better. The vendor may submit bids based upon the options presented. The vendor may, based upon vehicle availability, note any variations to the bid specifications. The vendor will not submit any demo vehicles.

**Item 1: F150/1500 Series Work Truck**

Engine Type	Gas
Transmission	6-speed or greater automatic
Drive Type	2-wheel rear wheel drive
Engine Size	V8
Fuel Tank Capacity	24 gallons or better
Batteries	Primary 850 CCA or better
Speedometer	Calibrated and/or certified
Additional Cooling	Transmission & Oil
Cabin Type	Standard Cab or Better
Braking	4-wheel ABS, front and rear disc
Seating	Vinyl w/Bench (40/20/40) or better
Doors & Windows	Powered
In-Car Entertainment	AM/FM Radio w/Bluetooth connectivity
Cruise Control	Yes
Tires	17 inch or bigger
Wheelbase	120 inches or bigger
Camera	Rear View, HD
Towing	Tow Package Installed
Controls	Power windows / locks
Spare Tire	Full size included
Colors	White
Warranty	Three (3) year 36,000 standard warranty minimum
Cab to Include	Heater; Defroster; Two (2) Outside Mounted Foldaway Mirrors; One (1) Inside Rear View Mirror; Two (2) Padded Sun Visors; Lighter; Intermittent Wipers, Tilt Wheel, Cargo Area Light Included, Airbags: Driver & Passenger, All Additional Equipment Listed as Standard, Key Fob with remote start.



**CITY OF STEPHENVILLE, TEXAS  
BID SPECIFICATIONS FOR  
(2) 2023 F150 / 1500 Work Trucks or Better**

**BID RETURN FORM – ITB 3335**

ITEM #	DESCRIPTION	QTY AVAIL	PRICE EACH
1.	Work Truck	order units	\$ 48,641.71

**TOTAL PRICE FOR TWO (2)** \$ 97,283.42

Printed Name: Jeremy Bouher

Title: GOVERNMENT FLEET SALES MANAGER

Authorized Signature: *Jeremy Bouher*  
DocuSigned by:  
0B5A020B88404A6...

Date: 11/14/2024

DELIVERY OF UNIT AFTER RECEIPT OF ORDER up to 16 WEEKS

WARRANTY TERMS ENCLOSED (CIRCLE ONE)  YES  NO

Company Name: TRIPLE CROWN FORD LINCOLN, LLC

Address: 2975 W WASHINGTON ST

City: STEPHENVILLE State: TEXAS Zip: 76401

Telephone: 325-277-8643 Contact Person: Jeremy Bouher

Email Address: JBOUHER@GILCHRISTAUTOMOTIVE.COM

CITY OF STEPHENVILLE, TEXAS  
BID SPECIFICATIONS FOR  
(2) 2023 F150 / 1500 Work Trucks or Better

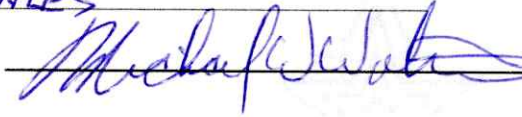
BID RETURN FORM – ITB 3335

ITEM #	DESCRIPTION	QTY AVAIL	PRICE EACH
1.	Work Truck	<u>2</u>	<u>\$39,541.85</u>

**TOTAL PRICE FOR TWO (2)**     \$ 79,083.70

Printed Name: Michael Waters

Title: FLEET SALES

Authorized Signature:  Date: 11/14/2024

DELIVERY OF UNIT AFTER RECEIPT OF ORDER     12-16 WEEKS

WARRANTY TERMS ENCLOSED (CIRCLE ONE)     YES     NO

Company Name: Bruner Motors, Inc

Address: 1515 W South Loop

City: Stephenville     State: TX     Zip: 76401

Telephone: 254-968-2135     Contact Person: Michael Waters

Email Address: mikewaters@brunerauto.com



## Bruner Motors

Michael W Waters | 254-968-2135 | mikewaters@brunerauto.com

Item 20.

# City of Stephenville

[Fleet] 2025 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck





# Bruner Motors

Michael W Waters | 254-968-2135 | mikewaters@brunerauto.com

Item 20.

[Fleet] 2025 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck (  Complete )

Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

## Quote Worksheet

	<b>MSRP</b>
Base Price	\$37,200.00
Dest Charge	\$1,995.00
Total Options	\$2,415.00
<b>Subtotal</b>	<b>\$41,610.00</b>
Bid Assistance	(\$900.00)
<b>Subtotal Pre-Tax Adjustments</b>	<b>(\$900.00)</b>
Less Customer Discount	(\$1,168.15)
<b>Subtotal Discount</b>	<b>(\$1,168.15)</b>
Trade-In	\$0.00
<b>Excluded from Sales Tax</b>	<b>Subtotal Trade-In \$0.00</b>
	<b>Taxable Price \$39,541.85</b>
Sales Tax	\$0.00
<b>Subtotal Taxes</b>	<b>\$0.00</b>
	<b>Subtotal Post-Tax Adjustments \$0.00</b>
	<b>Total Sales Price \$39,541.85</b>

Dealer Signature / Date

Customer Signature / Date


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## Table of Contents

- Quote Worksheet
- Dealership Information
- Selected Model and Options
- Price Summary
- Weight Rating
- Technical Specifications
- Standard Equipment
- Window Sticker
- Vehicle Image

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Item 20.

### Prepared By:

Michael W Waters  
Bruner Motors  
254-968-2135  
mikewaters@brunerauto.com

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# Bruner Motors

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Item 20.

[Fleet] 2025 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck ( Complete )

Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

## Selected Model and Options

MODEL		Invoice	MSRP
CODE	MODEL		
CC10903	2025 Chevrolet Silverado 1500 2WD Reg Cab 140" Work Truck	\$35,749.20	\$37,200.00

COLORS	
CODE	DESCRIPTION
GAZ	Summit White

BODY CODE					
CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
E63	Durabed, pickup bed (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

EMISSIONS					
CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
FE9	Emissions, Federal requirements	0.00 lbs	0.00 lbs	\$0.00	\$0.00

ENGINE					
CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
L84	Engine, 5.3L EcoTec3 V8 (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm); featuring available Dynamic Fuel Management that enables the engine to operate in 17 different patterns between 2 and 8 cylinders, depending on demand, to optimize power delivery and efficiency (Not available with C*10703 Regular Cab model. Retail orders require (G80) auto-locking differential. Fleet or Government order types require (G80) auto-locking differential on CC10543 Crew Cab models.)	0.00 lbs	0.00 lbs	\$1,451.45	\$1,595.00

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[Fleet] 2025 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck ( Complete )

Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

### TRANSMISSION

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
MHT	Transmission, 10-speed automatic, electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (Included and only available with (L84) 5.3L EcoTec3 V8 engine.)	0.00 lbs	0.00 lbs	Inc.	Inc.

### AXLE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
GU5	Rear axle, 3.23 ratio (Included and only available with (L84) 5.3L EcoTec3 V8 engine.)	0.00 lbs	0.00 lbs	Inc.	Inc.

### PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
1WT	Work Truck Preferred Equipment Group includes standard equipment	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### WHEELS

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### TIRES

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
QBN	Tires, 255/70R17 all-season, blackwall (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### SPARE TIRE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
QBR	Tire, spare 255/70R17 all-season, blackwall (STD) (Included with (QBN) 255/70R17 all-season, blackwall tires.)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

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Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

### PAINT

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
GAZ	Summit White	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### SEAT TYPE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
AZ3	Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### SEAT TRIM

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
H2G	Jet Black, Vinyl seat trim	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### RADIO

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
IOR	Audio system, Chevrolet Infotainment 3 system 7" diagonal HD color touchscreen, AM/FM stereo, Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
Z82	Trailer Package includes trailer hitch, 7-pin and 4-pin connectors and (CTT) Hitch Guidance (With (L84) 5.3L EcoTec3 V8 engine requires (G80) locking differential. Included with (PEB) WT Value Package.)	0.00 lbs	0.00 lbs	\$386.75	\$425.00

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Item 20.

[Fleet] 2025 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck ( Complete )

Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

### ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
G80	Auto-locking rear differential (Required with (L84) 5.3L EcoTec3 V8 engine when (Z82) Trailering Package is ordered. Included with (Z71) Z71 Off-Road Package or (9C1) Police Pursuit Package.)	0.00 lbs	0.00 lbs	\$359.45	\$395.00
KC4	Cooling, external engine oil cooler (Included and only available with V8 engines.)	0.00 lbs	0.00 lbs	Inc.	Inc.
KNP	Cooling, auxiliary external transmission oil cooler (Included and only available with V8 engines.)	0.00 lbs	0.00 lbs	Inc.	Inc.
KW7	Alternator, 170 amps (Included and only available with (L84) 5.3L EcoTec3 V8 engine. Not available with (L3B) TurboMax engine or (VYU) Snow Plow Prep Package.)	0.00 lbs	0.00 lbs	Inc.	Inc.

### ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
CTT	Hitch Guidance dynamic single line to aid in trailer alignment for hitching (Included and only available with (Z82) Trailering Package.)	0.00 lbs	0.00 lbs	Inc.	Inc.

### ADDITIONAL EQUIPMENT - OTHER

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	Invoice	MSRP
—	Bid assistance	0.00 lbs	0.00 lbs	\$0.00	\$0.00
VQ2	Fleet Processing Option	0.00 lbs	0.00 lbs	\$0.00	\$0.00
<b>Options Total</b>		<b>0.00 lbs</b>	<b>0.00 lbs</b>	<b>\$2,197.65</b>	<b>\$2,415.00</b>

## Price Summary

### PRICE SUMMARY

	Invoice	MSRP
Base Price	\$35,749.20	\$37,200.00
Total Options	\$2,197.65	\$2,415.00
Vehicle Subtotal	\$37,946.85	\$39,615.00
Dealer Advertising Adjustment	\$0.00	\$0.00

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Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

### PRICE SUMMARY

	Invoice	MSRP
Destination Charge	\$1,995.00	\$1,995.00
<b>Grand Total</b>	<b>\$39,941.85</b>	<b>\$41,610.00</b>

### Weight Ratings

#### WEIGHT RATINGS

Front Gross Axle Weight Rating:	3700 lbs
Rear Gross Axle Weight Rating:	3800 lbs
Gross Vehicle Weight Rating:	6800.00 lbs

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Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

## Technical Specifications

### Powertrain

#### Transmission

Drivetrain	Rear Wheel Drive	Trans Order Code	MHT
Trans Type	10	Trans Description Cont.	Automatic
Trans Description Cont. Again	N/A	First Gear Ratio (:1)	4.70
Second Gear Ratio (:1)	2.99	Third Gear Ratio (:1)	2.15
Fourth Gear Ratio (:1)	1.77	Fifth Gear Ratio (:1)	1.52
Sixth Gear Ratio (:1)	1.28	Reverse Ratio (:1)	4.87
Clutch Size	N/A	Trans Power Take Off	N/A
Final Drive Axle Ratio (:1)	N/A	Transfer Case Model	N/A
Transfer Case Gear Ratio (:1), High	N/A	Transfer Case Gear Ratio (:1), Low	N/A
Transfer Case Power Take Off	N/A	Seventh Gear Ratio (:1)	1.00
Eighth Gear Ratio (:1)	0.85	Ninth Gear Ratio (:1)	0.69
Tenth Gear Ratio (:1)	0.64		

#### Mileage

EPA Fuel Economy Est - Hwy	21 MPG	Cruising Range - City	448.00 mi
EPA Fuel Economy Est - City	16 MPG	Fuel Economy Est-Combined	18 MPG
Cruising Range - Hwy	588.00 mi	Estimated Battery Range	N/A

#### Engine

Engine Order Code	L84	Engine Type	Gas V8
Displacement	5.3L/325	Fuel System	Direct Injection
SAE Net Horsepower @ RPM	355 @ 5600	SAE Net Torque @ RPM	383 @ 4100
Engine Oil Cooler	N/A		

#### Electrical

Cold Cranking Amps @ 0° F (Primary)	730	Cold Cranking Amps @ 0° F (2nd)	N/A
Cold Cranking Amps @ 0° F (3rd)	N/A	Maximum Alternator Capacity (amps)	170

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## Powertrain

### Cooling System

Total Cooling System Capacity N/A

## Vehicle

### Emissions

Tons/yr of CO2 Emissions @ 15K mi/year 8.1 EPA Greenhouse Gas Score 4

## Chassis

### Weight Information

Standard Weight - Front	0.00 lbs	Standard Weight - Rear	0.00 lbs
Base Curb Weight	N/A	Gross Axle Wt Rating - Front	3700 lbs
Gross Axle Wt Rating - Rear	3800 lbs	Curb Weight - Front	2594 lbs
Curb Weight - Rear	1763 lbs	Option Weight - Front	0.00 lbs
Option Weight - Rear	0.00 lbs	Reserve Axle Capacity - Front	1106.00 lbs
Reserve Axle Capacity - Rear	2037.00 lbs	As Spec'd Curb Weight	4357.00 lbs
As Spec'd Payload	2443.00 lbs	Maximum Payload Capacity	2443.00 lbs
Gross Combined Wt Rating	15000 lbs	Gross Axle Weight Rating	7500.00 lbs
Curb Weight	4357.00 lbs	Reserve Axle Capacity	3143.00 lbs
Total Option Weight	0.00 lbs	Payload Weight Front	0 lbs
Payload Weight Rear	0 lbs	Gross Vehicle Weight Rating	6800.00 lbs

### Trailer

Dead Weight Hitch - Max Trailer Wt.	5000 lbs	Dead Weight Hitch - Max Tongue Wt.	500 lbs
Wt Distributing Hitch - Max Trailer Wt.	9900 lbs	Wt Distributing Hitch - Max Tongue Wt.	990 lbs
Fifth Wheel Hitch - Max Trailer Wt.	9800 lbs	Fifth Wheel Hitch - Max Tongue Wt.	2450 lbs
Maximum Trailering Capacity	9900 lbs		

### Frame

Frame Type	Box Ladder	Sect Modulus Rails Only	N/A
Frame RBM	N/A	Frame Strength	N/A

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Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

## Chassis

### Frame

Frame Thickness N/A

### Suspension

Suspension Type - Front	Independent coil-over-shock	Suspension Type - Rear	Solid Axle
Spring Capacity - Front	N/A	Spring Capacity - Rear	N/A
Axle Type - Front	N/A	Axle Type - Rear	N/A
Axle Capacity - Front	N/A	Axle Capacity - Rear	N/A
Axle Ratio (:1) - Front	N/A	Axle Ratio (:1) - Rear	3.23
Shock Absorber Diameter - Front	N/A	Shock Absorber Diameter - Rear	N/A
Stabilizer Bar Diameter - Front	1.30 in	Stabilizer Bar Diameter - Rear	N/A

### Tires

Front Tire Order Code	QBN	Rear Tire Order Code	QBN
Spare Tire Order Code	QBR	Front Tire Size	255/70R17
Rear Tire Size	255/70R17	Spare Tire Size	255/70R17
Front Tire Capacity	N/A	Rear Tire Capacity	N/A
Spare Tire Capacity	N/A	Revolutions/Mile @ 45 mph - Front	N/A
Revolutions/Mile @ 45 mph - Rear	N/A	Revolutions/Mile @ 45 mph - Spare	N/A

### Wheels

Front Wheel Size	17 x 8 in	Rear Wheel Size	17 x 8 in
Spare Wheel Size	17 x 8 in	Front Wheel Material	Steel
Rear Wheel Material	Steel	Spare Wheel Material	Steel

### Steering

Steering Type	Electric Rack & Pinion	Steering Ratio (:1), Overall	N/A
Steering Ratio (:1), On Center	N/A	Steering Ratio (:1), At Lock	N/A
Turning Diameter - Curb to Curb	44.6 ft	Turning Diameter - Wall to Wall	N/A

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## Chassis

### Brakes

Brake Type	Pwr	Brake ABS System	4-Wheel
Brake ABS System (Second Line)	N/A	Disc - Front (Yes or )	Yes
Disc - Rear (Yes or )	Yes	Front Brake Rotor Diam x Thickness	13 x 1.18 in
Rear Brake Rotor Diam x Thickness	13.6 x 0.79 in	Drum - Rear (Yes or )	N/A
Rear Drum Diam x Width	N/A		

### Fuel Tank

Fuel Tank Capacity, Approx	28 gal	Aux Fuel Tank Capacity, Approx	N/A
Fuel Tank Location	N/A	Aux Fuel Tank Location	N/A

## Dimensions

### Interior Dimensions

Passenger Capacity	3	Front Head Room	43.11 in
Front Leg Room	44.53 in	Front Shoulder Room	66.02 in
Front Hip Room	60.9 in	Second Head Room	N/A
Second Leg Room	N/A	Second Shoulder Room	N/A
Second Hip Room	N/A		

### Exterior Dimensions

Wheelbase	139.5 in	Length, Overall w/o rear bumper	N/A
Length, Overall w/rear bumper	N/A	Length, Overall	229.68 in
Width, Max w/o mirrors	81.14 in	Height, Overall	75.59 in
Overhang, Front	N/A	Overhang, Rear w/o bumper	N/A
Front Bumper to Back of Cab	N/A	Cab to Axle	N/A
Cab to End of Frame	N/A	Ground to Top of Load Floor	N/A
Ground to Top of Frame	N/A	Frame Width, Rear	N/A
Ground Clearance, Front	7.91 in	Ground Clearance, Rear	7.91 in
Body Length	0.00 ft	Cab to Body	N/A

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## Dimensions

### Cargo Area Dimensions

Cargo Box Length @ Floor	98.18 in	Cargo Box Width @ Top, Rear	N/A
Cargo Box Width @ Floor	71.4 in	Cargo Box Width @ Wheelhousings	50.63 in
Cargo Box (Area) Height	22.4 in	Tailgate Width	N/A
Cargo Volume	89.1 ft <sup>3</sup>	Ext'd Cab Cargo Volume	N/A

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## Standard Equipment

### Package

Chevy Safety Assist includes (UHY) Automatic Emergency Braking, (UKJ) Front Pedestrian Braking, (UHX) Lane Keep Assist with Lane Departure Warning, (UE4) Following Distance Indicator, (UEU) Forward Collision Alert and (TQ5) IntelliBeam

### Mechanical

Engine, TurboMax (310 hp [231 kW] @ 5600 rpm, 430 lb-ft of torque [583 Nm] @ 3000 rpm) (STD) (Not available with (Z71) Z71 Off-Road Package, (VYU) Snow Plow Prep Package or (ZW9) pickup bed delete.)

Transmission, 8-speed automatic, electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (STD) (Included and only available with (L3B) TurboMax engine. Requires (AZ3) front 40/20/40 split-bench seats.)

Durabed, pickup bed (STD)

GVWR, 6800 lbs. (3084 kg) (Requires 2WD Crew Cab, Double Cab or Regular Cab Long Bed model with (L3B) TurboMax engine. Requires 2WD Double Cab or Regular Cab Long Bed model and (L84) 5.3L EcoTec3 V8 engine.)

Rear axle, 3.42 ratio

Push Button Start

Automatic Stop/Start (Not available with (5W4) Special Services Package, (9C1) Police Pursuit Package or (FHS) E85 FlexFuel capability.)

Rear wheel drive

Battery, heavy-duty 730 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power

Alternator, 220 amps (Included with (L3B) TurboMax engine, (VYU) Snow Plow Prep Package, (5W4) Special Service Package or (9C1) Police Pursuit Package.)

Recovery hooks, front, frame-mounted, Black

Frame, fully-boxed, hydroformed front section

Suspension Package, Standard

Steering, Electric Power Steering (EPS) assist, rack-and-pinion

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Brake lining wear indicator

Capless Fuel Fill

Exhaust, single outlet

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# Bruner Motors

Michael W Waters | 254-968-2135 | mikewaters@brunerauto.com

Item 20.

[Fleet] 2025 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck ( Complete )

Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

## Exterior

Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel (STD)

Tires, 255/70R17 all-season, blackwall (STD)

Tire, spare 255/70R17 all-season, blackwall (STD) (Included with (QBN) 255/70R17 all-season, blackwall tires.)

Wheel, 17" x 8" (43.2 cm x 20.3 cm) full-size, steel spare

Tire carrier lock, keyed cylinder lock that utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete.)

Bumpers, front, Black (semi-gloss)

Bumpers, rear, Black (semi-gloss)

CornerStep, rear bumper

Cargo tie downs (12), fixed rated at 500 lbs per corner (Deleted with (ZW9) pickup bed delete.)

Headlamps, halogen reflector with halogen Daytime Running Lamps

IntelliBeam, automatic high beam on/off

Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel (incandescent on Regular Cab models, LED on Crew Cab and Double Cab models)

Taillamps with incandescent tail, stop and reverse lights

Mirrors, outside heated power-adjustable (Standard on Regular Cab models. Included and only available with (PCV) WT Convenience Package on Crew Cab and Double Cab models. When (PQA) WT Safety Package is ordered, includes (DP6) high gloss Black mirror caps.)

Glass, solar absorbing, tinted

Door handles, Black

Tailgate and bed rail protection cap, top

Tailgate, standard (Deleted with (ZW9) pickup bed delete.)

Tailgate, locking utilizes same key as ignition and door (Removed when (QT5) EZ Lift power lock and release tailgate is ordered.)

Tailgate, gate function manual, no EZ Lift (Deleted with (ZW9) pickup bed delete.)

## Entertainment

Audio system, Chevrolet Infotainment 3 system 7" diagonal HD color touchscreen, AM/FM stereo, Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)

Sirius XM, delete (Can be upgraded to (U2K) SiriusXM.)

Audio system feature, 2-speaker system (Requires Regular Cab model.)

Wireless phone projection for Apple CarPlay and Android Auto

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## Entertainment

Bluetooth for phone, connectivity to vehicle infotainment system  
Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)

## Interior

Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)  
Seat trim, Vinyl  
Seat adjuster, driver 4-way manual  
Seat adjuster, passenger 4-way manual  
Floor covering, rubberized-vinyl (Not available with LPO floor liners.)  
Steering wheel, urethane  
Steering column, Tilt-Wheel, manual with wheel locking security feature  
Steering column lock, electrical  
Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure  
Driver Information Center, 3.5" diagonal monochromatic display  
Exterior Temperature Display located in radio display  
Compass located in instrument cluster  
Window, power front, drivers express up/down  
Window, power front, passenger express down  
Door locks, power  
Remote Keyless Entry, with 2 transmitters  
Cruise control, electronic with set and resume speed, steering wheel-mounted  
Power outlet, front auxiliary, 12-volt  
USB Ports, 2, Charge/Data ports located on instrument panel  
Air conditioning, single-zone manual  
Mirror, inside rearview, manual tilt  
Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

## Safety-Mechanical

Automatic Emergency Braking  
Front Pedestrian Braking

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Quote: Stephenville Parks Dept 2025 Reg cab LWB 2WD

## Safety-Mechanical

StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

## Safety-Exterior

Daytime Running Lamps with automatic exterior lamp control

## Safety-Interior

Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

OnStar Services capable (See onstar.com for details and limitations. Services vary by model. Service plan required.)

OnStar Basics (OnStar Fleet Basics for Fleet) Drive confidently with core OnStar services including remote commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need. (OnStar Basics includes remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. For MY25 vehicles, OnStar Basics is standard for 8 years; OnStar plan, working electrical system, cell reception and GPS signal required. OnStar links to emergency services. Service coverage varies with conditions and location. Service availability, features and functionality vary by device and software version. See onstar.com for details and limitations.)

HD Rear Vision Camera (Deleted with (ZW9) pickup bed delete.)

Lane Keep Assist with Lane Departure Warning

Following Distance Indicator

Forward Collision Alert

Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings menu

Tire Pressure Monitoring System, auto learn includes Tire Fill Alert (does not apply to spare tire)

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## WARRANTY

Warranty Note: <<< Preliminary 2025 Warranty >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: Silverado TurboMax<sup>TM</sup> engines, 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: Silverado TurboMax<sup>TM</sup> engines, 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Maintenance Note: First Visit: 12 Months/12,000 Miles

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## Window Sticker

### SUMMARY

[Fleet] 2025 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck

MSRP:\$37,200.00

Interior:Jet Black, Vinyl seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 5.3L EcoTec3 V8

Transmission, 10-speed automatic, electronically controlled

### OPTIONS

CODE	MODEL	MSRP
CC10903	[Fleet] 2025 Chevrolet Silverado 1500 (CC10903) 2WD Reg Cab 140" Work Truck	\$37,200.00
<b>OPTIONS</b>		
E63	Durabed, pickup bed	\$0.00
FE9	Emissions, Federal requirements	\$0.00
L84	Engine, 5.3L EcoTec3 V8	\$1,595.00
MHT	Transmission, 10-speed automatic, electronically controlled	Inc.
GU5	Rear axle, 3.23 ratio	Inc.
1WT	Work Truck Preferred Equipment Group	\$0.00
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel	\$0.00
QBN	Tires, 255/70R17 all-season, blackwall	\$0.00
QBR	Tire, spare 255/70R17 all-season, blackwall	\$0.00
GAZ	Summit White	\$0.00
AZ3	Seats, front 40/20/40 split-bench	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00
Z82	Trailer Package	\$425.00
G80	Auto-locking rear differential	\$395.00
KC4	Cooling, external engine oil cooler	Inc.

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KNP	Cooling, auxiliary external transmission oil cooler	Inc.	
KW7	Alternator, 170 amps	Inc.	
CTT	Hitch Guidance	Inc.	
VQ2	Fleet Processing Option		\$0.00
—	Bid assistance		\$0.00
<b>SUBTOTAL</b>			<b>\$39,615.00</b>
Adjustments Total			\$0.00
Destination Charge			\$1,995.00
<b>TOTAL PRICE</b>			<b>\$41,610.00</b>

### FUEL ECONOMY

- Est City:16 MPG
- Est Highway:21 MPG
- Est Highway Cruising Range:588.00 mi

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**Note: Photo may not represent exact vehicle or selected equipment.**

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# STAFF REPORT

**SUBJECT:** ITB 3335 – Two Parks Vehicles

**DEPARTMENT:** Finance

**STAFF CONTACT:** Rebecca Crosson

**RECOMMENDATION:**

The Purchasing Department and the Director of Parks and Recreation recommend the bid be awarded to Bruner Motors for the 2025 vehicles totaling \$79,083.70. This will be for 2 Chevrolet Silverado 1500 trucks at \$39,541.85 each.

**BACKGROUND:**

Bids were solicited and opened November 14, 2024, for 2 parks trucks. We received responses from 2 vendors. The vendors responded as follows and amounts listed are for each truck and total for 2 trucks:

Vendor:	Item:	Individual Cost:	Total Cost:
Triple Crown	2025 F-150 Crew Cab	\$48,641.71	\$97,283.42
Bruner Motors	2025 Chevy Silverado 1500	\$39,541.85	\$79,083.70

**FISCAL IMPACT SUMMARY:**

These 2 trucks were approved in the 2024-2025 budget for \$70,000. This purchase will exceed the budget by \$9,083.70.

# STAFF REPORT

**SUBJECT:** ITB 3336 – Public Works Vehicles

**DEPARTMENT:** Finance

**STAFF CONTACT:** Rebecca Crosson

**RECOMMENDATION:**

The Purchasing Department recommends approval to purchase two Street Department pickup trucks, two Customer Service pickup trucks, and two Construction Tech pickup trucks from Bruner Chevrolet as approved in the adopted FY24-25 budget.

**BACKGROUND:**

The adopted FY24-25 budget approved the replacement of two pickup trucks for the Street Department, two Customer Service pickup trucks, and two Construction Tech pickup trucks.

**PROPOSAL:**

Two bids were received and opened on Friday, January 3, 2025. The bids received from Triple Crown Ford was incomplete and did not include bids for the listed options and was deemed non-responsive. Bruner Chevrolet submitted bids for all line items for the above-listed trucks. Bruner Motors estimates delivery in 8-12 weeks.

**FISCAL IMPACT SUMMARY:**

The FY24-25 adopted budget includes \$98,000 for two Street Department trucks. The total purchase cost for the trucks is \$97,640.00 leaving a positive balance of \$360.00.

The approved FY24-25 budget allocated \$49,000 each for four (4) ½-ton pickup trucks for the Utility Department, for a total budget amount of \$196,000. The total from Bruner Motors are \$51,520.00 each, for a total amount of \$205,040.00 leaving a negative balance of \$9,040.00.

Below is a tabulation of bids.

Item	Description	#	Bruner Motors Chevrolet	Bruner Motors Chevrolet	Bruner Motors Chevrolet
1	Street Dept. ½-Ton Single Cab Pickup	2	\$ 45,425.00		
2	Customer Serv. ½-Ton Crew Cab Pickup	2		\$ 47,865.00	
3	Construction Tech ½-Ton Crew Cab Pickup	2			\$ 47,865.00
	Option 1: Towing Package	1	\$ 75.00	\$ 75.00	\$ 75.00
	Option 2: Amber Light Bar	1	\$ 670.00	\$ 670.00	\$ 670.00
	Option 3: Light Strobes	1	\$ 700.00	\$ 700.00	\$ 700.00
	Option 4: Rhino Lining	1	Included	Included	Included
	Option 5: Tool Box	1	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Option 6: Side Step Nerf Bars	1	\$ 400.00	\$ 400.00	\$ 400.00
	Option 7: Headache Rack	1	\$ 550.00	\$ 550.00	\$ 550.00
	<b>Total Options</b>		\$ 3,395.00	\$ 3,395.00	\$ 3,395.00
	<b>Total With Options</b>		\$ 48,820.00	\$ 51,260.00	\$ 51,260.00
	<b>Total Both Trucks</b>		\$ 97,640.00	\$ 102,520.00	\$ 102,520.00

**ALTERNATIVES:**

The following alternatives are provided for consideration:

1. Do not approve the purchase as presented, or
2. Recommend an alternate bidding methodology, or
3. Deduct Options to meet budgeted amounts.

**ADVANTAGES:**

1. The trucks are purchased locally.

**DISADVANTAGES:**

1. The utility department vehicles are over budget by \$9,040.00.



298 W Washington St, Stephenville, TX 76401

### NOTICE TO BIDDERS

Sealed bids will be received by the City of Stephenville, at City Hall, 298 W Washington Street, Stephenville, TX 76401 until 2:00 pm, January 3<sup>rd</sup> 2025, at which time bids duly delivered and submitted will be considered for:

#### VEHICLES

Bids should be addressed to Rebecca Crosson, Purchasing Manager, 298 W. Washington, Stephenville, TX 76401.

Any bid received after stated closing time will be returned unopened. If bids are sent by mail to the City, the bidder shall be responsible for actual delivery of the bid to the City Secretary before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of the City of Stephenville beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be returned unopened.

Until the final award by the City of Stephenville, said City reserves the right to reject any and/or all bids, to waive technicalities, to re-advertise, to proceed otherwise when the best interest of the City will be realized hereby. Bid award is not solely based on price alone.

**All bids must be submitted on original bid forms.** Any changes to the form or failure to label packaging on the bid, may disqualify it. All packaging on bids (including courier envelope) will be submitted sealed and plainly marked with:

**NAME AND ADDRESS OF BIDDER**  
**VEHICLES**  
**BID NUMBER 3336**

It is not the intent of the City of Stephenville to offer proprietary specifications, or to eliminate any vendor from bidding by the use of brand names. If brand names are used it is for example only and understood the "or equal" will be accepted.

Bids shall be held firm for a period of 60 days unless otherwise stated in the bid specifications, instructions to bidders, or on the bid sheet.

**PLEASE NOTE THAT MOST COURIER SERVICES DO NOT OFFER BEFORE  
 10:30 AM SERVICE TO STEPHENVILLE**

**ITB 3336**

Bids that contain any omission, erasures, or alterations, or additions of items not called for in the bid documents, or irregularities of any kind, may or may not be considered.

Deviations from specifications and alternate bids must be clearly shown on the bid form with complete information attached to form. They may or may not be considered.

Upon bidders submitting bids they shall not withdraw or cancel such bids and all sums deposited with such bids will be held by the City of Stephenville until all bids submitted shall have been canvassed and award of contract made, signed and if a performance bonds is required furnished and approved. All sums deposited with bids will then be returned to the respective bidders.

The City of Stephenville, Texas is exempt from State of Texas Sales Tax and a Tax Exemption Certificate shall be furnished by the City of Stephenville, Texas to the successful bidder upon request.

No official of the City of Stephenville shall have financial interest, direct or indirect, in any contract with the City, or be financially interested, directly or indirectly, in the sale to the City of any land, material, supplies or services.

Discounts: Show rate, total amount, and latest day any discount will be allowed after receipt of article and correct invoice.

This contract is subject to cancellation upon thirty day written notice by the City of Stephenville without cause.

Liquidated Damages: In the event delivery is not made within the stated time period, (without acceptable reasons for delay and written consent from the City) the City reserves the right to place the order with the next available vendor and the awardee shall be liable for any increase in price as liquidated damages, it being agreed that said sum is a fair and reasonable estimate of actual damages the City will incur. Bidder will not

be held liable for failure to make delivery because of strikes; conscription's of property, governmental regulations, acts of God, or any other causes beyond his control; provided an extension of time is obtained from the Division of Purchasing.

Exceptions: Any catalog or manufacturer's reference in this proposal is descriptive, but not restrictive, and is used only to indicate type and grade. Bids on other items of similar and equal quality will be considered, provided the bidder states on the face of this proposal exactly what he intends to furnish, including any variation to the specifications and literature, otherwise he shall be required to furnish the items as specified on the proposal. Any other exceptions to any portions of these terms and conditions or deviations from written specifications shall be shown in writing on the bid document form or attached to bid form.

Quantities: Quantities shown are estimated, based on projected use. It is specifically understood and agreed that these quantities are approximate and any additional quantities will be paid for at the quoted price. It is further understood that the supplier shall not have any claim against the City of Stephenville for quantities less than the estimated amount.

Prices: The bidder should show in the bid document both the unit price and total amount, where required, of each item listed. In the event of error or discrepancy in the mathematics, the unit price shall prevail.

Delivery Date: Bidders shall state delivery date on all order.

F.O.B Point: All prices of item(s) shall be quoted FOB City of Stephenville destination.

The City of Stephenville reserves the right to award this bid in whole or in part.



It is desirable that bids are accompanied by two sets of specifications to support items bid. The City of Stephenville reserves the right to determine specification requirements on all items bid.

**Eligible Bidder:** Bidders are limited to those persons or firms qualified and engaged in a full time business and can assume liabilities for any performance or warranty service required.

**Nonresident-Reciprocal Bid Act:** You are advised the City of Stephenville, Texas is bound by House Bill 620. The law provides that in order to be awarded a contract as low bidder, non-resident bidders (out-of-state contractors whose corporate office or principal place of business is outside the State of Texas) bid projects in Texas at an amount lower than the lowest Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a non-resident bidder in order to obtain a comparable contract in the state in which the non-resident's principal place of business is located. After making that determination you are instructed to advise the Purchasing Department in writing of that fact with a copy of the applicable state statute.

Based on local government code 252.043, the contract will be awarded to the lowest responsible bidder **OR** to the bidder who provides goods or services at the best value for the municipality. Therefore price is not the only consideration in the bid award.

By signing this bid, Vendor hereby certifies that it is not a company identified on the Texas Comptroller's list of companies known to have contracts with, or provide supplies or services to, a foreign organization designated as a Foreign Terrorist Organization by the U.S. Secretary of State. Vendor further certifies and verifies that neither Vendor, nor any affiliate, subsidiary, or parent company of Vendor, if any (the "Vendor Companies"), boycotts Israel, and Vendor agrees that the Vendor and Vendor Companies will not boycott Israel during the term of this Agreement. For purposes of this Agreement, the term "boycott" shall mean and include terminating business activities or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with Israel, or with a person or entity doing business in Israel or in an Israeli controlled territory.

Please be advised that Stephenville does not receive courier services before 10:30 a.m.

**CITY OF STEPHENVILLE, TEXAS  
 BID SPECIFICATIONS FOR  
 SEVEN (7) PICKUP TRUCKS  
 2024 or newer**

The City of Stephenville is seeking bids for seven (7) pickups, 2024 or newer. Demo trucks will be considered if under 10,000 miles. The vendor may submit bids based upon the options presented. The vendor may, based upon vehicle availability, note any variations to the bid specifications.

**Item 1: 1-Ton Utility Crew Truck (1)**

Engine Type	Gas or Diesel
Transmission	6-speed or greater automatic
Drive Type	4-wheel drive
Engine Size	V8
Fuel Tank Capacity	24 gallons or better
Max Payload	1 Ton
Towing Capacity	11,500lbs or better
Cabin Type	4-Door Crew Cab (full size)
Braking	4-wheel ABS, front and rear disc
Seating	Cloth w/Bench (40/20/40)
Doors & Windows	Powered
In-Car Entertainment	AM/FM Radio w/Bluetooth connectivity
Cruise Control	Yes
Tires	17 inch or bigger
Wheelbase	144 inches or bigger
Camera	Rear View
Alternator	170 amps or better
Controls	Power mirrors, windows, doors and steering wheel
Spare Tire	Full size included
Colors	White
Warranty	Three (3) year 36,000 standard warranty minimum
Cab to Include	Heater; Defroster; Two (2) Outside Mounted Foldaway Mirrors; One (1) Inside Rear View Mirror; Two (2) Padded Sun Visors; Lighter; Intermittent Wipers, Tilt Wheel, Cargo Area Light Included, Airbags: Driver & Passenger, All Additional Equipment Listed as Standard

\* Currently in Stock - Can't hold w/o P.O.

