



Regular Meeting of the Board of Directors

City of Texarkana, Arkansas

216 Walnut Street

Agenda - Monday, February 04, 2019 - 6:00 PM

Call to Order

Roll Call

Invocation and Pledge of Allegiance given by Mayor Allen Brown

PRESENTATION(S)

1. Presentation of the City of Texarkana, Arkansas Employee Service Awards. (CCD)

CONSENT

2. Approval of the minutes of the rescheduled regular meeting January 22, 2019. (CCD)
3. Adopt a Resolution authorizing the City Manager to purchase a 2019 ¾ Ton Crew Cab Truck for the Public Works Department Streets Division. (PWD)

REGULAR

4. Adopt an Ordinance granting the request for prerequisite municipal approval of a private club application for Naaman's Championship BBQ restaurant. (Darby Neaves) (CCD)
The applicant requests an emergency clause. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the board. (Hdbk. Const. Amend 7)
5. Adopt an Ordinance granting the request for prerequisite municipal approval of a private club application for The Paragon Lounge. (William Bullock, Jr.) (CCD)

CITIZEN COMMUNICATION

NEXT MEETING DATE: Tuesday, February 19, 2019.

ADJOURN

2019 City Calendar

Run the Line Half Marathon - Sunday, February 17, 2019

7th Annual Mardi Gras Parade - Saturday, March 2, 2019

Warriors for Christ Crusade - Friday & Saturday, March 8-9, 2019

Rockabilly Returns - Saturday, March 30, 2019

Ratha Yatra Festival - Saturday, May 4, 2019

9th Annual RailFest - Saturday, May 11, 2019

Sparks in the Park - Saturday, June 29, 2019



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Presentation of the City of Texarkana, Arkansas Employee Service Awards. (CCD)
AGENDA DATE:	02/04/2019
ITEM TYPE:	Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Other <input checked="" type="checkbox"/> : <u>Presentation</u>
DEPARTMENT:	City Clerk
PREPARED BY:	Heather Soyars, City Clerk
REQUEST:	Presentation of employee service awards.
EMERGENCY CLAUSE:	N/A
SUMMARY:	Presentation of employee service awards.
EXPENSE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
APPROPRIATION REQUIRED:	N/A
RECOMMENDED ACTION:	N/A
EXHIBITS:	Employee Service Awards List.

City of Texarkana, Arkansas Employee Service Awards

<u>NAME</u>	<u>Department</u>	<u>Years of Service</u>
Otis Wimley	TWU	5
Joshua Land	TWU	5



CITY OF TEXARKANA, AR
BOARD OF DIRECTORS

AGENDA TITLE: Approval of the minutes of the rescheduled regular meeting January 22, 2019. (CCD)

AGENDA DATE: 02/04/2019

ITEM TYPE: Ordinance Resolution Other : Minutes

DEPARTMENT: City Clerk

PREPARED BY: Heather Soyars, City Clerk

REQUEST: Approval of meeting minutes.

EMERGENCY CLAUSE: N/A

SUMMARY: Approval of meeting minutes.

EXPENSE REQUIRED: N/A

AMOUNT BUDGETED: N/A

APPROPRIATION REQUIRED: N/A

RECOMMENDED ACTION: The City Clerk recommends approval.

EXHIBITS: Meeting Minutes



CITY OF TEXARKANA, ARKANSAS MINUTES

Rescheduled Regular Meeting of the Board of Directors

City of Texarkana, Arkansas

216 Walnut Street

Tuesday, January 22, 2019 - 6:00 PM

Mayor Allen L. Brown called the meeting to order.

PRESENT: Mayor Allen Brown, Assistant Mayor Linda Teeters, Director Laney J. Harris, Director Steven Hollibush, Director Travis Odom, Director Barbara S. Miner and Director Terri Peavy.

ALSO PRESENT: City Manager Dr. Kenny Haskin, City Attorney George Matteson, City Clerk Heather Soyars, and Deputy Clerk Jenny Narens.

Invocation and Pledge of Allegiance given by Director Steven Hollibush.

PRESENTATION(S)

1. Presentation by of the Arkansas Law Enforcement Accreditation Program. (TAPD) Chief Bob Harrison and ALEAP Board of Director J.R. Wilson

Chief Bob Harrison introduced ALEAP Board of Director J.R. Wilson who gave a brief presentation about this program. He said ALEAP was a voluntary process where police agencies in Arkansas prove their compliance with Arkansas Law Enforcement's current Best Practices or Standards. Being accredited meant the agency met or exceeded all the Standards for Arkansas Law Enforcement Agencies. These Standards cover all aspects of law enforcement operations including use of force, protection of citizen rights, pursuits, property and evidence management, and patrol and investigative operations. While being accredited did not guarantee an agency would not make a mistake, it did ensure the agency had carefully thought about these critical issues, and developed policy and procedures to address them and had systems in place to identify and correct problems. There were several benefits to becoming an accredited police agency. Police officers exercise government's most awesome powers – the power to stop and question a citizen, the power to arrest a citizen, to seize his person and property, and the power to use force in that process. Officers often operate alone without direct supervision. Police agencies direct and control their officer's activity through supervision, training, and written policies and procedures. Since supervisors cannot always be present, the training and the policies and procedures of an agency were critical to ensure proper performance. Appropriate equipment was also necessary. The Programs ensure an agency had addressed the most critical law enforcement issues in both policy as well as actual operation. The Programs did not tell an agency what their policy must be, but rather it ensured the policy, procedure, or operation and addressed all the critical aspects of an issue. The Accreditation and Recognition Programs assured

both City Management and the citizens of a city that their Police Department was operating in a manner that reflected the current best practices of Law Enforcement. It reduced both officer and agency risks. It could provide citizens with reassurance and improve community cooperation – and could also lead to improved performance of the department.

