

**Finance & Administration Committee Meeting**  
**November 15, 2022**  
**4:00 p.m.**

1. Growth Discussion – Ronnie Neill
2. Approval of Bid for Civic Center – Director Eaton
3. Surplus Property – Brad Kinney
4. Special Event Request – Director Fisher
5. Fire Station Addition Update/Bid – Chief Griggs

All bids must be received and time stamped by the City of Covington at the specified location by the stated opening date and time. Bids received after the specific date and time are considered late and will not be opened. Bids must be received in a sealed envelope. Time and date of bid opening must be clearly marked on the face of the sealed envelope as well as appropriate Contractor's License information. PLEASE ATTACH THIS SHEET TO YOUR SEALED BID.

**BIDDER IDENTIFICATION:**

Company: Superior Maintenance LLC TO: City of Covington Purchasing Department  
 Address: 359 Fairway Drive Covington TN 38019 100 West Washington Avenue  
 Phone: 901 359 1082 Covington, Tennessee 38019  
 Project Name: Covington Civic Center  
 Bid Opening: \_\_\_\_\_  
 Date \_\_\_\_\_ Time \_\_\_\_\_

**TENNESSEE CONTRACTOR LICENSE INFORMATION:**

License Number: 44144  
 License Expiration Date: April 30 2023  
 License Classification Applicable to Project: BC

**SUBCONTRACTORS TO BE USED ON THIS PROJECT:**

All bidders must comply with the applicable provisions of the Contractors Licensing Act of 1994, found in Tennessee Code Annotated, Section 62-6-119, as amended. In accordance with this act, the name, license number, expiration date, and the classification for the electrical, plumbing, and HVAC contractors must also be included on the outside of the envelope unless the value of that portion of the work is less than \$25,000. Public chapter 768 requires that the name, license number, expiration date, and classification of the masonry contractor be included when the cost of the masonry portion (including materials and labor) is \$100,000 or greater.

Company Name	Reason for Contract	License Number	Expiration Date	Classification
<u>Maxwell Painting &amp; Maintenance</u>		<u>44144</u>	<u>4/30/2023</u>	<u>BC</u>

**Job Specifications 1 - Window Replacement**

1. Furnish labor and materials to install windows
2. Remove and replace current windows with the double-paned, insulated, storm windows with grids that are similar and/or exact to the appearance of the current windows
3. Repair/replace any damaged wood and repaint any exterior wood that is exposed with the similar/exact appearance of the current exterior exposed wood
4. Clean exterior windowsill
5. Protect landscaping
6. Complete cleanup of area
7. Labor warranty and maximum MFG warranty included

Total \$ 38,750<sup>00</sup>

**Job Specifications 2 - Waterproof Exterior**

1. Furnish labor and materials to waterproof the exterior of the building to seal the windows and walls with a clear penetrating sealer that is 40% silane to prevent leaking and damage to exterior and interior of building
2. Repair/replace any damaged materials with similar and/or exact materials of the area to be sealed as needed to ensure secure penetration of sealant.
3. Protect landscaping
4. Complete cleanup of area
5. Labor warranty and maximum MFG warranty included

Total \$ 8900<sup>00</sup>

**Job Specifications 3 - Repair Interior Damage**

1. Remove, repair, replace, and repaint all damaged areas of the ceiling on the upper level; including the hallways, bathrooms, break area and meeting rooms, with the similar and/or exact material. These areas will be marked by numbering at the specific areas.
2. Remove, repair, replace, and repaint all damaged areas of the walls on the upper level; including the hallways, bathrooms, break area and meeting rooms, with the similar and/or exact material.
3. Protect surrounding area and items
4. Complete cleanup of area
5. Labor warranty and maximum MFG warranty included

Total \$ 2500<sup>00</sup>

- Contractor License Number MUST be on the outside of the bid envelope along with the name of the contractor.
- Bidders must provide proof of insurance and be bonded.
  - This must be provided in the sealed bid package.

Project Total Bid \$ 50,150<sup>00</sup>

**SURPLUS PROPERTY NOMINATION FORM  
CITY OF COVINGTON, TENNESSEE**

DEPARTMENT: \_\_\_\_\_

The following items are hereby nominated for designation as surplus city property pursuant to City of Covington Resolution No. \_\_\_\_\_.

Item: Scrap metal (mixed)

Description: General Scrap metal

Serial Number: \_\_\_\_\_

Age: \_\_\_\_\_ Estimated remaining useful life (years) \_\_\_\_\_

Purchase price: Ø

Estimated Current Value: \_\_\_\_\_

Reasons for making the nomination: \_\_\_\_\_

Selling Scrap mixed metal

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



Signature

Date

**SURPLUS PROPERTY NOMINATION FORM  
CITY OF COVINGTON, TENNESSEE**

DEPARTMENT: \_\_\_\_\_

The following items are hereby nominated for designation as surplus city property pursuant to City of Covington Resolution No. \_\_\_\_\_.

