



A G E N D A
COUNCIL WORK SESSION MEETING
JULY 20, 2020
4:00 P.M.

1. Councilman Discussion Period - Councilman Philip Harris

2. Engineering Department

A. Requests For Stop Signs

Documents:

[ENG - AGENDA ITEM SUMMARY - STOP SIGN REQUESTS.PDF](#)
[ENG - W 1ST VICINITY MAP.PDF](#)
[ENG - W 2ND VICINITY MAP.PDF](#)
[ENG - WEDGEWOOD VICINITY MAP.PDF](#)

B. Beach Walking District - WAS Task Agreement

Documents:

[ENG - COUNCIL MEMO - WAS TASK AGREEMENT WALKING DISTRICT.PDF](#)
[ENG - BEACH WALKING DISTRICT - WAS PROPOSAL.PDF](#)
[ENG - BEACH WALKING DISTRICT MAP.PDF](#)

3. Recreation And Cultural Affairs

A. Authorize Agreement To Host AISA Track And Field Championship

Documents:

[RAC - AGENDA ITEM SUMMARY - AISA TRACK AND FIELD CONTRACT.PDF](#)
[RAC - SC CONTRACT AISA TRACK - 2021 AND 2022.PDF](#)

4. City Administrator

A. Gulf Shores City Schools Phase 3 Improvements

Documents:

[CA - AGENDA ITEM SUMMARY - SCHOOL PHASE 3 PROFESSIONAL SERVICES - BP.PDF](#)

5. Mayor Updates

6. Adjourn



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DATE: July 16, 2020

ISSUE: Request to install additional stop signs at the intersection of West 1st Ave/West 3rd Street, West 2nd Street/West Commerce Ave and Wedgewood Drive/West Fairway Drive.

RECOMMENDATION: Approve installation of Three Way Stop Signs at the intersection of intersection of West 2nd Street/West Commerce Ave and Wedgewood Drive/West Fairway Drive.

Approve installation of Four-Way Stop Signs at the intersection of West 1st Ave/West 3rd Street.

BACKGROUND: The City has received requests from residents at the above three locations to install additional stop signs to address speeding through these neighborhoods. Engineering inspected all three locations and believes the additional stop signs are warranted. The Police Chief has also reviewed this request and concurs with this request.

PREVIOUS COUNCIL ACTION: None

BUDGET IMPLICATIONS: Any expenditures would be absorbed in the existing Streets Division Account 01-563-66510, Traffic Signs/Markers.

RELATED ISSUES: None.

ATTACHMENTS:

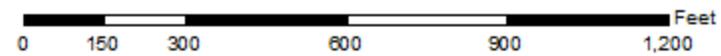
- Vicinity Maps

DEPARTMENT: Engineering, Police

STAFF CONTACT: Mark Acreman, Chief Delmore



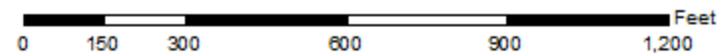
1 inch = 300 feet





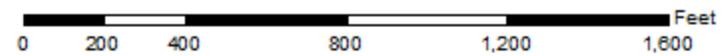
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 City of Gulf Shores
 July 16, 2020

1 inch = 300 feet





1 inch = 400 feet





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DATE: July 16, 2020

ISSUE: Professional Services Agreement from WAS to provide landscape and irrigation design for the Beach Walking District Improvements.

RECOMMENDATION: Approve WAS proposal to provide design services for the landscaping and irrigation systems needed for the Beach Walking District Improvements project in an amount not to exceed \$20,000.

BACKGROUND: The Beach Walking District is one of the City's five action items in our Vision 2025 Strategic Plan and was envisioned "*as a walkable, energetic beachfront district that will attract tourism, stimulate local businesses and encourage business and residential relocation*". Some of the Beach Walking District's key goals of our Vision 2025 Strategic Plan that will be achieved through this project are:

1. Quant, Landscaped Boulevards...
2. Construct a Beachfront that is pedestrian and bike friendly with access to beachfront dining, shopping and entertainment...
3. Rejuvenate the face of our community by enriching the experience to live, work, play...
4. Take advantage of the Gulf Place Public Beach...