Chief Wilson presented the accreditation award to Mayor Brown, City Manager Dr. Haskin and Chief Harrison.

2. Partnership for the Pathway Presentation.

Public Works Director Tyler Richards introduced John and Julie Ray Harrison and Partnership for the Pathway President T.J. Davidson. Mr. Richards said the TAP Grant projects for sidewalks on Pinson, East 42nd, East 50th Street and the SRTS project on Pearl Street had been constructed and they issued a check to the City in the amount of \$32,242 on August 17, 2018. He also said the RTP Grant project was for a trail extension from the existing trail at the Boys and Girls Club at Jackson Street. A check in the amount of \$14,443.81 would be issued once those projects had been completed.

Julie Ray Harrison said Partnership for the Pathway's desire was to have a safe pedestrian and bicycle trail within the Texarkana community. She said their major fundraiser was from the Run the Line half marathon that traveled between both cities. Ms. Harrison also spoke about the runners who were from all over the country.

Assistant Mayor Teeters said she wanted to showcase Partnership for the Pathway at the next Arkansas Municipal League (AML) meeting so they could receive statewide recognition for this phenomenal project.

John Harrison said how great the city of Texarkana, Arkansas, and staff were to work with. He said they liked the City to be clean and ready to showcase when the marathon runners came to town and the City staff helped them out tremendously with this effort.

CONSENT

Director Harris requested item 8 Adopt a Resolution to accept the 2018 Audit Engagement Letter prepared by the accounting firm BKD, LLP. (FIN), be removed from the Consent Agenda and added to the Regular Agenda for discussion.

Motion to approve the Consent Agenda made by Director Teeters, Seconded by Director Odom.

The motion carried unanimously, and the Mayor declared the Consent Agenda approved. The items approved were:

3. Approval of Minutes of the regular meeting January 7, 2019. (CCD)
4. Resolution No. 2019-2 appointed Media Manager Eric Ethridge, Fire Administrative Assistant Marian Holder and City Manager Executive Assistant to the Personnel Policy Committee. (CCD)
5. Resolution No. 2019-3 authorized the Depository Board to execute the 2019 depository agreement with Commercial National Bank. (FIN)
6. Resolution No. 2019-4 approved amending the current Continuing Disclosure Policy. (FIN)
7. Resolution No. 2019-5 authorized the City Manager to enter into an agreement with the City of Texarkana, Texas for police CID services. (FIN)

REGULAR

8. Resolution No. 2019-6 accepted the 2018 Audit Engagement Letter prepared by the accounting firm BKD, LLP. (FIN) Finance Director TyRhonda Henderson

Director Harris asked how long the City had used BKD, LLP, and did the City receive any bids from other accounting firms.

Finance Director TyRhonda Henderson said BKD, LLP, had audited the City since 2010. The City also sent out Request for Proposals (RFPs) and BKD, LLP, was the only firm to apply.

Motion to adopt the resolution made by Director Miner, Seconded by Director Odom. Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Harris, Director Hollibush, Director Odom, Director Miner, Director Peavy.

Mayor Brown declared the resolution adopted by a vote of 7-0.

CITIZEN COMMUNICATION

No one came forward.

EXECUTIVE SESSION

The Board entered Executive Session at 6:31 PM.

Director Harris left the Board Room at 6:31 PM.

The Board reconvened at 6:38 PM.

Director Harris returned to the Board Room at 6:38 PM.

9. Resolution No. 2019-7 appointed David Jones to the Historic District Commission and Linda Register to the Library Board.

Motion to adopt the resolution made by Director Miner, Seconded by Director Odom. Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Hollibush, Director Odom, Director Miner, Director Peavy.

Voting Abstaining: Director Harris.

The Mayor declared the resolution adopted by a vote of 6-1.

NEXT MEETING DATE: Monday, February 4, 2019

ADJOURN

Motion to adjourn made by Director Odom, Seconded by Director Peavy.

Voting Yea: Mayor Brown, Assistant Mayor Teeters, Director Harris, Director Hollibush, Director Odom, Director Miner, Director Peavy.

The meeting adjourned at 6:39 PM.

APPROVAL of the minutes on this 4th day of February, 2019.

Allen L. Brown, Mayor

Heather Soyars, City Clerk



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Adopt a Resolution authorizing the City Manager to purchase a 2019 ¾ Ton Crew Cab Truck for the Public Works Department Streets Division. (PWD)
AGENDA DATE:	02/04/2019
ITEM TYPE:	Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other <input type="checkbox"/> : _____
DEPARTMENT:	Public Works Department
PREPARED BY:	Tracie Lee, Assistant Public Works Director

REQUEST:	Purchase a 2019 ¾ Ton Crew Cab Truck for the Public Works Department Streets Division.
EMERGENCY CLAUSE:	This item will be approved by a resolution; therefore, it will not need an emergency clause.