KTP-002163 TX

4293

1FT8W3DTS REF84581 NB

026505 15491571



**VEHICLE DESCRIPTION**  
**SUPER DUTY**  
 2024 F350 DRW 4X4 CREW CAB  
 XL 176" WB STYLE SIDE  
 6.7L POWER STROKE V8 DIESEL  
 10-SPEED AUTO TORQSHIFT

**RE F84581**  
 EXTERIOR OXFORD WHITE  
 INTERIOR MEDIUM DARK SLATE CLOTH

**California Air Resources Board**

**Environmental Performance**

**STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE**

- |  |   |   |  |
|--|---|---|--|
| <b>EXTERIOR</b>  | <b>INTERIOR</b>   | <b>FUNCTIONAL</b>   | <b>SAFETY/SECURITY</b>   |
| <ul style="list-style-type: none"> <li>DOOR HANDLES - BLACK</li> <li>HEADLAMPS - AUTOLAMP (ON/OFF)</li> <li>TOW HOOKS</li> <li>TRAILER BRAKE CONTROLLER</li> <li>TRAILER SWAY CONTROL</li> <li>TRAILER TOW MIRRORS</li> <li>WIPERS - INTERMITTENT</li> </ul> | <ul style="list-style-type: none"> <li>4.2" PRODUCTIVITY SCREEN</li> <li>AIR COND. MANUAL FRONT</li> <li>DRIVER SUN VISORS</li> <li>CRUISE SEAT-MANUAL LUMBAR</li> <li>OUTSIDE TEMP DISPLAY</li> <li>PARTICULATE AIR FILTER</li> <li>POWER LOCKS AND WINDOWS</li> <li>STEERING/TILT/TELESCOPE, CRUISE &amp; AUDIO CONTROLS</li> </ul> | <ul style="list-style-type: none"> <li>4-WHEEL ANTILOCK BRAKE SYS</li> <li>FORDPASS<sup>SM</sup> CONNECT 5G(WI-FI)</li> <li>HOTSPOT TELEMATICS MODEM</li> <li>HILL START ASSIST</li> <li>MANUAL LOCKING HUBS</li> <li>MONO BEAM COIL SPRING FRT</li> <li>SUSPENSION W/STAB BAR</li> <li>REAR VIEW CAMERA</li> <li>REMOTE KEYLESS ENTRY</li> <li>SYNC<sup>3</sup> 4.0 W/8" SCREEN</li> </ul> | <ul style="list-style-type: none"> <li>ADVANCE TRAC<sup>SM</sup> WITH BSC<sup>®</sup></li> <li>AIRBAGS - SAFETY CANOPY<sup>®</sup></li> <li>BELT-MINDER CHIME</li> <li>DRIVER/PASSENGER AIR BAGS</li> <li>SECURILOCK<sup>®</sup> ANTI-THIEF SYS<sup>SM</sup></li> <li>SOS POST-CRASH ALERT SYS<sup>SM</sup></li> </ul> |

**INCLUDED ON THIS VEHICLE**

- |  |           |             |
|--|-----------|-------------|
| OPTIONAL EQUIPMENT/OTHER PREFERRED EQUIPMENT PKGS 620A | (MSRP)    | (MSRP)      |
| 6.7L POWER STROKE V8 DIESEL                            | NO CHARGE | \$54,300.00 |
| 10-SPEED AUTO TORQSHIFT                                | 165.00    | 14,205.00   |
| L7245/79RT7E BSW ALL-TERRAIN                           | 385.00    |             |
| 3.55 RATIO LIMITED SLIP AXLE                           | NO CHARGE | 68,505.00   |
| FRONT LICENSE PLATE BRACKET                            | 495.00    | 1,895.00    |
| PX4 OFF-ROAD PACKAGE                                   |           |             |
| SKID PLATES  | 445.00    |             |
| PLATFORM RUNNING BOARDS                                | 190.00    |             |
| 14000# GVWR PACKAGE                                    | NO CHARGE |             |
| ENGINE BLOCK HEATER                                    | 175.00    |             |
| 50 STATE EMISSIONS                                     | 550.00    |             |
| 120V/400W OUTLET                                       |           |             |
| 5TH WHEEL-HITCH PREP PACKAGE                           |           |             |
| JACK   |           |             |
| FORGED ALUMINUM WHEELS-17"                             | 600.00    |             |
| UPFRITTER SWITCHES                                     | 165.00    |             |
| 190AMP/GAS/250AMP/6.7L ALTR                            | NO CHARGE |             |
| DUAL BATTERY   | 315.00    |             |
| CLOTH 40/20/40 SEAT                                    | 225.00    |             |
| XL CHROME PACKAGE                                      |           |             |
| FOG LAMPS  |           |             |

**PRICE INFORMATION**  
 BASE PRICE \$54,300.00  
 TOTAL OPTIONS/OTHER 14,205.00  
 TOTAL VEHICLE & OPTIONS/OTHER 68,505.00  
 DESTINATION & DELIVERY 1,895.00

**TOTAL MSRP \$70,500.00**  
 Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit [www.ford.com/finance](http://www.ford.com/finance).

**RAIL**  
 ITEM #: 52-6503 O/T 2  
 RK241 N RB 2X 435 002163 10 24 24  
 This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.

**California Air Resources Board**

**Environmental Performance**

These ratings are not directly comparable to the U.S. EPA/DOT light-duty vehicle label ratings. For information on how to compare, please see [www.arb.ca.gov/ep\\_label](http://www.arb.ca.gov/ep_label).

Protect the environment. Choose vehicles with higher ratings:

**Greenhouse Gas Rating** (tailpipe only)

Cleaner **A+** **C** **D**

**Smog Rating** (tailpipe only)

Cleaner **A+** **B** **D**

Vehicle emissions are a primary contributor to climate change and smog. Ratings are determined by the California Air Resources Board based on this vehicle's measured emissions.



**47 YEARS BUILT YEARS TOUGH**  
**F-SERIES<sup>SM</sup>**  
**AMERICA'S BEST SELLING TRUCKS**

The FordPass<sup>SM</sup> Connect modem is active and sending vehicle data (e.g., diagnostics) to Ford. See in-vehicle settings for connectivity options.

\*Based on 1977-2023 CY total sales.  
 \*\*FordPass Connect (optional on select vehicles). The service is available on select vehicles. Service is required for remote features (see FordPass Terms for details). Connected service and features depend on compatible AT&T network coverage. Service availability may vary. Cellular network's vehicle capability may limit functionality and prevent operation of connected features. Connected service excludes Wi-Fi hotspot.

**FORD PROTECT**  
 Insist on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit [www.FordOwner.com](http://www.FordOwner.com).

SCAN OR TEXT #REF84581 TO 88888  
 No. 9 Data rate may apply. Text to #88888  
[www.ford.com/help/ep\\_label](http://www.ford.com/help/ep_label)

1FT8W3DTSREF84581

**WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine (except as necessary), service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to: [www.P65Warnings.ca.gov/passenger-vehicle](http://www.P65Warnings.ca.gov/passenger-vehicle).

01/02/2025

\* Order Unit - Single Rear Wheel - 6.8L Gas

Item 21.

Preview Order C025 - W3B 4x4 Crew Cab SRW: Order Summary Time of Preview: 12/30/2024 15:43:05 Receipt: NA

Dealership Name: Triple Crown Ford

Sales Code : F52487

Dealer Rep. Jeremy Bouher Type Fleet Vehicle Line Superduty Order Code C025  
 Customer Name City stephenv Priority Code B1 Model Year 2025 Price Level 520

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F350 4X4 CREW CAB PICKUP/160	\$53200	FRONT LICENSE PLATE BRACKET	\$0
160 INCH WHEELBASE	\$0	10600# GVWR PACKAGE	\$0
TOTAL BASE VEHICLE	\$53200	50 STATE EMISSIONS	\$0
OXFORD WHITE	\$0	CAMPER PACKAGE	\$160
CLOTH 40/20/40 SEAT	\$315	.HEAVY SERVICE FRONT SUSPENSION	\$0
MEDIUM DARK SLATE	\$0	TRAILER BRAKE CONTROLLER	\$300
PREFERRED EQUIPMENT PKG.610A	\$0	JACK	\$0
.XL TRIM	\$0	UPFITTER SWITCHES	\$165
.AIR CONDITIONING -- CFC FREE	\$0	190AMP(GAS)/250AMP(6.7L) ALTR	\$0
.AM/FM STEREO MP3/CLK	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
.6.8L DEVCT NA PFI V8 ENGINE	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
10-SPEED AUTO TORQSHIFT-G	\$0	FUEL CHARGE	\$0
.LT245/75R17E BSW ALL-SEASON	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
3.73 RATIO NON LTD SLIP AXLE	\$0	PRICED DORA	\$0
JOB #1 ORDER	\$0	ADVERTISING ASSESSMENT	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	DESTINATION & DELIVERY	\$1995
TOTAL BASE AND OPTIONS			MSRP \$56135
DISCOUNTS			NA
TOTAL			\$56135

ORDERING FIN: QP475 END USER FIN: QP475

SHIP TO : F52487












2975 W Washington, Stephenville, TX, 76401-3713









Customer Name:

Customer Email:

Customer Address:

Customer Phone:

 <b>GILCHRIST</b> <b>AUTOMOTIVE</b> DRIVE THE DIFFERENCE SOUTHWEST   PARKWAY   PLATINUM		    		
		    		
TRIPLE CROWN FORD LINCOLN		January 2, 2025		
2975 W WASHINGTON ST				
STEPHENVILLE, TEXAS 76401				
		<b>*Order Unit</b>		
CITY OF STEPHENVILLE				
298 W WASHINGTON ST				
STEPHENVILLE, TEXAS 76401				
		<b>VEHICLE</b>	<b>MSRP</b>	<b>TOTAL</b>
		2025 FORD	\$56,135.00	\$51,619.00
		F-350 CREW		
		4X4 SRW		
		6.8L GAS		
			DELIVERY	INCLUDED
		REBATES/INCENTIVES		
		TRADES		
		PAYOFF AMOUNT		
		SALES TAX	0.00%	\$0.00
		INVENTORY TAX	0.00000%	\$0.00
		DOC FEE	225	\$225.00
		TITLE AND REGISTRATION FEES	28.75	\$28.75
		<b>DOWN PAYMENT</b>		
		TOTAL PAYMENT		\$51,872.75
Jeremy Bouher				
Government Fleet Sales Manager				
<a href="mailto:jbouher@gilchristautomotive.com">jbouher@gilchristautomotive.com</a>				
Cell 325-277-8643				

		    		
<p>DRIVE THE DIFFERENCE</p> <p>SOUTHWEST   PARKWAY   PLATINUM</p>		 		
<p>TRIPLE CROWN FORD LINCOLN</p> <p>2975 W WASHINGTON ST</p> <p>STEPHENVILLE, TEXAS 76401</p>		<p>January 2, 2025</p>		
		<p><b>* IN Stock Unit</b></p>		
<p>CITY OF STEPHENVILLE</p> <p>298 W WASHINGTON ST</p> <p>STEPHENVILLE, TEXAS 76401</p>		<p>VEHICLE</p> <p>2025 FORD</p> <p>F-350 CREW</p> <p>4X4 DRW</p> <p>6.7L DIESEL</p>	<p>MSRP</p> <p>\$70,500.00</p> <p>DELIVERY</p> <p>INCLUDED</p> <p>REBATES/INCENTIVES</p> <p>TRADES</p> <p>PAYOFF AMOUNT</p> <p>SALES TAX 0.00%</p> <p>INVENTORY TAX 0.00000%</p> <p>DOC FEE 225</p> <p>TITLE AND REGISTRATION FEES 28.75</p> <p>DOWN PAYMENT</p>	<p>TOTAL</p> <p>\$65,078.30</p> <p>\$0.00</p> <p>\$0.00</p> <p>\$225.00</p> <p>\$28.75</p>
		<p>TOTAL PAYMENT</p>	<p>\$65,332.05</p>	
<p>Jeremy Bouher</p> <p>Government Fleet Sales Manager</p> <p><a href="mailto:jbouher@gilchristautomotive.com">jbouher@gilchristautomotive.com</a></p> <p>Cell 325-277-8643</p>				

**Item 2: ½ Ton Truck (4)**

Engine Type	Gas or Diesel
Transmission	6-speed or greater automatic
Drive Type	4-wheel drive
Engine Size	V8
Fuel Tank Capacity	24 gallons or better
Max Payload	1/2 Ton
Towing Capacity	11,500lbs or better
Cabin Type	4-Door Crew (full size)
Braking	4-wheel ABS, front and rear disc
Seating	Cloth w/Bench (40/20/40)
Doors & Windows	Powered
In-Car Entertainment	AM/FM Radio w/Bluetooth connectivity
Cruise Control	Yes
Tires	17 inch or bigger
Wheelbase	144 inches or bigger
Camera	Rear View
Alternator	170 amps or better
Towing	Hitch and brake control
Controls	Power mirrors, windows, locks and steering wheel
Spare Tire	Full size included
Colors	White
Warranty	Three (3) year 36,000 standard warranty minimum
Cab to Include	Heater; Defroster; Two (2) Outside Mounted Foldaway Mirrors; One (1) Inside Rear View Mirror; Two (2) Padded Sun Visors; Lighter; Intermittent Wipers, Tilt Wheel, Cargo Area Light Included, Airbags: Driver & Passenger, All Additional Equipment Listed as Standard

# GILCHRIST AUTOMOTIVE

DRIVE THE DIFFERENCE

SOUTHWEST | PARKWAY | PLATINUM



TRIPLE CROWN FORD LINCOLN  
2975 W WASHINGTON ST  
STEPHENVILLE, TEXAS 76401

January 2, 2025

**\*\*IN STOCK UNIT\*\***

CITY OF STEPHENVILLE  
298 W WASHINGTON ST  
STEPHENVILLE, TEXAS 76401

VEHICLE	MSRP	TOTAL
2025 FORD F-150 CREW 4X4 XL 5.0L GAS	\$51,695.00	\$45,680.25
	DELIVERY	INCLUDED
REBATES/INCENTIVES		
TRADES		
PAYOFF AMOUNT		
SALES TAX	0.00%	\$0.00
INVENTORY TAX	0.00000%	\$0.00
DOC FEE	225	\$225.00
TITLE AND REGISTRATION FEES	28.75	\$28.75
<b>DOWN PAYMENT</b>		
TOTAL PAYMENT		\$45,934.00

Jeremy Bouher  
Government Fleet Sales Manager  
[jbouher@gilchristautomotive.com](mailto:jbouher@gilchristautomotive.com)  
Cell 325-277-8643



Item 21.

\* Currently in stock - Can't hold who P.O.

N-002936 TX 9-HORRALL, NB, 202936, RM042 11726 220241213 4091 027185 1FTFW1L50SKD00702 11091/924 11091/924 SKD00702 NB



ford.com

# F-150

2025 F-150 4X4 SUPERCREW  
145" WHEELBASE  
5.0L V8 ENGINE  
ELEC TRN-SPD AUTO TRANS

# SK D00702

EXTERIOR  
OXFORD WHITE  
INTERIOR  
DARK SLATE VINYL 40/20/40

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

- EXTERIOR**
- LED RUNNING LAMPS
  - EASY TO OPEN COMPRESS FITTER
  - FULLY BOXED STEEL FRAME
  - HEADLAMPS - AUTO HIGH BEAM
  - HEADLAMPS - AUTO LAMP (ON/OFF)
  - LED REFLECTOR HEADLAMPS
  - LOOKING REMOVABLE TAILGATE
  - MANUAL FOLD POWER MIRRORS
  - PICKUP BOX TIE DOWN HOOKS
  - POWER TAILGATE LOCK
  - TRAILER SWAY CONTROL
  - WIPERS - INTERMITTENT

- INTERIOR**
- CRUISE CONTROL
  - POWER WINDOWS
  - DUAL SUNVISORS
  - ILLUMINATED ENTRY
  - MESSAGE CTR- OUTSIDE TEMP, COMPASS, TRIP COMPUTER
  - TILT/TELESCOPE STR COLUMN

- FUNCTIONAL**
- AWD/4WD STEERING
  - AUTO HOLD
  - ADVANCED TRAFFIC ALERT
  - CLASS 1V TRAILER HITCH W/SMART TAIL TOW CONNECTOR
  - CURB CONTROL
  - FORPASS™ CONNECT SQW-FI HOTSPOT TELEMATICS MODEM
  - LANE-KEEPING SYSTEM
  - POST-COLLISION ASSIST W/WEB
  - REVERSE SENSING AND REAR VIEW CAMERA
  - SELECTABLE DRIVE MODES
  - SYNC®4 W/VR & 12" SCREEN

- SAFETY/SECURITY**
- ADVANCED TRUCK WITH RSC®
  - AIRBAGS - FRONT SEAT
  - AIRBAGS - SECOND ROW
  - AIRBAGS - SEATED CHILD PROTECTIVE SEAT
  - CITY HIGH MOUNT STOP LAMP
  - REINFORCED ALARM
  - SECURE PKG 1 YR INCLUDED SOS POST-CRASH ALERT SYS™
  - TIRE PRESSURE MONIT SYS™

- WARRANTY**
- 3YR/36,000 BUMPER / BUMPER
  - 5YR/60,000 POWERTRAIN
  - 5YR/100,000 ROADSIDE ASSIST
  - 8YR/100,000 HYBRID BATTERY

**INCLUDED ON THIS VEHICLE**  
EQUIPMENT GROUP 1014  
-XL SERIES

- OPTIONAL EQUIPMENT/OTHER**
- 4004-117507/0172L W/STAY 17" SILVER STEEL WHEELS 5.0L V8 ENGINE 1,660.00
  - 285/70R 17 BSW ALL-TERRAIN 3.51 RATIO REGULAR AXLE 7100# GVWR PACKAGE NO CHARGE
  - FRONT LICENSE PLATE BRACKET NO CHARGE
  - SKID PLATES 1,60.00
  - 50 STATE EMISSIONS NO CHARGE
  - EXTENDED RANGE 36GAL FUEL TANK VINYL 40/20/40 FRONT SEAT NO CHARGE

**PRICE INFORMATION**

BASE PRICE \$47,890.00  
TOTAL OPTIONS/OTHER 1,820.00  
TOTAL VEHICLE & OPTIONS/OTHER 49,710.00  
DESTINATION & DELIVERY 1,195.00

FLAMP ONE	FLAMP TWO
CATB	CONVOY
ITEM #:	52-K066 O/T LMI

**TOTAL MSRP \$51,695.00**

Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit [www.ford.com/finance](http://www.ford.com/finance).

**SPECIAL ORDER**

RM042 N RB 2X 535 002936 12 04 24

**WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to [www.P65Warnings.ca.gov/passenger-vehicle](http://www.P65Warnings.ca.gov/passenger-vehicle).

**FORD PROTECT™**

Inks on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit [www.fordowner.com](http://www.fordowner.com).

SCAN OR TEXT 1350000702 TO 48228

Get 8 Data Points on your phone with the Ford Protect App. Text HELP for help.

[www.ford.com/protect](http://www.ford.com/protect)

## EPA Fuel Economy and Environment DOT

**Fuel Economy**

**19** MPG  
combined city/hwy

**16** MPG  
city

**24** MPG  
highway

5.3 gallons per 100 miles

**You spend \$4,250 more in fuel costs over 5 years**

compared to the average new vehicle.

**Annual fuel cost \$2,750**



**fuel economygov**

Calculate personalized estimates and compare vehicles.

**GOVERNMENT 5-STAR SAFETY RATINGS**

**Overall Vehicle Score ★★★★★**

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

**Frontal Crash ★★★★★**

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

**Side Crash ★★★★★**

Based on the risk of injury in a side impact.

**Rollover ★★★★★**

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). [www.safercar.gov](http://www.safercar.gov) or 1-888-327-4236

**47 BUILT YEARS TOUGH F-SERIES AMERICAS BEST SELLING TRUCKS**

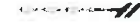
The FordPass™ Connect modernizes your vehicle's connectivity. (e.g., diagnostics) to Ford. See vehicle settings for connectivity options.

\*Based on 1977-2023 CY total sales. \*\*FordPass Connect (optional on select vehicles), the FordPass app and complimentary Connected Services (terms for details). Connected service network availability depends on compatible AT&T network availability (excluding technology/cellular network and prevention of connectivity features). Connected service excludes Wi-Fi hotspot.

# GILCHRIST AUTOMOTIVE

DRIVE THE DIFFERENCE

SOUTHWEST | PARKWAY | PLATINUM



TRIPLE CROWN FORD LINCOLN  
2975 W WASHINGTON ST  
STEPHENVILLE, TEXAS 76401

January 2, 2025

**\*\*ORDER UNIT\*\***

CITY OF STEPHENVILLE  
298 W WASHINGTON ST  
STEPHENVILLE, TEXAS 76401

VEHICLE	MSRP	TOTAL
2025 FORD F-150 CREW 4X4 XL CLOTH 5.0L GAS	\$52,320.00	\$46,473.00
	DELIVERY	INCLUDED
REBATES/INCENTIVES		
TRADES		
PAYOFF AMOUNT		
SALES TAX	0.00%	\$0.00
INVENTORY TAX	0.00000%	\$0.00
DOC FEE	225	\$225.00
TITLE AND REGISTRATION FEES	28.75	\$28.75
<b>DOWN PAYMENT</b>		
TOTAL PAYMENT		\$46,726.75

Jeremy Bouher  
Government Fleet Sales Manager  
[jbouher@gilchristautomotive.com](mailto:jbouher@gilchristautomotive.com)  
Cell 325-277-8643



Preview Order C03S - W1L - 4x4 XL SuperCrew: Order Summary Time of Preview: 12/30/2024 15:50:17 Receipt: NA

Dealership Name: Triple Crown Ford

Sales Code : F52487

Dealer Rep.	Jeremy Bouher	Type	Fleet	Vehicle Line	F-150	Order Code	C03S
Customer Name	City stephenv	Priority Code	C1	Model Year	2025	Price Level	535

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F150 4X4 SUPERCREW XL - 145	\$47880	FORD FLEET SPECIAL ADJUSTMENT	\$0
145 INCH WHEELBASE	\$0	FRONT LICENSE PLATE BRACKET	\$0
TOTAL BASE VEHICLE	\$47880	50 STATE EMISSIONS	\$0
OXFORD WHITE	\$0	TOW/HAUL PACKAGE	\$785
CLOTH 40/20/40 FRONT SEAT	\$0	.INTEGRATED TRAILER BRAKE CONT	\$0
MEDIUM DARK SLATE	\$0	EXTENDED RANGE 36GAL FUEL TANK	\$0
EQUIPMENT GROUP 101A	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
.XL SERIES	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
.17" SILVER STEEL WHEELS	\$0	FUEL CHARGE	\$0
5.0L V8 ENGINE	\$1660	NET INVOICE FLEET OPTION (B4A)	\$0
ELEC TEN-SPEED AUTO TRANS	\$0	PRICED DORA	\$0
.265/70R 17 BSW ALL-TERRAIN	\$0	ADVERTISING ASSESSMENT	\$0
3.73 ELECTRONIC LOCK RR AXLE	\$0	DESTINATION & DELIVERY	\$1995
7100# GVWR PACKAGE	\$0		
TOTAL BASE AND OPTIONS			MSRP \$52320
DISCOUNTS			NA
TOTAL			\$52320

ORDERING FIN: QP475 END USER FIN: QP475

SHIP TO : F52487

2975 W Washington, Stephenville, TX, 76401-3713

Customer Name:

Customer Email:

Customer Address:

Customer Phone:

Customer Signature

Date

*This order has not been submitted to the order bank.*

**Item 3: ½ Ton Truck (2)**

Engine Type	Gas
Transmission	6-Speed or greater automatic
Drive Type	4-wheel drive
Engine Size	V6 or better
Fuel Tank Capacity	24 gallons or better
Max Payload	1/2 Ton
Towing Capacity	11,500lbs or better
Cabin Type	Single Cab 2-Door
Braking	4-wheel ABS, front and rear disc
Seating	Cloth or equivalent
Doors & Windows	Powered
In-Car Entertainment	AM/FM Radio w/Bluetooth connectivity
Cruise Control	Yes
Tires	17 inch or bigger
Wheelbase	96 inches (short bed)
Camera	Rear View
Alternator	130 amps or better
Towing	Hitch and brake control
Controls	Power mirrors, windows, locks and steering wheel
Spare Tire	Full size included
Colors	White
Warranty	Three (3) year 36,000 standard warranty minimum
Cab to Include	Heater; Defroster; Two (2) Outside Mounted Foldaway Mirrors; One (1) Inside Rear View Mirror; Two (2) Padded Sun Visors; Lighter; Intermittent Wipers, Tilt Wheel, Cargo Area Light Included, Airbags: Driver & Passenger, All Additional Equipment Listed as Standard

# GILCHRIST AUTOMOTIVE

DRIVE THE DIFFERENCE

SOUTHWEST | PARKWAY | PLATINUM



TRIPLE CROWN FORD LINCOLN  
2975 W WASHINGTON ST  
STEPHENVILLE, TEXAS 76401

January 2, 2025

**\*\*ORDER UNIT\*\***

CITY OF STEPHENVILLE  
298 W WASHINGTON ST  
STEPHENVILLE, TEXAS 76401

VEHICLE	MSRP	TOTAL
2025 FORD F-150 REG CAB 4X4 XL CLOTH 3.5L GAS	\$46,020.00	\$43,044.75
	DELIVERY	INCLUDED
REBATES/INCENTIVES		
TRADES		
PAYOFF AMOUNT		
SALES TAX	0.00%	\$0.00
INVENTORY TAX	0.00000%	\$0.00
DOC FEE	225	\$225.00
TITLE AND REGISTRATION FEES	28.75	\$28.75
<b>DOWN PAYMENT</b>		
TOTAL PAYMENT		\$43,298.50

Jeremy Bouher  
Government Fleet Sales Manager  
jbouher@gilchristautomotive.com  
Cell 325-277-8643



Preview Order C03S - F1L - 4x4 XL Regular Cab: Order Summary Time of Preview: 12/30/2024 15:59:36 Receipt: NA

Dealership Name: Triple Crown Ford

Sales Code : F52487

Dealer Rep.	Jeremy Bouher	Type	Fleet	Vehicle Line	F-150	Order Code	C03S
Customer Name	City stephenv	Priority Code	C1	Model Year	2025	Price Level	535

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F150 4X4 REGULAR CAB XL - 141	\$42365	7100# GVWR PACKAGE	\$0
141 INCH WHEELBASE	\$0	FORD FLEET SPECIAL ADJUSTMENT	\$0
TOTAL BASE VEHICLE	\$42365	FRONT LICENSE PLATE BRACKET	\$0
OXFORD WHITE	\$0	50 STATE EMISSIONS	\$0
CLOTH 40/20/40 FRONT SEAT	\$0	EXTENDED RANGE 36GAL FUEL TANK	\$0
MEDIUM DARK SLATE	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
EQUIPMENT GROUP 101A	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
.XL SERIES	\$0	FUEL CHARGE	\$0
.17" SILVER STEEL WHEELS	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
3.5L V6 ECOBOOST	\$1660	PRICED DORA	\$0
ELEC TEN-SPEED AUTO TRANS	\$0	ADVERTISING ASSESSMENT	\$0
.265/70R 17 BSW ALL-TERRAIN	\$0	DESTINATION & DELIVERY	\$1995
3.31 RATIO REGULAR AXLE	\$0		
TOTAL BASE AND OPTIONS			MSRP \$46020
DISCOUNTS			NA
TOTAL			\$46020

ORDERING FIN: QP475 END USER FIN: QP475  
SHIP TO : F52487  
2975 W Washington, Stephenville, TX, 76401-3713

Customer Name:  
Customer Address:

Customer Email:  
Customer Phone:

Customer Signature

Date

*This order has not been submitted to the order bank.*

*This is not an invoice.*

**Optional Equipment****OPTION 1**

HEAVY DUTY TRAILER TOWING PACKAGE  
INCLUDING RECEIVER HITCH, 2" BALL AND  
ALL INTERIOR & EXTERIOR ELECTRICAL  
REQUIREMENTS FOR IMMEDIATE OPERATION

**OPTION 2**

15-INCH AMBER LIGHT BAR

**OPTION 3**

WHELEN FOUR CORNER HIDEAWAY LED  
STROBES OR CITY APPROVED-EQUAL LIGHT PACKAGE

**OPTION 4**

RHINO (or equal) LINING IN BED, RAILS AND TAILGATE

**OPTION 5**

TOOL BOX DOUBLE LID – RKI or EQUAL

**OPTION 6**

SIDE STEP NERF BARS or EQUAL

**OPTION 7**

HEADACHE RACK

**OPERATION AND MAINTENANCE MANUALS:**

A copy of the operation and maintenance manual shall be provided for the pickups being furnished. The operation and maintenance manual shall contain the recommended operation and maintenance procedures for the units being furnished. The instructions shall include step-by-step use methods and include adequate illustrations, diagrams and other applicable aids. Special attention shall be given to safety considerations for personnel and equipment.

**WARRANTY:**

The pickups furnished in accordance with these specifications shall be covered by the manufacturer's warranty on the units bid. Warranty terms shall be supplied with the bid. The manufacturer shall warrant the equipment to be of quality construction and free from defects in materials and workmanship. The warranty will become effective upon acceptance by the Owner or Owner's authorized agent.

**DELIVERY:**

The vehicle covered by this bid shall be F.O.B. Stephenville, TX. 76401. The estimated delivery date shall be stated on the bid supplied.

**VARIANCES:**

List any variances with the bid specifications below or attach detailed variance description.

\*\* WE CURRENTLY HAVE SEVERAL OF THE REQUESTED VEHICLES ON THE LOT.

HOWEVER, WE CAN NOT HOLD THE VEHICLE WITHOUT A P.O.

IF THE VEHICLES SELL PRIOR TO AWARD LETTER, WE WILL SEARCH CURRENT INVENTORY BUT ORDERING MAY BE THE OPTION AVAILABLE

1- TON TRUCK WAS QUOTED AS A 2025 F350 CREW CAB SINGLE REAR WHEEL WITH 6.8L GAS ENGINE AND A STANDARD BED

CURRENT IN STOCK UNIT IS A 2024 F350 CREW CAB DUAL REAR WHEEL WITH A 6.7L DIESEL ENGINE AND STANDARD BED WITH A 5TH WHEEL PREP PACKAGE

1/2 TON REG CAB WAS QUOTED AS 2025 F150 WITH 5.0L V8 ENGINE IN ORDER TO GET TOW/HAUL PACKAGE THIS UNIT WILL BE AN ORDER UNIT

CURRENTLY HAVE (1) 2025 CRWEW CAB XL IN STOCK. IT IS EQUIPPED WITH VINYL SEATING. ORDERING WOULD TAKE PLACE IF CLOTH IS REQUIRED AND WE ARE AWARDED

\*\* AS PER FORD MOTOR COMPANY, PLEASE ALLOW UP TO 110 DAYS FOR ORDERED VEHICLES





CITY OF STEPHENVILLE, TEXAS  
BID SPECIFICATIONS FOR TWELVE (7)  
PICKUP TRUCKS  
BID RETURN FORM – ITB 3336

ITEM #	DESCRIPTION	QTY AVAIL	PRICE EACH	Instock unit
1.	1 Ton Utility Crew Pickup	<u>1</u>	<u>\$ 51,872.75</u> / <sup>Order unit</sup>	<u>\$ 65,332.05</u>
2.	½ Ton Crew Cab Pickup	<u>1</u>	<u>\$ 46,726.75</u> /	<u>\$ 45,934.00</u>
3.	½ Ton Single Cab Pickup	<u>0</u>	<u>\$ 43,298.50</u>	

OPTION #	DESCRIPTION	PRICE EACH
1.	OPTION 1 - Towing Package	<u>\$ 575<sup>00</sup></u> <sup>350<sup>00</sup> F150</sup> <sub>F350</sub>
2.	OPTION 2 – Amber Light Bar	\$ _____
3.	OPTION 3 – Light Strobes	\$ _____
4.	OPTION 4 – Rhino Lining	\$ _____
5.	OPTION 5 – Tool Box	\$ <u>515<sup>00</sup></u>
6.	OPTION 6 – Side Step Nerf Bars	\$ <u>299<sup>00</sup></u>
7.	OPTION 7 – Headache Rack	\$ <u>550<sup>00</sup></u>

Printed Name: Jeremy Bouher

Title: Government Fleet Sales Manager

Authorized Signature: [Signature] Date: 1/2/2025

DELIVERY OF UNIT AFTER RECEIPT OF ORDER Up to 16 WEEKS

WARRANTY TERMS ENCLOSED (CIRCLE ONE) YES NO

Company Name: Triple Crown Ford Lincoln

Address: 2975 W. Washington

City: Stephenville State: TX Zip: 76401

Telephone: 325-277-8643 Contact Person: Jeremy Bouher

Email Address: Jbouher@gilchristautomotive.com

**CITY OF STEPHENVILLE, TEXAS  
 BID SPECIFICATIONS FOR  
 SEVEN (7) PICKUP TRUCKS  
 2024 or newer**

The City of Stephenville is seeking bids for seven (7) pickups, 2024 or newer. Demo trucks will be considered if under 10,000 miles. The vendor may submit bids based upon the options presented. The vendor may, based upon vehicle availability, note any variations to the bid specifications.

**Item 1: 1-Ton Utility Crew Truck (1)**

Engine Type	Gas or Diesel
Transmission	6-speed or greater automatic
Drive Type	4-wheel drive
Engine Size	V8
Fuel Tank Capacity	24 gallons or better
Max Payload	1 Ton
Towing Capacity	11,500lbs or better
Cabin Type	4-Door Crew Cab (full size)
Braking	4-wheel ABS, front and rear disc
Seating	Cloth w/Bench (40/20/40)
Doors & Windows	Powered
In-Car Entertainment	AM/FM Radio w/Bluetooth connectivity
Cruise Control	Yes
Tires	17 inch or bigger
Wheelbase	144 inches or bigger
Camera	Rear View
Alternator	170 amps or better
Controls	Power mirrors, windows, doors and steering wheel
Spare Tire	Full size included
Colors	White
Warranty	Three (3) year 36,000 standard warranty minimum
Cab to Include	Heater; Defroster; Two (2) Outside Mounted Foldaway Mirrors; One (1) Inside Rear View Mirror; Two (2) Padded Sun Visors; Lighter; Intermittent Wipers, Tilt Wheel, Cargo Area Light Included, Airbags: Driver & Passenger, All Additional Equipment Listed as Standard



Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck ( Complete )

### Quote Worksheet

	<b>MSRP</b>
Base Price	\$53,000.00
Dest Charge	\$1,995.00
Total Options	\$1,330.00
<b>Subtotal</b>	<b>\$56,325.00</b>
accessories	\$3,395.00
<b>Subtotal Pre-Tax Adjustments</b>	<b>\$3,395.00</b>
Less Customer Discount	(\$3,000.00)
<b>Subtotal Discount</b>	<b>(\$3,000.00)</b>
Trade-In	\$0.00
<b>Excluded from Sales Tax</b>	<b>Subtotal Trade-In</b>
	<b>\$0.00</b>
	<b>Taxable Price</b>
	<b>\$56,720.00</b>
Sales Tax	\$0.00
	<b>Subtotal Taxes</b>
	<b>\$0.00</b>
	<b>Subtotal Post-Tax Adjustments</b>
	<b>\$0.00</b>
	<b>Total Sales Price</b>
	<b>\$56,720.00</b>

\_\_\_\_\_  
Dealer Signature / Date

\_\_\_\_\_  
Customer Signature / Date

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Data Version: 24353. Data Updated: Jan 1, 2025 6:44:00 PM PST.



Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck ( Complete )

### Weight Ratings

#### WEIGHT RATINGS

Front Gross Axle Weight Rating:	5200 lbs
Rear Gross Axle Weight Rating:	7250 lbs
Gross Vehicle Weight Rating:	11700.00 lbs

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Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck ( Complete )

### Technical Specifications

#### Powertrain

##### Transmission

Drivetrain	Four Wheel Drive	Trans Order Code	MKM
Trans Type	10	Trans Description Cont.	Automatic
Trans Description Cont. Again	N/A	First Gear Ratio (:1)	4.54
Second Gear Ratio (:1)	2.87	Third Gear Ratio (:1)	2.06
Fourth Gear Ratio (:1)	1.72	Fifth Gear Ratio (:1)	1.48
Sixth Gear Ratio (:1)	1.26	Reverse Ratio (:1)	4.54
Clutch Size	N/A	Trans Power Take Off	N/A
Final Drive Axle Ratio (:1)	N/A	Transfer Case Model	N/A
Transfer Case Gear Ratio (:1), High	1.00	Transfer Case Gear Ratio (:1), Low	N/A
Transfer Case Power Take Off	N/A	Seventh Gear Ratio (:1)	1.00
Eighth Gear Ratio (:1)	0.85	Ninth Gear Ratio (:1)	0.69
Tenth Gear Ratio (:1)	0.63		

##### Mileage

EPA Fuel Economy Est - Hwy	N/A	Cruising Range - City	N/A
EPA Fuel Economy Est - City	N/A	Fuel Economy Est-Combined	N/A
Cruising Range - Hwy	N/A	Estimated Battery Range	N/A

##### Engine

Engine Order Code	L8T	Engine Type	Gas V8
Displacement	6.6L/-TBD-	Fuel System	Direct Injection
SAE Net Horsepower @ RPM	401 @ 5200	SAE Net Torque @ RPM	464 @ 4000
Engine Oil Cooler	Yes		

##### Electrical

Cold Cranking Amps @ 0° F (Primary)	720	Cold Cranking Amps @ 0° F (2nd)	N/A
Cold Cranking Amps @ 0° F (3rd)	N/A	Maximum Alternator Capacity (amps)	170

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Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck ( Complete )

**Powertrain**

**Cooling System**

Total Cooling System Capacity N/A

**Vehicle**

**Emissions**

Tons/yr of CO2 Emissions @ 15K mi/year N/A EPA Greenhouse Gas Score N/A

**Chassis**

**Weight Information**

Standard Weight - Front	0.00 lbs	Standard Weight - Rear	0.00 lbs
Base Curb Weight	N/A	Gross Axle Wt Rating - Front	5200 lbs
Gross Axle Wt Rating - Rear	7250 lbs	Curb Weight - Front	N/A
Curb Weight - Rear	N/A	Option Weight - Front	0.00 lbs
Option Weight - Rear	0.00 lbs	Reserve Axle Capacity - Front	N/A
Reserve Axle Capacity - Rear	N/A	As Spec'd Curb Weight	N/A
As Spec'd Payload	N/A	Maximum Payload Capacity	N/A
Gross Combined Wt Rating	26000 lbs	Gross Axle Weight Rating	12450.00 lbs
Curb Weight	N/A	Reserve Axle Capacity	N/A
Total Option Weight	0.00 lbs	Payload Weight Front	0 lbs
Payload Weight Rear	0 lbs	Gross Vehicle Weight Rating	11700.00 lbs

**Trailer**

Dead Weight Hitch - Max Trailer Wt.	5000 lbs	Dead Weight Hitch - Max Tongue Wt.	500 lbs
Wt Distributing Hitch - Max Trailer Wt.	16000 lbs	Wt Distributing Hitch - Max Tongue Wt.	1600 lbs
Fifth Wheel Hitch - Max Trailer Wt.	18230 lbs	Fifth Wheel Hitch - Max Tongue Wt.	4558 lbs
Maximum Trailering Capacity	20000 lbs		

**Frame**

Frame Type	Hydroformed	Sect Modulus Rails Only	N/A
Frame RBM	N/A	Frame Strength	N/A
Frame Thickness	N/A		

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Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck ( Complete )

**Chassis**

**Suspension**

Suspension Type - Front	Short/Long Arm	Suspension Type - Rear	Independent
Spring Capacity - Front	N/A	Spring Capacity - Rear	N/A
Axle Type - Front	N/A	Axle Type - Rear	N/A
Axle Capacity - Front	N/A	Axle Capacity - Rear	N/A
Axle Ratio (:1) - Front	3.73	Axle Ratio (:1) - Rear	3.73
Shock Absorber Diameter - Front	51 mm	Shock Absorber Diameter - Rear	51 mm
Stabilizer Bar Diameter - Front	1.38 in	Stabilizer Bar Diameter - Rear	N/A

**Tires**

Front Tire Order Code	QF6	Rear Tire Order Code	QF6
Spare Tire Order Code	ZYG	Front Tire Size	LT275/70R18
Rear Tire Size	LT275/70R18	Spare Tire Size	LT275/70R18
Front Tire Capacity	N/A	Rear Tire Capacity	N/A
Spare Tire Capacity	N/A	Revolutions/Mile @ 45 mph - Front	N/A
Revolutions/Mile @ 45 mph - Rear	N/A	Revolutions/Mile @ 45 mph - Spare	N/A

**Wheels**

Front Wheel Size	18 x -TBD- in	Rear Wheel Size	18 x -TBD- in
Spare Wheel Size	18 x -TBD- in	Front Wheel Material	Steel
Rear Wheel Material	Steel	Spare Wheel Material	N/A

**Steering**

Steering Type	Pwr Recirculating Ball	Steering Ratio (:1), Overall	N/A
Steering Ratio (:1), On Center	N/A	Steering Ratio (:1), At Lock	N/A
Turning Diameter - Curb to Curb	57.0 ft	Turning Diameter - Wall to Wall	N/A

**Brakes**

Brake Type	Pwr	Brake ABS System	4-Wheel
Brake ABS System (Second Line)	N/A	Disc - Front (Yes or )	Yes

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Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck ( Complete )

**Chassis**

**Brakes**

Disc - Rear (Yes or )	Yes	Front Brake Rotor Diam x Thickness	14 x 1.6 in
Rear Brake Rotor Diam x Thickness	14.1 x 1.3 in	Drum - Rear (Yes or )	N/A
Rear Drum Diam x Width	N/A		

**Fuel Tank**

Fuel Tank Capacity, Approx	36 gal	Aux Fuel Tank Capacity, Approx	N/A
Fuel Tank Location	N/A	Aux Fuel Tank Location	N/A

**Dimensions**

**Interior Dimensions**

Passenger Capacity	6	Front Head Room	43.03 in
Front Leg Room	44.54 in	Front Shoulder Room	66.02 in
Front Hip Room	61.18 in	Second Head Room	40.12 in
Second Leg Room	43.4 in	Second Shoulder Room	65.3 in
Second Hip Room	60.24 in		

**Exterior Dimensions**

Wheelbase	172 in	Length, Overall w/o rear bumper	N/A
Length, Overall w/rear bumper	N/A	Length, Overall	266.06 in
Width, Max w/o mirrors	81.85 in	Height, Overall	80.67 in
Overhang, Front	N/A	Overhang, Rear w/o bumper	N/A
Front Bumper to Back of Cab	N/A	Cab to Axle	55.24 in
Cab to End of Frame	N/A	Ground to Top of Load Floor	N/A
Ground to Top of Frame	N/A	Frame Width, Rear	N/A
Ground Clearance, Front	11.14 in	Ground Clearance, Rear	11.14 in
Body Length	0.00 ft	Cab to Body	N/A

**Cargo Area Dimensions**

Cargo Box Length @ Floor	98.27 in	Cargo Box Width @ Top, Rear	N/A
Cargo Box Width @ Floor	71.4 in	Cargo Box Width @ Wheelhousings	50.55 in

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Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck ( Complete )

**Dimensions**

**Cargo Area Dimensions**

Cargo Box (Area) Height	21 in	Tailgate Width	N/A
Cargo Volume	83.5 ft <sup>3</sup>	Ext'd Cab Cargo Volume	N/A

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Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck ( Complete )

### Window Sticker

#### SUMMARY

[Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck MSRP:\$53,000.00

Interior:Jet Black, Cloth seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline

Transmission, Allison 10-speed automatic

#### OPTIONS

CODE	MODEL	MSRP
CK30943	[Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck	\$53,000.00
<b>OPTIONS</b>		
1WT	Work Truck Preferred Equipment Group	\$0.00
AKO	Glass, deep-tinted Inc.	
AZ3	Seats, front 40/20/40 split-bench	\$0.00
C49	Defogger, rear-window electric Inc.	
CGN	Chevytec spray-on bedliner	\$545.00
DBG	Mirrors, outside power-adjustable vertical trailing with heated upper glass Inc.	
E63	Durabed, pickup bed	\$0.00
FE9	Emissions, Federal requirements	\$0.00
G3I	GVWR, 11,700 lbs. (5307 kg) with single rear wheels	\$0.00
GAZ	Summit White	\$0.00
GT4	Rear axle, 3.73 ratio	\$0.00
H1T	Jet Black, Cloth seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal HD color touchscreen, AM/FM stereo	\$0.00
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline	\$0.00
MKM	Transmission, Allison 10-speed automatic	\$0.00

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Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck ( Complete )

PCV	WT Convenience Package	\$785.00
PYT	Wheels, 18" (45.7 cm) painted steel	\$0.00
QF6	Tires, LT275/70R18E all-terrain, blackwall	\$0.00
QT5	Tailgate, gate function manual with EZ Lift Inc.	
SRW	Single Rear Wheels	\$0.00
ZYG	Tire, spare LT275/70R18 all-terrain, blackwall	\$0.00
<b>SUBTOTAL</b>		<b>\$54,330.00</b>
Adjustments Total		\$0.00
Destination Charge		\$1,995.00
<b>TOTAL PRICE</b>		<b>\$56,325.00</b>

**FUEL ECONOMY**

Est City:N/A  
 Est Highway:N/A  
 Est Highway Cruising Range:N/A

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**Item 2: ½ Ton Truck (4)**

Engine Type	Gas or Diesel
Transmission	6-speed or greater automatic
Drive Type	4-wheel drive
Engine Size	V8
Fuel Tank Capacity	24 gallons or better
Max Payload	1/2 Ton
Towing Capacity	11,500lbs or better
Cabin Type	4-Door Crew (full size)
Braking	4-wheel ABS, front and rear disc
Seating	Cloth w/Bench (40/20/40)
Doors & Windows	Powered
In-Car Entertainment	AM/FM Radio w/Bluetooth connectivity
Cruise Control	Yes
Tires	17 inch or bigger
Wheelbase	144 inches or bigger
Camera	Rear View
Alternator	170 amps or better
Towing	Hitch and brake control
Controls	Power mirrors, windows, locks and steering wheel
Spare Tire	Full size included
Colors	White
Warranty	Three (3) year 36,000 standard warranty minimum
Cab to Include	Heater; Defroster; Two (2) Outside Mounted Foldaway Mirrors; One (1) Inside Rear View Mirror; Two (2) Padded Sun Visors; Lighter; Intermittent Wipers, Tilt Wheel, Cargo Area Light Included, Airbags: Driver & Passenger, All Additional Equipment Listed as Standard



Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck (  Complete )

### Quote Worksheet

	<b>MSRP</b>
Base Price	\$46,000.00
Dest Charge	\$1,995.00
Total Options	\$3,270.00
<b>Subtotal</b>	<b>\$51,265.00</b>
accessories	\$3,395.00
User Item	\$0.00
<b>Subtotal Pre-Tax Adjustments</b>	<b>\$3,395.00</b>
Less Customer Discount	(\$3,400.00)
<b>Subtotal Discount</b>	<b>(\$3,400.00)</b>
Trade-In	\$0.00
<b>Excluded from Sales Tax</b>	<b>Subtotal Trade-In</b>
	<b>\$0.00</b>
	<b>Taxable Price</b>
	<b>\$51,260.00</b>
Sales Tax	\$0.00
	<b>Subtotal Taxes</b>
	<b>\$0.00</b>
	<b>Subtotal Post-Tax Adjustments</b>
	<b>\$0.00</b>
	<b>Total Sales Price</b>
	<b>\$51,260.00</b>

\_\_\_\_\_  
Dealer Signature / Date

\_\_\_\_\_  
Customer Signature / Date

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck (✔ Complete)

### Weight Ratings

#### WEIGHT RATINGS

Front Gross Axle Weight Rating:	3800 lbs
Rear Gross Axle Weight Rating:	3800 lbs
Gross Vehicle Weight Rating:	7100.00 lbs

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck ( Complete )

### Technical Specifications

#### Powertrain

##### Transmission

Drivetrain	Four Wheel Drive	Trans Order Code	MHT
Trans Type	10	Trans Description Cont.	Automatic
Trans Description Cont. Again	N/A	First Gear Ratio (:1)	4.70
Second Gear Ratio (:1)	2.99	Third Gear Ratio (:1)	2.15
Fourth Gear Ratio (:1)	1.77	Fifth Gear Ratio (:1)	1.52
Sixth Gear Ratio (:1)	1.28	Reverse Ratio (:1)	4.87
Clutch Size	N/A	Trans Power Take Off	N/A
Final Drive Axle Ratio (:1)	N/A	Transfer Case Model	N/A
Transfer Case Gear Ratio (:1), High	N/A	Transfer Case Gear Ratio (:1), Low	N/A
Transfer Case Power Take Off	N/A	Seventh Gear Ratio (:1)	1.00
Eighth Gear Ratio (:1)	0.85	Ninth Gear Ratio (:1)	0.69
Tenth Gear Ratio (:1)	0.64		

##### Mileage

EPA Fuel Economy Est - Hwy	19 MPG	Cruising Range - City	384.00 mi
EPA Fuel Economy Est - City	16 MPG	Fuel Economy Est-Combined	17 MPG
Cruising Range - Hwy	456.00 mi	Estimated Battery Range	N/A

##### Engine

Engine Order Code	L84	Engine Type	Gas V8
Displacement	5.3L/325	Fuel System	Direct Injection
SAE Net Horsepower @ RPM	355 @ 5600	SAE Net Torque @ RPM	383 @ 4100
Engine Oil Cooler	N/A		

##### Electrical

Cold Cranking Amps @ 0° F (Primary)	730	Cold Cranking Amps @ 0° F (2nd)	N/A
Cold Cranking Amps @ 0° F (3rd)	N/A	Maximum Alternator Capacity (amps)	170

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck ( Complete )

**Powertrain**

**Cooling System**

Total Cooling System Capacity N/A

**Vehicle**

**Emissions**

Tons/yr of CO2 Emissions @ 15K mi/year 8.7 EPA Greenhouse Gas Score 3

**Chassis**

**Weight Information**

Standard Weight - Front	0.00 lbs	Standard Weight - Rear	0.00 lbs
Base Curb Weight	N/A	Gross Axle Wt Rating - Front	3800 lbs
Gross Axle Wt Rating - Rear	3800 lbs	Curb Weight - Front	2845 lbs
Curb Weight - Rear	1981 lbs	Option Weight - Front	0.00 lbs
Option Weight - Rear	0.00 lbs	Reserve Axle Capacity - Front	955.00 lbs
Reserve Axle Capacity - Rear	1819.00 lbs	As Spec'd Curb Weight	4826.00 lbs
As Spec'd Payload	2274.00 lbs	Maximum Payload Capacity	2274.00 lbs
Gross Combined Wt Rating	15000 lbs	Gross Axle Weight Rating	7600.00 lbs
Curb Weight	4826.00 lbs	Reserve Axle Capacity	2774.00 lbs
Total Option Weight	0.00 lbs	Payload Weight Front	0 lbs
Payload Weight Rear	0 lbs	Gross Vehicle Weight Rating	7100.00 lbs

**Trailer**

Dead Weight Hitch - Max Trailer Wt.	5000 lbs	Dead Weight Hitch - Max Tongue Wt.	500 lbs
Wt Distributing Hitch - Max Trailer Wt.	9300 lbs	Wt Distributing Hitch - Max Tongue Wt.	930 lbs
Fifth Wheel Hitch - Max Trailer Wt.	8700 lbs	Fifth Wheel Hitch - Max Tongue Wt.	2175 lbs
Maximum Trailering Capacity	9400 lbs		

**Frame**

Frame Type	Box Ladder	Sect Modulus Rails Only	N/A
Frame RBM	N/A	Frame Strength	N/A
Frame Thickness	N/A		

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck ( Complete )

**Chassis**

**Suspension**

Suspension Type - Front	Independent coil-over-shock	Suspension Type - Rear	Solid Axle
Spring Capacity - Front	N/A	Spring Capacity - Rear	N/A
Axle Type - Front	N/A	Axle Type - Rear	N/A
Axle Capacity - Front	N/A	Axle Capacity - Rear	N/A
Axle Ratio (:1) - Front	3.23	Axle Ratio (:1) - Rear	3.23
Shock Absorber Diameter - Front	N/A	Shock Absorber Diameter - Rear	N/A
Stabilizer Bar Diameter - Front	1.30 in	Stabilizer Bar Diameter - Rear	N/A

**Tires**

Front Tire Order Code	QBN	Rear Tire Order Code	QBN
Spare Tire Order Code	QBR	Front Tire Size	255/70R17
Rear Tire Size	255/70R17	Spare Tire Size	255/70R17
Front Tire Capacity	N/A	Rear Tire Capacity	N/A
Spare Tire Capacity	N/A	Revolutions/Mile @ 45 mph - Front	N/A
Revolutions/Mile @ 45 mph - Rear	N/A	Revolutions/Mile @ 45 mph - Spare	N/A

**Wheels**

Front Wheel Size	17 x 8 in	Rear Wheel Size	17 x 8 in
Spare Wheel Size	17 x 8 in	Front Wheel Material	Steel
Rear Wheel Material	Steel	Spare Wheel Material	Steel

**Steering**

Steering Type	Electric Rack & Pinion	Steering Ratio (:1), Overall	N/A
Steering Ratio (:1), On Center	N/A	Steering Ratio (:1), At Lock	N/A
Turning Diameter - Curb to Curb	46.3 ft	Turning Diameter - Wall to Wall	N/A

**Brakes**

Brake Type	Pwr	Brake ABS System	4-Wheel
Brake ABS System (Second Line)	N/A	Disc - Front (Yes or )	Yes

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck ( Complete )

**Chassis****Brakes**

Disc - Rear (Yes or )	Yes	Front Brake Rotor Diam x Thickness	13 x 1.18 in
Rear Brake Rotor Diam x Thickness	13.6 x 0.79 in	Drum - Rear (Yes or )	N/A
Rear Drum Diam x Width	N/A		

**Fuel Tank**

Fuel Tank Capacity, Approx	24 gal	Aux Fuel Tank Capacity, Approx	N/A
Fuel Tank Location	N/A	Aux Fuel Tank Location	N/A

**Dimensions****Interior Dimensions**

Passenger Capacity	6	Front Head Room	43.03 in
Front Leg Room	44.53 in	Front Shoulder Room	66.02 in
Front Hip Room	61.18 in	Second Head Room	40.12 in
Second Leg Room	43.4 in	Second Shoulder Room	65.16 in
Second Hip Room	60.24 in		

**Exterior Dimensions**

Wheelbase	147.4 in	Length, Overall w/o rear bumper	N/A
Length, Overall w/rear bumper	N/A	Length, Overall	231.88 in
Width, Max w/o mirrors	81.24 in	Height, Overall	75.51 in
Overhang, Front	N/A	Overhang, Rear w/o bumper	N/A
Front Bumper to Back of Cab	N/A	Cab to Axle	N/A
Cab to End of Frame	N/A	Ground to Top of Load Floor	N/A
Ground to Top of Frame	N/A	Frame Width, Rear	N/A
Ground Clearance, Front	8.08 in	Ground Clearance, Rear	8.08 in
Body Length	0.00 ft	Cab to Body	N/A

**Cargo Area Dimensions**

Cargo Box Length @ Floor	69.92 in	Cargo Box Width @ Top, Rear	N/A
Cargo Box Width @ Floor	71.4 in	Cargo Box Width @ Wheelhousings	50.63 in

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck (✔ Complete)

**Dimensions**

**Cargo Area Dimensions**

Cargo Box (Area) Height	22.4 in	Tailgate Width	N/A
Cargo Volume	62.9 ft <sup>3</sup>	Ext'd Cab Cargo Volume	N/A

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck (👉 Complete)

### Window Sticker

#### SUMMARY

[Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck MSRP:\$46,000.00

Interior:Jet Black, Cloth seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 5.3L EcoTec3 V8

Transmission, 10-speed automatic, electronically controlled

#### OPTIONS

CODE	MODEL	MSRP
CK10543	[Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck	\$46,000.00
<b>OPTIONS</b>		
1WT	Work Truck Preferred Equipment Group	\$0.00
AKO	Glass, deep-tinted	Inc.
AZ3	Seats, front 40/20/40 split-bench	\$0.00
C49	Defogger, rear-window electric	Inc.
C5Y	GVWR, 7100 lbs. (3221 kg)	Inc.
CGN	Chevytec spray-on bedliner, Black	\$545.00
CTT	Hitch Guidance	Inc.
DLF	Mirrors, outside heated power-adjustable	Inc.
FE9	Emissions, Federal requirements	\$0.00
G80	Auto-locking rear differential	\$395.00
GAZ	Summit White	\$0.00
GU5	Rear axle, 3.23 ratio	Inc.
H1T	Jet Black, Cloth seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00
JL1	Trailer brake controller, integrated	\$275.00
KC4	Cooling, external engine oil cooler	Inc.
KNP	Cooling, auxiliary external transmission oil cooler	Inc.
KW7	Alternator, 170 amps	\$0.00

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck (✔ Complete)

L84	Engine, 5.3L EcoTec3 V8		\$1,595.00
MHT	Transmission, 10-speed automatic, electronically controlled	Inc.	
PCV	WT Convenience Package	Inc.	
PEB	WT Value Package		\$960.00
QBN	Tires, 255/70R17 all-season, blackwall		\$0.00
QBR	Tire, spare 255/70R17 all-season, blackwall		\$0.00
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel		\$0.00
Z82	Trailer Package	Inc.	
—	Option/package discount		(\$500.00)
<b>SUBTOTAL</b>			<b>\$49,270.00</b>
Adjustments Total			\$0.00
Destination Charge			\$1,995.00
<b>TOTAL PRICE</b>			<b>\$51,265.00</b>

**FUEL ECONOMY**

Est City:16 MPG

Est Highway:19 MPG

Est Highway Cruising Range:456.00 mi

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**Item 3: ½ Ton Truck (2)**

Engine Type	Gas
Transmission	6-Speed or greater automatic
Drive Type	4-wheel drive
Engine Size	V6 or better
Fuel Tank Capacity	24 gallons or better
Max Payload	1/2 Ton
Towing Capacity	11,500lbs or better
Cabin Type	Single Cab 2-Door
Braking	4-wheel ABS, front and rear disc
Seating	Cloth or equivalent
Doors & Windows	Powered
In-Car Entertainment	AM/FM Radio w/Bluetooth connectivity
Cruise Control	Yes
Tires	17 inch or bigger
Wheelbase	96 inches (short bed)
Camera	Rear View
Alternator	130 amps or better
Towing	Hitch and brake control
Controls	Power mirrors, windows, locks and steering wheel
Spare Tire	Full size included
Colors	White
Warranty	Three (3) year 36,000 standard warranty minimum
Cab to Include	Heater; Defroster; Two (2) Outside Mounted Foldaway Mirrors; One (1) Inside Rear View Mirror; Two (2) Padded Sun Visors; Lighter; Intermittent Wipers, Tilt Wheel, Cargo Area Light Included, Airbags: Driver & Passenger, All Additional Equipment Listed as Standard



Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck (✔ Complete)

### Quote Worksheet

	<b>MSRP</b>
Base Price	\$41,800.00
Dest Charge	\$1,995.00
Total Options	\$3,130.00
<b>Subtotal</b>	<b>\$46,925.00</b>
accessories	\$3,395.00
User Item	\$0.00
<b>Subtotal Pre-Tax Adjustments</b>	<b>\$3,395.00</b>
Less Customer Discount	(\$1,500.00)
<b>Subtotal Discount</b>	<b>(\$1,500.00)</b>
Trade-In	\$0.00
<b>Excluded from Sales Tax</b>	<b>Subtotal Trade-In</b>
	<b>\$0.00</b>
	<b>Taxable Price</b>
	<b>\$48,820.00</b>
Sales Tax	\$0.00
	<b>Subtotal Taxes</b>
	<b>\$0.00</b>
	<b>Subtotal Post-Tax Adjustments</b>
	<b>\$0.00</b>
	<b>Total Sales Price</b>
	<b>\$48,820.00</b>

\_\_\_\_\_  
Dealer Signature / Date

\_\_\_\_\_  
Customer Signature / Date

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck (✔ Complete)

### Weight Ratings

#### WEIGHT RATINGS

Front Gross Axle Weight Rating:	3800 lbs
Rear Gross Axle Weight Rating:	3800 lbs
Gross Vehicle Weight Rating:	6900.00 lbs

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck (✔ Complete)

## Technical Specifications

### Powertrain

#### Transmission

Drivetrain	Four Wheel Drive	Trans Order Code	MHT
Trans Type	10	Trans Description Cont.	Automatic
Trans Description Cont. Again	N/A	First Gear Ratio (:1)	4.70
Second Gear Ratio (:1)	2.99	<b>Third Gear Ratio (:1)</b>	2.15
Fourth Gear Ratio (:1)	1.77	<b>Fifth Gear Ratio (:1)</b>	1.52
Sixth Gear Ratio (:1)	1.28	Reverse Ratio (:1)	4.87
Clutch Size	N/A	Trans Power Take Off	N/A
Final Drive Axle Ratio (:1)	N/A	Transfer Case Model	N/A
Transfer Case Gear Ratio (:1), High	N/A	Transfer Case Gear Ratio (:1), Low	N/A
Transfer Case Power Take Off	N/A	Seventh Gear Ratio (:1)	1.00
Eighth Gear Ratio (:1)	0.85	Ninth Gear Ratio (:1)	0.69
Tenth Gear Ratio (:1)	0.64		

#### Mileage

EPA Fuel Economy Est - Hwy	19 MPG	Cruising Range - City	448.00 mi
EPA Fuel Economy Est - City	16 MPG	Fuel Economy Est-Combined	17 MPG
Cruising Range - Hwy	532.00 mi	Estimated Battery Range	N/A

#### Engine

Engine Order Code	L84	Engine Type	Gas V8
Displacement	5.3L/325	Fuel System	Direct Injection
SAE Net Horsepower @ RPM	355 @ 5600	SAE Net Torque @ RPM	383 @ 4100
Engine Oil Cooler	N/A		

#### Electrical

Cold Cranking Amps @ 0° F (Primary)	730	Cold Cranking Amps @ 0° F (2nd)	N/A
Cold Cranking Amps @ 0° F (3rd)	N/A	Maximum Alternator Capacity (amps)	170

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck (✔ Complete)

**Powertrain**

**Cooling System**

Total Cooling System Capacity N/A

**Vehicle**

**Emissions**

Tons/yr of CO2 Emissions @ 15K mi/year 8.7 EPA Greenhouse Gas Score 3

**Chassis**

**Weight Information**

Standard Weight - Front	0.00 lbs	Standard Weight - Rear	0.00 lbs
Base Curb Weight	N/A	Gross Axle Wt Rating - Front	3800 lbs
Gross Axle Wt Rating - Rear	3800 lbs	Curb Weight - Front	2759 lbs
Curb Weight - Rear	1840 lbs	Option Weight - Front	0.00 lbs
Option Weight - Rear	0.00 lbs	Reserve Axle Capacity - Front	1041.00 lbs
Reserve Axle Capacity - Rear	1960.00 lbs	As Spec'd Curb Weight	4599.00 lbs
As Spec'd Payload	2301.00 lbs	Maximum Payload Capacity	2301.00 lbs
Gross Combined Wt Rating	15000 lbs	Gross Axle Weight Rating	7600.00 lbs
Curb Weight	4599.00 lbs	Reserve Axle Capacity	3001.00 lbs
Total Option Weight	0.00 lbs	Payload Weight Front	0 lbs
Payload Weight Rear	0 lbs	Gross Vehicle Weight Rating	6900.00 lbs

**Trailer**

Dead Weight Hitch - Max Trailer Wt.	5000 lbs	Dead Weight Hitch - Max Tongue Wt.	500 lbs
Wt Distributing Hitch - Max Trailer Wt.	9600 lbs	Wt Distributing Hitch - Max Tongue Wt.	960 lbs
Fifth Wheel Hitch - Max Trailer Wt.	9600 lbs	Fifth Wheel Hitch - Max Tongue Wt.	2400 lbs
Maximum Trailering Capacity	9600 lbs		

**Frame**

Frame Type	Box Ladder	Sect Modulus Rails Only	N/A
Frame RBM	N/A	Frame Strength	N/A
Frame Thickness	N/A		

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck ( Complete )

**Chassis**

**Suspension**

Suspension Type - Front	Independent coil-over-shock	Suspension Type - Rear	Solid Axle
Spring Capacity - Front	N/A	Spring Capacity - Rear	N/A
Axle Type - Front	N/A	Axle Type - Rear	N/A
Axle Capacity - Front	N/A	Axle Capacity - Rear	N/A
Axle Ratio (:1) - Front	3.23	Axle Ratio (:1) - Rear	3.23
Shock Absorber Diameter - Front	N/A	Shock Absorber Diameter - Rear	N/A
Stabilizer Bar Diameter - Front	1.30 in	Stabilizer Bar Diameter - Rear	N/A

**Tires**

Front Tire Order Code	QBN	Rear Tire Order Code	QBN
Spare Tire Order Code	QBR	Front Tire Size	255/70R17
Rear Tire Size	255/70R17	Spare Tire Size	255/70R17
Front Tire Capacity	N/A	Rear Tire Capacity	N/A
Spare Tire Capacity	N/A	Revolutions/Mile @ 45 mph - Front	N/A
Revolutions/Mile @ 45 mph - Rear	N/A	Revolutions/Mile @ 45 mph - Spare	N/A

**Wheels**

Front Wheel Size	17 x 8 in	Rear Wheel Size	17 x 8 in
Spare Wheel Size	17 x 8 in	Front Wheel Material	Steel
Rear Wheel Material	Steel	Spare Wheel Material	Steel

**Steering**

Steering Type	Electric Rack & Pinion	Steering Ratio (:1), Overall	N/A
Steering Ratio (:1), On Center	N/A	Steering Ratio (:1), At Lock	N/A
Turning Diameter - Curb to Curb	44.6 ft	Turning Diameter - Wall to Wall	N/A

**Brakes**

Brake Type	Pwr	Brake ABS System	4-Wheel
Brake ABS System (Second Line)	N/A	Disc - Front (Yes or )	Yes

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck (✔ Complete)

**Chassis**

**Brakes**

Disc - Rear (Yes or )	Yes	Front Brake Rotor Diam x Thickness	13 x 1.18 in
Rear Brake Rotor Diam x Thickness	13.6 x 0.79 in	Drum - Rear (Yes or )	N/A
Rear Drum Diam x Width	N/A		

**Fuel Tank**

Fuel Tank Capacity, Approx	28 gal	Aux Fuel Tank Capacity, Approx	N/A
Fuel Tank Location	N/A	Aux Fuel Tank Location	N/A

**Dimensions**

**Interior Dimensions**

Passenger Capacity	3	Front Head Room	43.11 in
Front Leg Room	44.53 in	Front Shoulder Room	66.02 in
Front Hip Room	60.9 in	Second Head Room	N/A
Second Leg Room	N/A	Second Shoulder Room	N/A
Second Hip Room	N/A		

**Exterior Dimensions**

Wheelbase	139.5 in	Length, Overall w/o rear bumper	N/A
Length, Overall w/rear bumper	N/A	Length, Overall	229.68 in
Width, Max w/o mirrors	81.14 in	Height, Overall	75.59 in
Overhang, Front	N/A	Overhang, Rear w/o bumper	N/A
Front Bumper to Back of Cab	N/A	Cab to Axle	N/A
Cab to End of Frame	N/A	Ground to Top of Load Floor	N/A
Ground to Top of Frame	N/A	Frame Width, Rear	N/A
Ground Clearance, Front	8.1 in	Ground Clearance, Rear	8.1 in
Body Length	0.00 ft	Cab to Body	N/A

**Cargo Area Dimensions**

Cargo Box Length @ Floor	98.18 in	Cargo Box Width @ Top, Rear	N/A
Cargo Box Width @ Floor	71.4 in	Cargo Box Width @ Wheelhousings	50.63 in

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck (  Complete )

**Dimensions**

**Cargo Area Dimensions**

Cargo Box (Area) Height	22.4 in	Tailgate Width	N/A
Cargo Volume	89.1 ft <sup>3</sup>	Ext'd Cab Cargo Volume	N/A

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Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck ( Complete )

### Window Sticker

#### SUMMARY

[Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck MSRP:\$41,800.00

Interior:Jet Black, Cloth seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 5.3L EcoTec3 V8

Transmission, 10-speed automatic, electronically controlled

#### OPTIONS

CODE	MODEL	MSRP
CK10903	[Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck	\$41,800.00
<b>OPTIONS</b>		
1WT	Work Truck Preferred Equipment Group	\$0.00
AKO	Glass, deep-tinted Inc.	
AZ3	Seats, front 40/20/40 split-bench	\$0.00
C49	Defogger, rear-window electric Inc.	
CGN	Chevytec spray-on bedliner, Black	\$545.00
CTT	Hitch Guidance Inc.	
E63	Durabed, pickup bed	\$0.00
FE9	Emissions, Federal requirements	\$0.00
G80	Auto-locking rear differential	\$395.00
GAZ	Summit White	\$0.00
GU5	Rear axle, 3.23 ratio Inc.	
H1T	Jet Black, Cloth seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00
JL1	Trailer brake controller, integrated	\$275.00
KC4	Cooling, external engine oil cooler Inc.	
KNP	Cooling, auxiliary external transmission oil cooler Inc.	
KW7	Alternator, 170 amps	\$0.00
L84	Engine, 5.3L EcoTec3 V8	\$1,595.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 24353. Data Updated: Jan 1, 2025 6:44:00 PM PST.



Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10903) 4WD Reg Cab 140" Work Truck (✔ Complete)

MHT	Transmission, 10-speed automatic, electronically controlled	Inc.	
PCV	WT Convenience Package	Inc.	
PEB	WT Value Package		\$820.00
QBN	Tires, 255/70R17 all-season, blackwall		\$0.00
QBR	Tire, spare 255/70R17 all-season, blackwall		\$0.00
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel		\$0.00
VK3	License plate kit, front		\$0.00
Z82	Trailer Package	Inc.	
—	Option/package discount		(\$500.00)
<b>SUBTOTAL</b>			<b>\$44,930.00</b>
Adjustments Total			\$0.00
Destination Charge			\$1,995.00
<b>TOTAL PRICE</b>			<b>\$46,925.00</b>

**FUEL ECONOMY**

Est City:16 MPG

Est Highway:19 MPG

Est Highway Cruising Range:532.00 mi

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 24353. Data Updated: Jan 1, 2025 6:44:00 PM PST.

CITY OF STEPHENVILLE, TEXAS  
BID SPECIFICATIONS FOR TWELVE (7)  
PICKUP TRUCKS  
BID RETURN FORM - ITB 3336

ITEM #	DESCRIPTION	QTY AVAIL	PRICE EACH
1.	1 Ton Utility Crew Pickup	<u>1</u>	\$ <u>56720.</u> <sup>00</sup>
2.	½ Ton Crew Cab Pickup	<u>4</u>	\$ <u>51260.</u> <sup>00</sup>
3.	½ Ton Single Cab Pickup	<u>2</u>	\$ <u>48820.</u> <sup>00</sup>

Price without Options  
 \$53,325.<sup>00</sup>  
 \$47,865.<sup>00</sup>  
 \$45,425.<sup>00</sup>

OPTION #	DESCRIPTION	PRICE EACH
1.	OPTION 1 - Towing Package	\$ <u>75.</u> <sup>00</sup>
2.	OPTION 2 - Amber Light Bar	\$ <u>670.</u> <sup>00</sup>
3.	OPTION 3 - Light Strobes	\$ <u>700.</u> <sup>00</sup>
4.	OPTION 4 - Rhino Lining	\$ <u>included</u>
5.	OPTION 5 - Tool Box	\$ <u>1000.</u> <sup>00</sup>
6.	OPTION 6 - Side Step Nerf Bars	\$ <u>400.</u> <sup>00</sup>
7.	OPTION 7 - Headache Rack	\$ <u>550.</u> <sup>00</sup>

3395.<sup>00</sup> total

Printed Name: Doug Keith

Title: Fleet MGR Bruner Motors

Authorized Signature: Doug Keith Date: 01-02-25

DELIVERY OF UNIT AFTER RECEIPT OF ORDER 8-12 WEEKS

WARRANTY TERMS ENCLOSED (CIRCLE ONE)  YES  NO

Company Name: Bruner Motors

Address: PO Box 612

City: Stephenville State: TX Zip: 76401

Telephone: 254-968-2135 Contact Person: Doug Keith

Email Address: doug.Keith@bruner-auto.com



## --FORMS TO BE RETURNED WITH PROPOSAL--

### 5. PRICING

The undersigned hereby declares: to have carefully examined the contract documents, including all addenda; have a clear understanding of said documents and premises; propose to provide the necessary tools, machinery, apparatus and other means of maintenance; and to furnish all labor, materials and services specified in the contract or called for in the contract documents for the prices as indicated below.

The City reserves the right to specify whether each work order will be paid on a time basis (per day per crew) or volumetric basis (per cubic yard); whether tree debris will be chipped on site; and whether the Contractor or the City will haul off and dispose of branches and/or chips. In the pricing tables below, "per cubic yard" refers to the volume of material, whether chipped or unchipped, after loaded into a dump truck, trailer, or chipper box truck for haul-off and disposal or delivery to a City facility. Full load volume will be estimated to be equivalent to the rated capacity of the equipment. Partial load volume will be calculated as the percentage of the equipment's rated capacity that is occupied by chips or removed material based upon a visual estimate and agreed upon by both the City and the Contractor; if a visual estimate cannot be agreed upon, the volume shall be calculated using standard measuring tools.

Bidder shall provide proposed prices for each of the items in the REQUIRED BID ITEMS table. Write "No Bid" next to each item on the OPTIONAL BID ITEMS table for which the Bidder is not submitting a price. The proposed prices shall include the full price for providing the stated service, including all labor, management, equipment, tools, mobilization, traffic control, and other associated costs.

#### REQUIRED BID ITEMS:

DESCRIPTION	UNIT	UNIT PRICE (US DOLLARS)
Trim and/or remove trees; chip on site; haul-off and dispose chips at Contractor's expense	Per day per crew	\$3,600 (8 HOURS x 4MEN=32MH &HAUL-OFF)
Trim and/or remove trees; chip on site; haul-off and dispose chips at Contractor's expense	Per cubic yard	\$128.50/cubic yard, based on 28 cubic yard total)
Trim and/or remove trees; no on-site chipping; haul-off and dispose removed material at Contractor's expense	Per day per crew	\$3,600 (8HOURS x 4MEN = 32MH &HAUL-OFF)
Trim and/or remove trees; no on-site chipping; haul-off and dispose removed material at Contractor's expense	Per cubic yard	\$128.50/cubic yard, based on 28 cubic yard total)
Trim and/or remove trees; chip on site; deliver chips to City facility for handling by City	Per day per crew	\$3,600 (8MH X 4MEN = 32MH &HAUL-OFF)
Trim and/or remove trees; chip on site; deliver chips to City facility for handling by City	Per cubic yard	\$128.50/cubic yard, based on 28 cubic yard total)
Trim and/or remove trees; no on-site chipping; deliver removed material to City facility for handling by City	Per day per crew	\$3,600 (8HOURSx4MEN= 32MH &HAUL-OFF)
Trim and/or remove trees; no on-site chipping; deliver removed material to City facility for handling by City	Per cubic yard	\$128.50/cubic yard, based on 28 cubic yard total)

**OPTIONAL BID ITEMS:**

DESCRIPTION	UNIT	UNIT PRICE
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; haul-off and dispose collected limbs at Contractor's expense	Per day per crew	NO BID
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; haul-off and dispose collected limbs at Contractor's expense	Per cubic yard	NO BID
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; deliver removed material to City facility for handling by City	Per day per crew	NO BID
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; deliver removed material to City facility for handling by City	Per cubic yard	NO BID

Please add any additional proposed additions in the table below or as a separate sheet.

Please see separate sheet.	

**CONTRACT TIME:** The Bidder agrees, if awarded the Contract, to commence work in accordance with the schedule provided by the City in each work order. The term of this agreement shall be for one (1) year, beginning on the date of the execution of the agreement, and shall automatically renew for up to four (4) additional one (1) year periods.

**DOCUMENTS:** Each Bidder by submittal of their RFP response represents and warrants that they are satisfied as to the requirements and provisions of the RFP for this project and the documents describing the scope of work.