PREVIOUS COUNCIL ACTION: Adoption of the Vision 2025 Strategic Plan. Acceptance of the TAP Grant and ACAMP Grants, Embassy Suites Development Agreement, authorize design service for Volkert, Inc.

BUDGET IMPLICATIONS: Out of the \$2,000,000 budgeted in FY 2020, Account #43-879-65540, Beach Walking District, there is \$20,000 budgeted for landscape design services. The City will also receive \$1,900,000 in funding from various sources including a \$640,000 ALDOT TAP Grant for sidewalks, \$60,000 ACAMP Grant for Master Planning the Stormwater System and \$1,200,000 for parking improvements provided through the Embassy Suites development agreement.

RELATED ISSUES: Vision 2025 – Gulf Beach District

ATTACHMENTS:

- Vicinity Map

DEPARTMENT: Engineering

STAFF CONTACT: Mark Acreman

6/30/2020

Mr. Mark Acreman
City Engineer
City of Gulf Shores
1905 W. 1st St.
Gulf Shores, AL 36547



Re: Landscape excellence for Gulf Shores Walking District Streetscape

Dear Mr. Acreman:

WAS Design, Inc. is pleased to provide a proposal for landscape architectural services for your project. We are excited to work on a project as distinctive as yours. We believe that we can deliver landscape architectural services for your project that match this distinctiveness.

We will accomplish this by three basic tenets of our business philosophy – by being progressive, by being responsive, and by being creative. We will progressively attack the problems presented during the project and look at cutting-edge solutions that offer the most value to the budget available. We will responsively meet needs – the needs of the site, the authorities having jurisdiction, and, most importantly, your needs – the client. We will listen and give you what you need and make it better than you expect. Finally, we will creatively design this project. Working on distinctive projects is a hallmark of ours at WAS. Also, our ability to inform the public and government agencies about the benefits of non-cookie cutter development is an additional strength that we offer. We will bring our best efforts to bear on these two fronts for your project. We will give you the best project possible.

We also understand the construction challenges you face. Given the construction experience within our firm, we are well positioned to offer solutions that most effectively achieve the goals for your project.

On the following pages you will find the proposed scope of services and agreement that WAS Design, Inc. intends to provide for your project. We appreciate the opportunity to make this proposal to you. Once you have had a chance to review everything, please feel free to contact me with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad Watkins". The signature is fluid and cursive, with a long horizontal stroke at the end.

Chad Watkins, PLA, ASLA
Principal
lcw

6/30/2020

Mr. Mark Acreman
City Engineer
City of Gulf Shores
1905 W. 1st St.
Gulf Shores, AL 36547

Gulf Shores Walking District Streetscape

Gulf Shores, Alabama

Landscape Architectural Services

I. SCOPE AREAS AND CORRESPONDING ELEMENTS



Figure 1: Project phase area depicted by overlay graphics provided by Volkert

A. Site Landscape Design Elements (includes entry features and amenity areas)

1. Landscape design
 - a) Context-sensitive plant material
 - b) Landscape per city regulations, as applicable
 - c) Landscape area design grading input to Volkert, as needed, to help plant setting and drainage optimizations
2. Irrigation design
 - a) Water-smart irrigation system
 - b) Central-controlled water management
 - c) Irrigation water source determination

V. PRODUCTION AND FEES

A. Coordination and Staffing

WAS Design, Inc. will coordinate the work outlined in this proposal with that of other team consultants. WAS Design, Inc. will attend project meetings as needed, and prepare written comments and supplemental drawings as necessary.