SUMMARY:	<p>The public works department would like to purchase a 2019 ¾ Ton Crew Cab Truck for the Public Works Department Streets Division in the amount of \$29,976.00 from Coleman Motors Inc.</p> <p>Purchase from this source meets all bidding requirements. Funds were budgeted and are available for the purchase of this vehicle in the Streets Capital Outlay Fund.</p>
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EXPENSE REQUIRED:	\$29,976.00
AMOUNT BUDGETED:	\$29,976.00
APPROPRIATION REQUIRED:	\$0.00

RECOMMENDED ACTION:	City Manager and staff recommend board approval.
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EXHIBITS:	Resolution, Bid from Coleman Motors Inc. and McClarty Ford.
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RESOLUTION NO. _____

WHEREAS, pursuant to advertisement by the Public Works Department a low bid was submitted by Coleman Motors, Inc., for one (1) 2018 ¾ Ton Crew Cab Truck in the amount of \$29,976.00; and

WHEREAS, the funding for the purchase is budgeted and will come from Streets Capital Outlay Fund; and

WHEREAS, the City Manager and staff recommend approval.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager is authorized and directed to enter into a contract with Coleman Motors, Inc., in the amount and for the purposes set forth above with funding from the sources so indicated.

PASSED AND APPROVED this 4th day of February, 2019.

Allen Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

George M. Matteson, City Attorney



CITY OF TEXARKANA ARKANSAS

DEPARTMENT OF PUBLIC WORKS

216 WALNUT ST 71854-6024

P O BOX 2711 TEXARKANA ARKANSAS 75504-2711

PHONE (870) 779-4971 – FAX (870) 773-2395

Invitation to Bid: Crew Cab ¾ Ton Truck

Deadline: January 22, 2019 at 4:00 PM, Central Standard Time

Delivery Location: Public Works Office

Purchasing Contact: Tyler Richards, tyler.richards@txkusa.org

Date of Issue of Advertisement: January 6th and 13th of 2019

No late bids will be accepted. Bids shall be submitted in sealed envelopes labeled "Truck Bid" with the name and address of the bidder.

All bids shall be submitted in accordance with the attached City of Texarkana specifications and bid documents attached hereto. Each bidder is required to fill in every blank and shall supply all information requested; failure to do so may be used as basis of rejection.

The undersigned hereby offers to furnish & deliver the articles or services as specified, at the prices & terms stated herein, and in strict accordance with the specifications and general conditions of bidding, all of which are made a part of this offer. This offer is not subject to withdrawal unless upon mutual written agreement by the Proposer/Bidder and City Public Works Director.

Name of Firm: Coleman Motors Inc

Contact Person: John Stout Title: Sales Mgr

E-Mail: JStout@ColemanMotors.com Phone: 903 628-6553

Business Address: 510 Addison

City: New Boston State: TX Zip: 75570

Signature: John Stout Date: 1-17-19

COLEMAN MOTORS, INC.

Execution of Bid:

Bidders are required to indicate by check mark or "Yes/No" on each line of the Technical Specifications the compliance of the item bid. Actual specification of any deficient item must be noted on the bid sheet or separate attachment. If specifications of item bid differ from provided literature, deviation must be documented and certified by the manufacturer as a regular production option.

Upon signing this Bid, the bidder certifies that:

- 1. He/she has read and agrees to the requirements set forth in this proposal, including specifications, terms, standard conditions, and any pertinent information regarding the articles being bid on.**
- 2. Unless otherwise noted and explained, the unit bid and listed meets or exceeds all of these requirements as specified by The City of Texarkana.**
- 3. The Bidder can and will comply with all specifications and requirements for delivery, documentation and support as specified herein.**
- 4. The City of Texarkana reserves the right to award the bid in its whole, by line item, or all rejection.**

Unsigned bids will be rejected.

General Terms and Conditions:

- 1. The City reserves the right to accept or reject any or all bids, waive formalities in the bidding and make a bid award deemed to be in the best interest of the City.**
- 2. The quantities listed are based on the needs of the City and availability of funds at the time bids are posted. The City shall be able to purchase more or less than the quantity indicated subject to availability of funds or change in needs.**
- 3. The bid price shall remain good and firm until project is completed.**
- 4. All products delivered shall comply with applicable standards of quality.**
- 5. Any exceptions to the specification requirements of the City of Texarkana must be noted on the Bid Form.**
- 6. Prices shall include all labor, materials, overhead, profit, insurance, inventory tax/fees, etc., to cover the furnishing of the items bid. *Arkansas Sales tax is NOT to be included in the bid price.***

City of Texarkana, Arkansas
Truck ¾ Ton Streets
Terms and Conditions

7. Each bidder shall state in the bid document the anticipated number of days from the date of receipt of an order for delivery of equipment and installation to the City of Texarkana. Failure to deliver on or before the time specified in the contract may subject the bidder to payment of damages or other appropriate sanctions.
8. Bidders must provide the City with their bids signed by an employee having legal authority to submit bids on behalf of the bidder. The entire cost of preparing and providing responses shall be borne by the bidder.
9. The City reserves the right to request any additional information it deems necessary from any or all bidders after the submission deadline.
10. The request for bid is not to be construed as an offer, a contract, or a commitment of any kind; nor does it commit the city to pay for any costs incurred by bidder in preparation of bid.
11. If products and/or components other than those described in this bid document are proposed, the bidder must include complete descriptive literature and technical specifications. All requests for additional information must be received within five working days following the request. Each apparent low bid will be reviewed line by line to ensure compliance with specifications prior to recommendation for award.
12. Vendor should call the Public Works Office at (870.779.4977) to ensure receipt of their bid documents prior to opening time and date listed on the bid form.
13. Units must be fully assembled, serviced, and ready for operation as delivered unless otherwise specified. No dealer/distributor logo or other identification will be installed other than standard manufacturer name badges and specification plates.
14. Any reference to a particular brand or manufacturer is done in an effort to establish an acceptable level of quality for this project. Brands or manufacturers that are of equal quality to what is specified will be acceptable for consideration. The City reserves the right to determine if a product is equal to a specified item.
15. **NOTE: Any uncertainties shall be brought to the attention to Tyler Richards immediately via telephone (870.397.0008) or e-mail (Tyler.Richards@txkusa.org). It is the intent and goal of the City of Texarkana to provide bid packets that provide a clear and accurate understanding of the scope of work to be completed and/or goods to be provided. We encourage all interested parties to ask questions to enable all bidders to be on equal bidding terms & documents.**
16. Pursuant to Arkansas Code Annotated §22-9-203 The City of Texarkana encourages all *qualified* small, minority and women business enterprises to bid on and receive contracts for goods, services, and construction. Also, City of Texarkana encourages all