Signature: ATJ

Title: Vice - President / Owner

Date: December 19, 2024

## 6. DEMONSTRATION OF EXPERIENCE

Years in business under present business name:

**Lovell Lawn & Landscape, Inc has been in business for 33 years.**

Total years of experience in work of the type called for in this contract:

**Lovell Lawn & Landscape, Inc. has had a licensed ISA Arborist on staff for 17 years.**

List in table below the contracts of similar scope and scale to the City's RFP has your organization

Contract Amount	Type of Work	Date Completed	Owner's Name & Contact Info
\$17,000	Tree Maintenance & Removal	12/4/2024	Carole Boucher 646-431-2751
\$10,175	Tree Pruning & Trimming	9/16/2024	SSCI, Tarleton State Univeristy Mike Newton 254-968-2969
\$15,500	Tree Pruning, Trimming & Removal	7/24/2024	Sydney ISD - James Rucker 254-842-5500 X 122
\$32, 520	Annual Tree Pruning Program	12/8//2023	Hico Housing Authority- Dustin Wolf 254-485-4942
\$3,500	Tree Pruning & Trimming	Annual Contract	St.Gobain Abrasives, Kristin Fowler 254-918-6416

List in the table below what contracts your organization currently has:

Contract Amount	Type of Work	Projected Date of Completion	Owner's Name & Contact Info
Available to discuss upon request.			

If you have any additional experience or work that you would like to submit, please provide separate additional documentation upon submittal.

Have you ever failed to complete any contract awarded to you?  No  Yes, if so state where and why:

I have highlighted topics to discuss further and submitted all other information accordingly.

Are you at present in any major litigation or lawsuits involving work of any type?  No  Yes, if so explain:

Explain in detail the manner in which you have inspected the work proposed in this contract:

**Along with my office manager, I have thoroughly read the RFP #3045 along with Addendum Number One. I have highlighted topics to discuss further and submitted all other information accordingly.**

### 7. LIST OF MACHINERY AND EQUIPMENT

It is required that a Contractor be able to perform tree trimming and removal services. It is represented as part of this proposal that the below listed equipment is available for use on the work covered by the Scope of Work.

As a part of the proposal evaluation a team from the Public Works Department may inspect the availability and capability of the equipment of the Contractor submitting the winning proposal.

Units	Types of Equipment
1	2020 International Forestry Truck w/60' boom
1	2019 Bandit Brush Chipper, 12 x P-12
1	2024 Cela Spyder Lift, 82' reach, 3' wide clearance
2	Top Hat Dump Trailer
1	2022 Vermeer Mini Skidsteer CTX 160
2	2018 Ford F250 2022 Ford F 350
1	Vermeer Paladium Brush Grapple
4	Climbing Harness and Rigging
14	Chainsaws - (2) electric climbing chainsaws included that reduce emissions and promote a green work environment
4	Stihl Pole Pruners

### 8. VENDOR PROFILE

**Company Information:**

Company Name: Lovell Lawn & Landscape Phone Number: 254-968-4288

and D/B/A: Same (write 'N/A' if not applicable)

Website: www.lovellscapes.com (write 'N/A' if not applicable)

Fax Number: N/A (write 'N/A' if not applicable)

If there is no toll-free number, does the company accept collect calls?  Yes  No

**Contacts:**

Corporate Contact for this Proposal:

Name: Arlon Feuerbacher Address: 6744 S. US Highway 281

City: Stephenville State: TX Zip: 76401

Phone Number: 254-968-4288 Email Address: afeuerbacher@lovellscapes.com

Fax Number: N/A (write 'N/A' if not applicable)

If local contact is the same as corporate contact, check here

Local Contact for this Proposal:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax Number: \_\_\_\_\_ (write 'N/A' if not applicable)

Number of years the company has been in business under this \_\_\_\_\_

name: Other company names used with dates, from/to: N/A

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

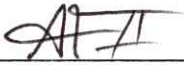
### 9. PROPOSAL RESPONSE FORM

By signing and submitting this proposal, Bidder acknowledges that they have inspected the specifications, are capable and willing to perform and/or provide the required services and/or products, and shall complete this project within the amount of time and dollar amount specified. The undersigned certifies that the prices contained in this Proposal have been carefully checked and submitted as correct and final. All unit prices include the cost of delivery. The undersigned is authorized to bind themselves or the entity they represent to a contract.

An individual proprietorship

A partnership

A corporation chartered under the laws of the State of TEXAS, acting by its officers pursuant to its by-laws or a resolution of its Board of Directors.

Signature: 

Printed Name: Arlon Feuerbacher

Title: Vice-President/Owner

Date: December 19th, 2024

### 10. REFERENCES

Bidder shall submit a list of at least three (3) references for which Bidder has provided like products or services. References will include contact name and telephone number. Proposals submitted without three references may be disqualified from consideration. Stephenville area references are preferred.

- 1. Company:           N/A            
Contact name:           Marion Cole            
Phone number:           254-592-8232            
Email:           cmcole1971@embarqmail.com
  
- 2. Company:           FMC            
Contact name:           Jennie Scott            
Phone number:           254-434-8269            
Email:           jennie.scott@gmail.com
  
- 3. Company:           N/A            
Contact name:           Scott Arena            
Phone number:           602-769-2404            
Email:           arenascott@gmail.com
  
- 4. Company:           Sydney ISD            
Contact name:           James Rucker            
Phone number:           254-842-550 xt. 122            
Email:           jrucker@sidney.esc14.net
  
- 5. Company:           SSCI, Tarleton State University            
Contact name:           Austin Edwards            
Phone number:           254-459-2687            
Email:           charles.edwards2@ssc-serv.com



## 11. DEVIATION OR COMPLIANCE FORM

**DEVIATIONS:** In the event the undersigned Bidder intends to deviate from the general terms, conditions, special conditions or specifications contrary to those listed in the “Terms and Conditions” and other information attached hereto, all such deviations must be **LISTED ON THIS PAGE**, with complete and detailed conditions and information also being attached (attach additional pages as necessary).

**NO DEVIATIONS:** In the absence of any deviation entry on this page, Bidder assures the City of Bidder’s compliance with the Terms, Conditions, Specifications, and information contained in this RFP.

Deviation #	Deviation Title	RFP Reference (related to the deviation)	Detailed Deviation Description

## 12. RELEASE AND INDEMNIFICATION

TO THE MAXIMUM EXTENT PERMITTED BY LAW, BIDDER HEREBY AGREES AND CONSENTS FOR ITSELF, INDIVIDUALLY, AND ON BEHALF OF THE BUSINESS ENTITY, TO FULLY AND UNCONDITIONALLY RELEASE, INDEMNIFY, DEFEND, AND HOLD HARMLESS THE CITY OF STEPHENVILLE, TEXAS, INCLUDING ITS OFFICERS, AGENTS AND EMPLOYEES, AND TO DEFEND AND HOLD IT HARMLESS FROM AND AGAINST ANY AND ALL COSTS, EXPENSES, ATTORNEY FEES, CLAIMS, SUITS, DEMANDS, LOSSES, OR LIABILITY FOR INJURIES TO REAL OR PERSONAL PROPERTY AND INJURIES TO PERSONS INCLUDING DEATH, INCLUDING BIDDER'S EMPLOYEES, AFFILIATES, REPRESENTATIVES, PARTNERS, AGENTS, OR THOSE WORKING ON BIDDER'S BEHALF, FROM ANY AND ALL OTHER COSTS, EXPENSES, ATTORNEY FEES, CLAIMS, SUITS, DEMANDS, LOSSES OR LIABILITIES OF ANY AND EVERY NATURE WHATSOEVER ARISING IN ANY MANNER, DIRECTLY OR INDIRECTLY, OUT OF OR IN CONNECTION WITH ANY CONTRACT AWARDED PURSUANT TO THIS RFP AND IN THE PERFORMANCE THEREOF, REGARDLESS OF CAUSE OR OF THE SOLE, JOINT, COMPARATIVE OR CONCURRENT NEGLIGENCE OR GROSS NEGLIGENCE, SAVE AND EXCEPT THE SOLE AND EXCLUSIVE NEGLIGENCE OF THE CITY. THIS PROVISION SHALL APPLY TO ALL IMPUTED OR ACTUAL JOINT ENTERPRISE AND JOINT VENTURE LIABILITY, IF ANY.

Signature: AFH

Printed Name: Arlon Feuerbacher

Title: Vice - President

Date: December 19, 2024

### 13. NON-COLLUSION ACKNOWLEDGEMENT

The undersigned Bidder affirms that they are duly authorized to execute this Proposal, that this company, corporation, firm, partnership or individual has not prepared this Proposal in collusion with any other Bidder, and that the contents of this Proposal as to prices, terms and conditions thereof have not been communicated by the undersigned Bidder, nor by Bidder's employee, affiliate, representative, partner, subcontractor, or agent, to any other individual or entity engaged in this type of business prior to the official opening of this RFP.

Company Name: Lovell Lawn & Landscape, Inc

Signature of Company Officer: 

Printed Name: Arlon Feuerbacher

Title: Vice - President / Owner

Date: December 19, 2024

### 14. SUSPENSION OR DEBARMENT CERTIFICATE

Non-Federal entities are prohibited from contracting with or making subcontract awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all subcontract recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, Bidder certifies that no suspension or disbarment is in place, which would preclude receiving a federally funded contract under the Federal OMB, A-102, Common Rule, as may be amended.

Company Name: Lovell Lawn & Landscape, Inc.

Signature of Company Officer: 

Printed Name: Arlon Feuerbacher

Title: Vice - President

Date: December 19, 2024

### 15. COOPERATIVE PURCHASING

Interlocal Cooperative Contracting/Purchasing:

Authority for local governments to contract with one another to perform certain governmental functions and services, including but not limited to purchasing functions, is granted under Government Code, Title 7, Chapter 791 Interlocal Cooperation Contracts, Subchapter B and Subchapter C, and Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101 and Section 271.102.

Other governmental entities within the State of Texas may be extended the opportunity to purchase off of the City of Stephenville’s RFP, with the consent and agreement of the successful Bidder(s) and the City of Stephenville. Such consent and agreement shall be conclusively inferred from lack of exception to this clause in Bidder’s Proposal. However, all parties indicate their understanding, and all parties hereby expressly agree that the City of Stephenville is not an agent of, partner to, or representative of those outside agencies or entities and that the City of Stephenville is not obligated or liable for any action or debts that may arise out of such independently negotiated cooperative procurements.

Other governmental entities utilizing Interlocal agreements with the City of Stephenville, may desire, but are not obligated, to purchase goods and services defined in this Proposal from the successful Bidder. All purchases by governmental entities, other than the City of Stephenville, will be billed directly to and paid by that governmental entity. The City of Stephenville will not be responsible for other governmental entities debts. Each governmental entity will place their own orders with the successful Bidder and be responsible for ensuring full compliance with the specifications.

Prior to other governmental entities placing orders, the City of Stephenville will notify the successful Bidder of their intent.

Please indicate below if you will permit other governmental entities to purchase from your agreement with the City of Stephenville.

Yes, others can purchase;  No, only the City of Stephenville can purchase.

Signature: AF II

Printed Name: Arlon Feuerbacher

Title: Vice - President

Date: December 19, 2024

### 16. DISCLOSURE OF INTERESTED PARTIES

Prior to entering into a contract that is at least \$1 million in value, the Bidder must submit a “Certificate of Interested Parties” Form, in accordance with Texas Government Code Section 2252.908, as amended. Within thirty (30) days of receipt of the form, the City must submit a copy to the Texas Ethics Commission. A sample Certificate of Interested Parties form may be viewed here:

<https://www.ethics.state.tx.us/data/forms/1295/1295.pdf>

# 17. CONFLICT OF INTEREST AND QUESTIONNAIRE

Please sign, if applicable

The Texas Ethics Commission adopted the attached Conflict of Interest Questionnaire (Form CIQ) pursuant to [Texas Local Government Code Chapter 176](#), as amended. For questions about these forms, please see the Texas Ethics Commission at: <https://www.ethics.state.tx.us/forms/conflict/>

Form CIQ may be downloaded here: <https://www.ethics.state.tx.us/data/forms/conflict/CIQ.pdf>

Respondent shall answer each question on Form CIQ in relation to each individual listed below with whom there is a conflict of interest and submit the completed form(s) with its SOQ. If there are no conflicts of interest, Bidder shall submit a single copy of Form CIQ with "None" or "N/A" in Box 3 (Name of Officer):

Local Government Officer	Title	Local Government Officer	Title
Doug Svien	Mayor	Sarah Lockenour	City Secretary
LeAnn Durfey	Councilmember	Jacey Wood	Deputy City Secretary
Gerald Cook	Councilmember	Robert Isbell	Fire Chief
Lonn Reisman	Councilmember	Dan Harris	Police Chief
Dean Parr	Councilmember	Darrell Brown	Director of Administrative Services
Maddie Smith	Councilmember	Steve Killen	Director of Development Services
David Baskett	Councilmember	Monica Harris	Director of Finance
Brandon Greenhaw	Councilmember	Nick Williams	Director of Public Works
Alan Nix	Councilmember	Daron Trussell	Director of Parks and Leisure
Jason King	City Manager	Sheryl Truss	Human Resources Manager
Randy Thomas	City Attorney	Sean Clemmons	Airport Manager
	Evaluation Committee		Evaluation Committee
	Evaluation Committee		Evaluation Committee

I have no conflicts of interest with the above mentioned individuals.  
NONE. (listed here in place of the marked BOX 3, Name of Officer)



## 18. W-9 FORM (ATTACH)

W - 9 document included seperately

Lovell Lawn & Landscape, Inc.  
RFP #3045

**PROPOSED ADDITIONS**

<u>DESCRIPTION</u>	<u>UNIT</u>	<u>UNIT PRICE</u>
Chemical Applications:		
Insecticide Treatment	Per Application	Job specific
Systemic Treatment	Per Application	Job specific
Root Fertilization	Per Application	Job specific
Foliar Spray Application	Per Application	Job specific
Tree Injection	Per Application	Job specific
Tree Stump Grinding	\$125/diameter FT.	Job Specific
Tree Cabling	Per Tree	Job Specific
Sod Installation	Per Job	Job Specific
Topsoil Installation	Per Job	Job Specific
Cela – Spider Lift	Per Day	\$600.00/day





## --FORMS TO BE RETURNED WITH PROPOSAL--

### 5. PRICING

The undersigned hereby declares: to have carefully examined the contract documents, including all addenda; have a clear understanding of said documents and premises; propose to provide the necessary tools, machinery, apparatus and other means of maintenance; and to furnish all labor, materials and services specified in the contract or called for in the contract documents for the prices as indicated below.

The City reserves the right to specify whether each work order will be paid on a time basis (per day per crew) or volumetric basis (per cubic yard); whether tree debris will be chipped on site; and whether the Contractor or the City will haul off and dispose of branches and/or chips. In the pricing tables below, "per cubic yard" refers to the volume of material, whether chipped or unchipped, after loaded into a dump truck, trailer, or chipper box truck for haul-off and disposal or delivery to a City facility. Full load volume will be estimated to be equivalent to the rated capacity of the equipment. Partial load volume will be calculated as the percentage of the equipment's rated capacity that is occupied by chips or removed material based upon a visual estimate and agreed upon by both the City and the Contractor; if a visual estimate cannot be agreed upon, the volume shall be calculated using standard measuring tools.

Bidder shall provide proposed prices for each of the items in the REQUIRED BID ITEMS table. Write "No Bid" next to each item on the OPTIONAL BID ITEMS table for which the Bidder is not submitting a price. The proposed prices shall include the full price for providing the stated service, including all labor, management, equipment, tools, mobilization, traffic control, and other associated costs.

#### REQUIRED BID ITEMS:

DESCRIPTION	UNIT	UNIT PRICE (US DOLLARS)
Trim and/or remove trees; chip on site; haul-off and dispose chips at Contractor's expense	Per day per crew	\$2,565.00
Trim and/or remove trees; chip on site; haul-off and dispose chips at Contractor's expense	Per cubic yard	\$257.00
Trim and/or remove trees; no on-site chipping; haul-off and dispose removed material at Contractor's expense	Per day per crew	\$2,565.00
Trim and/or remove trees; no on-site chipping; haul-off and dispose removed material at Contractor's expense	Per cubic yard	\$257.00
Trim and/or remove trees; chip on site; deliver chips to City facility for handling by City	Per day per crew	\$2,565.00
Trim and/or remove trees; chip on site; deliver chips to City facility for handling by City	Per cubic yard	\$257.00
Trim and/or remove trees; no on-site chipping; deliver removed material to City facility for handling by City	Per day per crew	\$2,465.00
Trim and/or remove trees; no on-site chipping; deliver removed material to City facility for handling by City	Per cubic yard	\$257.00

**OPTIONAL BID ITEMS:**

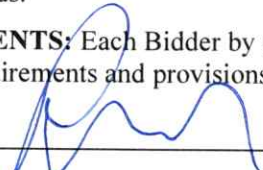
DESCRIPTION	UNIT	UNIT PRICE
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; haul-off and dispose collected limbs at Contractor's expense	Per day per crew	\$2,465.00
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; haul-off and dispose collected limbs at Contractor's expense	Per cubic yard	\$257.00
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; deliver removed material to City facility for handling by City	Per day per crew	\$2,465.00
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; deliver removed material to City facility for handling by City	Per cubic yard	\$257.00

Please add any additional proposed additions in the table below or as a separate sheet.

Specialty Equipment	Per Hour Cost
Crane w/operator	\$250.00/ hour
Loader w/ operator	\$150.00/ hour
Roll-off Truck w/ operator	\$150.00/ hour
90' Aerial Tower w/ operator	\$150.00/ hour

**CONTRACT TIME:** The Bidder agrees, if awarded the Contract, to commence work in accordance with the schedule provided by the City in each work order. The term of this agreement shall be for one (1) year, beginning on the date of the execution of the agreement, and shall automatically renew for up to four (4) additional one (1) year periods.

**DOCUMENTS:** Each Bidder by submittal of their RFP response represents and warrants that they are satisfied as to the requirements and provisions of the RFP for this project and the documents describing the scope of work.

Signature:  \_\_\_\_\_

Title: Patrick Mahoney, President

Date: 12/18/24

## 6. DEMONSTRATION OF EXPERIENCE

Years in business under present business name: **52 years**

Total years of experience in work of the type called for in this contract: **52 years**

List in table below the contracts of similar scope and scale to the City's RFP has your organization completed.  
List most recent FIRST:

Contract Amount	Type of Work	Date Completed	Owner's Name & Contact Info
\$350,000 (Annually)	As-needed tree maintenance for parks and ROW areas throughout the Town.	06/30/24	Town of Gilbert, AZ Robert Gordon - (480) 662-6515 robert.gordon@gilbertaz.gov
\$2,000,000 (Annually)	Tree maintenance and vegetation management services.	05/30/24	Salt River Project, AZ Matthew Goodnight - (602) 236-8367 matthew.goodnight@srpnet.com
\$1,000,000 (Annually)	Annual tree maintenance services such as pruning, palm pruning, removals, and planting.	03/14/24	City of Tempe, AZ Richard Adkins - (480) 350-5227 richard_adkins@tempe.gov
\$400,000 (Annually)	Annual tree maintenance services such as pruning, removals, and planting.	02/28/24	City of Goodyear, AZ Wayne Smith - (623) 882-7332 wayne.smith@goodyearaz.gov
\$1,100,000 (Annually)	Tree Pruning, Removal and Other Related Services for the Parks, Recreation and Community Facilities Dept.	02/28/24	City of Mesa, AZ James Thompson - (480) 644-3238 james.thompson@mesaz.gov

List in the table below what contracts your organization currently has:

Contract Amount	Type of Work	Projected Date of Completion	Owner's Name & Contact Info
\$4,600,000 (Annually)	Annual tree maintenance services such as pruning, removals, and planting.	03/31/25	City of Beverly Hills, CA Ken Pfalzgraf - (310) 285-2467 kpfalzgraf@beverlyhills.org
\$1,600,000 (Annually)	Tree maintenance services for the Parks, ROW, and Community Facilities Dept.	06/05/28	County of Orange, CA Carlos Serrano - (714) 955-0316 carlos.serrano@ocpw.ocgov.com
\$1,500,000 (Annually)	Arboriculture services for ROW medians and parkways, Parks, and Facilities.	06/30/29	City of Palm Desert, CA Randy Chavez - (760) 346-0611 rchavez@cityofpalmdesert.org
\$480,000 (Annually)	Annual tree maintenance services such as pruning, removals, and planting.	06/30/25	City of Oakland, CA David Moore - (510) 615-5852 dmoore@oaklandnet.com
\$3,300,000 (Annually)	Annual tree maintenance for PWs, Parks, and Utilities throughout the City.	12/28/30	City of Anaheim, CA Dan Debassio - (714) 765-6860 ddebassio@anaheim.net

If you have any additional experience or work that you would like to submit, please provide separate additional documentation upon submittal.

Have you ever failed to complete any contract awarded to you?  No  Yes, if so state where and why:

N/A

Are you at present in any major litigation or lawsuits involving work of any type?  No  Yes, if so explain:

N/A

Explain in detail the manner in which you have inspected the work proposed in this contract:

WCA recently evaluated the project specifications and conducted site inspections along various locations within the City of Stephenville. Drawing from our extensive experience contracting with over 350 public agencies, we understand the common tasks required, such as tree pruning and tree removals. Additionally, we assessed the tree species and road conditions to gain insight into the typical work environment.

### 7. LIST OF MACHINERY AND EQUIPMENT

It is required that a Contractor be able to perform tree trimming and removal services. It is represented as part of this proposal that the below listed equipment is available for use on the work covered by the Scope of Work.

As a part of the proposal evaluation a team from the Public Works Department may inspect the availability and capability of the equipment of the Contractor submitting the winning proposal.

Units	Types of Equipment
20	Aerial Towers
4	90'+ Aerial Towers
10	Arrowboards
15	Brush Chippers
2	Cranes
10	Dump Trucks
4	Loaders
20	Pickup Trucks
4	Roll-off Trucks
10	Stump Grinders
	See attached list for additional equipment and information.



Listed below are some of the equipment available for this contract. Additional equipment of similar type is available as needed and can be utilized when required.

Type	Make/Model	Description	VIN
Aerial Tower	2004 FORD	F550 W/HI-RANGER TL38P	1FDAF56P04EC20294
Aerial Tower	2004 FORD 4X4	F550 W/HI-RANGER TL38P	1FDAF57P34EC20269
Aerial Tower	2004 FORD 4X4	F550 W/HI-RANGER TL38P	1FDAF57P04EC20262
Aerial Tower	2003 FORD 4X4	F550 W/HI-RANGER TL39P	1FDAF57P93EB78950
Aerial Tower	2003 FORD 4X4	F550 W/HI-RANGER TL38P	1FDAF57P73ED74577
Aerial Tower	2008 FORD	F550 W/HI-RANGER TL38P 4X4	1FDAF57R38EB73087
Aerial Tower	2008 FORD	F550 W/HI-RANGER TL38P	1FDAF57R18ED97801
Aerial Tower	2016 DODGE	RAM 5500 HI-RANGER LT40	3C7WRMAJ8GG227413
Aerial Tower	2017 DODGE	RAM 5500/HI RANGER LT40	3C7WRMAJ0HG760776
Aerial Tower	2006 GMC	C7500/COMBO HI-RANGER XT-55	1GDJ7C1C06F406811
Aerial Tower	2017 DODGE	RAM 5500/HI RANGER LT40	3C7WRMAJ5HG753841
Aerial Tower	2022 FREIGHTLINER	M2106/TEREX XT PRO 60/70	1FVACWFD7PHNZ1176
Aerial Tower	2021 FORD	F550 / TEREX LT 40	1FDUF5GN1MEC09590
Aerial Tower	2021 FORD	F550 / TEREX LT40	1FDUF5GN5MEC09589
Aerial Tower (90')	1996 FORD	6H-65DHL (90' BOOM)	1FDYL90E8VVA01137
Aerial Tower (90')	2000 GMC	C8500 W/95' ELEVATOR	1GDT7H2C71J502963
Arrowboard	2018 WANCO	ARROW BOARD	5F11S1016J1004464
Arrowboard	2015 WANCO	T07504 ARROW BOARD	5F11S1017F1004805
Arrowboard	2019 WANCO	ARROW BOARD	5F11S1014K1001242
Arrowboard	2013 SOLARGUIDE LITE	ARROW BOARD	1M9BA0914DC570392
Arrowboard	2019 WANCO	ARROW BOARD	5F11S1016K1000819
Arrowboard	2022 WANCO	WTSP55 ARROW BOARD	5F11S1015N1009466
Arrowboard	2020 WANCO	WTSP55 ARROW BOARD	5F11S1014L1003848
Brush Chipper	2013 VERMEER	BC1000-74	1VRY1119XD1019741
Brush Chipper	2013 VERMEER	BC1000-74	1VRY1119XD1019738
Brush Chipper	2011 VERMEER	BC1500 BRUSH CHIPPER	1VR2161V4B1002695
Brush Chipper	2011 VERMEER	BC1000-49 BRUSH CHIPPER	1VRY11195B1016369
Brush Chipper	2018 VERMEER	BC1500 BRUSH CHIPPER	1VR2181V6J1009103
Brush Chipper	2015 VERMEER	BC1500 BRUSH CHIPPER	1VR2161VXF1006653
Brush Chipper	2014 VERMEER	BC1000-49 BRUSH CHIPPER	1VRY1119XE1021071
Brush Chipper	2013 VERMEER	BC1000-74	1VRY11199D1019861
Brush Chipper	2019 VERMEER	BC1200 BRUSH CHIPPER (GAS)	1VR7141Y1K1003493
Brush Chipper	2022 VERMEER	BC1500 BRUSH CHIPPER	1VRD18AE9P1051170
Brush Chipper	2022 VERMEER	BC1500 BRUSH CHIPPER (GAS)	1VRD18AE4N1051008
Brush Chipper	2021 VERMEER	BC1500 BRUSH CHIPPER (GAS)	1VR2181V0M1012373
Crane	1999 STERLING	32Z W/TEREX TC-4792/120' CRANE	2FZNAJCB6YAF77000
Dump Truck	1999 FORD	F550 STUMP TRUCK	1FDAF57F4XEE58532
Dump Truck	2004 FORD	F450 STUMP TRUCK	1FDXF46P74ED63134
Dump Truck	2018 FORD	F750 CHIPPER TRUCK	1FDNF7AY6JDF02583
Dump Truck	2020 FORD	F750 CHIPPER TRUCK	1FDNF7AY6KD14508



Dump Truck	2017 FORD	F650 CHIPPER TRUCK	1FDNF6AY7HDB05176
Dump Truck	2015 FORD	F650 CHIPPER TRUCK	3FRNF6HP3FV525159
Dump Truck	2022 FORD	F650 CHIPPER TRUCK	1FDNF6AN7NDF10326
Loader	1994 CATERPILLAR	910F WHEEL LOADER	1YK02184
Loader	2018 CATERPILLAR	908M	CAT0908MKH8803515
Loader	2022 CATERPILLAR	908M WHEEL LOADER	CAT0908MLH8805515
Off-Road ATV	2020 KAWASAKI	KAF400PLS (MULE)	JK1AFEP16LB505493
Pickup	2019 DODGE	RAM 2500 PICKUP	3C6MR4AJ2KG548125
Pickup	2020 DODGE	RAM 1500	3C6JR6DT0LG310593
Pickup	2022 FORD	F250 PICKUP	1FDBF2A65NEF12980
Pickup	2019 DODGE	RAM 1500 PICKUP	3C6JR6DG0KG705889
Pickup	2019 DODGE	RAM 2500 PICKUP	3C6MR4AJ8KG548128
Pickup	2018 DODGE	RAM 2500 TRADSMAN	3C6MR4AJ9JG236978
Pickup	2020 DODGE	RAM 2500	3C6MR4AJ2LG162449
Pickup	2015 DODGE	RAM 1500 PICKUP	3C6JR6DT8FG647193
Pickup	2016 DODGE	RAM 1500 PICKUP	3C6JR6DT6GG326237
Pickup	2016 DODGE	RAM 2500	3C6LR4AT2HG514028
Pickup	2019 DODGE	RAM 1500 PICKUP	3C6JR6DG2KG662365
Pickup	2022 TOYOTA	TACOMA TRD 4X4	3TMCZ5AN0NM498036
Pickup	2021 DODGE	RAM 1500	3C6JR6ET7MG634897
Pickup	2019 DODGE	RAM 1500	3C6JR6DT1KG535779
Roll Off Truck	2019 FREIGHTLINER	108SD ROLL OFF/PUSHER VALEW	1FVMG5D23KHK8664
Roll Off Truck	1998 VOLVO	ROLL OFF	4VHJCCPF2XN866368
Stakebed Truck	2000 GMC	C6500 STAKEBED	1GDJ6H1D6YJ508350
Stump Grinder	2005 VERMEER	SC752 STUMP GRINDER	1VRN151U051001197
Stump Grinder	2019 DOSKO	691SP STUMP CUTTER	2961040X03191200
Stump Grinder	1997 VERMEER	SC1102 STUMP GRINDER	1VRK15198T1000276
Stump Grinder	1999 VERMEER	SC1102 STUMP GRINDER	1VRN15137X1001045
Trailer	2007 DRAKE TRAILER	5'X10' TRAILER	1D9BU16287P472554
Trailer	2021 PRIMO	ALUM UTIL TRAILER UT5X10-18HSS	7HZBU1010M1000856
Utility Trailer	2013 BEST TRAILER	UTILITY TRAILER	1B9US1219D1245877
Utility Truck	2015 FORD	F250 MECHANIC TRUCK	1FDBF2A64FEC83631
Utility Truck	2020 DODGE	RAM 2500 MECHANIC TRUCK	3C6MR4AJXLG162456

### 8. VENDOR PROFILE

**Company Information:**

Company Name: West Coast Arborists, Inc. Phone Number: 714-991-1900

and D/B/A: Western Certified Arborists (write 'N/A' if not applicable)

Website: www.wcainc/WesternCertifiedArborists.com (write 'N/A' if not applicable)

Fax Number: 714-956-3745 (write 'N/A' if not applicable)

If there is no toll-free number, does the company accept collect calls?  Yes  No

**Contacts:**

Corporate Contact for this Proposal:

Name: Victor Gonzalez, Vice President Address: 2200 E. Via Burton

City: Anaheim State: CA Zip: 92806

Phone Number: 714-991-1900 Email Address: vgonzalez@wcainc.com

Fax Number: 714-956-3745 (write 'N/A' if not applicable)

If local contact is the same as corporate contact, check here

Local Contact for this Proposal:

Name: Isaac Garza, Area Manager Address: 1921 W. Arkansas Ln.

City: Arlington State: TX Zip: 76013

Phone Number: 714-396-9544 Email Address: igarza@wcainc.com

Fax Number: 714-956-3745 (write 'N/A' if not applicable)

Number of years the company has been in business under this name: 52 years

Other company names used with dates, from/to:

Company Name: N/A From/To \_\_\_\_\_

Company Name: N/A From/To \_\_\_\_\_

Company Name: N/A From/To \_\_\_\_\_

Company Name: N/A From/To \_\_\_\_\_

Company Name: N/A From/To \_\_\_\_\_



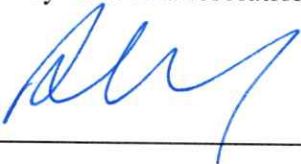
### 9. PROPOSAL RESPONSE FORM

By signing and submitting this proposal, Bidder acknowledges that they have inspected the specifications, are capable and willing to perform and/or provide the required services and/or products, and shall complete this project within the amount of time and dollar amount specified. The undersigned certifies that the prices contained in this Proposal have been carefully checked and submitted as correct and final. All unit prices include the cost of delivery. The undersigned is authorized to bind themselves or the entity they represent to a contract.

An individual proprietorship

A partnership

A corporation chartered under the laws of the State of California, acting by its officers pursuant to its by-laws or a resolution of its Board of Directors.

Signature:  \_\_\_\_\_

Printed Name: Patrick Mahoney

Title: President

Date: 12/18/24

## 10. REFERENCES

Bidder shall submit a list of at least three (3) references for which Bidder has provided like products or services. References will include contact name and telephone number. Proposals submitted without three references may be disqualified from consideration. Stephenville area references are preferred.

1. Company: City of Tempe, AZ  
 Contact name: Richard Adkins, Urban Forester  
 Phone number: (480) 350-5227  
 Email: richard\_adkins@tempe.gov
  
2. Company: City of Sacramento, CA  
 Contact name: Kevin Wasson, Operations Supervisor  
 Phone number: (916) 808-6336  
 Email: kwasson@cityofsacramento.org
  
3. Company: City of Anaheim, CA  
 Contact name: Dan Debassio, PW Manager  
 Phone number: (714) 765-6860  
 Email: ddebassio@anaheim.net
  
4. Company: City of Santa Clarita, CA  
 Contact name: Valerie Ferchaw, Urban Forestry Administrator  
 Phone number: (661) 294-2569  
 Email: vferchaw@santa-clarita.com
  
5. Company: County of Los Angeles, CA  
 Contact name: Nathan Birdwell, Tree Superintendent  
 Phone number: (661) 974-7173 x. 257  
 Email: nbirdwell@dpw.lacounty.gov

## 11. DEVIATION OR COMPLIANCE FORM

**DEVIATIONS:** In the event the undersigned Bidder intends to deviate from the general terms, conditions, special conditions or specifications contrary to those listed in the “Terms and Conditions” and other information attached hereto, all such deviations must be **LISTED ON THIS PAGE**, with complete and detailed conditions and information also being attached (attach additional pages as necessary).

**NO DEVIATIONS:** In the absence of any deviation entry on this page, Bidder assures the City of Bidder’s compliance with the Terms, Conditions, Specifications, and information contained in this RFP.

Deviation #	Deviation Title	RFP Reference (related to the deviation)	Detailed Deviation Description
			No Deviations

## 12. RELEASE AND INDEMNIFICATION

TO THE MAXIMUM EXTENT PERMITTED BY LAW, BIDDER HEREBY AGREES AND CONSENTS FOR ITSELF, INDIVIDUALLY, AND ON BEHALF OF THE BUSINESS ENTITY, TO FULLY AND UNCONDITIONALLY RELEASE, INDEMNIFY, DEFEND, AND HOLD HARMLESS THE CITY OF STEPHENVILLE, TEXAS, INCLUDING ITS OFFICERS, AGENTS AND EMPLOYEES, AND TO DEFEND AND HOLD IT HARMLESS FROM AND AGAINST ANY AND ALL COSTS, EXPENSES, ATTORNEY FEES, CLAIMS, SUITS, DEMANDS, LOSSES, OR LIABILITY FOR INJURIES TO REAL OR PERSONAL PROPERTY AND INJURIES TO PERSONS INCLUDING DEATH, INCLUDING BIDDER'S EMPLOYEES, AFFILIATES, REPRESENTATIVES, PARTNERS, AGENTS, OR THOSE WORKING ON BIDDER'S BEHALF, FROM ANY AND ALL OTHER COSTS, EXPENSES, ATTORNEY FEES, CLAIMS, SUITS, DEMANDS, LOSSES OR LIABILITIES OF ANY AND EVERY NATURE WHATSOEVER ARISING IN ANY MANNER, DIRECTLY OR INDIRECTLY, OUT OF OR IN CONNECTION WITH ANY CONTRACT AWARDED PURSUANT TO THIS RFP AND IN THE PERFORMANCE THEREOF, REGARDLESS OF CAUSE OR OF THE SOLE, JOINT, COMPARATIVE OR CONCURRENT NEGLIGENCE OR GROSS NEGLIGENCE, SAVE AND EXCEPT THE SOLE AND EXCLUSIVE NEGLIGENCE OF THE CITY. THIS PROVISION SHALL APPLY TO ALL IMPUTED OR ACTUAL JOINT ENTERPRISE AND JOINT VENTURE LIABILITY, IF ANY.

Signature:  \_\_\_\_\_

Printed Name: Patrick Mahoney

Title: President

Date: 12/18/24

### 13. NON-COLLUSION ACKNOWLEDGEMENT

The undersigned Bidder affirms that they are duly authorized to execute this Proposal, that this company, corporation, firm, partnership or individual has not prepared this Proposal in collusion with any other Bidder, and that the contents of this Proposal as to prices, terms and conditions thereof have not been communicated by the undersigned Bidder, nor by Bidder's employee, affiliate, representative, partner, subcontractor, or agent, to any other individual or entity engaged in this type of business prior to the official opening of this RFP.

Company Name: West Coast Arborists, Inc. dba Western Certified Arborists

Signature of Company Officer: 

Printed Name: Patrick Mahoney

Title: President

Date: 12/18/24

### 14. SUSPENSION OR DEBARMENT CERTIFICATE

Non-Federal entities are prohibited from contracting with or making subcontract awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all subcontract recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, Bidder certifies that no suspension or disbarment is in place, which would preclude receiving a federally funded contract under the Federal OMB, A-102, Common Rule, as may be amended.

Company Name: West Coast Arborists, Inc. dba Western Certified Arborists

Signature of Company Officer: 

Printed Name: Patrick Mahoney

Title: President

Date: 12/18/24

## 15. COOPERATIVE PURCHASING

Interlocal Cooperative Contracting/Purchasing:

Authority for local governments to contract with one another to perform certain governmental functions and services, including but not limited to purchasing functions, is granted under [Government Code, Title 7, Chapter 791 Interlocal Cooperation Contracts, Subchapter B](#) and [Subchapter C](#), and [Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101](#) and [Section 271.102](#).

Other governmental entities within the State of Texas may be extended the opportunity to purchase off of the City of Stephenville’s RFP, with the consent and agreement of the successful Bidder(s) and the City of Stephenville. Such consent and agreement shall be conclusively inferred from lack of exception to this clause in Bidder’s Proposal. However, all parties indicate their understanding, and all parties hereby expressly agree that the City of Stephenville is not an agent of, partner to, or representative of those outside agencies or entities and that the City of Stephenville is not obligated or liable for any action or debts that may arise out of such independently negotiated cooperative procurements.

Other governmental entities utilizing Interlocal agreements with the City of Stephenville, may desire, but are not obligated, to purchase goods and services defined in this Proposal from the successful Bidder. All purchases by governmental entities, other than the City of Stephenville, will be billed directly to and paid by that governmental entity. The City of Stephenville will not be responsible for other governmental entities debts. Each governmental entity will place their own orders with the successful Bidder and be responsible for ensuring full compliance with the specifications.

Prior to other governmental entities placing orders, the City of Stephenville will notify the successful Bidder of their intent.