Item: Weed eaters, chain saws, leaf blowers

Description: Mixed lot of used tools

Serial Number: \_\_\_\_\_

Age: UK Estimated remaining useful life (years) \_\_\_\_\_

Purchase price: \_\_\_\_\_

Estimated Current Value: \_\_\_\_\_

Reasons for making the nomination: Dispose of used, parts missing  
outdated tools, All are unusable

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
Signature

10-26-22  
Date

**SURPLUS PROPERTY NOMINATION FORM  
CITY OF COVINGTON, TENNESSEE**

DEPARTMENT: \_\_\_\_\_

The following items are hereby nominated for designation as surplus city property pursuant to City of Covington Resolution No. \_\_\_\_\_.

Item: Vermeer BC180DKL

Description: wood chipper 148 hrs

Serial Number: IVRY131Z5010 04009

Age: 10 Estimated remaining useful life (years) 15-20

Purchase price: \_\_\_\_\_

Estimated Current Value: \$ 20-50,000

Reasons for making the nomination: This is a very large chipper that was purchased for the gasification plant. Since its not being utilized we decided to sell it and not let it just sit unused,

  
Signature

10-26-27  
Date

**SURPLUS PROPERTY NOMINATION FORM  
CITY OF COVINGTON, TENNESSEE**

DEPARTMENT: Public Works

The following items are hereby nominated for designation as surplus city property pursuant to City of Covington Resolution No. \_\_\_\_\_.

Item: 2010 Ford F150

Description: White LWB 169202 miles


Serial Number: 1FTMF1CW7AKA96902

Age: 12 Estimated remaining useful life (years) 0

Purchase price: \_\_\_\_\_

Estimated Current Value: 500<sup>00</sup>

Reasons for making the nomination: Engine blown, Replaced with newer truck

  
Signature

10-26-22  
Date

**SURPLUS PROPERTY NOMINATION FORM  
CITY OF COVINGTON, TENNESSEE**

DEPARTMENT: \_\_\_\_\_

The following items are hereby nominated for designation as surplus city property pursuant to City of Covington Resolution No. \_\_\_\_\_.

Item: Kobota ZG 327

Description: Zero Turn Mower 60" Deck Gas Engine

Serial Number: 53067

Age: 10 years Estimated remaining useful life (years) 0

Purchase price: 10,000

Estimated Current Value: \$ 1000.- 1500

Reasons for making the nomination: Mower was replaced with new  
mower.

Brad King

Signature

10-26-22

Date



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SURPLUS PROPERTY NOMINATION FORM  
CITY OF COVINGTON, TENNESSEE

DEPARTMENT: \_\_\_\_\_

The following items are hereby nominated for designation as surplus city property pursuant to City of Covington Resolution No. \_\_\_\_\_.

Item: 2006 Ford F250 4dr Flatbed

Description: Ford F250 142560

Serial Number: 1FDSW20586E001573

Age: 16 Estimated remaining useful life (years) 0

Purchase price: 18,000

Estimated Current Value: \$ 500-1000

Reasons for making the nomination: Truck was replaced with new one

Brad Lewis

Signature

10-26-22

Date

**SURPLUS PROPERTY NOMINATION FORM  
CITY OF COVINGTON, TENNESSEE**

DEPARTMENT: \_\_\_\_\_

The following items are hereby nominated for designation as surplus city property pursuant to City of Covington Resolution No. \_\_\_\_\_.

Item: Woods BW 180 X 0

Description: 15' Bush hog 1

Serial Number: 1283072

Age: 8 years Estimated remaining useful life (years) \_\_\_\_\_

Purchase price: 15,000

Estimated Current Value: \$1000

Reasons for making the nomination: Mower was replaced with  
new one



Signature

10-26-22

Date



Covington Parks and Recreation

Special Events

790 Bert Johnston Avenue

Covington, TN 38019

# Invoice

**BILL TO:**

**Dickens on the Square**

Downtown Covington Association

Whitney Vanstory

901.734.5566

**DATE**

11.9.22

**INVOICE DUE DATE**

10 Days Prior to event

DESCRIPTION	GL Number	MR Number	QUANTITY	Total Hours	PRICE	AMOUNT
Covington Police Department	110-42100-111	601	2	12	\$30.00	\$720.00
Covington Fire Department	110-42200-111	599	0	0	\$30.00	\$0.00
Fire Extinguisher Usage		604	0	N/A	\$250.00	\$0.00
Covington Public Works	110-43120-111	602	0	0	\$27.00	\$0.00
Public Works Vehicle @Current state rate			0	0	\$000.00	\$0.00
Covington Parks and Recreation	110-44450-111	600	0	0	\$25.00	\$0.00
Race Timing System			0	N/A	\$750.00	\$0.00
City Stage		603	0	N/A	\$1000.00	\$0.00

**\*\* Payment in full is due ten (10) days prior to the event date listed above.**

DESCRIPTION	MR Number	Gross Total	15% of Gross
Gate Fee	604		
Concession Fee	604		

**\*\* Payment in full is due ten (10) days after the event date listed above for gate and concession fees.**

\* If you would like to request a waiver of the above fees from the board of Mayor and Aldermen at the next Finance and Administration Committee meeting (11.15.22), you need to notify Parks and Recreation Director Molly Glass at 901.504.8982 by 11.10.22 at 4pm.

**TOTAL:  
\$720.00**