City of Texarkana, Arkansas
Truck ¾ Ton Streets
Terms and Conditions

general contractors to subcontract portions of their contract to *qualified* small, minority and women business enterprises.

Specific Terms and Conditions:

1.0 GENERAL -

- 1.1 These specifications are to describe a Crew Cab ¾ Ton Truck licensed for use on public roads. Crew Cab refers to full size rear doors and at least 39 inches of rear leg room.
- 1.2 Bids must be submitted on the attached forms or the bid will be rejected as incomplete.
- 1.3 All bids must be accompanied by descriptive literature of the vehicle being bid for Bid Compliance Review. It is not the intent to exclude items that normally compose the product being bid. Therefore any features/equipment listed on manufactures literature as standard shall be included with the product you are bidding. No features/equipment shall be removed from the vehicle.
- 1.4 Each apparent low bid will be reviewed line by line prior to recommendation for award. Consideration will be given for vehicles including more features than specified and for model year 2017/2018 vehicles. Within the limits of the funding available, the award shall be given to the bidder offering the greatest discount off Total Manufacturer Suggested Retail Price and newest model year that meets the needs of the City of Texarkana. Provide a copy of the MSRP or similar window sticker for the vehicle being bid.
- 1.5 Delivery time and unit pricing will be used in determining bid award.
- 1.6 All specifications are written to minimums, unless otherwise noted.
- 1.7 Liquidated damages of \$100 per day will be assessed by the City to cover additional cost, not as a penalty, beginning on the first day following the guaranteed delivery date and each day thereafter until full delivery is made.

2.0 MANUFACTURER / MODEL -

- 2.1 Unit bid must be new and model year 2018 or 2019 as offered for commercial trade.

New Ram 2500 2018 (model and year)

3.0 SPECIFICATION VARIANCES -

COLEMAN MOTORS, INC.

City of Texarkana, Arkansas
Truck ¾ Ton Streets
Terms and Conditions

- 3.1 All specifications written are to minimums, unless otherwise noted.
- 3.2 The City of Texarkana reserves the right to waive minor variation(s) if in the opinion of the Public Works Department variations will not interfere with the City's standard maintenance and operation of the bid unit.

4.0 **Crew Cab ¾ Ton TRUCK (place a \checkmark if able to provide, place an x if unable to provide; bid may be rejected for if unable to provide listed items; these are minimum specifications exceeding them is acceptable and should be checked)**

- 4.1 ENGINE:
 - a. yes 5.7 Liters or greater
 - b. yes Gas or Diesel
 - c. yes 6 or 8 Cylinders
- 4.2 TRANSMISSION:
 - a. yes Six-speed automatic or better
 - b. yes Transmission fluid cooler
- 4.3 BRAKES:
 - a. yes Four wheel antilock brake system
- 4.4 GROSS VEHICLE WEIGHT RATING:
 - a. yes ¾ Ton Truck or more
- 4.5 FRONT AXLE AND SUSPENSION:
 - a. yes Heavy Duty
- 4.6 REAR AXLE AND SUSPENSION:
 - a. yes Limited Slip Axle Ratio
 - b. yes Trailer Receiver Hitch with trailer wiring (7 pin)
8 12750 lbs (state towing capacity for hitch and truck)
- 4.7 COOLING SYSTEM:
 - a. yes Maximum cooling capacity offered
- 4.8 TIRES/WHEELS:
 - a. yes Steel or Aluminum wheels
 - b. NO Four Wheel Mud flaps
- 4.9 ELECTRICAL SYSTEM:
 - a. NO 2 Power ports for cell phone and laptop computer 1 ONLY
- 4.10 CABIN:
 - a. yes Light Color Interior light grey, tan, bisque, camel, light stone

COLEMAN MOTORS, INC.

City of Texarkana, Arkansas
Truck ¾ Ton Streets
Terms and Conditions

- White (state color bid)
- b. yes Heavy-duty 40/20/40 vinyl front seats with two (2) sets of seat belts
 - c. yes Rear heavy-duty vinyl seats with three (3) sets of seat belts
 - d. yes Factory installed air conditioning
 - e. no Tinted safety glass (5" strip along top of front windshield with 20-30% light transfer; side and back glass with 65-75% light transfer) reducing 90-100% uva/uvb and 60-100% of heat transfer (no variances allowed past stated amounts)
- Factory Tint Only (state bid)
- f. yes Air Condition/Heating System for cabin
 - g. yes Am/Fm radio
 - h. yes Cruise Control
 - i. yes Power Windows and Door Locks
 - j. yes Bluetooth phone in radio built in

4.11 FRAME:

- a. yes ¾ or 1 Ton Truck
- b. yes Long Wheel Base Crew Cab with 6-8' Bed
6' 4" (state bed length)

4.12 FUEL TANK:

- a. yes Unit must have a full tank of fuel upon delivery

4.13 PAINT:

- a. yes White

5.0 WARRANTY -

- 5.1 Must have national brand manufactures standard warranty.
- 5.2 Warranty shall include all parts, labor, and transportation (if out of a 25 mile radius of Public Services) F.O.B. City of Texarkana Arkansas Public Works Department.
- 5.3 All Warranties shall be administered by the successful bidder to eliminate any split warranty responsibility.
- 5.4 Each unit shall be delivered with the following warranty documents which shall be placed into effect upon the first day of final acceptance of each unit:
 - a. yes Manufacturer's new vehicle warranty which shall be honored at any local manufacturer-authorized dealership.