Please indicate below if you will permit other governmental entities to purchase from your agreement with the City of Stephenville.

Yes, others can purchase;  No, only the City of Stephenville can purchase.

Signature: \_\_\_\_\_

Printed Name: Patrick Mahoney

Title: President

Date: 12/18/24

## 16. DISCLOSURE OF INTERESTED PARTIES

Prior to entering into a contract that is at least \$1 million in value, the Bidder must submit a “Certificate of Interested Parties” Form, in accordance with [Texas Government Code Section 2252.908](#), as amended. Within thirty (30) days of receipt of the form, the City must submit a copy to the Texas Ethics Commission. A sample Certificate of Interested Parties form may be viewed here:

<https://www.ethics.state.tx.us/data/forms/1295/1295.pdf>

NOT APPLICABLE

## 17. CONFLICT OF INTEREST AND QUESTIONNAIRE

**Please sign, if applicable**

The Texas Ethics Commission adopted the attached Conflict of Interest Questionnaire (Form CIQ) pursuant to [Texas Local Government Code Chapter 176](#), as amended. For questions about these forms, please see the Texas Ethics Commission at: <https://www.ethics.state.tx.us/forms/conflict/>

Form CIQ may be downloaded here: <https://www.ethics.state.tx.us/data/forms/conflict/CIQ.pdf>

Respondent shall answer each question on Form CIQ in relation to each individual listed below with whom there is a conflict of interest and submit the completed form(s) with its SOQ. If there are no conflicts of interest, Bidder shall submit a single copy of Form CIQ with "None" or "N/A" in Box 3 (Name of Officer):

Local Government Officer	Title	Local Government Officer	Title
Doug Svien	Mayor	Sarah Lockenour	City Secretary
LeAnn Durfey	Councilmember	Jacey Wood	Deputy City Secretary
Gerald Cook	Councilmember	Robert Isbell	Fire Chief
Lonn Reisman	Councilmember	Dan Harris	Police Chief
Dean Parr	Councilmember	Darrell Brown	Director of Administrative Services
Maddie Smith	Councilmember	Steve Killen	Director of Development Services
David Baskett	Councilmember	Monica Harris	Director of Finance
Brandon Greenhaw	Councilmember	Nick Williams	Director of Public Works
Alan Nix	Councilmember	Daron Trussell	Director of Parks and Leisure
Jason King	City Manager	Sheryl Truss	Human Resources Manager
Randy Thomas	City Attorney	Sean Clemmons	Airport Manager
	Evaluation Committee		Evaluation Committee
	Evaluation Committee		Evaluation Committee

**18. W-9 FORM (ATTACH)**



# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the  
requester. Do not  
send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

**1** Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)  
**West Coast Arborists, Inc.**

**2** Business name/disregarded entity name, if different from above.  
**Western Certified Arborists**

**3a** Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor     C corporation     S corporation     Partnership     Trust/estate

LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) \_\_\_\_\_  
**Note:** Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

Other (see instructions) \_\_\_\_\_

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
Exempt payee code (if any) \_\_\_\_\_  
Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) \_\_\_\_\_  
*(Applies to accounts maintained outside the United States.)*

**3b** If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions.

**5** Address (number, street, and apt. or suite no.). See instructions.  
**2200 E. Via Burton**

**6** City, state, and ZIP code  
**Anaheim, CA 92806**

**7** List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Social security number**

				-					
--	--	--	--	---	--	--	--	--	--

or

**Employer identification number**

9	5	-	3	2	5	0	6	8	2
---	---	---	---	---	---	---	---	---	---


**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**    Signature of U.S. person     Date **12/17/24**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

**--FORMS TO BE RETURNED WITH PROPOSAL--**

**5. PRICING**

The undersigned hereby declares: to have carefully examined the contract documents, including all addenda; have a clear understanding of said documents and premises; propose to provide the necessary tools, machinery, apparatus and other means of maintenance; and to furnish all labor, materials and services specified in the contract or called for in the contract documents for the prices as indicated below.

The City reserves the right to specify whether each work order will be paid on a time basis (per day per crew) or volumetric basis (per cubic yard); whether tree debris will be chipped on site; and whether the Contractor or the City will haul off and dispose of branches and/or chips. In the pricing tables below, "per cubic yard" refers to the volume of material, whether chipped or unchipped, after loaded into a dump truck, trailer, or chipper box truck for haul-off and disposal or delivery to a City facility. Full load volume will be estimated to be equivalent to the rated capacity of the equipment. Partial load volume will be calculated as the percentage of the equipment's rated capacity that is occupied by chips or removed material based upon a visual estimate and agreed upon by both the City and the Contractor; if a visual estimate cannot be agreed upon, the volume shall be calculated using standard measuring tools.

Bidder shall provide proposed prices for each of the items in the REQUIRED BID ITEMS table. Write "No Bid" next to each item on the OPTIONAL BID ITEMS table for which the Bidder is not submitting a price. The proposed prices shall include the full price for providing the stated service, including all labor, management, equipment, tools, mobilization, traffic control, and other associated costs.

**REQUIRED BID ITEMS:**

DESCRIPTION	UNIT	UNIT PRICE (US DOLLARS)
Trim and/or remove trees; chip on site; haul-off and dispose chips at Contractor's expense	Per day per crew	\$1800. <sup>00</sup>
Trim and/or remove trees; chip on site; haul-off and dispose chips at Contractor's expense	Per cubic yard	N/A without prior inspection
Trim and/or remove trees; no on-site chipping; haul-off and dispose removed material at Contractor's expense	Per day per crew	\$1800. <sup>00</sup>
Trim and/or remove trees; no on-site chipping; haul-off and dispose removed material at Contractor's expense	Per cubic yard	N/A without prior inspection
Trim and/or remove trees; chip on site; deliver chips to City facility for handling by City	Per day per crew	\$1700. <sup>00</sup>
Trim and/or remove trees; chip on site; deliver chips to City facility for handling by City	Per cubic yard	N/A without prior inspection
Trim and/or remove trees; no on-site chipping; deliver removed material to City facility for handling by City	Per day per crew	\$1700. <sup>00</sup>
Trim and/or remove trees; no on-site chipping; deliver removed material to City facility for handling by City	Per cubic yard	N/A without prior inspection

**OPTIONAL BID ITEMS:**

DESCRIPTION	UNIT	UNIT PRICE
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; haul-off and dispose collected limbs at Contractor's expense	Per day per crew	\$ 2,000.00
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; haul-off and dispose collected limbs at Contractor's expense	Per cubic yard	\$ 35.00
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; deliver removed material to City facility for handling by City	Per day per crew	\$ 1800.00
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; deliver removed material to City facility for handling by City	Per cubic yard	\$ 30.00

Please add any additional proposed additions in the table below or as a separate sheet.


**CONTRACT TIME:** The Bidder agrees, if awarded the Contract, to commence work in accordance with the schedule provided by the City in each work order. The term of this agreement shall be for one (1) year, beginning on the date of the execution of the agreement, and shall automatically renew for up to four (4) additional one (1) year periods.

**DOCUMENTS:** Each Bidder by submittal of their RFP response represents and warrants that they are satisfied as to the requirements and provisions of the RFP for this project and the documents describing the scope of work.

Signature: *[Handwritten Signature]*  
 Title: Owner  
 Date: 12-19-2024

## 6. DEMONSTRATION OF EXPERIENCE

Years in business under present business name: *23 years*

Total years of experience in work of the type called for in this contract: *29 years*

List in table below the contracts of similar scope and scale to the City's RFP has your organization completed.  
List most recent FIRST:

Contract Amount	Type of Work	Date Completed	Owner's Name & Contact Info
\$10,000 <sup>e</sup>	Tree pruning x 29 Tree removal x 2	12/2/2024	City of Stephenville (City Park)
\$20,800 <sup>e</sup>	Hazard prune x 130 Tree removal x 3	10/18/2024	Catalina Bay HOA Linda Keller 817-243-5560
\$2,100 <sup>e</sup>	Elevate 36 trees + Tree removal x 1	10/16/2024	Sandra Palmer HOA David Smith 254-485-0419
\$43,775 <sup>e</sup>	Numerous tree removals Clear ROW easement	4/16/2024	D+D Contractors, Inc. Gerald McLeod 830-358-9206
\$10,000 <sup>e</sup>	Maintenance pruning and tree removal	2/22/2024	Lacy Funeral Home Vance Wade 254-595-0020

List in the table below what contracts your organization currently has:

Contract Amount	Type of Work	Projected Date of Completion	Owner's Name & Contact Info
\$16,075 <sup>e</sup>	Numerous tree removals	2/01/2025	D+D Contractors, Inc. Gerald McLeod 830-358-9206
\$4,000 <sup>e</sup>	Tree pruning Tree removal x 2	01/24/2025	Diamond C Ranch John Collier 817-832-5838
\$2,400 <sup>e</sup>	Tree Pruning	01/10/2025	Molly Elliot 254-977-0912
\$3,900 <sup>e</sup>	Tree Pruning	12/30/2024	Virginia Morvant 254-592-4567
\$4,000 <sup>e</sup>	Tree Pruning Tree removal	01/17/2025	Donna Wagner 254-967-0562

If you have any additional experience or work that you would like to submit, please provide separate additional documentation upon submittal.

Have you ever failed to complete any contract awarded to you?  No  Yes, if so state where and why:

Are you at present in any major litigation or lawsuits involving work of any type?  No  Yes, if so explain:

Explain in detail the manner in which you have inspected the work proposed in this contract:

Reviewed this contract in detail. If awarded this contract, will render myself available with representative of the City of Stephenville. I am very familiar with the landscape of trees around Stephenville. Typically when a tree is in need of attention, I have already observed it and I am familiar with it.

## 7. LIST OF MACHINERY AND EQUIPMENT

It is required that a Contractor be able to perform tree trimming and removal services. It is represented as part of this proposal that the below listed equipment is available for use on the work covered by the Scope of Work.

As a part of the proposal evaluation a team from the Public Works Department may inspect the availability and capability of the equipment of the Contractor submitting the winning proposal.

Units	Types of Equipment
1	60ft Forestry Bucket chipper Truck
1	Grapple Loader Truck 30yard Dump bed
2	14 yard Chipper Dump Trucks
3	12in Brush/Wood Chippers
2	12ft + 16ft Dump Bed Trucks
1	16ft Dump Trailer
2	Mini Skid Steer Loaders with Grapple
3	Stump Grinders
3	2 16ft Flat bed trailers 1 12ft Utility trailer
3	Pickup Trucks
40	Chainsaws: Ranging from 12in -48in bar
3	Gas Pole Saws
4	2 Gas Weed Eaters w/ Brush cutters 2 Gas Blowers
4	sets of Tree Climbing Gear
Numerous	Pole saws, manual pruners, and hand tools
Numerous	Rigging lines, blocks, ropes, lowering devices

### 8. VENDOR PROFILE

**Company Information:**

Company Name: Jim's Tree Service Phone Number: 254-968-8599

and D/B/A: N/A (write 'N/A' if not applicable)

Website: Jimstreeservice.net (write 'N/A' if not applicable)

Fax Number: N/A (write 'N/A' if not applicable)

If there is no toll-free number, does the company accept collect calls?  Yes  No

**Contacts:**

Corporate Contact for this Proposal:

Name: Joseph Prichard Address: 134 Bent Creek Ranch Ct

City: Fort Worth State: TX Zip: 76126

Phone Number: 817-919-7682 Email Address: Woodenman25@yahoo.com

Fax Number: N/A (write 'N/A' if not applicable)

If local contact is the same as corporate contact, check here

Local Contact for this Proposal:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax Number: \_\_\_\_\_ (write 'N/A' if not applicable)

Number of years the company has been in business under this name: 23 years

Other company names used with dates, from/to:

Company Name: Jim's Tree Service From/To 1969- Present

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

### 9. PROPOSAL RESPONSE FORM

By signing and submitting this proposal, Bidder acknowledges that they have inspected the specifications, are capable and willing to perform and/or provide the required services and/or products, and shall complete this project within the amount of time and dollar amount specified. The undersigned certifies that the prices contained in this Proposal have been carefully checked and submitted as correct and final. All unit prices include the cost of delivery. The undersigned is authorized to bind themselves or the entity they represent to a contract.

An individual proprietorship

A partnership

A corporation chartered under the laws of the State of \_\_\_\_\_, acting by its officers pursuant to its by-laws or a resolution of its Board of Directors.

Signature: 

Printed Name: Joseph Prichard

Title: OWNER

Date: 12/19/2024



### 10. REFERENCES

Bidder shall submit a list of at least three (3) references for which Bidder has provided like products or services. References will include contact name and telephone number. Proposals submitted without three references may be disqualified from consideration. Stephenville area references are preferred.

- 1. Company: \_\_\_\_\_  
Contact name: Barbara Terrell  
Phone number: 254-485-5798  
Email: \_\_\_\_\_
  
- 2. Company: \_\_\_\_\_  
Contact name: Lynda Bruner  
Phone number: 254-485-3930  
Email: \_\_\_\_\_
  
- 3. Company: Lacy Funeral Home  
Contact name: Vance Wade  
Phone number: 254-595-0020  
Email: \_\_\_\_\_
  
- 4. Company: \_\_\_\_\_  
Contact name: Lonn Reisman  
Phone number: 254-592-3284  
Email: \_\_\_\_\_
  
- 5. Company: \_\_\_\_\_  
Contact name: Penny Elliot  
Phone number: 254-977-4529  
Email: \_\_\_\_\_

### 11. DEVIATION OR COMPLIANCE FORM

**DEVIATIONS:** In the event the undersigned Bidder intends to deviate from the general terms, conditions, special conditions or specifications contrary to those listed in the “Terms and Conditions” and other information attached hereto, all such deviations must be **LISTED ON THIS PAGE**, with complete and detailed conditions and information also being attached (attach additional pages as necessary).

**NO DEVIATIONS:** In the absence of any deviation entry on this page, Bidder assures the City of Bidder’s compliance with the Terms, Conditions, Specifications, and information contained in this RFP.

Deviation #	Deviation Title	RFP Reference (related to the deviation)	Detailed Deviation Description
			N/A

## 12. RELEASE AND INDEMNIFICATION

TO THE MAXIMUM EXTENT PERMITTED BY LAW, BIDDER HEREBY AGREES AND CONSENTS FOR ITSELF, INDIVIDUALLY, AND ON BEHALF OF THE BUSINESS ENTITY, TO FULLY AND UNCONDITIONALLY RELEASE, INDEMNIFY, DEFEND, AND HOLD HARMLESS THE CITY OF STEPHENVILLE, TEXAS, INCLUDING ITS OFFICERS, AGENTS AND EMPLOYEES, AND TO DEFEND AND HOLD IT HARMLESS FROM AND AGAINST ANY AND ALL COSTS, EXPENSES, ATTORNEY FEES, CLAIMS, SUITS, DEMANDS, LOSSES, OR LIABILITY FOR INJURIES TO REAL OR PERSONAL PROPERTY AND INJURIES TO PERSONS INCLUDING DEATH, INCLUDING BIDDER'S EMPLOYEES, AFFILIATES, REPRESENTATIVES, PARTNERS, AGENTS, OR THOSE WORKING ON BIDDER'S BEHALF, FROM ANY AND ALL OTHER COSTS, EXPENSES, ATTORNEY FEES, CLAIMS, SUITS, DEMANDS, LOSSES OR LIABILITIES OF ANY AND EVERY NATURE WHATSOEVER ARISING IN ANY MANNER, DIRECTLY OR INDIRECTLY, OUT OF OR IN CONNECTION WITH ANY CONTRACT AWARDED PURSUANT TO THIS RFP AND IN THE PERFORMANCE THEREOF, REGARDLESS OF CAUSE OR OF THE SOLE, JOINT, COMPARATIVE OR CONCURRENT NEGLIGENCE OR GROSS NEGLIGENCE, SAVE AND EXCEPT THE SOLE AND EXCLUSIVE NEGLIGENCE OF THE CITY. THIS PROVISION SHALL APPLY TO ALL IMPUTED OR ACTUAL JOINT ENTERPRISE AND JOINT VENTURE LIABILITY, IF ANY.

Signature: 

Printed Name: Joseph Prichard

Title: owner

Date: 12/19/2024

### 13. NON-COLLUSION ACKNOWLEDGEMENT

The undersigned Bidder affirms that they are duly authorized to execute this Proposal, that this company, corporation, firm, partnership or individual has not prepared this Proposal in collusion with any other Bidder, and that the contents of this Proposal as to prices, terms and conditions thereof have not been communicated by the undersigned Bidder, nor by Bidder's employee, affiliate, representative, partner, subcontractor, or agent, to any other individual or entity engaged in this type of business prior to the official opening of this RFP.

Company Name: Jim's Tree Service

Signature of Company Officer: 

Printed Name: Joseph Prichard

Title: OWNER

Date: 12/19/2024

### 14. SUSPENSION OR DEBARMENT CERTIFICATE

Non-Federal entities are prohibited from contracting with or making subcontract awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all subcontract recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, Bidder certifies that no suspension or disbarment is in place, which would preclude receiving a federally funded contract under the Federal OMB, A-102, Common Rule, as may be amended.

Company Name: Jim's Tree Service

Signature of Company Officer: 

Printed Name: Joseph Prichard

Title: OWNER

Date: 12/19/2024

### 15. COOPERATIVE PURCHASING

Interlocal Cooperative Contracting/Purchasing:

Authority for local governments to contract with one another to perform certain governmental functions and services, including but not limited to purchasing functions, is granted under [Government Code, Title 7, Chapter 791 Interlocal Cooperation Contracts, Subchapter B](#) and [Subchapter C](#), and [Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101](#) and [Section 271.102](#).

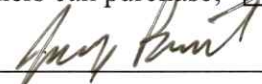
Other governmental entities within the State of Texas may be extended the opportunity to purchase off of the City of Stephenville’s RFP, with the consent and agreement of the successful Bidder(s) and the City of Stephenville. Such consent and agreement shall be conclusively inferred from lack of exception to this clause in Bidder’s Proposal. However, all parties indicate their understanding, and all parties hereby expressly agree that the City of Stephenville is not an agent of, partner to, or representative of those outside agencies or entities and that the City of Stephenville is not obligated or liable for any action or debts that may arise out of such independently negotiated cooperative procurements.

Other governmental entities utilizing Interlocal agreements with the City of Stephenville, may desire, but are not obligated, to purchase goods and services defined in this Proposal from the successful Bidder. All purchases by governmental entities, other than the City of Stephenville, will be billed directly to and paid by that governmental entity. The City of Stephenville will not be responsible for other governmental entities debts. Each governmental entity will place their own orders with the successful Bidder and be responsible for ensuring full compliance with the specifications.

Prior to other governmental entities placing orders, the City of Stephenville will notify the successful Bidder of their intent.

Please indicate below if you will permit other governmental entities to purchase from your agreement with the City of Stephenville.

Yes, others can purchase;  No, only the City of Stephenville can purchase.

Signature: 

Printed Name: Joseph Prichard

Title: owner

Date: 12/19/2024

### 16. DISCLOSURE OF INTERESTED PARTIES

Prior to entering into a contract that is at least \$1 million in value, the Bidder must submit a “Certificate of Interested Parties” Form, in accordance with [Texas Government Code Section 2252.908](#), as amended. Within thirty (30) days of receipt of the form, the City must submit a copy to the Texas Ethics Commission. A sample Certificate of Interested Parties form may be viewed here:

<https://www.ethics.state.tx.us/data/forms/1295/1295.pdf>

## 17. CONFLICT OF INTEREST AND QUESTIONNAIRE

### Please sign, if applicable

The Texas Ethics Commission adopted the attached Conflict of Interest Questionnaire (Form CIQ) pursuant to [Texas Local Government Code Chapter 176](#), as amended. For questions about these forms, please see the Texas Ethics Commission at: <https://www.ethics.state.tx.us/forms/conflict/>

Form CIQ may be downloaded here: <https://www.ethics.state.tx.us/data/forms/conflict/CIQ.pdf>

Respondent shall answer each question on Form CIQ in relation to each individual listed below with whom there is a conflict of interest and submit the completed form(s) with its SOQ. If there are no conflicts of interest, Bidder shall submit a single copy of Form CIQ with "None" or "N/A" in Box 3 (Name of Officer):

Local Government Officer	Title	Local Government Officer	Title
Doug Svien	Mayor	Sarah Lockenour	City Secretary
LeAnn Durfey	Councilmember	Jacey Wood	Deputy City Secretary
Gerald Cook	Councilmember	Robert Isbell	Fire Chief
Lonn Reisman	Councilmember	Dan Harris	Police Chief
Dean Parr	Councilmember	Darrell Brown	Director of Administrative Services
Maddie Smith	Councilmember	Steve Killen	Director of Development Services
David Baskett	Councilmember	Monica Harris	Director of Finance
Brandon Greenhaw	Councilmember	Nick Williams	Director of Public Works
Alan Nix	Councilmember	Daron Trussell	Director of Parks and Leisure
Jason King	City Manager	Sheryl Truss	Human Resources Manager
Randy Thomas	City Attorney	Sean Clemmons	Airport Manager
	Evaluation Committee		Evaluation Committee
	Evaluation Committee		Evaluation Committee

**18. W-9 FORM (ATTACH)**

# CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

## FORM CIQ

**This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.**

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

### OFFICE USE ONLY

Date Received

**1 Name of vendor who has a business relationship with local governmental entity.**

*Jim's Tree Service*

**2**  Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

**3 Name of local government officer about whom the information is being disclosed.**

*None*

Name of Officer

**4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.**

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes       No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes       No

**5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.**

**6**  Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

**7** *[Signature]*  
Signature of vendor doing business with the governmental entity

*12-19-2024*  
Date



# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

**1** Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)  
*Joseph Prichard*

**2** Business name/disregarded entity name, if different from above.  
*Jim's Tree Service*

**3a** Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor     C corporation     S corporation     Partnership     Trust/estate

LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) \_\_\_\_\_  
**Note:** Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

Other (see instructions) \_\_\_\_\_

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
Exempt payee code (if any) \_\_\_\_\_  
Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) \_\_\_\_\_  
*(Applies to accounts maintained outside the United States.)*

**3b** If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions \_\_\_\_\_

**5** Address (number, street, and apt. or suite no.). See instructions.  
*134 Bent Creek Ranch Ct*

**6** City, state, and ZIP code  
*Fort Worth, TX 76126*

**7** List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Social security number**

*467-91-6169*

or

**Employer identification number**

\_\_\_\_\_ - \_\_\_\_\_

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**    Signature of U.S. person *Joseph Prichard*    Date *12-19-2024*

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



## STAFF REPORT

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**SUBJECT:** Tree Maintenance Services – RFP 3045

**DEPARTMENT:** Finance

**STAFF CONTACT:** Rebecca Crosson

### RECOMMENDATION:

The Purchasing Department recommends that the bid be awarded to Jim’s Tree Service for annual tree maintenance services with options to renew up to 4 additional 1 year periods.

### BACKGROUND:

Proposals were requested and opened December 20, 2024, for tree maintenance services to be utilized in all City departments. We received responses from 4 vendors.



# Tree Maintenance Services



Issued by:  
**City of Stephenville, Texas**

Date:  
**12/20/2024**

☀️ Solicitation No. **RFP #3045**  
☀️ Offeror's name, address, telephone, and facsimile numbers:  
Looks Great Services of MS, Inc.  
1501 Highway 13 North  
Columbia, MS 39429  
Telephone: 601-736-0037  
[www.looksgreatservices.com](http://www.looksgreatservices.com)



### Persons authorized to negotiate on the offeror's behalf:

Yolanda Agoglia  
President  
Looks Great Services of MS, inc.  
Tel: 631-662-5817  
Fax: 601-736-1924  
[yolanda@looksgreatservices.com](mailto:yolanda@looksgreatservices.com)

Kristian Agoglia  
Vice President  
Looks Great Services of MS, inc.  
Tel: 516-369-8445  
Fax: 601-736-1924  
[kristian@looksgreatservices.com](mailto:kristian@looksgreatservices.com)

☀️ Extent of Agreement with Terms:  
By fact of signature contained herein, Looks Great Services of Mississippi, Inc. agrees to the extent of the agreement with all terms, conditions and provisions included in the solicitation and agrees to furnish any or all items upon which prices are offered at the price set opposite each item. The proposal is in all respects fair and in good faith without collusion or fraud.

### Persons authorized as point of contact:

Jerry Day  
Commercial Contracts Manager  
Looks Great Services of MS, inc.  
Tel: 405-727-0117  
Fax: 601-736-1924  
[jerryday@looksgreatservices.com](mailto:jerryday@looksgreatservices.com)

Sean Simons  
Regional Vice President  
Looks Great Services of MS, inc.  
Tel: 214-315-7053  
Fax: 601-736-1924  
[seansimons@looksgreatservices.com](mailto:seansimons@looksgreatservices.com)

☀️ Authorized signature:

☀️ Contractor's DUNS Number: 05-769-6240

☀️ WBENC WOSB Number: WOSB210490

☀️ This proposal includes data that shall not be disclosed outside the City and shall not be duplicated, used, or disclosed--in whole or in part--for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of or in connection with the submission of this data, the City shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the City's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained on every page of this proposal; and use or disclosure of data contained on this sheet is subject to the restrictions on this, the title page of this proposal





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## Tab 1 – Bid Documents

# 1. BIDDER'S CHECKLIST

- Provided Pricing structure if applicable.
- Demonstration of Experience form filled in.
- List of Machinery and Equipment form filled in, if applicable.
- Vendor Profile form filled in.
- Proposal Response Form **\*\*IMPORTANT\*\* Failure to sign and return this form will result in immediate disqualification.**
- References provided.
- Deviation or Compliance form filled in.
- Release and Indemnification form filled and signed.
- Non-Collusion Acknowledgement form filled and signed.
- Suspension or Debarment Certificate filled and signed.
- Cooperative Purchasing form filled and signed.
- Access latest Conflict of Interest Questionnaire [here](#). Please fill out and return with submission. If no conflicts exist, write N/A on the "Name of Officer" line.
- Access latest W-9 form [here](#). Please fill out, and return with your submission.

**Important Notes:**

Question deadline is **December 20, 2024** at 2:00 PM. Any questions submitted after this time will not be answered.

Questions should be submitted in writing via email to [purchasing@stephenvilletx.gov](mailto:purchasing@stephenvilletx.gov).

Proposals shall be addressed to:  
 Rebecca Crosson  
 Purchasing Manager  
 298 W. Washington St.  
 Stephenville, TX 76401

Persons signing subsequent sections of the Proposal shall have the authority to sign the Proposal on Bidder's behalf and shall be an officer or person authorized to bind the entity they represent to this Proposal.

If the City's desired pricing format is NOT included in section 5 of this RFP, vendor may submit their own pricing page in addition to signing Section 5 of our RFP.

<b>This is a Request for Proposal</b>		
<b>Date Issued:</b> December 5, 2024		
<b>Subject:</b> Tree Maintenance Services		<b>RFP. No.:</b> 3045
<b>Due Date:</b> December 20, 2024	<b>Time Due:</b> 2:00 PM Central Time	<b>Tentative Award Date:</b> January 7, 2025

**--FORMS TO BE RETURNED WITH PROPOSAL--**

**5. PRICING**

The undersigned hereby declares: to have carefully examined the contract documents, including all addenda; have a clear understanding of said documents and premises; propose to provide the necessary tools, machinery, apparatus and other means of maintenance; and to furnish all labor, materials and services specified in the contract or called for in the contract documents for the prices as indicated below.

The City reserves the right to specify whether each work order will be paid on a time basis (per day per crew) or volumetric basis (per cubic yard); whether tree debris will be chipped on site; and whether the Contractor or the City will haul off and dispose of branches and/or chips. In the pricing tables below, "per cubic yard" refers to the volume of material, whether chipped or unchipped, after loaded into a dump truck, trailer, or chipper box truck for haul-off and disposal or delivery to a City facility. Full load volume will be estimated to be equivalent to the rated capacity of the equipment. Partial load volume will be calculated as the percentage of the equipment's rated capacity that is occupied by chips or removed material based upon a visual estimate and agreed upon by both the City and the Contractor; if a visual estimate cannot be agreed upon, the volume shall be calculated using standard measuring tools.

Bidder shall provide proposed prices for each of the items in the REQUIRED BID ITEMS table. Write "No Bid" next to each item on the OPTIONAL BID ITEMS table for which the Bidder is not submitting a price. The proposed prices shall include the full price for providing the stated service, including all labor, management, equipment, tools, mobilization, traffic control, and other associated costs.

**REQUIRED BID ITEMS:**

DESCRIPTION	UNIT	UNIT PRICE (US DOLLARS)
Trim and/or remove trees; chip on site; haul-off and dispose chips at Contractor's expense	Per day per crew	\$ 2250
Trim and/or remove trees; chip on site; haul-off and dispose chips at Contractor's expense	Per cubic yard	\$55
Trim and/or remove trees; no on-site chipping; haul-off and dispose removed material at Contractor's expense	Per day per crew	\$ 2350**
Trim and/or remove trees; no on-site chipping; haul-off and dispose removed material at Contractor's expense	Per cubic yard	\$25
Trim and/or remove trees; chip on site; deliver chips to City facility for handling by City	Per day per crew	\$ 2250
Trim and/or remove trees; chip on site; deliver chips to City facility for handling by City	Per cubic yard	\$45
Trim and/or remove trees; no on-site chipping; deliver removed material to City facility for handling by City	Per day per crew	\$1950**
Trim and/or remove trees; no on-site chipping; deliver removed material to City facility for handling by City	Per cubic yard	\$20

**OPTIONAL BID ITEMS:**

DESCRIPTION	UNIT	UNIT PRICE
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; haul-off and dispose collected limbs at Contractor's expense	Per day per crew	\$ 3250
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; haul-off and dispose collected limbs at Contractor's expense	Per cubic yard	\$ 19.50
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; deliver removed material to City facility for handling by City	Per day per crew	\$ 2400
Curbside pickup of storm debris (tree limbs only) by grappling truck; no on-site chipping; deliver removed material to City facility for handling by City	Per cubic yard	\$ 9.50*

Please add any additional proposed additions in the table below or as a separate sheet.

	*\$9.50 a yard to any temporary site plus pass-through cost.
	**\$1500 per day - Grapple Truck
	\$1200 per day - 50 foot bucket truck.

**CONTRACT TIME:** The Bidder agrees, if awarded the Contract, to commence work in accordance with the schedule provided by the City in each work order. The term of this agreement shall be for one (1) year, beginning on the date of the execution of the agreement, and shall automatically renew for up to four (4) additional one (1) year periods.

**DOCUMENTS:** Each Bidder by submittal of their RFP response represents and warrants that they are satisfied as to the requirements and provisions of the RFP for this project and the documents describing the scope of work.

Signature: Sean Egan

Title: Regional Vice President

Date: 12/19/2024



## 6. DEMONSTRATION OF EXPERIENCE

Years in business under present business name: 25

Total years of experience in work of the type called for in this contract: 25 year

List in table below the contracts of similar scope and scale to the City's RFP has your organization completed.  
List most recent FIRST:

Contract Amount	Type of Work	Date Completed	Owner's Name & Contact Info
\$32,333.00	Tree Trimming Services	March 5, 2024	Village of West Dundee, IL Mike Kirk , Superintendent 847-551-3815
\$980,000.00	Tree removal and stump grinding.	February 2024	City of Overland Park, KS Bryan Toben, Deputy Director, Parks & Recreation 913-895-6390
8,156,420.00	Hazardous Tree and Limb Removal and Debris Reduction and Removal.	April 2023 - June 2023	City of Wynne, Arkansas Jennifer Hobbs- Mayor jhobbs@cityofwynne.com, 662-256-5721
\$5,002,338.00	Trimming and Mowing, Danger Tree and Limb Removal	2018-2023	Baldwin EMC, Brian Seals, Manager of Engineering brian.seals@baldwinemc.org , 251-510-1664
\$2,500,000.00	Trimming and Mowing, Danger Tree and Limb Removal.	2018- 2023	Riviera Utilities Josh Roberts, Vegetation Management Supervisor jroberts@rivierautilities.com , 251-943-5001

List in the table below what contracts your organization currently has:

Contract Amount	Type of Work	Projected Date of Completion	Owner's Name & Contact Info
\$233,912.50	Tree maintenance service	01/24/2023 to 1/30/2026	Town of Flower Mound John Havens, Manager john.Havens@flowermound.gov
\$46,180,464.00	Trimming and Mowing, Danger Tree and Limb Removal	2013- Present	Pearl River Valley Electric Power Association Matthew Ware, Operations Manager
\$9,684,252.00	Trimming and Mowing, Danger Tree and Limb Removal	2021 - Present	Cumberland Electric Owner Association Michael Blackwell, Manager of District Operations mblackwell@cemc.org 931-645-2181

If you have any additional experience or work that you would like to submit, please provide separate additional documentation upon submittal.

Have you ever failed to complete any contract awarded to you?  No  Yes, if so state where and why:

Are you at present in any major litigation or lawsuits involving work of any type?  No  Yes, if so explain:

Explain in detail the manner in which you have inspected the work proposed in this contract:

Specific locations have not been identified in the Tree Maintenance Services RFP #3045 for us to inspect. When locations are identified our goal of this project will be to service the City's Street rights of way (ROW), the City's parks, and other designated locations, ensuring the safety of citizens, improving tree health, and maintaining the aesthetic value of the city. The specific objectives are:

- Trim trees to remove hazards such as overhanging or dead branches.
- Improve the health and longevity of the trees through proper pruning.
- Enhance the appearance of the parks by maintaining tree structure.
- Minimize any disruptions to City property and activities during the work.

### 7. LIST OF MACHINERY AND EQUIPMENT

It is required that a Contractor be able to perform tree trimming and removal services. It is represented as part of this proposal that the below listed equipment is available for use on the work covered by the Scope of Work.

As a part of the proposal evaluation a team from the Public Works Department may inspect the availability and capability of the equipment of the Contractor submitting the winning proposal.

Units	Types of Equipment
	See Attached list

## LGS Equipment List

With a fleet of hundreds of trucks and equipment, a staff of over 200 professionals, and four locations in New York, North Carolina, Texas, and Mississippi our vegetation management teams can activate at a moment's notice. Mobile mechanics, housing units, and fueling equipment expedite the process and keep our team operational around-the-clock until the job is complete. No matter what type of equipment the job requires, LGS will have it ready and fully operational.