6.0 DELIVERY / DOCUMENTATION -

- 6.1 All units are to be delivered F.O.B. to the City's streets department facility, located at 216 Walnut Street, Texarkana, Arkansas 71854, **for compliance review and**

final acceptance. City may decline deliver fee and pick up vehicle at its discretion.

6.2 Delivery shall include the following documents as a minimum:

- a. ~~yes~~ Manufacturer's Certificate of Origin if available
- b. ~~yes~~ Dealer invoice
- c. ~~yes~~ Manufacturer's line setting ticket, window sticker, or other documentation of components installed by manufacturer.

Delivery time required: 20 days or less. Delivery time, as stated below, may be a determining factor in bid award.

7.0 **BIDDERS CERTIFICATION AND RESPONSE-**

I certify that I have read and understand the above Minimum Requirements. The unit bid and listed below has the general intent to meet or exceed all of these requirements as specified by The City of Texarkana. Bidder can and will comply with all requirements for documentation and support. I further agree to meet with a representative of the City's Public Works Department and provide all requested information for compliance of specifications prior to bid award recommendation. Bid includes all taxes, fees, and other miscellaneous cost associated with selling this vehicle except the licensing fee to the State of Arkansas for car tags. **Bid shall NOT include Arkansas sales tax.**

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- ♦ Crew Cab ¾ Ton Truck: \$ 29976.00
- ♦ Delivery Charge: \$ _____

Price is based on Availability as of 1-17-2019 due to ordering Limitations ON 2019 Models

COLEMAN MOTORS, INC.

Statement of Disclosure – To Be Submitted With ALL Bids

This page does not count towards page limitations set forth in this request for proposal or bid. Proposer must disclose any possible conflict of interest with the City of Texarkana, including, but not limited to, any relationship with any City of Texarkana employee. Your response must disclose if a known relationship exists between any principal or employee of your firm and any City of Texarkana employee or elected City of Texarkana official.

If, to your knowledge, no relationship exists, this should also be stated in your response. Failure to disclose such a relationship may result in cancellation of a purchase and/or contract as a result of your response. This form must be completed and returned in order for your bid/proposal to be eligible for consideration.

PLEASE CHECK ONE OF THE FOLLOWING TWO OPTIONS, AS IT APPROPRIATELY APPLIES TO YOUR FIRM:

1.) NO KNOWN RELATIONSHIP EXISTS

2.) RELATIONSHIP EXISTS (Please explain)

PLEASE FILL OUT THE SECTION BELOW AND SUBMIT THIS FORM WITH YOUR BID OR PROPOSAL:

1.) I, as an officer of this organization, or per the attached letter of authorization, am duly authorized to certify the information provided herein are accurate and true; and

2.) My organization shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.

RALPH CUBBLER
Printed Name

[Signature]
Signature

Jan 17, 2019
Date

COLEMAN MOTORS, INC.



CITY OF TEXARKANA ARKANSAS
DEPARTMENT OF PUBLIC WORKS
 216 WALNUT ST 71854-6024
 P O BOX 2711 TEXARKANA ARKANSAS 75504-2711
 PHONE (870) 779-4971 – FAX (870) 773-2395

Invitation to Bid: Crew Cab ¾ Ton Truck
Deadline: January 22, 2019 at 4:00 PM, Central Standard Time
Delivery Location: Public Works Office
Purchasing Contact: Tyler Richards, tyler.richards@txkusa.org
Date of Issue of Advertisement: January 6th and 13th of 2019

No late bids will be accepted. Bids shall be submitted in sealed envelopes labeled "Truck Bid" with the name and address of the bidder.

All bids shall be submitted in accordance with the attached City of Texarkana specifications and bid documents attached hereto. Each bidder is required to fill in every blank and shall supply all information requested; failure to do so may be used as basis of rejection.

The undersigned hereby offers to furnish & deliver the articles or services as specified, at the prices & terms stated herein, and in strict accordance with the specifications and general conditions of bidding, all of which are made a part of this offer. This offer is not subject to withdrawal unless upon mutual written agreement by the Proposer/Bidder and City Public Works Director.

Name of Firm: McClarty Ford

Contact Person: Jack Sims Title: Sales

E-Mail: JSims@McClartyFord.com Phone: 903-735-4650

Business Address: 3232 Summerhill Road

City: Texarkana State: TX Zip: 75503

Signature: [Handwritten Signature] Date: 1/9/2019

Execution of Bid:

Bidders are required to indicate by check mark or “Yes/No” on each line of the Technical Specifications the compliance of the item bid. Actual specification of any deficient item must be noted on the bid sheet or separate attachment. If specifications of item bid differ from provided literature, deviation must be documented and certified by the manufacturer as a regular production option.

Upon signing this Bid, the bidder certifies that:

- 1. He/she has read and agrees to the requirements set forth in this proposal, including specifications, terms, standard conditions, and any pertinent information regarding the articles being bid on.**
- 2. Unless otherwise noted and explained, the unit bid and listed meets or exceeds all of these requirements as specified by The City of Texarkana.**
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Unsigned bids will be rejected.

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City of Texarkana, Arkansas
Truck ¾ Ton Streets
Terms and Conditions

7. Each bidder shall state in the bid document the anticipated number of days from the date of receipt of an order for delivery of equipment and installation to the City of Texarkana. Failure to deliver on or before the time specified in the contract may subject the bidder to payment of damages or other appropriate sanctions.
8. Bidders must provide the City with their bids signed by an employee having legal authority to submit bids on behalf of the bidder. The entire cost of preparing and providing responses shall be borne by the bidder.
9. The City reserves the right to request any additional information it deems necessary from any or all bidders after the submission deadline.
10. The request for bid is not to be construed as an offer, a contract, or a commitment of any kind; nor does it commit the city to pay for any costs incurred by bidder in preparation of bid.
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13. Units must be fully assembled, serviced, and ready for operation as delivered unless otherwise specified. No dealer/distributor logo or other identification will be installed other than standard manufacturer name badges and specification plates.
14. Any reference to a particular brand or manufacturer is done in an effort to establish an acceptable level of quality for this project. Brands or manufacturers that are of equal quality to what is specified will be acceptable for consideration. The City reserves the right to determine if a product is equal to a specified item.
15. **NOTE: Any uncertainties shall be brought to the attention to Tyler Richards immediately via telephone (870.397.0008) or e-mail (Tyler.Richards@txkusa.org). It is the intent and goal of the City of Texarkana to provide bid packets that provide a clear and accurate understanding of the scope of work to be completed and/or goods to be provided. We encourage all interested parties to ask questions to enable all bidders to be on equal bidding terms & documents.**
16. Pursuant to Arkansas Code Annotated §22-9-203 The City of Texarkana encourages all *qualified* small, minority and women business enterprises to bid on and receive contracts for goods, services, and construction. Also, City of Texarkana encourages all

general contractors to subcontract portions of their contract to *qualified* small, minority and women business enterprises.

Specific Terms and Conditions:

1.0 GENERAL -

- 1.1 These specifications are to describe a Crew Cab ¾ Ton Truck licensed for use on public roads. Crew Cab refers to full size rear doors and at least 39 inches of rear leg room.
- 1.2 Bids must be submitted on the attached forms or the bid will be rejected as incomplete.
- 1.3 All bids must be accompanied by descriptive literature of the vehicle being bid for Bid Compliance Review. It is not the intent to exclude items that normally compose the product being bid. Therefore any features/equipment listed on manufactures literature as standard shall be included with the product you are bidding. No features/equipment shall be removed from the vehicle.
- 1.4 Each apparent low bid will be reviewed line by line prior to recommendation for award. Consideration will be given for vehicles including more features than specified and for model year 2017/2018 vehicles. Within the limits of the funding available, the award shall be given to the bidder offering the greatest discount off Total Manufacturer Suggested Retail Price and newest model year that meets the needs of the City of Texarkana. Provide a copy of the MSRP or similar window sticker for the vehicle being bid.
- 1.5 Delivery time and unit pricing will be used in determining bid award.
- 1.6 All specifications are written to minimums, unless otherwise noted.
- 1.7 Liquidated damages of \$100 per day will be assessed by the City to cover additional cost, not as a penalty, beginning on the first day following the guaranteed delivery date and each day thereafter until full delivery is made.

2.0 MANUFACTURER / MODEL -

- 2.1 Unit bid must be new and model year 2018 or 2019 as offered for commercial trade.

F250 / 2019 (model and year)

3.0 SPECIFICATION VARIANCES -

City of Texarkana, Arkansas
Truck ¾ Ton Streets
Terms and Conditions

- 3.1 All specifications written are to minimums, unless otherwise noted.
- 3.2 The City of Texarkana reserves the right to waive minor variation(s) if in the opinion of the Public Works Department variations will not interfere with the City's standard maintenance and operation of the bid unit.
- 4.0 **Crew Cab ¾ Ton TRUCK (place a \checkmark if able to provide, place an x if unable to provide; bid may be rejected for if unable to provide listed items; these are minimum specifications exceeding them is acceptable and should be checked)**
- 4.1 ENGINE:
a. 6.7 5.7 Liters or greater
b. Gas or Diesel
c. 6 or 8 Cylinders
- 4.2 TRANSMISSION:
a. Six-speed automatic or better
b. Transmission fluid cooler
- 4.3 BRAKES:
a. Four wheel antilock brake system
- 4.4 GROSS VEHICLE WEIGHT RATING:
a. ¾ Ton Truck or more
- 4.5 FRONT AXLE AND SUSPENSION:
a. Heavy Duty
- 4.6 REAR AXLE AND SUSPENSION:
a. Limited Slip Axle Ratio
b. Trailer Receiver Hitch with trailer wiring (7 pin)
15,000 lbs (state towing capacity for hitch and truck)
- 4.7 COOLING SYSTEM:
a. Maximum cooling capacity offered
- 4.8 TIRES/WHEELS:
a. Steel or Aluminum wheels
b. Four Wheel Mud flaps
- 4.9 ELECTRICAL SYSTEM:
a. 2 Power ports for cell phone and laptop computer
- 4.10 CABIN:
a. Light Color Interior light grey, tan, bisque, camel, light stone