COUNT	DESCRIPTION	YEAR	MAKE	MODEL	OWNERSHIP
1	BOX TRUCK	2005	FREIGHTLINER	M2	OWNED
2	BOX TRUCK	2007	FREIGHTLINER	M2	OWNED
3	BUCKET TRUCK	2006	STERLING	ACTERRA 4X4	OWNED
4	BUCKET TRUCK	2005	INTERNATIONAL	7300 4X4	OWNED
5	BUCKET TRUCK	2002	GMC	C6500	OWNED
6	BUCKET TRUCK	2003	GMC	C7500	OWNED
7	BUCKET TRUCK	2000	FORD	F-750	OWNED
8	BUCKET TRUCK	2005	STERLING	ACTERRA	OWNED
9	BUCKET TRUCK	2004	FORD	F-750	OWNED
10	BUCKET TRUCK	2005	INTERNATIONAL	4300	OWNED
11	BUCKET TRUCK	2007	INTERNATIONAL	4300	OWNED
12	BUCKET TRUCK	2007	INTERNATIONAL	7300 4X4	OWNED
13	BUCKET TRUCK	2006	INTERNATIONAL	4300	OWNED
14	BUCKET TRUCK	2013	INTERNATIONAL	4300	OWNED
15	BUCKET TRUCK	2005	INTERNATIONAL	7400	OWNED
16	BUCKET TRUCK	2005	INTERNATIONAL	7400	OWNED
17	BUCKET TRUCK	2014	FREIGHTLINER	M2106	OWNED
18	BUCKET TRUCK	2003	GMC	C7500	OWNED
19	BUCKET TRUCK	2014	FREIGHTLINER	M2106	OWNED
20	BUCKET TRUCK	2003	INTERNATIONAL	S30	OWNED
21	BUCKET TRUCK	2006	FORD	F-750	OWNED
22	BUCKET TRUCK	2008	FORD	F-750	OWNED
23	BUCKET TRUCK	2008	FORD	F-750	OWNED
24	BUCKET TRUCK	2005	GMC	C7500	OWNED
25	BUCKET TRUCK	2001	GMC	C7500	OWNED
26	BUCKET TRUCK	2007	INTERNATIONAL	7300 4X4	OWNED
27	BUCKET TRUCK	2008	FORD	F-750	OWNED
28	BUCKET TRUCK	2004	INTERNATIONAL	7300 4X4	OWNED
29	BUCKET TRUCK	2005	INTERNATIONAL	4300	OWNED
30	BUCKET TRUCK	2011	INTERNATIONAL	4300	OWNED
31	BUCKET TRUCK	2006	FORD	F-750	OWNED
32	BUCKET TRUCK	2006	INTERNATIONAL	7300	OWNED
33	BUCKET TRUCK	2007	FORD	F-750	OWNED
34	BUCKET TRUCK	2007	FORD	F-750 4X4	OWNED

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Tree Maintenance Services

City of Stephenville, TX

35	BUCKET TRUCK	2005	GMC	C7500	OWNED
36	BUCKET TRUCK	2008	FORD	F-750 4X4	OWNED
37	BUCKET TRUCK	2005	FORD	F-750 4X4	OWNED
38	BUCKET TRUCK	2006	FORD	F-750	OWNED
39	BUCKET TRUCK	2007	INTERNATIONAL	4300	OWNED
40	BUCKET TRUCK	2007	FORD	F-750 4X4	OWNED
41	BUCKET TRUCK	2006	INTERNATIONAL	4300	OWNED
42	BUCKET TRUCK	2003	GMC	C7500	OWNED
43	BUCKET TRUCK	2005	GMC	C7500	OWNED
44	BUCKET TRUCK	2007	FORD	F-750	OWNED
45	BUCKET TRUCK	2004	INTERNATIONAL	4300	OWNED
46	BUCKET TRUCK	2001	FORD	F-750	OWNED
47	BUCKET TRUCK	2007	INTERNATIONAL	4300	OWNED
48	BUCKET TRUCK	2005	INTERNATIONAL	4300	OWNED
49	BUCKET TRUCK	2006	FORD	F-650	OWNED
50	BUCKET TRUCK	2003	INTERNATIONAL	4200	OWNED
51	BUCKET TRUCK	2005	INTERNATIONAL	7300 4X4	OWNED
52	BUCKET TRUCK	2011	FREIGHTLINER	M2106 4X4	OWNED
53	BUCKET TRUCK	2007	INTERNATIONAL	4300	OWNED
54	BUCKET TRUCK	2007	INTERNATIONAL	4300	OWNED
55	BUCKET TRUCK	2007	INTERNATIONAL	4300	OWNED
56	BUCKET TRUCK	2007	INTERNATIONAL	4300	OWNED
57	BUCKET TRUCK	2003	STERLING	ACTERRA	OWNED
58	BUCKET TRUCK	2006	INTERNATIONAL	4300	OWNED
59	BUCKET TRUCK	2007	INTERNATIONAL	4300	OWNED
60	BUCKET TRUCK	2005	FORD	F750 4X4	OWNED
61	BUCKET TRUCK	2006	GMC	C7500	OWNED
62	BUCKET TRUCK	2009	INTERNATIONAL	7300 4X4	OWNED
63	BUCKET TRUCK	2009	INTERNATIONAL	4300 4X2	OWNED
64	BUCKET TRUCK	2008	INTERNATIONAL	4300	OWNED
65	BUCKET TRUCK	2007	FORD	F750	OWNED
66	BUCKET TRUCK	2007	FORD	F750	OWNED
67	BUCKET TRUCK	2005	INTERNATIONAL	4300	OWNED
68	BUCKET TRUCK	2005	INTERNATIONAL	4300	OWNED
69	BUCKET TRUCK	2007	INTERNATIONAL	5600	OWNED
70	BUCKET TRUCK	2011	FORD	F750	OWNED
71	BUCKET TRUCK	2006	FORD	F650	OWNED
72	BUCKET TRUCK	2006	FORD	F650	OWNED
73	BUCKET TRUCK	2009	INTERNATIONAL	4300	OWNED
74	BUCKET TRUCK	2012	FORD	F750	OWNED
75	BUCKET TRUCK	2007	INTERNATIONAL	7300	OWNED
76	BUCKET TRUCK	2022	INTERNATIONAL	HV507 SFA 4X4	OWNED
77	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
78	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
79	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
80	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
81	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
82	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
83	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
84	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
85	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
86	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
87	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
88	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
89	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
90	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
91	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED

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**Tree Maintenance Services**  
City of Stephenville, TX

92	BUCKET TRUCK	2023	FREIGHTLINER	M2106 4X2	OWNED
93	BUCKET TRUCK	2021	FREIGHTLINER	M2106	OWNED
94	BUCKET TRUCK	2021	FREIGHTLINER	M2106	OWNED
95	BUCKET TRUCK	2021	FREIGHTLINER	M2106	OWNED
96	BUCKET TRUCK	2021	FREIGHTLINER	M2106	OWNED
97	BUCKET TRUCK	2021	FREIGHTLINER	M2106	OWNED
98	CHIP TRUCK	1999	STERLING	L-SERIES	OWNED
99	CHIP TRUCK	2000	FORD	F650	OWNED
100	CHIP TRUCK	2004	STERLING	L-SERIES	OWNED
101	CHIP TRUCK	2001	CHEVY	C-7500	OWNED
102	CHIP TRUCK	1995	INTL	4700	OWNED
103	CHIP TRUCK	2000	FORD	F450	OWNED
104	CHIP TRUCK	1999	INTL	4700	OWNED
105	CHIP TRUCK	2000	INTL	4700	OWNED
106	CHIP TRUCK	1999	INTL	4700	OWNED
107	CHIP TRUCK	2003	FORD	F550	OWNED
108	CHIP TRUCK	2011	CHEVY	3500HD	OWNED
109	CHIP TRUCK	2009	CHEVY	3500HD	OWNED
110	CHIP TRUCK	2005	INTL	4200	OWNED
111	CHIP TRUCK	2005	GMC	C5500	OWNED
112	CHIP TRUCK	2004	GMC	C5500	OWNED
113	CHIP TRUCK	2005	GMC	C5500	OWNED
114	CHIP TRUCK	2007	FORD	F550	OWNED
115	CHIP TRUCK	2006	GMC	6500	OWNED
116	CHIP TRUCK	2006	FORD	F350 4X4	OWNED
117	CHIP TRUCK	2006	GMC	C5500	OWNED
118	CHIP TRUCK	2011	FORD	F550 4X4	OWNED
119	CHIP TRUCK	2010	FORD	F550 4X4	OWNED
120	CHIP TRUCK	2006	GMC	C8500	OWNED
121	CHIP TRUCK	2006	FORD	F650	OWNED
122	CHIP TRUCK	2003	INT'L	4200 VT365 4X2	OWNED
123	CHIP TRUCK	2011	FORD	F550	OWNED
124	CHIP TRUCK	2012	FORD	F550XL	OWNED
125	CHIP TRUCK	2008	FORD	F550XL	OWNED
126	CHIP TRUCK	2007	FORD	F550	OWNED
127	CHIP TRUCK	2011	FORD	F450XL	OWNED
128	CHIP TRUCK	2011	FORD	F350XL	OWNED
129	CHIP TRUCK	2002	INTERNATIONAL	4700	OWNED
130	CHIP TRUCK	2006	FORD	F650	OWNED
131	CHIP TRUCK	2005	FORD	F650	OWNED
132	CHIP TRUCK	2010	INTERNATIONAL	4300	OWNED
133	CHIP TRUCK	2008	INTERNATIONAL	4300	OWNED
134	CHIP TRUCK	2010	INTERNATIONAL	4300	OWNED
135	CHIP TRUCK	2005	INTERNATIONAL	4200	OWNED
136	CHIP TRUCK	2001	INTERNATIONAL	4700	OWNED
137	CHIP TRUCK	2014	DODGE	5500	OWNED
138	CHIP TRUCK	2014	DODGE	5500	OWNED
139	CHIP TRUCK	2014	DODGE	5500	OWNED
140	CHIP TRUCK	2014	DODGE	5500	OWNED
141	CHIP TRUCK	2014	DODGE	5500	OWNED
142	CHIP TRUCK	2014	DODGE	5500	OWNED
143	CHIP TRUCK	2014	DODGE	5500	OWNED
144	CHIPPER 12"	2003	BRUSH BANDIT	200	OWNED
145	CHIPPER 12"	2004	WOODCHUCK	WC1200	OWNED
146	CHIPPER 12"	2004	ALTEC	DC1217	OWNED
147	CHIPPER 12"	2004	WOODCHUCK	WC1200	OWNED
148	CHIPPER 12"	2004	WOODCHUCK	WC1200	OWNED

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Tree Maintenance Services  
City of Stephenville, TX

149	CHIPPER 12"	2013	ALTEC	CFD1217	OWNED
150	CHIPPER 12"	2013	ALTEC	CFD1217	OWNED
151	CHIPPER 12"	2013	ALTEC	CFD1217	OWNED
152	CHIPPER 12"	2013	ALTEC	CFD1217	OWNED
153	CHIPPER 12"	2004	MORBARK	12B	OWNED
154	CHIPPER 12"	2004	MORBARK	12B	OWNED
155	CHIPPER 12"	2008	ALTEC	CFD1217	OWNED
156	CHIPPER 12"	2009	MORBARK	M12R	OWNED
157	CHIPPER 12"	2006	MORBARK	12B	OWNED
158	CHIPPER 12"	2010	ALTEC	CFD1217	OWNED
159	CHIPPER 12"	2010	ALTEC	CFD1217	OWNED
160	CHIPPER 12"	2012	ALTEC	CFD1217	OWNED
161	CHIPPER 12"	2012	ALTEC	CFD1217	OWNED
162	CHIPPER 12"	2002	MORBARK	2012D-02	OWNED
163	CHIPPER 12"	2010	ALTEC	CFD1217	OWNED
164	CHIPPER 12"	2012	ALTEC	CFD1217	OWNED
165	CHIPPER 12"	2012	ALTEC	CFD1217	OWNED
166	CHIPPER 12"	2011	ALTEC	CFD1217	OWNED
167	CHIPPER 12"	2013	VERMEER	BC1000XL	OWNED
168	CHIPPER 12"	2013	VERMEER	BC1000XL	OWNED
169	CHIPPER 14"	2009	MORBARK	BEEVER M14R	OWNED
170	CHIPPER 15"	2004	BRUSH BANDIT	INTIMIDATOR 1590	OWNED
171	CHIPPER 18"	2012	BRUSH BANDIT	1590XP	OWNED
172	CHIPPER 18"	2003	MORBARK	2400XL	OWNED
173	CHIPPER 18"	2004	MORBARK	2400XL	OWNED
174	CHIPPER 18"	2006	MORBARK	2400XL	OWNED
175	CHIPPER 18"	2007	MORBARK	2400XL	OWNED
176	CHIPPER 18"	2006	MORBARK	18	OWNED
177	CHIPPER 18"	2008	ALTEC	DC1820	OWNED
178	CHIPPER 18"	2008	BRUSH BANDIT	1890XP	OWNED
179	CHIPPER 18"	2008	BRUSH BANDIT	1890XP	OWNED
180	CHIPPER 18"	2005	MORBARK	HURRICANE 18	OWNED
181	CHIPPER 20"	2005	BANDIT	2090	OWNED
182	DUMP TRUCK	2005	GMC	C4500	OWNED
183	DUMP TRUCK	1999	INTERNATIONAL	4700	OWNED
184	DUMP TRUCK	2003	INTERNATIONAL	4300 DEBRIS	OWNED
185	DUMP TRUCK	2002	INTERNATIONAL	4900	OWNED
186	DUMP TRAILER	2006	GREAT LAKES	TR2450DC	OWNED
187	DUMP TRAILER	2006	GREAT LAKES	TR2450DC	OWNED
188	EXCAVATOR	2006	CATERPILLAR	325 CL	OWNED
189	EXCAVATOR	1997	JOHN DEERE	892 ELC	OWNED
190	EXCAVATOR	2015	CATERPILLAR	305	OWNED
191	EXCAVATOR	2019	CATERPILLAR	313	OWNED
192	FORK LIFT	2000	CATERPILLAR	DP40K	OWNED
193	FORK LIFT	1998	CLARK	DPH60PK	OWNED
194	FORK LIFT	2000	KOMATSU	FG30HTLP-12	OWNED
195	GRAPPLE TRUCK	2007	STERLING	LT9513	OWNED
196	GRAPPLE TRUCK	2007	STERLING	LT9513	OWNED
197	GRAPPLE TRUCK	2006	STERLING	LT9513	OWNED
198	GRAPPLE TRUCK	2005	STERLING	LT9513	OWNED
199	GRAPPLE TRUCK	2006	STERLING	LT9513	OWNED
200	GRAPPLE TRUCK	2006	STERLING	LT9513	OWNED
201	GRAPPLE TRUCK	2007	STERLING	LT9513	OWNED
202	GRAPPLE TRUCK	2005	INTERNATIONAL	4300	OWNED
203	GRAPPLE TRUCK	2005	INTERNATIONAL	7300	OWNED
204	GRAPPLE TRUCK	2009	INTERNATIONAL	7300	OWNED
205	GRAPPLE TRUCK	2006	INTL	7400	OWNED

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Tree Maintenance Services  
City of Stephenville, TX

206	GRAPPLE TRUCK	2012	FREIGHTLINER	M2	OWNED
207	GRAPPLE TRUCK	2007	STERLING	LT9500	OWNED
208	GRAPPLE TRUCK	2009	INTL	7400	OWNED
209	GRAPPLE TRUCK	2021	PETERBILT	567	OWNED
210	GRAPPLE TRUCK	2007	ISUZU		OWNED
211	HYDRO-AX	2005	HYDRO-AX	721E	OWNED
212	HYDRO-AX	2002	HYDRO-AX	721E	OWNED
213	BRUSH CUTTER	2018	KERSHAW	KLEARWAY 500	OWNED
214	BRUSH CUTTER	2003	KERSHAW	KLEARWAY 500	OWNED
215	BRUSH CUTTER	2023	KERSHAW	KLEARWAY 500	OWNED
216	LEAF LOADER	2006	GIANT VAC.	65HD	OWNED
217	LOADER	2005	CATERPILLAR	252B	OWNED
218	LOADER/SKID STEER	2008	BOBCAT	MT55	OWNED
219	LOADER/SKID STEER	2012	CATERPILLAR	299C	OWNED
220	LOADER/SKID STEER	2012	CATERPILLAR	289C	OWNED
221	LOADER/SKID STEER	2021	CAT	289D3	OWNED
222	LOADER/SKID STEER	2021	CAT	299D3	OWNED
223	LOADER/SKID STEER	2021	CAT	289D3	OWNED
224	LOADER/SKID STEER	2022	CAT	299D3	OWNED
225	LOADER/SKID STEER	2022	CAT	259D	OWNED
226	LOG SPLIT	2006	RAYCO	LS2526	OWNED
227	MECHANIC TRUCK	2005	CHEVROLET	C5500	OWNED
228	MECHANIC TRUCK	2007	CHEVROLET	3500HD	OWNED
229	MECHANIC TRUCK	2008	DODGE	D3500	OWNED
230	MECHANIC TRUCK	2012	DODGE	4500HD	OWNED
231	MECHANIC TRUCK	2001	FORD	F-750	OWNED
232	MECHANIC TRUCK	2008	FORD	450XL	OWNED
233	MECHANIC TRUCK	1999	GMC	C7500	OWNED
234	MECHANIC TRUCK	2013	DODGE	RAM 5500	OWNED
235	MECHANIC TRUCK	2015	DODGE	RAM 5500	OWNED
236	MECHANIC TRUCK	2012	DODGE	RAM 5500	OWNED
237	MECHANIC TRUCK	2010	DODGE	RAM 5500 4X4	OWNED
238	MECHANIC TRUCK	2007	FORD	F750	OWNED
239	MECHANIC TRUCK	2017	DODGE	RAM 5500	OWNED
240	MECHANIC TRUCK	2017	FORD	F550XL	OWNED
241	MECHANIC TRUCK	2016	CHEVROLET	SILVERADO 3500HD	OWNED
242	PAY LOADER	1990	CASE	W14C	OWNED
243	PAY LOADER	2003	KOMATSU	WA450-5L	OWNED
244	PICK-UP	2001	FORD	F-450	OWNED
245	PICK-UP	1999	FORD	F-550 BOX TRUCK	OWNED
246	PICK-UP	2000	GMC	C6500	OWNED
247	PICK-UP	2006	CHEVY	SUBURBAN	OWNED
248	PICK-UP	2011	CHEVY	2500HD	OWNED
249	PICK-UP	2012	FORD	F150XL	OWNED
250	PICK-UP	2008	FORD	F150 4X4	OWNED
251	PICK-UP	2005	FORD	F250 4X4	OWNED
252	PICK-UP	2008	DODGE	D1500	OWNED
253	PICK-UP	2008	CHEVROLET	C1500	OWNED
254	PICK-UP	2007	FORD	F150	OWNED
255	PICK-UP	1994	AM GENERAL	M998 HUMVEE	OWNED
256	PICK-UP	2009	FORD RANGER	EXT. CAB	OWNED
257	PICK-UP	2007	CHEVROLET	TAHOE	OWNED
258	PICK-UP	2013	DODGE	RAM 2500	OWNED
259	PICK-UP	2012	DODGE	RAM 2500	OWNED
260	PICK-UP	2008	FORD	F250 XL	OWNED
261	PICK-UP	2008	CHEVROLET	1500 4X4	OWNED
262	PICK-UP	2011	FORD	250XL CREW CAB	OWNED

Looks Great Services of MS, Inc.

Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.

Tree Maintenance Services  
City of Stephenville, TX



263	PICK-UP	2004	FORD	EXCURSION 4X4	OWNED
264	PICK-UP	2018	CHEVROLET	TAHOE	OWNED
265	PICK-UP	2018	GMC	2500 CREW	OWNED
266	PICK-UP	2018	GMC	2500 CREW	OWNED
267	PICK-UP	2012	CHEVROLET	1500 SILVERADO CR	OWNED
268	PICK-UP	2008	CHEVROLET	C2500HD	OWNED
269	PICK-UP	2007	CHEVROLET	C2500HD	OWNED
270	PICK-UP	2013	CHEVROLET	K1500 SUBURBAN	OWNED
271	PICK-UP	2015	CHEVROLET	SILVERADO 3500HD	OWNED
272	PICK-UP	2013	CHEVROLET	SILVERADO 2500HD	OWNED
273	PICK-UP	2013	CHEVROLET	SILVERADO 2500HD	OWNED
274	PICK-UP	2012	CHEVROLET	SILVERADO 2500HD	OWNED
275	PICK-UP	2012	CHEVROLET	SILVERADO 2500HD	OWNED
276	PICK-UP	2014	CHEVROLET	K1500 4X4	OWNED
277	PICK-UP	2011	CHEVROLET	2500 4X4	OWNED
278	PICK-UP	2007	FORD	F550 FLATBED	OWNED
279	PICK-UP	2019	GMC	YUKON XL	OWNED
280	PICK-UP	2015	FORD	F250	OWNED
281	PICK-UP	2013	FORD	F250	OWNED
282	PICK-UP	2014	CHEVROLET	1500	OWNED
283	PICK-UP	2014	CHEVROLET	1500	OWNED
284	PICK-UP	2019	GMC	SIERRA 2500	OWNED
285	PICK-UP	2012	CHEVROLET	TAHOE	OWNED
286	PICK-UP	2008	GMC	K2500 4X4	OWNED
287	PICK-UP	2019	CHEVROLET	2500HD	OWNED
288	PICK-UP	2010	FORD	F150XL	OWNED
289	PICK-UP	2021	FORD	F250 SUPER DUTY	OWNED
290	PICK-UP	2021	GMC	YUKON	OWNED
291	PICK-UP	2021	CHEVROLET	TAHOE	OWNED
292	PICK-UP	2015	CHEVROLET	SILVERADO 3500HD	OWNED
293	PICK-UP	2019	CHEVROLET	SILVERADO 2500HD	OWNED
294	PICK-UP	2019	CHEVROLET	SILVERADO 1500	OWNED
295	PICK-UP	2021	CHEVROLET	SILVERADO 2500HD	OWNED
296	PICK-UP	2003	FORD	F150	OWNED
297	PICK-UP	2021	CHEVROLET	SILVERADO 2500HD	OWNED
298	PICK-UP	2019	FORD	F150	OWNED
299	PICK-UP	2021	GMC	SIERRA 1500	OWNED
300	PICK-UP	2021	FORD	F350 SUPER DUTY	OWNED
301	PICK-UP	2016	CHEVROLET	TAHOE	OWNED
302	PICK-UP	2016	CHEVROLET	TAHOE	OWNED
303	PICK-UP	2022	GMC	SIERRA 2500HD	OWNED
304	PICK-UP	2022	GMC	YUKON	OWNED
305	PICK-UP	2021	CHEVROLET	SILVERADO 2500HD	OWNED
306	PICK-UP	2022	DODGE	RAM 3500	OWNED
307	PICK-UP	2022	CHEVROLET	TAHOE	OWNED
308	PICK-UP	2022	GMC	YUKON	OWNED
309	PRESSURE WASHER	2013	EASY KLEEN	MAGNUM 4000	OWNED
310	PRESSURE WASHER	2004	NORTH STAR	GX	OWNED
311	ROLL OFF	2005	STERLING	LT9513	OWNED
312	ROLLBACK	2008	FORD	F-550XL	OWNED
313	ROLLBACK	2001	FREIGHTLINER	M2	OWNED
314	SAND BLASTER	2014	DB1500	DB1500	OWNED
315	SCISSOR LIFT	2001	JLG	33RTS	OWNED
316	SEMI-TRACTOR	2002	PETERBILT	378	OWNED
317	SEMI-TRACTOR	1990	PETERBILT	379	OWNED
318	SEMI-TRACTOR	2006	STERLING	A9500	OWNED
319	SEMI-TRACTOR	2004	PETERBILT	379	OWNED

Looks Great Services of MS, Inc.

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**Tree Maintenance Services**  
City of Stephenville, TX

320	SEMI-TRACTOR	2015	MACK	CHU613	OWNED
321	SHREDDER	2012	KOMPTECH	6000	OWNED
322	SHREDDER	2012	KOMPTECH	5000	OWNED
323	SIDE BY SIDE	2008	KUBOTA	RTV1100	OWNED
324	SIDE BY SIDE	2008	KUBOTA	RTV1100	OWNED
325	SIDE BY SIDE	2008	KUBOTA	RTV1100	OWNED
326	SIDE BY SIDE	2008	KUBOTA	RTV1100	OWNED
327	SIDE BY SIDE	2008	KUBOTA	RTV1100	OWNED
328	SKID SPRAYER	2006	H&H FARM	200GAL	OWNED
329	SKYTRIM	2004	JARRAFF	CRAWLER WD CH	OWNED
330	SKYTRIM	2008	JARRAFF	75'	OWNED
331	SKYTRIM	2008	JARRAFF	75'	OWNED
332	SKYTRIM	2010	JARRAFF	75'	OWNED
333	SKYTRIM	2003	KERSHAW	SKYTRIM 75X	OWNED
334	SKYTRIM	2004	KERSHAW	SKYTRIM 75X	OWNED
335	SKYTRIM	2005	KERSHAW	SKYTRIM 75X	OWNED
336	SKYTRIM	2006	KERSHAW	SKYTRIM 75X	OWNED
337	SKYTRIM	2007	KERSHAW	SKYTRIM 75	OWNED
338	SKYTRIM	2009	KERSHAW	SKYTRIM 75-G2	OWNED
339	SKYTRIM	2009	KERSHAW	SKYTRIM 75-G2	OWNED
340	SKYTRIM	2010	KERSHAW	SKYTRIM 75X	OWNED
341	SKYTRIM	2010	KERSHAW	SKYTRIM 75-G2	OWNED
342	SKYTRIM	2010	KERSHAW	SKYTRIM 75-G2	OWNED
343	SKYTRIM	2011	KERSHAW	SKYTRIM 75-G2	OWNED
344	SKYTRIM	2012	KERSHAW	SKYTRIM 75-G2	OWNED
345	SKYTRIM	2007	KERSHAW	SKYTRIM 75X	OWNED
346	SKYTRIM	2009	JARRAFF	75'	OWNED
347	SKYTRIM	2010	KERSHAW	75-G2	OWNED
348	SKYTRIM	2009	JARRAFF	75'	OWNED
349	SKYTRIM	2009	JARRAFF	75'	OWNED
350	SKYTRIM	2006	JARRAFF	75'	OWNED
351	SKYTRIM	2011	KERSHAW	75'	OWNED
352	SKYTRIM	2011	KERSHAW	75'	OWNED
353	SKYTRIM	2014	KERSHAW	75'	OWNED
354	SPRAY RIG	1988	INTERNATIONAL	S SERIES (1800)	OWNED
355	SPRAY RIG	2006	STERLING	ACTERRA	OWNED
356	SPRAY RIG	2006	STERLING	ACTERRA	OWNED
357	STUMP GRINDER	2007	MORBARK	D52SP	OWNED
358	STUMP GRINDER	2006	RAYCO	SUPER RG50	OWNED
359	STUMP GRINDER	2007	RAYCO	RG90	OWNED
360	STUMP GRINDER	2013	RAYCO	RG100X	OWNED
361	STUMP GRINDER	2021	RAYCO	RG165T-R RRC	OWNED
362	SWEEPER/BROOM	2005	TERRAMITE	TSS38	OWNED
363	TRACK LOADER	2005	CATERPILLAR	287B	OWNED
364	TRACK LOADER	2006	CATERPILLAR	257B	OWNED
365	TRACTOR	2011	JOHN DEERE	6330	OWNED
366	TRACTOR	2003	NEW HOLLAND	TB100	OWNED
367	TRACTOR	2003	NEW HOLLAND	TB100	OWNED
368	TRACTOR	2005	NEW HOLLAND	TV145	OWNED
369	TRACTOR	2007	NEW HOLLAND	TV145	OWNED
370	TRACTOR	2007	NEW HOLLAND	TV145	OWNED
371	TRACTOR	2008	NEW HOLLAND	TB120	OWNED
372	TRACTOR	2008	NEW HOLLAND	TB120	OWNED
373	TRACTOR	2008	NEW HOLLAND	TB120	OWNED
374	TRACTOR	2008	NEW HOLLAND	TB120	OWNED
375	TRACTOR	2010	NEW HOLLAND	TS6030	OWNED
376	TRACTOR	2010	NEW HOLLAND	TS6030	OWNED

Looks Great Services of MS, Inc.

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Tree Maintenance Services  
City of Stephenville, TX

377	TRACTOR	2005	NEW HOLLAND	TV145	OWNED
378	TRACTOR	2011	NEW HOLLAND	TS6030	OWNED
379	TRACTOR	2011	NEW HOLLAND	TS6030	OWNED
380	TRACTOR	2010	JOHN DEERE	6330	OWNED
381	TRACTOR	2007	JOHN DEERE	6415	OWNED
382	TRACTOR	2011	JOHN DEERE	6330	OWNED
383	TRACTOR	2010	JOHN DEERE	6330	OWNED
384	TRACTOR	2003	NEW HOLLAND	TB110	OWNED
385	TRACTOR	2012	NEW HOLLAND	TS6.120	OWNED
386	TRACTOR ALAMO MOWER	2007	NEW HOLLAND	TS115A	OWNED
387	TRAILER	2012	CARRYON	WGWATV	OWNED
388	TRAILER	1995	DOOLITTLE	12' LANDSCAPE	OWNED
389	TRAILER	2010	TIGER	18 BP	OWNED
390	TRAILER	1985	ROAD SYSTEMS	28' PUP	OWNED
391	TRAILER (10 TON)	2005	TOWMASTER	T20	OWNED
392	TRAILER (12 TON)	2004	ALL PRO	IMPERIAL	OWNED
393	TRAILER (12 TON)	1999	BUTLER	B-2421-A	OWNED
394	TRAILER (20' CONTAINER)	1976	ALLI	CB7 SE	OWNED
395	TRAILER (20' CONTAINER)	1971	GIND	801 SE	OWNED
396	TRAILER (5 TON)	2005	CONTRAIL	C10	OWNED
397	TRAILER (55 TON)	2004	TALBERT	T4DW55SAHBG1T1	OWNED
398	TRAILER (JOB SITE/OFFICE)	1996	GREAT DANE	JOB SITE/OFFICE	OWNED
399	TRAILER (LOW BOY)	1976	ROGERS	40 TON	OWNED
400	TRAILER (STEP DECK)	2014	FONTAINE	HCVSD22TAF	OWNED
401	WHEEL LOADER	2005	CATERPILLAR	252B	OWNED

### 8. VENDOR PROFILE

**Company Information:**

Company Name: Looks Great Services off MS, Inc Phone Number: 601-736-0037

and D/B/A: N/A (write 'N/A' if not applicable)

Website: Looksgreatservices.com (write 'N/A' if not applicable)

Fax Number: 601-736-1924 (write 'N/A' if not applicable)

If there is no toll-free number, does the company accept collect calls?  Yes  No

**Contacts:**

Corporate Contact for this Proposal:

Name: Sean Simons Address: 1501 Hwy 13 N

City: Columbia State: MS Zip: 39429

Phone Number: 214-315-7053 Email Address: seansimons@looksgreatservices.com

Fax Number: 601-736-1924 (write 'N/A' if not applicable)

If local contact is the same as corporate contact, check here

Local Contact for this Proposal:

Name: Sean Simons Address: 1501 Hwy 13 N

City: Columbia State: MS Zip: 39429

Phone Number: 214-315-7053 Email Address: seansimons@looksgreatservices.com

Fax Number: 601-736-7053 (write 'N/A' if not applicable)

Number of years the company has been in business under this name: 25 years

Other company names used with dates, from/to:

Company Name: N/A From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

Company Name: \_\_\_\_\_ From/To \_\_\_\_\_

### 9. PROPOSAL RESPONSE FORM

By signing and submitting this proposal, Bidder acknowledges that they have inspected the specifications, are capable and willing to perform and/or provide the required services and/or products, and shall complete this project within the amount of time and dollar amount specified. The undersigned certifies that the prices contained in this Proposal have been carefully checked and submitted as correct and final. All unit prices include the cost of delivery. The undersigned is authorized to bind themselves or the entity they represent to a contract.

An individual proprietorship

A partnership

A corporation chartered under the laws of the State of Mississippi, acting by its officers pursuant to its by-laws or a resolution of its Board of Directors.

Signature: 

Printed Name: Sean Simons

Title: Regional Vice PPresident

Date: 12/16/2024

## 10. REFERENCES

Bidder shall submit a list of at least three (3) references for which Bidder has provided like products or services. References will include contact name and telephone number. Proposals submitted without three references may be disqualified from consideration. Stephenville area references are preferred.

1. Company: Town of Flower Mound  
 Contact name: John Havens  
 Phone number: 8817-980-1306  
 Email: john.havens@flower-mound.com
  
2. Company: City of Dallas, Texas  
 Contact name: Eduardo Reyes, Assistant Director off Operations  
 Phone number: 662-256-5721  
 Email: Eduardo.reyes@dallas.gov
  
3. Company: City of Wynne, Arkansas  
 Contact name: Jennifer Hobbs- Mayor  
 Phone number: 8870-238-0027  
 Email: jhobbs@cityofwynne.com
  
4. Company: City of Winona, Mississippi  
 Contact name: Aaron Dees- Mayor  
 Phone number: 662-283-1232  
 Email: mayor@winonams.org
  
5. Company: Jefferson County Board of Supervisors  
 Contact name: Brenda Buck- County Administrator  
 Phone number: 601-786-3142  
 Email: brendabuck@jeffersoncountymys.org

## 11. DEVIATION OR COMPLIANCE FORM

**DEVIATIONS:** In the event the undersigned Bidder intends to deviate from the general terms, conditions, special conditions or specifications contrary to those listed in the “Terms and Conditions” and other information attached hereto, all such deviations must be **LISTED ON THIS PAGE**, with complete and detailed conditions and information also being attached (attach additional pages as necessary).

**NO DEVIATIONS:** In the absence of any deviation entry on this page, Bidder assures the City of Bidder’s compliance with the Terms, Conditions, Specifications, and information contained in this RFP.

<b>Deviation #</b>	<b>Deviation Title</b>	<b>RFP Reference (related to the deviation)</b>	<b>Detailed Deviation Description</b>

## 12. RELEASE AND INDEMNIFICATION

TO THE MAXIMUM EXTENT PERMITTED BY LAW, BIDDER HEREBY AGREES AND CONSENTS FOR ITSELF, INDIVIDUALLY, AND ON BEHALF OF THE BUSINESS ENTITY, TO FULLY AND UNCONDITIONALLY RELEASE, INDEMNIFY, DEFEND, AND HOLD HARMLESS THE CITY OF STEPHENVILLE, TEXAS, INCLUDING ITS OFFICERS, AGENTS AND EMPLOYEES, AND TO DEFEND AND HOLD IT HARMLESS FROM AND AGAINST ANY AND ALL COSTS, EXPENSES, ATTORNEY FEES, CLAIMS, SUITS, DEMANDS, LOSSES, OR LIABILITY FOR INJURIES TO REAL OR PERSONAL PROPERTY AND INJURIES TO PERSONS INCLUDING DEATH, INCLUDING BIDDER'S EMPLOYEES, AFFILIATES, REPRESENTATIVES, PARTNERS, AGENTS, OR THOSE WORKING ON BIDDER'S BEHALF, FROM ANY AND ALL OTHER COSTS, EXPENSES, ATTORNEY FEES, CLAIMS, SUITS, DEMANDS, LOSSES OR LIABILITIES OF ANY AND EVERY NATURE WHATSOEVER ARISING IN ANY MANNER, DIRECTLY OR INDIRECTLY, OUT OF OR IN CONNECTION WITH ANY CONTRACT AWARDED PURSUANT TO THIS RFP AND IN THE PERFORMANCE THEREOF, REGARDLESS OF CAUSE OR OF THE SOLE, JOINT, COMPARATIVE OR CONCURRENT NEGLIGENCE OR GROSS NEGLIGENCE, SAVE AND EXCEPT THE SOLE AND EXCLUSIVE NEGLIGENCE OF THE CITY. THIS PROVISION SHALL APPLY TO ALL IMPUTED OR ACTUAL JOINT ENTERPRISE AND JOINT VENTURE LIABILITY, IF ANY.

Signature: 

Printed Name: Sean Simons

Title: Regional Vice President

Date: 12/16/2024



### 13. NON-COLLUSION ACKNOWLEDGEMENT

The undersigned Bidder affirms that they are duly authorized to execute this Proposal, that this company, corporation, firm, partnership or individual has not prepared this Proposal in collusion with any other Bidder, and that the contents of this Proposal as to prices, terms and conditions thereof have not been communicated by the undersigned Bidder, nor by Bidder's employee, affiliate, representative, partner, subcontractor, or agent, to any other individual or entity engaged in this type of business prior to the official opening of this RFP.

Company Name: Looks Great Services of MS, Inc

Signature of Company Officer: 

Printed Name: Sean Simons

Title: Regional Vice President

Date: 12/16/2024

### 14. SUSPENSION OR DEBARMENT CERTIFICATE

Non-Federal entities are prohibited from contracting with or making subcontract awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all subcontract recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, Bidder certifies that no suspension or disbarment is in place, which would preclude receiving a federally funded contract under the Federal OMB, A-102, Common Rule, as may be amended.

Company Name: Looks Great Services of MS, Inc

Signature of Company Officer: 

Printed Name: Sean Simons

Title: Regional Vice President

Date: 12/16/2024

## 15. COOPERATIVE PURCHASING

Interlocal Cooperative Contracting/Purchasing:

Authority for local governments to contract with one another to perform certain governmental functions and services, including but not limited to purchasing functions, is granted under [Government Code, Title 7, Chapter 791 Interlocal Cooperation Contracts, Subchapter B and Subchapter C](#), and [Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101 and Section 271.102](#).

Other governmental entities within the State of Texas may be extended the opportunity to purchase off of the City of Stephenville’s RFP, with the consent and agreement of the successful Bidder(s) and the City of Stephenville. Such consent and agreement shall be conclusively inferred from lack of exception to this clause in Bidder’s Proposal. However, all parties indicate their understanding, and all parties hereby expressly agree that the City of Stephenville is not an agent of, partner to, or representative of those outside agencies or entities and that the City of Stephenville is not obligated or liable for any action or debts that may arise out of such independently negotiated cooperative procurements.

Other governmental entities utilizing Interlocal agreements with the City of Stephenville, may desire, but are not obligated, to purchase goods and services defined in this Proposal from the successful Bidder. All purchases by governmental entities, other than the City of Stephenville, will be billed directly to and paid by that governmental entity. The City of Stephenville will not be responsible for other governmental entities debts. Each governmental entity will place their own orders with the successful Bidder and be responsible for ensuring full compliance with the specifications.

Prior to other governmental entities placing orders, the City of Stephenville will notify the successful Bidder of their intent.

Please indicate below if you will permit other governmental entities to purchase from your agreement with the City of Stephenville.

Yes, others can purchase;  No, only the City of Stephenville can purchase.

Signature:  \_\_\_\_\_

Printed Name: Sean Simons

Title: Regional Vice President

Date: 12/16/2024

## 16. DISCLOSURE OF INTERESTED PARTIES

Prior to entering into a contract that is at least \$1 million in value, the Bidder must submit a “Certificate of Interested Parties” Form, in accordance with [Texas Government Code Section 2252.908](#), as amended. Within thirty (30) days of receipt of the form, the City must submit a copy to the Texas Ethics Commission. A sample Certificate of Interested Parties form may be viewed here:

<https://www.ethics.state.tx.us/data/forms/1295/1295.pdf>

## 17. CONFLICT OF INTEREST AND QUESTIONNAIRE

Please sign, if applicable

The Texas Ethics Commission adopted the attached Conflict of Interest Questionnaire (Form CIQ) pursuant to [Texas Local Government Code Chapter 176](#), as amended. For questions about these forms, please see the Texas Ethics Commission at: <https://www.ethics.state.tx.us/forms/conflict/>

Form CIQ may be downloaded here: <https://www.ethics.state.tx.us/data/forms/conflict/CIQ.pdf>

Respondent shall answer each question on Form CIQ in relation to each individual listed below with whom there is a conflict of interest and submit the completed form(s) with its SOQ. If there are no conflicts of interest, Bidder shall submit a single copy of Form CIQ with "None" or "N/A" in Box 3 (Name of Officer):

Local Government Officer	Title	Local Government Officer	Title
Doug Svien	Mayor	Sarah Lockenour	City Secretary
LeAnn Durfey	Councilmember	Jacey Wood	Deputy City Secretary
Gerald Cook	Councilmember	Robert Isbell	Fire Chief
Lonn Reisman	Councilmember	Dan Harris	Police Chief
Dean Parr	Councilmember	Darrell Brown	Director of Administrative Services
Maddie Smith	Councilmember	Steve Killen	Director of Development Services
David Baskett	Councilmember	Monica Harris	Director of Finance
Brandon Greenhaw	Councilmember	Nick Williams	Director of Public Works
Alan Nix	Councilmember	Daron Trussell	Director of Parks and Leisure
Jason King	City Manager	Sheryl Truss	Human Resources Manager
Randy Thomas	City Attorney	Sean Clemmons	Airport Manager
	Evaluation Committee		Evaluation Committee
	Evaluation Committee		Evaluation Committee

# CONFLICT OF INTEREST QUESTIONNAIRE

# FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY	
Date Received	

1 Name of vendor who has a business relationship with local governmental entity.

N/A

2  Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes  No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes  No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6  Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7   
Signature of vendor doing business with the governmental entity

12/16/2024  
Date

## CONFLICT OF INTEREST QUESTIONNAIRE

### For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a):** "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B):**

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

\*\*\*

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
- or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

**Local Government Code § 176.006(a) and (a-1)**

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:
  - (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
  - (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or
- (2) the date the vendor becomes aware:
  - (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
  - (B) that the vendor has given one or more gifts described by Subsection (a); or
  - (C) of a family relationship with a local government officer.