City of Texarkana, Arkansas
Truck ¾ Ton Streets
Terms and Conditions

- _____ (state color bid)
- b. Heavy-duty 40/20/40 vinyl front seats with two (2) sets of seat belts
 - c. Rear heavy-duty vinyl seats with three (3) sets of seat belts
 - d. Factory installed air conditioning
 - e. Tinted safety glass (5" strip along top of front windshield with 20-30% light transfer; side and back glass with 65-75% light transfer) reducing 90-100% uva/uvb and 60-100% of heat transfer (no variances allowed past stated amounts)
- _____ (state bid)
- f. Air Condition/Heating System for cabin
 - g. Am/Fm radio
 - h. Cruise Control
 - i. Power Windows and Door Locks
 - j. Bluetooth phone in radio built in

4.11 FRAME:

- a. ¾ or 1 Ton Truck
- b. Long Wheel Base Crew Cab with 6-8' Bed
 6 ¾ _____ (state bed length)

4.12 FUEL TANK:

- a. Unit must have a full tank of fuel upon delivery

4.13 PAINT:

- a. White

5.0 **WARRANTY –**

- 5.1 Must have national brand manufactures standard warranty.
- 5.2 Warranty shall include all parts, labor, and transportation (if out of a 25 mile radius of Public Services) F.O.B. City of Texarkana Arkansas Public Works Department.
- 5.3 All Warranties shall be administered by the successful bidder to eliminate any split warranty responsibility.
- 5.4 Each unit shall be delivered with the following warranty documents which shall be placed into effect upon the first day of final acceptance of each unit:
 - a. Manufacturer's new vehicle warranty which shall be honored at any local manufacturer-authorized dealership.

6.0 **DELIVERY / DOCUMENTATION -**

- 6.1 All units are to be delivered F.O.B. to the City's streets department facility, located at 216 Walnut Street, Texarkana, Arkansas 71854, **for compliance review and**

Statement of Disclosure – To Be Submitted With ALL Bids

This page does not count towards page limitations set forth in this request for proposal or bid. Proposer must disclose any possible conflict of interest with the City of Texarkana, including, but not limited to, any relationship with any City of Texarkana employee. Your response must disclose if a known relationship exists between any principal or employee of your firm and any City of Texarkana employee or elected City of Texarkana official.

If, to your knowledge, no relationship exists, this should also be stated in your response. Failure to disclose such a relationship may result in cancellation of a purchase and/or contract as a result of your response. This form must be completed and returned in order for your bid/proposal to be eligible for consideration.

PLEASE CHECK ONE OF THE FOLLOWING TWO OPTIONS, AS IT APPROPRIATELY APPLIES TO YOUR FIRM:

1.) NO KNOWN RELATIONSHIP EXISTS

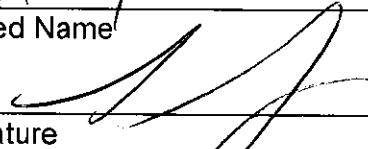
2.) RELATIONSHIP EXISTS (Please explain)

PLEASE FILL OUT THE SECTION BELOW AND SUBMIT THIS FORM WITH YOUR BID OR PROPOSAL:

1.) I, as an officer of this organization, or per the attached letter of authorization, am duly authorized to certify the information provided herein are accurate and true; and

2.) My organization shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.

Andy Johnson
Printed Name


Signature

1-9-18
Date

final acceptance. City may decline deliver fee and pick up vehicle at its discretion.

- 6.2 Delivery shall include the following documents as a minimum:
- a. Manufacturer's Certificate of Origin if available
 - b. Dealer invoice
 - c. Manufacturer's line setting ticket, window sticker, or other documentation of components installed by manufacturer.

Delivery time required: 20 days or less. Delivery time, as stated below, may be a determining factor in bid award.

7.0 BIDDERS CERTIFICATION AND RESPONSE-

I certify that I have read and understand the above Minimum Requirements. The unit bid and listed below has the general intent to meet or exceed all of these requirements as specified by The City of Texarkana. Bidder can and will comply with all requirements for documentation and support. I further agree to meet with a representative of the City's Public Works Department and provide all requested information for compliance of specifications prior to bid award recommendation. Bid includes all taxes, fees, and other miscellaneous cost associated with selling this vehicle except the licensing fee to the State of Arkansas for car tags. ***Bid shall NOT include Arkansas sales tax.***

- ◆ Crew Cab ¾ Ton Truck: \$ 34,203
- ◆ Delivery Charge: \$ Ø

Statement of No Bid – If Applicable

In order to assist the Public Works Department of Texarkana in evaluating and improving our solicitation process, we are asking for completion of this form and returning via fax or e-mail. By submitting this form, it will assist us in evaluating all response, improving our bid solicitation process, and to maintain a positive relationship with our vendors.

We, the undersigned, have declined to bid for the following reason(s):

1. _____ We do not offer this service/product
2. _____ Our schedule would not permit us to perform
3. _____ Unable to meet specifications
4. _____ Insufficient time to respond to the Invitation to Bid
5. _____ We are unable to meet bond requirements
6. _____ Other (Explain)

*NAME OF FIRM: _____

*BUSINESS ADDRESS: _____

*CITY: _____ *STATE: _____ *ZIP: _____

*PHONE: _____ FAX: _____

*E-MAIL ADDRESS: _____

*BY :(PRINTED NAME): _____

*AUTHORIZED SIGNATURE: _____

*TITLE: _____ *DATE: _____

*PLEASE LIST OTHER COMMENTS BELOW:



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE: Adopt an Ordinance granting the request for prerequisite municipal approval of a private club application for Naaman's Championship BBQ restaurant. (Darby Neaves) (CCD)

The applicant requests an emergency clause. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the board. (Hdbk. Const. Amend 7)

AGENDA DATE: 02/04/2019

ITEM TYPE: Ordinance Resolution Other : _____

DEPARTMENT: City Clerk

PREPARED BY: Heather Soyars, City Clerk

REQUEST: Private club license

EMERGENCY CLAUSE: The applicant requests and emergency clause. The new location at 5200 N. Stateline Avenue, is close to completion and Mr. Neaves desires to open as soon as possible.

SUMMARY: Darby Neaves is requesting prerequisite approval to continue the application process through the State.

Pursuant to ACT 112 of 2017, all new private club applications must be submitted with an ordinance from the governing body of the county or municipality in which the private club wishes to be located, approving the application.

EXPENSE REQUIRED: N/A

AMOUNT BUDGETED: N/A

**APPROPRIATION
REQUIRED:** N/A

**RECOMMENDED
ACTION:** The City Manager and Staff recommend approval.

EXHIBITS: Ordinance and application.

ORDINANCE NO. _____

AN ORDINANCE GRANTING THE REQUEST FOR PREREQUISITE MUNICIPAL APPROVAL OF A PRIVATE CLUB APPLICATION BY WILLIAM FRANK NEAVES JR., AS APPLICANT, ON BEHALF OF THE WINSTON SOCIETY; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES

WHEREAS, pursuant to the provisions of Ark. Code Ann. §3-9-222 and Rules and Regulations adopted by the Arkansas Alcoholic Beverage Control Division (the “ABC”) in accordance therewith requiring prior municipal approval by ordinance as a prerequisite to submittal of certain applications to the ABC or its Director relating to private clubs, request has been made that this Board of Directors of the City of Texarkana, Arkansas, approve the application of William Frank Neaves, Jr. as applicant for The Winston Society, for a private club at 5200 N. Stateline Avenue, Texarkana, Arkansas, 71854; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the City of Texarkana, Arkansas, that:

Section 1. The request of William Frank Neaves, Jr. on behalf of The Winston Society (f/k/a The Stadium, Inc.), for prerequisite municipal approval of an application for a private club at 5200 N. Stateline Avenue, Texarkana, Arkansas, 71854 as required by Ark. Code Ann. §3-9-222 and the Rules and Regulations of the ABC is hereby granted.

Section 2. Nothing contained herein shall be deemed to be a municipal endorsement of any business operation, nor a waiver of the application of any City ordinance or other local, state or federal law, rule or regulation, now or hereafter adopted.

Section 3. This action being necessary for the preservation of the public peace, health and safety, and a separate and distinct vote having been taken on this emergency clause, an emergency is therefore declared to exist, and this ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED this 4th day of February, 2019.

Allen Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

George M. Matteson, City Attorney



CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Adopt an Ordinance granting the request for prerequisite municipal approval of a private club application for The Paragon Lounge. (William Bullock, Jr.) (CCD)
AGENDA DATE:	02/04/2019
ITEM TYPE:	Ordinance <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other <input type="checkbox"/> : _____
DEPARTMENT:	City Clerk
PREPARED BY:	Heather Soyars, City Clerk

REQUEST:	Private club license
EMERGENCY CLAUSE:	Applicant does not require an emergency clause.

SUMMARY:	<p>William Bullock, Jr. is requesting prerequisite approval to continue the application process through the State.</p> <p>The Paragon Lounge will be taking over the old Arrow Bar location at 112 E. 5th Street.</p> <p>Pursuant to ACT 112 of 2017, all new private club applications must be submitted with an ordinance from the governing body of the county or municipality in which the private club wishes to be located, approving the application.</p>
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EXPENSE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
APPROPRIATION REQUIRED:	N/A

RECOMMENDED ACTION:	The City Manager and Staff recommend approval.
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EXHIBITS:	Ordinance and application
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ORDINANCE NO. _____

AN ORDINANCE GRANTING THE REQUEST FOR PREREQUISITE MUNICIPAL APPROVAL OF A PRIVATE CLUB APPLICATION BY WILLIAM BULLOCK, JR., AS APPLICANT, ON BEHALF OF THE PARAGON LOUNGE; AND FOR OTHER PURPOSES

WHEREAS, pursuant to the provisions of Ark. Code Ann. §3-9-222 and Rules and Regulations adopted by the Arkansas Alcoholic Beverage Control Division (the “ABC”) in accordance therewith requiring prior municipal approval by ordinance as a prerequisite to submittal of certain applications to the ABC or its Director relating to private clubs, request has been made that this Board of Directors of the City of Texarkana, Arkansas, approve the application of William Bullock, Jr., as applicant for the Paragon Lounge, for a private club at 112 East 5th Street, Texarkana, Arkansas, 71854; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the City of Texarkana, Arkansas, that:

Section 1. The request of William Bullock, Jr., on behalf of the Paragon Lounge, for prerequisite municipal approval of an application for a private club at 112 East 5th Street, Texarkana, Arkansas, 71854 as required by Ark. Code Ann. §3-9-222 and the Rules and Regulations of the ABC is hereby granted.

Section 2. Nothing contained herein shall be deemed to be a municipal endorsement of any business operation, nor a waiver of the application of any City ordinance or other local, state or federal law, rule or regulation, now or hereafter adopted.

PASSED AND APPROVED this 4th day of February, 2019.

Allen Brown, Mayor

ATTEST:

Heather Soyars, City Clerk

APPROVED:

George M. Matteson, City Attorney