**18. W-9 FORM (ATTACH)**

# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**LOOKS Great Services of MS**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► \_\_\_\_\_

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ► \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street and apt. or suite no.) See instructions.  
**1501 Hwy 13 North**

6 City, state, and ZIP code  
**Columbia, MS 39429**

7 List account number(s) here (optional)

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-					

or

Employer identification number								
27	-	41	25	32	8			

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** Signature of U.S. person **Luma Doyle, accounts payable** Date **12/18/2024**

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

# The International Society of Arboriculture

Hereby Announces That

*Sean Michael Simons*

Has Earned the Credential

ISA Certified Arborist®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

*Caitlyn Pollihan*

Caitlyn Pollihan  
CEO & Executive Director

31 January 2019	30 June 2025	TX-4489A
Issue Date	Expiration Date	Certification Number



**ANAB**  
ANSI National Accreditation Board  
ACCREDITED  
ISO/IEC 17024  
PERSONNEL CERTIFICATION  
BODY

#0847  
ISA Certified Arborist



# The International Society of Arboriculture

Hereby Announces That

*Sean Michael Simons*

Has Earned the Credential

## ISA Tree Risk Assessment Qualification®

By successfully meeting ISA Tree Risk Assessment Qualification certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

*Caitlyn Pollihan*  
Caitlyn Pollihan  
CEO & Executive Director

13 March 2020                      13 March 2025

Issue Date                                      Expiration Date



# The International Society of Arboriculture

Hereby Announces That

*Kristian Agoglia*

Has Earned the Credential

## ISA Certified Arborist Utility Specialist®

By successfully meeting ISA Certified Arborist Utility Specialist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

*Caitlyn Pollihan*

Caitlyn Pollihan  
CEO & Executive Director

11 June 2012	30 June 2027	NY-5396AU
Issue Date	Expiration Date	Certification Number



# The International Society of Arboriculture

Hereby Announces That

*Kristian Aggolia*

Has Earned the Credential

## ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

*Caitlyn Pollihan*

Caitlyn Pollihan  
CEO & Executive Director

9 November 2007	30 June 2027	NY-5396A
Issue Date	Expiration Date	Certification Number



**ANAB**  
ANSI National Accreditation Board  
**ACCREDITED**  
ISO/IEC 17024  
PERSONNEL CERTIFICATION  
BODY  
#0847  
ISA Certified Arborist



## Additional Information, Experience and Qualifications

## Letter of Transmittal

December 19, 2024

RE: Tree Maintenance Services

Dear City of Stephenville:

You will find the proposal for Looks Great Services of MS, Inc. (LGS) enclosed. This response provides a concise but detailed look at LGS and its tree maintenance and debris operation experience and performance.

The scope of work will vary and LGS will continue to work with the City to ensure that all items in the scope of work are handled in the most efficient way as to reduce the impact on the City's residents. LGS will make it a top priority to continue to complete the work on time and with all local, state, and federal regulations. LGS remains committed to providing all necessary resources needed to perform the scope of work as per the specifications. LGS is also committed to maintaining any applicable licenses or certifications necessary. This proposal is in all respects fair and in good faith without collusion or fraud.

LGS has a solid background and by submission of this proposal confirms that it has not performed substandard work. LGS has 20 years of experience in helping places like the City of Stephenville with tree removal and disposal services. Having managed more than 100 contracts across the Eastern United States and Puerto Rico, LGS is adept at assembling successful recovery teams. In addition to LGS' management team, an extensive cadre of local and national subcontractors, who are prequalified with LGS, are available to respond to the needs of the City.

LGS understands the importance of having a knowledgeable team that is familiar with FEMA regulations and is adaptable to all requirements specified by the City. LGS will appoint dedicated team members to work with the City to provide technical assistance, operational methodology, and quality control. In addition, LGS management will oversee the DBE/MBE subcontractor utilization and local landfill coordination, and environmental concerns and safety compliance remain a top priority.

LGS meets or exceeds the licensing and insurance requirements needed for these types of projects. Specifically, LGS has an aggregate of 10 million dollars in liability coverage and a 2-million-dollar environmental pollution policy. For convenience, a certificate of insurance has been included in this proposal.

LGS takes great pride in the services it provides and looks forward to getting the opportunity to continue working with the City of Stephenville and provide the same outstanding services.

Sincerely,



Kristian Agoglia  
Vice President  
Looks Great Services of MS, Inc.

## Executive Summary

In 1999 Looks Great Services, Inc. was founded in New York. The company has recruited, developed, and trained a team of individuals able to respond to client needs professionally and courteously. In the spring of 2005, Looks Great Services of Charlotte was launched in North Carolina. In addition to the same services offered in New York, Charlotte added the manufacturing of vegetation products, such as mulch and topsoil, and moved into the land clearing/development industry. In the spring of 2010, Looks Great Services of MS was established opening operations in Columbia, MS, and has the designation as a woman-owned small business. The increased demand for companies that provide utility line clearing as well as right-of-way clearing and maintenance in the mid-south region has allowed the company to continue its steady expansion to over 200 full-time employees. With locations in the Northeast, Mid-Atlantic, and Mid-South regions and 25 years of vegetative management experience, we are strategically positioned to provide vegetation services across the East Coast and beyond.

In addition to the LGS equipment, we have pre-approved contractors who will provide additional labor and equipment immediately. We can quickly expand our services to over 1,000 pieces of equipment to meet the requirements necessary to handle any disaster.

From destructive insects to winter ice damage, LGS is prepared to respond to situations anywhere in the United States. Our storm damage relief team is available to townships, cities, counties, and states. In cooperation with other professional organizations, today, LGS is continually asked to provide leadership, equipment, and personnel to aid in vegetation management.

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### Services Provided by Looks Great Services

- Hazardous Tree Removal (Leaners)
- Hazardous Tree Trimming (Hangers)
- Stump Removals
- Vegetative Debris Removal (ROW & ROE)
- Pre-Disaster Management and Planning
- FEMA Public Assistance Program Guidance
- 72 Hour Emergency Road Clearance
- C&D Debris Removal (ROW & ROE)
- TDMS Management & Operation
- Final Debris Disposal
- Demolition
- Sand Screening & Beach Restoration
- Canal & Waterway Debris Removal
- Vehicle & Watercraft Removal
- White Goods Disposal
- Household Hazardous Waste (HHW)
- Aerial Video and Imagery Damage Survey (Drone)

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### Looks Great Services Principals/Authorized Representatives

Yolanda Agoglia, President  
 1501 Highway 13 North  
 Columbia, MS 39429  
 Phone: 601-736-0037  
 Fax: 601-736-01924  
 Cell: 631-662-5817  
 Email: [yolanda@looksgreatservices.com](mailto:yolanda@looksgreatservices.com)

Kristian Agoglia, Vice President  
 1501 Highway 13 North  
 Columbia, MS 39429  
 Phone: 601-736-0037  
 Fax: 601-736-01924  
 Cell: 516-369-8445  
 Email: [kristian@looksgreatservices.com](mailto:kristian@looksgreatservices.com)

## Company Overview

### Synopsis

Year Established: 1999

Current number of employees: 225

Bonding Capacity: \$200 Million

Successfully completed disaster projects: 110+

### Experienced Management

LGS has more than 250 full-time employees that are managed by several dozen professionals. These professions include degrees in Business and Finance, Occupational Safety, Biology, Emergency and Disaster Management, Construction Management, Civil Engineering, Construction Engineering, Marketing, and Accounting. Members of management are also FEMA trained, NIMS trained, and OSHA Safety training. LGS has a wide array of experience in different geographical areas ranging from Maryland to Kansas and Texas to Florida, and even Puerto Rico.



TDSS

One of the core strengths of LGS' management is its ability to adapt. One occasion in particular was when a client in Mississippi did not have the local resources to operate its own landfill. LGS managed to hire a local subcontractor to provide oversight services and LGS self-performed the landfill operations. This accomplished multiple things that the client was ecstatic over: landfill operations were unimpeded, local minority subcontractor participation was utilized, and LGS brought a more positive economic impact to the client than was anticipated.



Final Haul-Out

LGS also has a strong commitment to safety. LGS has one of the lowest EMR ratings in its industry and prides itself on maintaining an exceptional safety record. LGS management instills a "Brother's Keeper" mentality in its approach to safety.

### Financial Stability

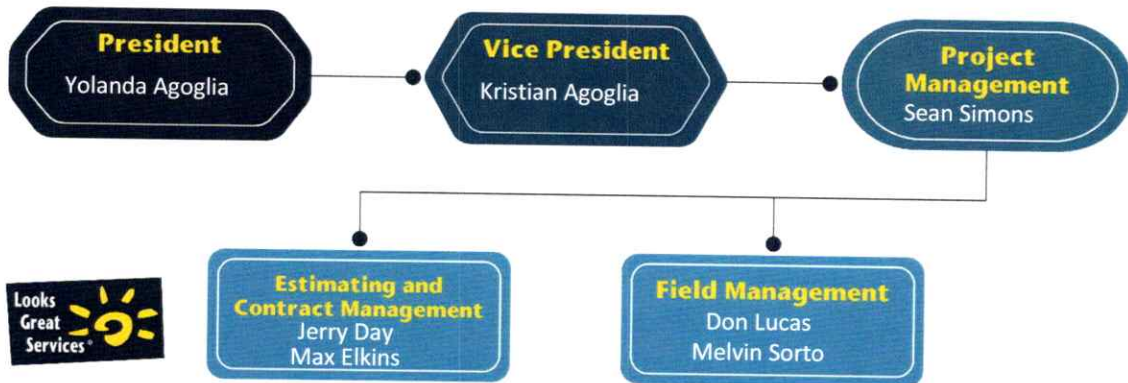
When it comes to finances, resources are not an obstacle for LGS. With a bonding capacity of 200 million dollars, and the ability to cash-flow multiple projects simultaneously, LGS' financial stability is without question solid. LGS also has the rare distinction of having no debt on any equipment or resources.

## Company Contacts

### Company Information

Looks Great Services of MS, Inc.  
 Tel: 601-736-0037  
 Fax: 601-736-1924  
 info@looksgreatservices.com

### Key Personnel



### Personnel Information

#### Operations Manager

Kristian Agoglia  
 Corporate Vice President  
 Tel: 516-369-8445  
 kristian@looksgreatservices.com

#### Project Manager

Sean Simons  
 Regional Vice President  
 Tel: 214-315-7053  
[seansimons@looksgreatservices.com](mailto:seansimons@looksgreatservices.com)

### Additional Personnel

Jerry Day  
 Commercial Contracts Manager  
 Tel: 405-727-0017  
 jerryday@looksgreatservices.com

Don Lucas  
 Debris Site Manager  
 Tel: 601-818-2552  
 donlucas@looksgreatservices.com

Melvin Sorto  
 Field Operations Manager  
 Tel: 631-326-7305  
 melvinsorto@looksgreatservices.com

Max Elkins  
 Executive Director of Contracting  
 Tel: 601-408-9472  
 maxelkins@looksgreatservices.com



Personnel Assigned to the Project				
Name	Role	Years Experience In Debris Removal	Certifications/ Degrees	Email Address
Sean Simons	Project/Operation Manager	9 years	ISA Certified Arborist, ISA Tree Risk & Assessment, EHAP Certified and OSHA 10 Certification	<a href="mailto:seansimons@looksgreatservices.com">seansimons@looksgreatservices.com</a>
Kristian Agoglia	Vice President	25 years	ISA Certified Arborist, ISA Certified Utility Arborist, TCIA Certified Safety Professional, and EHAP Certified	<a href="mailto:kristianaagoglia@looksgreatservices.com">kristianaagoglia@looksgreatservices.com</a>
Sean Hunt	Executive Vice President	20 years	ISA Certified Arborist and FEMA Debris Management, B.S in Biology and MS in Emergency and Disaster Management	<a href="mailto:seanhunt@looksgreatservices.com">seanhunt@looksgreatservices.com</a>
Jerry Day	Contact Manager	30 years	ISA Certified Arborist and B.S. Business Administration	<a href="mailto:jerryday@looksgreatservices.com">jerryday@looksgreatservices.com</a>
Don Lucas	Debris Site Manager	16 years	MDOT Storm Water Management Training, HAZMAT Certified and A.A. in Mechanics	<a href="mailto:donlyucas@looksgreatservices.com">donlyucas@looksgreatservices.com</a>
Melvin Sorto	Field Operation Manager	23 years	EHAP Certification, ATSA Certified Instructor, Railroad Worker Certification, OSHA 10 Certified	<a href="mailto:Melvinsorto@looksgreatservices.com">Melvinsorto@looksgreatservices.com</a>

## Kristian Agolia

### Professional Experience

November 2010 - Present

Looks Great Services of MS, Inc.  
Vice President

Helped form Looks Great Services of MS, Inc. and participate daily in operations, lead management and procurement duties, and ensure the standards of performance established are continually met by personnel. Has been involved in more than 110 disaster projects since 2002, including simultaneously managing 10+ projects at one time during Sandy in 2012-2013, 5 contracts in 2017 during Hurricane Irma, 6 contracts in 2017 after a string of Mississippi tornadoes, and 11 contracts in 2020 after a tornado/straight-line wind outbreak.

1999 - Present

Looks Great Services, Inc.  
CEO

Since inception, as owner and CEO of LGS, participated daily in operations, lead management and administrative duties, and ensured the standards of performance established are continually met by personnel.

1990 - 1999

T&K Landscaping  
Company Partner

Started a small landscaping and lawn maintenance business during high school years. Expanded into tree pruning, maintenance, and removal. Grew business steadily during the successful pursuit of bachelor's and master's degrees.

### Certifications

ISA Certified Arborist  
ISA Certified Utility Arborist Specialist  
TCIA Certified Safety Professional  
EHAP Training Certified  
OSHA 10 Certification

### Education

REGENT UNIVERSITY – Virginia Beach, VA – Master of Divinity – 1999

LIBERTY UNIVERSITY – Lynchburg, VA – Bachelor of Science – 1996

Project Manager

## Sean Simons- Dallas, Texas

Professional Experience

April 2022 - Present

Looks Great Services of MS, Inc.  
Regional Vice President/Project Manager

Dedicated and experienced arborist with a strong background in tree maintenance and management. Proven track record of success in providing high-quality services to clients primarily focusing on large-scale vegetation management contracts such as this RFP. Sean currently resides in Dallas, Texas, and is a lifelong Dallas area resident.

In addition to vegetation management contracts, Sean oversees all facets of Looks Great Services' Emergency Response Division for projects within his local area. Coordinates, delegates, and manages the entire life cycle – from procurement to active project closeout to ensure they are on time, within budget, and performed according to specifications. Currently managing multiple projects for the City of Dallas, Town of Flower Mound, City of Round Rock, and more.

2015 – 2022

Arbor Masters Tree Service, Inc.  
Branch Manager of Texas

Participated daily in operations, lead management, and administrative duties, and ensured the standards of performance and safety established were continually met by personnel. Procurement of new tree maintenance agreements and maintaining contracts such as the City of Dallas, Arlington, Fort Worth, Grapevine, and many other municipal contracts in the Texas region. Scheduling 8 tree trimming crews, 2 stump grinding operations, and hauling services.

Certifications:

ISA Certified Arborist #TX4489A

ISA Tree Risk and Assessment Qualification EHAP Certified

First Aid/CPR Certified OSHA 10 Certification

## Sean Hunt

### Professional Experience

April 2022 - Present

Looks Great Services of MS, Inc.  
Executive Vice President/Project Manager

Oversees all facets of Looks Great Services' Emergency Response Division. Coordinates, delegates, and manages the entire life cycle – from procurement to active project closeout to ensure they are on time, within budget, and performed according to specifications. Currently managing a multi-county project for the Virginia Department of Transportation from a snow storm earlier in 2022.

2004 - 2022

Michael's Tree and Loader Service, LLC  
CFO/Vice President

Participated daily in operations, lead management and administrative duties, and ensured the standards of performance established are continually met by personnel. Managed 48 FEMA events including managing crews on multiple, simultaneous events, including 3 parishes during Hurricane Katrina, 3 cities in Connecticut in 2011 and crews on 5 contracts during Hurricane Sandy in 2012-2013. Exceedingly well versed in FEMA rules and guidelines.

### Certifications

ISA Certified Arborist  
FEMA Debris Management

### Education

CHRISTIAN BROTHERS UNIVERSITY – Memphis, TN – B.S. in Science in Biology – 2004

AMERICAN MILITARY UNIVERSITY – Memphis, TN – M.S. in Emergency and Disaster Management – 2010

## Don Lucas

### Professional Experience

November 2012 - Present

Looks Great Services of MS, Inc.  
Debris Site Manager

Oversee the daily operations for Looks Great Services. Coordinates, delegates, and manages existing projects to ensure they are on time, within budget, and performed according to specifications. Specialized in logistics of material hauled onto and away from dump sites on a production-oriented schedule, and material reduction in Hurricane Sandy. Ensured proper size control and safety of handled material with management of full-scale equipment operations during Hurricane Sandy. Oversaw multiple dump sites after Hurricane Sandy that totaled over 1.1 million cubic yards of debris. Oversaw storm debris cleanup after the Louisville, MS tornado, Itawamba, MS tornado, and the Tupelo, MS tornado for the Mississippi Department of Transportation. Oversaw multiple dumpsites throughout 5 counties in Mississippi during a 2017 tornado outbreak and again in 2020 during a tornado/straight-line wind outbreak. In 2021, managed debris sites in 3 counties in Alabama after Hurricane Zeta.

2006 – November 2012

Joe McGee Construction  
Company Consultant

Worked in conjunction with Vice President, Senior Engineer and Senior Estimator on bidding proposed projects. Responsible for locating necessary fill material sites for proposed projects. Researched all soils and existing landscapes and structures on all proposed projects. Coordinated scheduling of existing projects to ensure timely completion. Responsible for ensuring all project problems are identified and corrective measures are implemented. Worked alongside Senior Estimator to ensure that job costs do not exceed budgeted amounts. Worked closely with the Senior Engineer to ensure that all projects are being completed according to plans. Experienced in Federal design/build projects, working with government officials to create good relations and project success.

1974 – 2006

T.L. Wallace Construction Co., Inc.  
President

Began early on as a Project Superintendent to eventually become President of the company. Beginning in 1986, responsibilities included overall company management, overseeing of projects, budgets, potential projects, bidding, personnel staffing and equipment management. Contracted over \$140 million worth of heavy highway construction projects under contract at one time with MDOT, ALDOT and LDOT. Managed approximately \$800 million worth of construction projects with a majority of the work being with MDOT. Oversaw individual projects ranging from \$1 million to \$25 million. Managed a fleet of 150 pieces of heavy equipment. Initiated and coordinated remarkable hauling of dirt for Nissan site to include 78 trucks in two-mile haul and supporting equipment to place and compact dirt. Managed and coordinated Interstate 10 Emergency Bridge Replacement across Pascagoula River after Hurricane Katrina. Project was complete in 21 days, 10 days ahead of schedule.

### Certifications

MDOT Storm Water Management Training Course  
Hazardous Materials Certification  
Trenching and Excavating Training  
CPR/First Aid/BBP/AED Certified  
OSHA 10/OSHA 30 Certification

### Education

PEARL RIVER COMMUNITY COLLEGE – Poplarville, MS – A.A. in Mechanics – 1971

## Bonding, Insurance, Licenses, and Certifications

## Bonding, Insurance, Licenses, and Certifications

### Letter of Bonding



September 19, 2023

To Whom It May Concern:

Per your request for evidence of bond ability, this letter is to advise you that Looks Great Services of MS, Inc. is set up for bonding with Fidelity and Deposit Company of Maryland.

Our company represents Looks Great Services of MS, Inc. for all of their bonding needs and has found them to be an outstanding contractor, with a good reputation in the construction industry. Based on their past experience, we will consider single jobs of \$100,000,000.00 with an aggregate program of \$200,000,000.00. Fidelity and Deposit Company of Maryland will favorably consider providing a 100% Performance and 100% Payment bond, providing a contract is awarded to, and executed by Looks Great Services of MS, Inc.

Issuance of final bonds will be subject to standard underwriting at the time of the final bond request, which will include but not be limited to the receipt of current financial information, acceptability of the contract documents, bond forms, and financing. The Surety and Cadence Insurance, Inc. along with their agents and owners assume no liability to you or any third party for failure to issue any bonds.

If I can be of additional assistance, please do not hesitate to call.

Sincerely,

A handwritten signature in blue ink, appearing to read "David R. Fortenberry", written over a horizontal line.

David R. Fortenberry

16 Thompson Park · Hattiesburg, MS 39401 · 601-544-8703 · Fax 877-288-0152 · www.cadenceinsurance.com

Certificate of Insurance

**ACORD® CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY) 12/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cadence Insurance, A Gallagher Company 16 Thompson Park Hattiesburg MS 39401	CONTACT NAME Daphne Coleman PHONE (A/C, No, Ext): 601-554-7321 E-MAIL ADDRESS: daphne.coleman@cadenceinsurance.com FAX (A/C, No): 877-288-0152
INSURED Looks Great Services of MS, Inc. 1501 Highway 13 North Columbia MS 39429	INSURER(S) AFFORDING COVERAGE INSURER A: American Guarantee and Liability Ins Co 26247 INSURER B: Markel American Ins. Co. 28932 INSURER C: Old Republic Insurance Co. 24147 INSURER D: Illinois Union Insurance Company 27960 INSURER E: INSURER F:

**COVERAGES CERTIFICATE NUMBER: 51423037 REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADDL SUBR	INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER	Y	Y	MWZY31369224	2/1/2024	2/1/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/CP AGG \$ 4,000,000 Per Project Agg Cap \$ 10,000,000
C	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	MWTB31369124	2/1/2024	2/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 0	Y	Y	AUC019344808	2/1/2024	2/1/2025	EACH OCCURRENCE \$ 8,000,000 AGGREGATE \$ 8,000,000
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	MWC31369024	2/1/2024	2/1/2025	X PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B D	Rented/Leased Equipment Pollution			MKLM4IM0054280 CPYG28206890004	4/14/2024 1/12/2023	4/14/2025 1/12/2025	Per Item Occurrence \$300,000 Occur/Agg \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
CERTIFICATE FOR BIDDING PURPOSES -

THE FOLLOWING COVERAGES/PROVISIONS/ENDORSEMENTS ARE PROVIDED TO CERTIFICATE HOLDER(S) AND ANY OTHER PERSON(S) OR ORGANIZATION(S) ONLY WHEN THE NAMED INSURED HAS AGREED TO DO SO IN A WRITTEN CONTRACT/AGREEMENT -

General Liability:  
Blanket Additional Insured coverage provided applying on a primary and non-contributory basis  
Blanket Waiver of Subrogation  
See Attached...

<b>CERTIFICATE HOLDER</b> City of Stephenville 298 W. Washington St Purchasing Division, Stephenville TX 76401 United States	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>A. Louis Bell</i>
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Financial Capability



June 22, 2022

Re: Looks Great Services of MS, Inc.

To Whom It May Concern:

Looks Great Services of MS, Inc. has been a customer of First Southern Bank for many years and they are in good standing with us. At this time, Looks Great Services of MS, Inc. has sufficient working capital to support and fund projects up to \$10,000,000.00.

Sincerely,



Len Cooke  
EVP/CLO



661 Sunnybrook Road  
Suite 100  
Ridgeland, MS 39157  
  
601.326.1000  
888.821.0202  
  
HORNE.COM

January 10, 2022

Re: Looks Great Services, Inc.  
Looks Great Services of MS, Inc.

To Whom It May Concern:

Please let this letter serve as evidence of financial capacity of the Looks Great Services ("LGS") Companies. I have served as the outside accountant for the past 2 years.

The LGS Companies have more than adequate capacity to fund contract operational expenses as needed. The combined companies have in excess of \$10 million dollars of working capital.

Should you need any further information or have any questions regarding this letter, please feel free to call me at (601)-326-1326.

Sincerely,

HORNE,  
  
Wes T. Winborne, CPA  
Partner

## Current & Pre-Event Contracts

Customer Name	Award Date
City of Bentonville, Arkansas – Tornado	June 12 <sup>th</sup> , 2024
Benton County, Arkansas – Tornado	June 12 <sup>th</sup> , 2024
City of Rogers, Arkansas – Tornado	May 28 <sup>th</sup> , 2024
Caldwell County, Kentucky – Tornado	May 28 <sup>th</sup> , 2024
Florida State University – Tornado	May 10 <sup>th</sup> , 2024
Jasper County, Mississippi – Tornado	September 25 <sup>th</sup> , 2023
City of Hendersonville, Tennessee – Tornado	September 14 <sup>th</sup> , 2023
City of Wynne, Arkansas – Tornado	April 10 <sup>th</sup> , 2023
Panola County, Mississippi – Tornado	April 4 <sup>th</sup> , 2023
City of Winona, Mississippi – Tornado	April 2 <sup>nd</sup> , 2023
Montgomery County, Mississippi – Tornado	April 2 <sup>nd</sup> , 2023
City of Wynne, Arkansas – Tornado	March 31 <sup>st</sup> , 2023
Cross County, Arkansas – Tornado	March 31 <sup>st</sup> , 2023
City of Amory, Mississippi – Tornado	March 24 <sup>th</sup> , 2023
City of Eutaw, Alabama – Tornado	February 1 <sup>st</sup> , 2023
Dallas County, Alabama – Tornado	January 21 <sup>st</sup> , 2023
Elmore County, Alabama – Tornado	January 19 <sup>th</sup> , 2023

## Recent Simultaneous Contract Experience

### ☼ 2024 Florida, Arkansas, & Kentucky Tornadoes:

On May 10th, Florida State University in Tallahassee, FL, was struck by three EF-2 tornadoes. Just sixteen days later, on May 26th, Rogers, AR, and Bentonville, AR, were both hit by an EF-2 tornado, while Caldwell County, KY, faced the devastation of an EF-3 tornado. In both instances, within hours of the storms passing, Looks Great Services personnel were on the road, mobilizing quickly to assist in disaster recovery and debris removal efforts. These powerful tornadoes generated over one million cubic yards of debris.



### ☼ 2023 Mississippi & Arkansas Tornadoes:

On March 24th, 2023, an EF-4 tornado struck Amory, MS while other tornadoes struck the town of Winona, MS as well as Panola County, MS & Montgomery County, MS. LGS was awarded for all 4 projects. Recovery efforts began immediately following the award. All projects are operational within 48 hours of the Notice to Proceed.

One week later, on March 31st, 2023, an EF-3 tornado struck Wynne, AR, and Cross County, AR in which LGS was also awarded both projects. LGS responded immediately and was more than capable of handling multiple projects in multiple states utilizing internal crews, as well as pre-screened subcontractors led by a team of experienced LGS project managers.

LGS far exceeded client expectations on all five projects delivering exceptional results and maximizing FEMA reimbursement for all parties involved. LGS collected, processed, and disposed of over 1 million cubic yards of debris resulting from the devastating damages in all Counties/Cities impacted by the tornadoes.

☛ **2023 Alabama Tornadoes:**

Starting in January of 2023 LGS was awarded Eutaw, AL, Dallas County, AL, and Elmore County, AL when multiple tornadoes touched down throughout the State of Alabama. LGS was once again activated through a cooperative County purchasing agreement through the Association of Alabama County Commissions of Alabama (ACCA). LGS performed all jobs simultaneously and was able to complete all projects successfully on time collecting over 300,000 cubic yards of debris along with the hazardous tree pruning and removals managing numerous disposal sites throughout the state.

☛ **2022 Hurricane Ian:**

Before Hurricane Ian made landfall LGS was initially activated and mobilized over 200 personnel, over 100 pieces of equipment, in place ready to assist for Florida Power & Light. LGS performed so highly that Florida Power & Light kept LGS assisting the restoration efforts throughout the duration of the initial activation. LGS was then activated as the prime contractor for the City of Oviedo, FL and was also staged prior to Hurricane Ian making landfall. LGS then performed the cleanup efforts including debris removal, tree trimming/removal, debris reduction, hauling, and more for the City of Oviedo once again exceeding expectations. Then, after Hurricane Ian made landfall LGS was asked to assist other entities throughout the entire State of Florida including Hardee County, FL, Seminole County, FL, New Smyrna, FL, Holly Hill, FL, Florida Department of Transportation in Hardee County, FL & Lee County, FL as well as Florida New College.

☛ **2022 Tornadoes:**

LGS was awarded Caldwell County, Marshall County, Princeton, KY, Lincoln County, MS, and Hendersonville, TN in early 2022. By utilizing a combination of subcontractors and self-performing management and tree trimming, LGS jointly completed 5 contracts at one time. Collectively this amounted to more than 800,000 yards of debris in 3 separate states. LGS successfully completed all work on time and in accordance with all specifications.

• **2021 Hurricane Zeta:**

LGS has the District 3 contract for the Association of County Commissions of Alabama, which contains 13 counties in this District. After Hurricane Zeta caused a significant amount of damage in this District, LGS was activated by 3 counties at the same time. With the help of local subcontractors, LGS collectively managed, hauled, reduced, and disposed of more than 400,000 yards of vegetative debris in Dallas, Marengo, and Wilcox Counties within a 4-month period. LGS successfully completed all work in a timely manner and in accordance with all specifications.



• **2020 Tornadoes:**

In 2020, one of the largest tornado outbreaks occurred in Mississippi. LGS was awarded 3 separate contracts by the MS Department of Transportation as well contracts with Jasper County, Jefferson Davis County, Lawrence County, Marion County, and Jones County. LGS simultaneously completed all of these contracts within a 4-month period and collectively processed more than 550,000 CY of debris. LGS successfully completed all work in a timely manner and in accordance with all specifications.

• **2017 Hurricane Irma:**

In 2017, Hurricane Irma caused widespread damage in Florida, Georgia, and South Carolina. LGS was awarded 3 separate contracts by Florida: Florida City, Miami Shores, and El Portal. LGS simultaneously completed all these contracts within a 3-month period and collectively processed more than 225,000 CY of debris. LGS successfully completed all work in a timely manner and in accordance with all specifications.

## Large-Scale Past Performance

Since 2001 LGS has been involved in FEMA reimbursed projects. LGS works in compliance with the law, the regulations, and FEMA's codified policies regarding the FEMA Public Assistance (PA) Program. Below is a list of the individual FEMA contracts LGS has managed as the prime contractor that involved more than 250,000 CY of debris removed in the past 10 years.

PROJECT	DATE	TOTAL CY	TOTAL DOLLAR AMOUNT INVOICED	FEDERAL REIMBURSEMENT AMOUNT	CONTACT
<b>City of Amory, MS DR-4697-MS</b>	3/29/2023 – 12/13/2023	520,202	\$3,455,274.64	TBD	Corey Glenn, Mayor mayorglenn@cityofamoryms.com 662-256-5721
<b>City of Wynne, AR DR-4698-AR</b>	3/2/2023 – 6/20/2023	260,186	\$8,156,419.95	TBD	Jennifer Hobbs, Mayor jhobbs@cityofwynne.com 870-238-0027
<b>Virginia DOT DR-04630</b>	5/9/2022- 8/7/2022	463,695	\$4,100,376.30	TBD	Adam Medek, Project Director adam@medekcorp.com 913-439-9366
<b>Caldwell County, KY DR-4630</b>	12/15/2021- 4/16/2022	309,795	\$2,431,930.21	\$2,431,930.21	Jeff Boone, Magistrate Jeffboone@caldwellcourthouse.com 270-365-6660
<b>Marshall County, KY DR-4630</b>	12/22/2021 – 4/21/2022	539,410	\$6,159,788.61	\$6,159,788.61	Kevin Neal, Judge Executive Kevin.neal@marshallcountky.gov 270-527-4750
<b>Association of County Commissions of AL – Dallas, Marengo, and Wilcox Counties – Hurricane Zeta DR-4573</b>	12/14/2020 – 4/16/2021	406,446	\$6,913,884.04	\$6,913,884.04	Heath Sexton, County Engineer hsexton@dallascounty-al.org 334-874-2503 Ken Atkins, County Engineer marengoengineer@bellsouth.net 334-295-2236 David Butts, County Engineer wceng3@outlook.com 334-682-4725
<b>Marion, Lawrence Jefferson Davis, and Jasper Counties - Mississippi Tornado DR-4536</b>	5/4/2020 – 8/9/2020	536,681	\$6,765,705.01	\$6,765,705.01	Les Dungan, County Engineer les@dunganeng.com 601-441-6411 Jeff Dungan, County Engineer jeff@dunganeng.com 601-731-2600 Daniel Russum, County Engineer drussum@clarkengineers.com 601-649-5900
<b>Puerto Rico DTOP DR-4339</b>	12/2017 - Present	319,320 (To Date)	\$39,000,000.00 (To Date)	TBD	Elias Tirado Huertas, Director etirado@dtop.pr.gov
<b>Nassau County, NY DR-4085</b>	10/2012 – 5/2013	2,074,770	\$60,398,300.00	\$60,398,300.00	Richard Iadevaio, Superintendent riadevaio@nassaucountyny.gov 516-571-6824
<b>Long Beach, NY DR-4085</b>	10/2012 – 4/2013	455,000	\$17,000,000.00	\$17,000,000.00	Jim LaCarrubba, Commissioner jlacarrubba@longbeachny.org 516-431-1000
<b>Nassau County, NY DR-4021</b>	8/2011 – 1/2012	580,000	\$6,697,200.00	\$6,697,200.00	Richard Iadevaio, Superintendent riadevaio@nassaucountyny.gov 516-571-6824

### Previous Work and Experience

Since 2001, LGS has been involved in FEMA reimbursed projects. LGS works in compliance with the law, the regulations, and FEMA's codified policies regarding the FEMA Public Assistance (PA) Program. Below is an additional comprehensive list of the FEMA contracts LGS has been a part of. These total over 130,000 leaners and hangers and more than 6.8 million cubic yards of debris removed. LGS is still in Louisiana, Florida, and Puerto Rico completing FEMA contracts for South Louisiana Electric Cooperative Association, Tyndall Air Force Base, Puerto Rico Department of Transportation and Public Works, and Puerto Rico Department of Sports and Recreation.

CLIENT NAME	EVENT	DATE	PC = Prime PS = Prime Sub S = Subcontractor	CONTRACT AMOUNT	C# = CONTRACT # PO # = PURCHASE ORDER # TO # = TASK ORDER# NTP = DATE PSA = PROFESSIONAL SERVICE AGREEMENT
Jasper County, MS	Tornado	September 2023	PC	\$506,231.25	N/A
Hendersonville, TN	Tornado	September 2023	PC	EST: \$750,000	N/A
Panola County, MS	Tornado	April 2023	PC	\$343,625.00	DR-4697
Winona, MS	Tornado	April 2023	PC	\$456,918.51	DR-4697
Montgomery County, MS	Tornado	April 2023	PC	\$361,464.00	DR-4697
Cross County, AR	Tornado	March 2023	PC	\$562,552.05	N/A
Eutaw, AL	Tornado	February 2023	PC	\$232,852.83	FEMA-4684-DR
Dallas County, AL	Tornado	January 2023	PC	\$389,366.93	N/A
Elmore County, AL	Tornado	January 2023	PC	\$446,107.93	FEMA-4684 DR
Virginia DOT	Snowstorm	May 2022	S	EST: \$10,000,000.00	49341-003
St. Louis, MO	Straight-Line Wind	April 2022	PS	\$152,152.00	N/A
Tyndall AFB	Hurricane Michael	April 2022	PC	EST: \$750,000.00	BPA #FA481922Q0005
Hendersonville, TN	Tornado	February 2022	PC	\$146,303.55	DR-4630
Lincoln County, MS	Hurricane Ida	January 2022	PC	\$198,230.26	DR-4626
Caldwell County, KY	Tornado	January 2022	PC	\$852,301.97	DR-4630
Marshall County, KY	Tornado	January 2022	PC	\$4,807,883.24	DR-4630
Caldwell County, KY	Tornado	December 2021	PC	\$1,579,628.24	NTP 12.22.21
Marshall County, KY	Tornado	December 2021	PC	\$1,351,905.37	NTP 12.17.21
South LA Electric Coop.	Hurricane Ida	September 2021	PC	EST: \$12,600,000.00	N/A
Brookhaven, MS	Hurricane Ida	September 2021	PC	\$60,575.00	N/A
Harrison County, MS	Hurricane Ida	August 2021	PC	\$690,025.36	210610
Jefferson County, MS	Ice-Storm	August 2021	PC	\$1,936,061.40	FEMA-TBD
Mississippi DOT	Ice-Storm	June 2021	PC	\$1,227,126.20	CMEP7000012771

CLIENT NAME	EVENT	DATE	PC = Prime PS = Prime Sub S = Subcontractor	CONTRACT AMOUNT	C# = CONTRACT # PO # = PURCHASE ORDER # TO # = TASK ORDER# NTP = DATE PSA = PROFESSIONAL SERVICE AGREEMENT
<b>Cleveland, MS</b>	Straight-Line Wind	June 2021	PC	\$300,408.00	NTP 6.14.21
<b>Jackson, MS</b>	Tornado	June 2021	PS	\$78,460.00	NTP 6.3.21
<b>Natchez, MS</b>	Ice Storm	March 2021	PC	\$627,179.31	FEMA-TBD
<b>ACCA Marengo County, AL</b>	Hurricane Zeta	February 2021	PC	\$1,743,685.42	FEMA-DR-4573
<b>ACCA Wilcox County, AL</b>	Hurricane Zeta	January 2021	PC	\$1,394,919.74	FEMA-DR-4573
<b>ACCA Dallas County, AL</b>	Hurricane Zeta	December 2020	PC	\$3,775,278.88	FEMA-DR-4573
<b>Jefferson Davis County, MS</b>	Tornado	April 2020	PC	\$1,563,514.48	FEMA-DR-4551-MS
<b>ACCA Pike County, AL</b>	Tornado	April 2020	PC	\$400,064.00	Region 3 Contract
<b>Jasper County, MS</b>	Tornado	April 2020	PC	\$1,899,079.90	FEMA-DR-4551-MS
<b>Mississippi DOT</b>	Tornado	April 2020	PC	\$177,064.50	MP-7000-16(231)
<b>Mississippi DOT</b>	Tornado	April 2020	PC	\$50,500.00	MP-7000-39(225)
<b>Jones County, MS</b>	Tornado	April 2020	PC	\$660,797.34	FEMA-DR-4551-MS
<b>Lawrence County, MS</b>	Tornado	April 2020	PC	\$1,320,274.77	FEMA-DR-4551-MS
<b>Marion County, MS</b>	Tornado	April 2020	PC	\$812,029.88	FEMA-DR-45XX-MS
<b>Mississippi DOT</b>	Tornado	April 2020	PC	\$1,411,516.90	MP-7000-16(223)
<b>Lawrence County, MS</b>	Tornado	April 2020	PC	\$582,705.23	FEMA-DR-4536-MS
<b>Jefferson Davis County, MS</b>	Tornado	April 2020	PC	\$3,471,894.22	FEMA-DR-4536-MS
<b>Mississippi DOT</b>	Tornado	October 2019	PC	\$256,000.00	STP-0028-00(007)
<b>Yazoo County, MS</b>	Tornado	October 2019	PC	\$168,866.00	FEMA-DR-4450-MS
<b>Columbus, MS</b>	Tornado	April 2019	PC	\$271,601.40	FEMA-DR-4429-MS
<b>Puerto Rico DRD</b>	Hurricane Maria	March, 2019	PC	EST: \$9,000,000.00	2018-000-177
<b>Univ. of NC, Wilmington</b>	Hurricane Florence	September, 2018	PS	\$76,695.00	N/A
<b>St. James Plantation, NC</b>	Hurricane Florence	September 2018	PS	\$2,934,958.75	N/A
<b>USACE/Power Secure</b>	Hurricane Maria	April, 2018	PS	\$2,000,000.00	N/A
<b>Puerto Rico DOH</b>	Hurricane Maria	February, 2018	PS	\$1,000,000.00	DOH-RFP-17-18-03
<b>Puerto Rico DTOP</b>	Hurricane Maria	December, 2017	PC	EST: \$40,000,000.00	2018-000-177
<b>Florida City, FL</b>	Hurricane Irma	September, 2017	PC	\$3,866,287.87	FEMA-DR-4334/2017-004
<b>Village of El Portal, FL</b>	Hurricane Irma	September, 2017	PC	\$1,680,800.67	FEMA-DR-4334
<b>Miami Shores Village, FL</b>	Hurricane Irma	September, 2017	PC	\$983,796.51	FEMA-DR-4334
<b>McIntosh County, GA</b>	Hurricane Irma	September, 2017	S	\$100,728.00	FEMA-DR-4334



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<b>Volusia County, FL</b>	Hurricane Irma	September, 2017	S	\$462,575.00	FEMA-DR-4334
<b>Claiborne County</b>	Tornado	September, 2017	PC	\$1,346,973.73	DR-4314-MS
<b>Central, LA</b>	Flooding	August, 2017	PC	\$4,006,000.00	2017-001
<b>Holmes County, MS</b>	Tornado	June, 2017	PC	\$4,047,248.40	DR-4314-MS
<b>Durant, MS</b>	Tornado	June, 2017	PC	\$1,775,021.45	DR-4314-MS
<b>Mississippi DOT</b>	Tornado	June, 2017	PC	\$2,017,183.71	MP-3000-26(114)
<b>Yazoo County, MS</b>	Tornado	June, 2017	PC	\$3,610,554.90	DR-4314-MS
<b>Montgomery County, MS</b>	Tornado	May, 2017	PC	\$2,461,467.85	DR-4314-MS
<b>Skidaway Island, GA</b>	Hurricane Mathew	October, 2016	S	\$1,042,106.25	N/A
<b>Hilton Head, SC</b>	Hurricane Mathew	October, 2016	S	\$586,730.00	N/A
<b>Benton County, MS</b>	Tornado	February, 2016	PC	\$530,428.40	DR-4248-MS
<b>Marshall County, MS</b>	Tornado	February, 2016	PC	\$1,230,407.00	DR-4248-MS
<b>Marion County, MS</b>	Tornado	December, 2014	PC	\$955,958.66	RFP-2015-01
<b>City of Columbia, MS</b>	Tornado	December, 2014	PC	\$164,500.00	N/A
<b>Lowndes County, MS</b>	Tornado	May, 2014	PC	\$430,402.19	DR-4175-MS
<b>Mississippi DOT Itawamba Co</b>	Tornado	May, 2014	PC	\$342,652.22	14-2100-991-01
<b>Mississippi DOT Winston Co</b>	Tornado	May, 2014	PC	\$88,971.97	14-2100-991-03
<b>MS DOT Lowndes Co</b>	Tornado	May, 2014	PC	\$85,579.13	14-2100-991-02
<b>Itawamba County, MS</b>	Tornado	May, 2014	PC	\$695,844.02	N/A
<b>US Army Corps of Engineers</b>	Hurricane Sandy	March, 2013	PC	\$2,145,149.40	C# W912DS-13-C-0024
<b>US Army Corps of Engineers</b>	Hurricane Sandy	March, 2013	PC	\$1,171,605.00	C# W912DS-13-C-0018
<b>Central Park Conservancy</b>	Hurricane Sandy	October, 2013	PC	\$105,200.00	C# CPC13-01
<b>Village of Freeport, NY</b>	Hurricane Sandy	October, 2012	PC	\$181,000.00	NTP 10.31.12
<b>Freeport Electric, NY</b>	Hurricane Sandy	October, 2012	PC	\$186,200.00	NTP 10.31.12
<b>Garden City, NY</b>	Hurricane Sandy	October, 2012	PC	\$4,152,100.00	NTP 10.31.12
<b>Town of Hempstead, NY</b>	Hurricane Sandy	October, 2012	PC	\$4,858,000.00	NTP 11.8.12
<b>Town of Huntington, NY</b>	Hurricane Sandy	October, 2012	PC	\$7,545,500.00	NTP 11.1.12
<b>Long Island Railroad</b>	Hurricane Sandy	October, 2012	PC	\$985,700.00	NTP 10.21.12

CLIENT NAME	EVENT	DATE	PC = Prime PS = Prime Sub S = Subcontractor	CONTRACT AMOUNT	C# = CONTRACT # PO # = PURCHASE ORDER # TO # = TASK ORDER# NTP = DATE PSA = PROFESSIONAL SERVICE AGREEMENT
City of Long Beach, NY	Hurricane Sandy	October, 2012	PC	\$17,500,000.00	NTP 10.30.12
National Grid / LIPA	Hurricane Sandy	October, 2012	PC	\$4,000,700.00	N/A
Nassau County, NY	Hurricane Sandy	October, 2012	PC	\$60,398,300.00	NTP 10.26.12
NYS DOT, NY	Hurricane Sandy	October, 2012	PC	\$78,800.00	C# PAA05522
Virginia DOT	Windstorm	July, 2012	PS	\$1,758,000.00	N/A
SUNY, NY	Hurricane Irene	August, 2011	PC	\$72,500.00	C# T001673
Suffolk County Water Authority	Hurricane Irene	August, 2011	PC	\$27,800.00	C# 6556
Nassau County, NY	Hurricane Irene	August, 2011	PC	\$6,697,200.00	PSA - 8.26.11
Huntington, NY	Hurricane Irene	August, 2011	PC	\$1,287,300.00	PO# 3115025
Village of Freeport, New York	Hurricane Irene	August, 2011	PC	\$550,000.00	NTP 8.28.11
Freeport Electric	Hurricane Irene	August, 2011	PC	\$50,700.00	NTP 8.28.11
NYS DOT, NY	Hurricane Irene	August, 2011	PC	\$103,200.00	C# PAA05522
National Grid	Hurricane Irene	August, 2011	PC	\$113,000.00	N/A
Jackson County, AL	Tornado	April, 2011	S	\$478,000.00	N/A
Nassau County, NY	Microburst	June, 2010	PC	\$151,000.00	N/A
National Grid, NY	Microburst	June, 2010	PC	\$342,000.00	N/A
Suffolk County Water	Tornado	April, 2010	PC	\$42,000.00	Contract # 6556
NYS DOT, NY	Hazardous Tree Removal	June, 2009	PC	\$879,000.00	C# D260430
NYS DOT, NY	Hazardous Tree Removal	March, 2009	PC	\$686,000.00	C#D260430
Long Island Railroad	Hazardous Tree Removal	January, 2009	PC	\$450,000.00	N/A
Beaumont & Jefferson Co, TX	Hurricane Ike	September, 2008	S	\$521,000.00	N/A
Stoney Brook State University, NY	Hazardous Tree Removal	February, 2008	S	\$380,000.00	N/A
University of Oklahoma	Ice Storm	February, 2008	S	\$76,000.00	N/A
Midwest City, OK	Ice Storm	January, 2008	PS	\$175,000.00	N/A
Keyspan Energy, NY	LIPA - Storm Hardening	July, 2007	PC	\$3,400,000.00	N/A

CLIENT NAME	EVENT	DATE	PC = Prime PS = Prime Sub S = Subcontractor	CONTRACT AMOUNT	C# = CONTRACT # PO # = PURCHASE ORDER # TO # = TASK ORDER# NTP = DATE PSA = PROFESSIONAL SERVICE AGREEMENT
Missouri DOT	Winter Storm	March, 2007	PS	\$192,000.00	N/A
St. Louis, MO	Windstorm	July, 2006	PS	\$295,000.00	N/A
Columbia, MS	Hurricane Katrina	August, 2005	PS	\$5,600,000.00	N/A
New Orleans, LA	Hurricane Katrina	August, 2005	S	\$168,000.00	N/A
Miami, FL	Hurricane Katrina	August, 2005	PS	\$160,000.00	N/A
Coral Gables, FL	Hurricane Katrina	August, 2005	PS	\$79,000.00	N/A
Florida Keys	Hurricane Dennis	July, 2005	PS	\$135,000.00	N/A
Wichita, KS	Ice Storm	January, 2005	PS	\$210,000.00	N/A
Lakeland, FL	Hurricane Jeanne	September, 2004	PS	\$146,000.00	N/A
Gainesville, FL	Hurricane Jeanne	September, 2004	PS	\$187,000.00	N/A
Oviedo, FL	Hurricane Francis	September, 2004	PS	\$466,000.00	N/A
Winter Park, FL	Hurricane Charlie	August, 2004	PS	\$82,000.00	N/A
Virginia Beach, VA	Hurricane Isabel	September, 2003	S	\$180,000.00	N/A
Memphis, TN	Windstorm	July, 2003	PS	\$130,000.00	N/A
Raleigh, NC	Ice Storm	December, 2002	S	\$326,000.00	N/A
New Haven, CT	Ice Storm	November, 2002	S	\$65,000.00	N/A
Kansas City, MO	Ice Storm	January, 2002	PS	\$160,000.00	N/A

## Previous Project Details

2005 – Hurricane Katrina



Open Air Burning Operation

Location: Columbia, Mississippi  
Date: August 2005  
Revenue: \$5,600,000.00  
Client: Mississippi Dept. of Trans. as prime subcontractor for T.L. Wallace Construction, Inc.  
Contact: Tommy Wallace  
800 Hwy 98 Bypass  
Columbia, MS 39429  
Phone: 601-736-4525  
info@tlwallace.com

### Executing Requirements

LGS was tasked with Hazardous Tree Removal, Hazardous Limb Removal and Right of Way (ROW) loading and hauling of vegetative debris generated by Hurricane Katrina. In addition, LGS managed and operated five (5) TDSRS' for the project.

- LGS mobilized 25 tree trimming crews and 55 hauling crews.
- Establishment, operation, and management of 5 TDSRS.
- All reduction site operations approved and permitted by the Mississippi Department of Environmental Quality and closed out without issue.
- 1.4 million cubic yards were removed from Mississippi state roads in Marion and Covington Counties.
- State roads were restored and resulting debris was eliminated as a safety hazard, reduced in volume, and disposed of to eliminate storage issues and future health concerns.

- Letters of recommendation from County Engineers and MDOT Construction Engineers for enabling smooth operations.



*Hazard Tree Removal (Leaner)*

*Meeting Operational Challenges*

A focus in our operations on MDOT highways was safety. LGS' safety operations for MDOT, especially traffic control safety, provided a true test and verification (QED) of our written program manuals, procedures, and previous experience. Our team demonstrated proficiency by establishing protection zones on major highways and utilizing federal guidelines and manuals on uniform traffic control devices. LGS successfully performed debris removal operations on major highways without any safety violation nor, most importantly, without any accidents or incidents.

*Local Small Business Subcontracting Efforts*

As a small business, LGS worked successfully to utilize other small business concerns during our Katrina recovery efforts. Most of the overhead trimming and debris removal from the state roads was conducted by small business concerns. Looks Great Services subcontracted to numerous companies located within the affected area.

**2011 – Hurricane Irene**



*Traffic Control and Safety Operations*

Location: Nassau County, NY

Date: August 2011  
Revenue: \$6,697,200  
Client: Nassau County, NY  
Department of Public Works  
Contact: John Gallo  
Superintendent of Highways  
170 Cantiague Rock Road  
Hicksville, NY 11801

#### *Executing Requirements*

LGS was tasked with Hazardous Tree Removal and Hazardous Limb Removal and Right of Way (ROW) loading and hauling of vegetative debris generated by Hurricane Irene. In addition, LGS managed and operated a TDSRS for the project.

- Pre-positioned 60 crews to perform Emergency Road Clearance immediately after winds dropped below Tropical Storm force strength
- This was a pre-position contract competitively bid and awarded
- LGS mobilized the 60 emergency road clearance crews in less than 48 hours prior to landfall
- All work performed on a time and material basis per direction of client
- Performed Hazardous Tree and Limb Removal on over 8,000 trees
- Removed, processed and disposed over 580,000 Cubic Yards of vegetative debris

#### *Meeting operational challenges*

- All access to Long Island closed, preventing mobilization:

LGS worked with NYCDOT and the Port Authority of New York and New Jersey to open bridges and airports that had been closed to the public. Our actions allowed much needed emergency crews and assets to access Long Island to expand our capabilities.

- Multi-jurisdictional coordination:

Nassau County is a suburban county on Long Island, located immediately east of New York City. The population from the 2010 census was estimated at 1.344 million. Under a disaster declaration, the county is the lead agency for the 129 cities, towns, villages, and hamlets located within its boundaries. During Hurricane Irene, Nassau County relied upon Looks Great Services to successfully execute their pre-positioned debris management plan. The challenge encountered was coordinating with 129 different incorporated governments to enable debris removal to operate smoothly and in an orderly fashion. Many of these agencies were facing an unprecedented and unplanned community issue. By implementing LGS' established and proven plans and utilizing LGS' experienced managers to advise, guide and help these agencies, LGS successfully enabled these governments to assist their communities in an expedited and coordinated manner.

#### *Local small business subcontracting efforts*

Looks Great Services' commitment to small business subcontracting partners resulted in 70% of the work being performed by local companies. 100% of the work was completed by small business concerns.

2012 – Hurricane Sandy



Pre-Segregation Debris Piles



Post-Segregation Debris Piles

Location: City of Long Beach, NY  
 Date: October 2012 – May 2013  
 Revenue: \$17,000,000  
 Client: City of Long Beach, NY  
 Contact: Jim LaCarrubba  
 Commissioner of Public Works  
 1 West Chester Street  
 Long Beach, NY 11561  
 (516) 431-1000  
 jlacarrubba@longbeachny.org

*Executing Requirements*

Sandy made land fall on October 29, 2012. The following morning reports came into the Nassau County Emergency Operation Center (EOC) about the status on Long Beach. There were reports of houses on fire, people trapped, first responder equipment destroyed, and roads were impassable for emergency workers. LGS was contacted by the Counties EOC asking if we knew how to help in this dire situation. Since all communication was cut off between the EOC and Long Beach, there was no way to assess needs. Within two hours LGS implemented our emergency clearing plan and mobilized twenty-five heavy equipment clearing crews. With the assistance of an emergency escort, our crews gained access to the affected city. Our immediate response cleared the city’s roads of 120,000 cubic yards of sand and allowed emergency response crews to reach citizens in need. The situation in Long beach was so critical our operations ran 24 hours a day for several weeks.

LGS assisted the city with other needs such as:

- The removal and disposal of over 260,000 cubic yards of C&D that was generated as a result of buildings flooded by the storm surge.
- LGS worked with the EPA and NYDEC to make sure all debris removal (sand and C&D) was done within the guidelines of all regulatory agencies. LGS made certain that all permits were secured and in place.

*Meeting Operational Challenges*

- No Available Temporary Debris Site:

Long Beach Island had no suitable location to set up a temporary debris site to accept the 260,000 yards of construction debris produced from flooded homes and buildings. Looks

Great Services identified a suitable location 4 miles out of the city's limit and secured the necessary license and permits on behalf of the city. Once secured and opened, the site became the base of operation for the recover mission for not only our operation but also for the US EPA.



*C&D Barging Site*

- C&D debris contained co-mingled waste streams:

LGS determined that the C&D material contained Household Hazardous Waste (HHW) that required segregation, containment, and packaging by classification. To address this need, LGS worked with the US EPA and implemented operations that included curb side segregation and pick up of HHW, municipal waste, and C&D debris. Additional hazardous waste segregation crews worked at the debris site removing and processing contaminated material. LGS successfully removed 30,000lbs of HHW because of our segregation operation.



*HHW Collection Site*

- Removal, cleaning, testing and placement of sand:

The city of Long Beach was buried in sand from a foot storm surge. Every home and building experienced substantial flooding and sand displacement. Thousands of yards of sand were



removed from the basements of buildings and placed in the streets by residents for pick up. This posed a unique challenge to LGS since the sand needed to be processed and tested before it could be relocated. We implemented our Beach Sand Recovery Plan that was reviewed and accepted by the New York State Department of Environmental Conservation Agency as an acceptable method. LGS secured state issued permits to commence sand screening and testing. 195,000CY of sand was recovered from the streets, rights-of-way, and private property. The sand was cleaned, tested and placed back on the beach as emergency protective berm.



*Sand Reclamation and Screening Site*



*Clean Sand Coming Off the Screen onto the Beach*

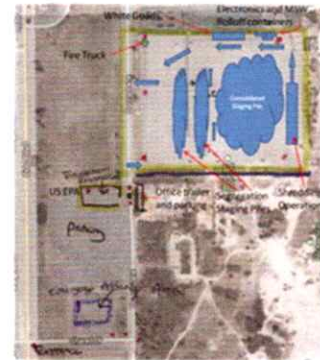
*Local Small Business Subcontracting Efforts*

Looks Great Services performed over \$17,000,000 in recovery work for the City of Long Beach. Operations took place over a six-month period and all work performed was completed by small business companies.

2012 – Hurricane Sandy



Nickerson Beach Park – C&D TDSRS



TDSRS Site Plan

Location: Nassau County, NY  
 Date: October 2012  
 Revenue: \$62,000,000  
 Client: Nassau County, NY  
 Department of Public Works  
 Contact: John Gallo  
 Superintendent of Highways  
 170 Cantiague Rock Road  
 Hicksville, NY 11801



Nickerson Beach Park – TDSRS

*Executing requirements*

In preparation for Hurricane Sandy, the Nassau County Department of Public Works activated its pre-existing debris management contract with Looks Great Services, Inc. (LGS). Once activated, LGS mobilized 70 clearing crews with equipment and 210 personnel which were prepositioned throughout Nassau County. All crews were staged for response before Hurricane Sandy made landfall. To meet the substantial mobilization request of the county, LGS utilized its relationships, reputation, and financial stability to secure assets to quickly respond to the needs of the county.

LGS relationships with national companies such as Weeks Marine, Bergeron Emergency Services, BMI, Hertz Equipment Rental, and many others, have proven to be reliable sources that can be called upon during widespread disaster events such as Hurricane Sandy. LGS also has strong ties with small companies, such as us, including La May and Sons, Edgewood Industries, DLI, Stoney Creek Industries, Medek Tree Service, Michael's Tree Service, and H2 Construction, LLC, as well as dozens of other large and small businesses from across the country.

During Hurricane Sandy recovery operations for Nassau County, LGS operated and managed 11 separate TDSRS'. The majority of TDSRS processed, reduced, and disposed the following:

- 657,000 cubic yards of vegetative debris
- 260,000 cubic yards of C&D debris
- Hundreds of abandoned vehicles were processed at three aggregation sites
- Processed hundreds of tons of Hazardous Waste including sewage, and HHW
- Collected, and processed thousands of white goods and e-Waste

In response to widespread flood damage, Looks Great Services deployed teams of trained Hazardous Waste Specialists within the county to properly segregate, containerize and dispose of Household Hazardous Waste in compliance with local and federal safety, health and environmental regulations and standards. Proper personal protective equipment, environmental protection measures, cross-contamination prevention practices, and environmental monitoring (i.e.: continual air monitoring) were adhered to following LGS's written Environmental Protection Plan and LGS Site Specific Health and Safety Plan which were approved by the NY Department of Environmental Conservation, US EPA and OSHA.

LGS' dedicated staff gained additional experience in large scale disaster recovery projects in the aftermath of Hurricane Sandy. As part of our operations with Nassau County, NY, we provided Construction and Demolition (C&D) material removal for the Villages of Bay Park, Oceanside, Baldwin, Atlantic Beach, East Atlantic Beach, Lido Beach, Point Lookout, and the City of Long Beach. The C&D collected was removed from Long Island by our barging operations and relocated to an approved landfill near Albany, NY, over 170 miles away. We worked closely with the New York State Department of Environmental Conservation, US EPA, and the US Coast Guard compliance officers to meet all state and federal transportation and disposal requirements.

Looks Great Services' barging operation included quality control measures such as air and water quality testing, and the deployment of small boats, booms and other containment systems to monitor waterways and prevent contamination of the fragile estuaries. As a result of our actions, all waterways and the surrounding fragile ecosystems were protected.

LGS managed all FEMA eligible vegetative debris removal from within Nassau County, NY. LGS provided collection, staging, reduction, and final disposal services. The resulting wood chips were removed from Long Island by barge to approved sites in NJ and PA for beneficial re-use.

Looks Great Services operations resulted in the following completed tasks:

- 1,157,770 CY of vegetative debris hauled, processed, and disposed
- 10,520 hazardous trees removed
- 21,275 hazardous limbs removed
- 10,272 loads of debris hauled

#### *Meeting operational challenges*

- All Long Island landfills were at or near capacity:

One week into the recovery effort, it became apparent that all Long Island landfills had become overwhelmed by the number of debris generated by Hurricane Sandy. One by one the disposal sites began to close. Nassau County requested that LGS find a quick solution to this major problem because the county's reduction sites were quickly reaching capacity and facing closure by state regulators. LGS presented the county with multiple options including trucking, rail transportation and barging. The county made the determination after verification of LGS' data, that barging was the most efficient and cost-effective solution. An additional benefit of barging was the reduction of truck haul distances and reduction of the hazard to the public in bypassing high density population areas.

- Household hazardous waste extensively comingled:

The storm surge from Hurricane Sandy created a devastating effect to the south shore of Nassau County. Water levels reached from two to four miles inland, flooding many homes and businesses. The county's need to establish a large C&D debris TDSRS centrally located to the devastation, was identified immediately after the storm surge subsided. Although the county had

a debris management plan in place, it did not include handling and processing commingled construction debris, nor household hazardous waste. LGS provided collection of C&D materials, providing segregation of household hazardous waste, white goods, and e-waste. Looks Great Services initiated our Hurricane Sandy Response and Recovery Plan. This plan established the parameters for handling comingled waste streams and was approved by the NYS DEC. We initiated curbside and TDSRS segregation of comingled materials. As a result of our efforts the C&D TDSRS successfully processed 10,000 to 15,000 CY of debris per day without any interruption or delay of operations. One of the most critical challenges was the fact that Nickerson Beach Park, the location of the TDSRS for C&D and HHW, is immediately adjacent to the beach on the Atlantic Ocean. LGS successfully implemented environmental protection measures that prevented contamination of this critical and fragile environment to the praise of the NYS DEC, and US EPA, who were co-located at the site with LGS.

- Debris streams contaminated with raw sewage:

Hurricane Sandy flooding caused a power outage for Nassau County's Bay Park Sewage Treatment facility. This plant processes 40% of the county's sewage, averaging 72 million gallons per day. Raw sewage overflowed the plant and flooded entire neighborhoods up to three feet deep. The county relied on LGS to immediately respond by providing biohazard decontamination and clean-up crews. LGS provided complete biohazard management with appropriate hauling, processing, and disposal measures incorporated in accordance with state and Federal regulations.

- Extreme safety hazards:

The population density in Nassau County is 4,600 people per square mile. The volume of people and traffic exposed to LGS operations on a daily basis posed a unique challenge. Crews were limited by the government to roadways that generally see high volumes of traffic and were unable to utilize parkways due to height limitations and restrictions. Debris crews were assigned additional traffic control personnel and equipment above the normal requirement levels to protect the public during debris removal operations.

- Limited open space in urban area, limiting large TDSRS':

Population density created debris site availability challenges. Lack of open space prompted LGS to consider a smaller TDSRS'. The production goal set by LGS was to collect 20,000 cubic yards of vegetative debris per day. As a result, many smaller TDSRS' were established across the county. Logistically the use of many sites multiplied the need for additional assets such as personnel, management, equipment, and quality control measures. Looks Great Services met this need by providing the additional assets and personnel as required. At the height of operations, LGS crews were collecting 32,000 CY of debris per day, 60% above our own self-imposed goal. LGS opened, managed, and successfully closed out 11 sites within the boundaries of Nassau County.

#### *Local small business subcontracting efforts*

For Hurricane Sandy, LGS again relied heavily on our small business debris management contacts to assist us in contract performance for Nassau County. Eighty percent (80%) of our subcontractors were small business concerns, with the majority coming from the declared area.

**2018 – Hurricane Maria**

Location: West Zone  
 Date: December 2017  
 Revenue: \$39,000,000  
 Client: Puerto Rico Department of Transportation and Public Works  
 Contact: Elias Tirado Huertas  
 Director  
 Apartado 41269  
 San Juan, PR 00940-1269



*Crews Mobilizing in Puerto Rico*

*Executing Requirements*

LGS was tasked with Hazardous Tree Removal and Hazardous Limb Removal and Right of Way (ROW) loading and hauling of vegetative debris generated by Hurricane Maria. In addition, LGS managed and operated five DMS and three FDS for the project.

- Positioned crews to perform emergency road clearance immediately after NTP
- This was a post-disaster contract competitively bid and awarded
- LGS mobilized 60+ road clearance crews and debris consolidation crews
- All work performed on a time and material basis and unit price per direction of client
- Performed Hazardous Tree Removals on 8,091 trees to date
- Trimmed 59,580 Hazardous Limbs to date
- Removed, processed and disposed over 319,320 CY of vegetative debris



*Tree Removal*

*Meeting operational challenges*

- Access to areas in Puerto Rico closed, preventing mobilization:

LGS worked with DTOP to open roads and ROW that had been closed to the public. Our actions allowed much needed crews and assets to access Puerto Rico to expand our capabilities. LGS also relied on its experienced crews in navigating the isolated terrain and one-lane mountain passes with equipment to coordinate the cleanup of mudslides and hazardous trees.

- Multi-jurisdictional coordination:

Puerto Rico's West Zone is a mix of suburban and rural areas covering more than 700 square miles. The population from the 2018 census was estimated at 554,142. Under the disaster declaration, DTOP is the lead agency for the 15 municipalities located within Zone 4. After Hurricane Maria, DTOP relied upon Looks Great Services to successfully execute their debris management plan. The challenge encountered was coordinating with 15 municipalities and a multitude of incorporated governments to enable debris removal to operate smoothly and in an orderly fashion. Many of these agencies were facing an unprecedented and unplanned community issue. By implementing LGS' established and proven plans and utilizing LGS' experienced managers to advise, guide and help these agencies, LGS successfully enabled these governments to assist their communities in an expedited and coordinated manner.

*Local small business subcontracting efforts*

Looks Great Services' commitment to small business subcontracting partners resulted in 70% of the work being performed by local companies. 100% of the work was completed by small business concerns.

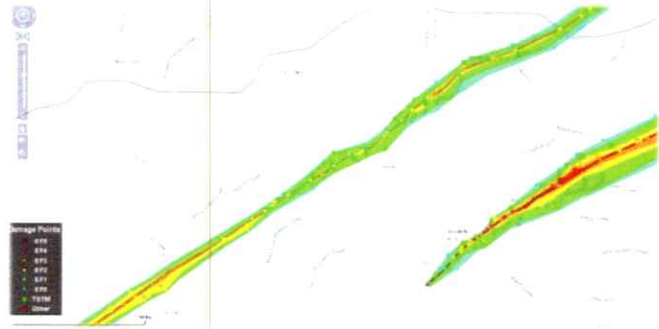
**Looks Great Services of MS, Inc.**

Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.

**Tree Maintenance Services  
 City of Stephenville, Texas**

**2020 – Jefferson Davis County Tornado**

Location: Jefferson Davis County, MS  
 Date: April 2020  
 Revenue: \$3,471,890  
 Client: Jefferson Davis County Board of Supervisors  
 Les Dungan  
 County Engineer  
 1574 Highway 98 East  
 Columbia, MS 39429  
 601-441-6411



April 13, 2020 Tornado Track

*Executing Requirements*

LGS was tasked with Hazardous Tree Removal and Hazardous Limb Removal and Right of Way (ROW) loading and hauling of vegetative and C&D debris generated by the largest tornado in Mississippi's history. In addition, LGS managed and operated the county's landfill (FDS), due to the lack of county resources.

- This was a post-disaster contract competitively bid and awarded
- LGS mobilized 30 debris crews and 10 trimming crews
- All work performed on a unit price basis per direction of client
- Performed Hazardous Tree Removals on 2,913 trees to date
- Trimmed 2,215 Hazardous Limbs to date
- Removed, processed and disposed over 237,697 CY of vegetative and C&D debris



*Meeting operational challenges*

- Landfill Management:

LGS worked with Jefferson Davis County to create a Temporary Debris Site adjacent to the landfill. One of the challenges was that the landfill could not accept the debris volume. LGS reduced the debris, transported it to the landfill, and operated the landfill. Our experience with operating final disposal sites allowed for the landfill to accept all the debris and have room for other DOT contracts to dispose of debris as well. This benefited the county by them receiving additional money from the tipping fees.

- Multi-event coordination:

Due to a second, straight-line wind disaster 2 weeks after the tornado, another set of contracts was issued. The widespread damage from 2 overlapping storms required LGS to provide an extra level QC in the operation plan. In response, the County relied upon Looks Great Services to successfully execute their debris management plan. The challenge encountered was coordinating with 2 agencies and 4 separate contracts to manage the debris from both storms smoothly. By implementing LGS' established and proven plans and utilizing LGS' experienced managers to advise, guide and help the county, LGS successfully enabled all contracts to be expedited and in a coordinated manner.



## STAFF REPORT

**SUBJECT:** Hotel Engine

**DEPARTMENT:** Finance

**STAFF CONTACT:** Rebecca Crosson

### RECOMMENDATION:

The Purchasing Department and the Director of Finance recommend entering a contract with Hotel Engine with the right to terminate the agreement at any time for any reason.

### BACKGROUND:

Hotel Engine is a hotel booking platform that is available through Texas SmartBuy (contract # 971-M1). Hotel Engine has an online portal where we can add members of our departments to, manage expenses, and pay directly with credit cards or have the option to apply for DirectBill to be invoiced at a later date. The portal shows all hotels that have negotiated rates, SmartBuy pricing, and has an option to hide rates out of budget. If there are hotels that we would like to see on the portal in the future, Hotel Engine will reach out for negotiations and bids on our behalf. The portal is very user friendly. Any admin would be able to add departments, add users who can book their stays, add purchase order requirements, budget limits, and be able to see itemized receipts online.

### FISCAL IMPACT SUMMARY:

Currently, when we book hotels for City departments and Council members, we use credit cards to present at check-in. Our City credit cards have restrictions on them to limit fraudulent transactions. Often, a credit card limit must be increased to pay for a hotel stay due to the single transaction limits set in place. Hotel Engine has an application for DirectBill with net 30 terms with the option to pay via check. In fiscal year 2023-2024, 30% of the amount paid by credit card was due to hotel transactions. In addition, the average discount on Hotel Engine is 26% which would have saved the City over \$27,000 last year.

### ALTERNATIVE

The alternative is to not approve the Hotel Engine contract and to continue to pay for hotels via credit card at full price.



## Contract Details: # 971-M1

<b>Number</b>	971-M1
<b>Description</b>	Lodging Services and Booking Tool
<b>Category</b>	Travel
<b>Type</b>	Term
<b>Start Date</b>	10/1/2023
<b>End Date</b>	8/31/2025
<b>Purchase Category Code (Agencies Only)</b>	PCC C
<b>Optional Renewal Terms</b>	September 1, 2025, through August 31, 2026 September 1, 2026, through August 31, 2027 September 1, 2027, through August 31, 2028
<b>NIGP Codes(s)</b>	91735 ; 97130
<b>CPA Contract Management</b>	Questions regarding contract management issues, price changes, amendments or other post-award concerns should be directed to: SPD Contract Management (SCM) Texas Comptroller of Public Accounts (CPA) Phone: (512) 463-3034 option 3 Email: spd.cmo@cpa.texas.gov (mailto:spd.cmo@cpa.texas.gov)
<b>Contract Items and Pricing</b>	Local Governments: Contact US Bank if additional payment instructions are required than those noted above.
<b>Warranty Details</b>	N/A
<b>Adding New Products to the Contract</b>	Additional products or services of the same general category that are not already on the contract may be added by submitting an Open Market Requisition ( <a href="https://comptroller.texas.gov/purchasing/forms/">https://comptroller.texas.gov/purchasing/forms/</a> ) to the Statewide Contract Development section at <a href="mailto:open.market@cpa.texas.gov">open.market@cpa.texas.gov</a> (mailto:open.market@cpa.texas.gov).
<b>Delivery Delays by Contractor</b>	If delay is foreseen, Contractor shall give written notice to the Customer and must keep Customer advised at all times of status of order. Default in promised Delivery Days After Receipt of Order (ARO) without accepted reasons or failure to meet specifications authorizes the Customer to purchase goods and services of this contract elsewhere and charge any increased costs for the goods and services, including the cost of re-soliciting, to the Contractor. Failure to pay a damage assessment is cause for contract cancellation and/or debarment or removal of the contractor, as applicable, from the State's Centralized Master Bidders List (CMBL).
<b>Compliant Products by Contractor</b>	Delivery does not occur until the Contractor delivers products, materials or services in full compliance with the specifications to Customer's F.O.B. destination, unless delivery is specifically accepted, in whole or in part, by the Customer. Providing products, materials or services which do not meet all specification requirements does not constitute delivery. Customer reserves the right to require new delivery or a refund in the event that materials or products not meeting specifications are discovered after payment has been made.
<b>Purchase Order Cancellations</b>	The Customer may request that a Contractor cancel a specific line item or an entire purchase order. There shall be no fees charged for cancellation of an item and/or order prior to shipment by the Contractor. A Purchase Order Change Notice should be processed and sent to Contractor.
<b>Restocking Fee</b>	The Customer may request that a Contractor accept return of products already delivered. If the return is required through no fault of the Contractor, the Contractor may request a reasonable restocking charge. The Customer may pay a restocking charge if the CPA or Customer determines that the charge is justifiable. As a guideline, such charges shall not exceed 10% for contractors.
<b>Substitutions</b>	During the Contract term, the Contractor shall not substitute a product or brand unless the Contractor has obtained prior written approval from the CPA Contract Manager in coordination with the Customer. The Contractor must have written confirmation from the CPA Contract Manager of the substitution before making delivery.



**Contract Performance**

The Statewide Procurement Division Contract Management Office (SCMO), a division of the Comptroller of Public Accounts (CPA), administers a vendor performance program for use by all customers per Texas Government Code (TGC), §2262.055, and 34 Texas Administrative Code (TAC), §20.108. The Vendor Performance relies on the customer's participation in gathering information on vendor performance. State agencies shall report vendor performance on purchases of \$25,000 or more from contracts administered by CPA, or any other purchase of \$25,000 or more made through delegated authority granted by CPA (TAC 20.108), or purchases exempt from CPA procurement rules and procedures. State agencies are additionally encouraged to report vendor performance on purchases under \$25,000.

Vendor Performance shall be reported through the CPA VENDOR PERFORMANCE TRACKING SYSTEM.  
 (<https://www.comptroller.texas.gov/purchasing/programs/vendor-performance-tracking/>)

The purpose of the Vendor Performance Tracking System is to:

- Identify vendors that have exceptional performance
- Aid purchasers in making a best value determination based on vendor past performance
- Protect the state from vendors with unethical business practices
- Track vendor performance for delegated and exempt purchases

Item 23.

**Contractors**

**Contractor VID:** 14613763565  
**Contractor:** HotelEngine, Inc. dba Engine  
**Contact Name:** Neha Bhakta  
**Email:** [neha.bhakta@hotelengine.com](mailto:neha.bhakta@hotelengine.com)  
**Phone:** (720) 736-7828  
**Alternate Email:** [TXAM@hotelengine.com](mailto:TXAM@hotelengine.com)  
**Address:** 950 S Cherry St 10th Floor Denver CO 80246



Texas Comptroller of Public Accounts  
**Glenn Hegar**

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**Policies**

Privacy and Security Policy  
 (<https://comptroller.texas.gov/about/policies/privacy.php>)  
 Accessibility Policy  
 (<https://comptroller.texas.gov/about/policies/accessibility.php>)  
 Link Policy  
 (<https://comptroller.texas.gov/about/policies/links.php>)  
 Search from the Texas State Library  
 (<https://www.tsl.texas.gov/trail/index.html>)  
 Texas Homeland Security (<https://www.dhs.gov/see-something-say-something/reporting/texas>)  
 Public Information Act  
 (<https://comptroller.texas.gov/about/policies/open-records/public-information-act.php>)  
 Texas Secretary of State (<https://www.sos.state.tx.us/>)  
 HB 855

**Other State Sites**

Texas.gov (<https://texas.gov>)  
 Texas Records and Information Locator (TRAIL)  
 (<https://www.tsl.state.tx.us/trail/>)  
 State Link Policy (<https://dir.texas.gov/resource-library-item/state-website-linking-privacy-policy>)  
 Texas Veterans Portal  
 (<https://veterans.portal.texas.gov>)