Chad Watkins will be Principal-in-charge of the project, and Dan Majors will serve as Project Manager, responsible for overall job production and the day-to-day scheduling of the Work. Additional professional, drafting and administrative personnel will be assigned to the project as needed.

B. Fee Schedule/Compensation

We propose to provide the services at the fees/rates described below:

<i>Item</i>	<i>Scope of service phase</i>	<i>Amount &</i>	<i>Fee type</i>
A	Schematic Design	\$2,000.00	Fixed fee
B	Construction Documents	\$8,600.00	Fixed fee
C	Bid/Negotiation Assistance	\$1,000.00	Fixed fee
D	Construction Observation	\$3,900.00	Fixed fee
		\$15,500.00	TOTAL
E	General Consulting Services	\$4,500.00	Hourly, not to exceed

C. Standard Hourly Rates

Principal	\$130.00
Landscape Architect I	\$105.00
Staff Designer	\$90.00
Administrative Staff	\$55.00





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Memorandum

Date: July 14, 2020
To: Mayor Craft
City Council
From: Matt Young
Cc: Steve Griffin
Subject: Tri-Party Agreement to Host AISA Track Championship

BACKGROUND: Since 2017 the City of Gulf Shores Sportsplex has successfully hosted the Alabama Independent School Association (AISA) State Track and Field Championship. This event continues to provide a championship experience for high school athletes as well as annual economic benefits to the city through sports tourism. As such, AISA has requested a renewed two year agreement for years 2021 and 2022. After reviewing the agreement with the Sports Commission, we believe this will continue to complement the City's reputation as a premiere site for outdoor State and National Track & Field Championships.

RECOMMENDATION: Authorize the Mayor to sign the tri-party agreement along with AISA and Gulf Shores and Orange Beach Tourism to host the AISA State Track and Field Championship:

April 15-16, 2021
April 14-15, 2022

PREVIOUS COUNCIL ACTION: Council approved the Mayor to sign the 2019 -2020 agreement on July 9, 2018 (Resolution # 6011-18).

BUDGET IMPLICATIONS: Production expenses in the amount of \$2,500.00 are budgeted annually in expense category 01-554-66180 (Tournaments). Concessions revenues to be retained by the City.

ATTACHMENTS: 2021-2022 Tri-Party Agreement

DEPARTMENT: Recreation and Cultural Affairs

STAFF CONTACT: Matt Young, Assistant Director of Recreation & Cultural Affairs



Letter of Agreement

This Agreement is entered into this _____ day of _____ 2020, by and between the City of Gulf Shores (City), the Alabama Gulf Coast Convention & Visitors Bureau d/b/a Gulf Shores & Orange Beach Sports Commission (GSOBSC) and the Alabama Independent School Association (AISA).

1. Term

- 1.1 This Agreement is for hosting the 2021 and 2022 AISA Track and Field State Championship to be held at the Gulf Shores Sportsplex Facilities commencing on May 01, 2020 and ending on April 30, 2022.
- 1.2 The AISA Track and Field State Championship (the Event) will be conducted on the following dates:

April 15 -16, 2021
April 14 – 15, 2022
- 1.3 Any and all references to the term “Parties” in this Agreement will include the City, GSOBSC and AISA.
- 1.4 The Parties hereby agree that AISA grants to the GSOBSC and City an option with the first right of refusal to extend this Agreement to host the 2023 and 2024 AISA Track and Field State Championships. The Parties hereby agree to jointly review the 2021 & 2022 Events by May 31, 2022 and the GSOBSC and City will notify AISA in writing as to the decision on whether or not to exercise the option to extend the contract for the additional period by May 31, 2022.

2. Responsibilities

2.1 The City shall provide each year at no cost to AISA for the Term of this Agreement:

- A. Stadium, staff, and use of The Gulf Shores Sportsplex Facilities which will include:
 1. Stadium seating for 4,000 people
 2. 10-lane straightaway polyurethane track
 3. 8-lane polyurethane track
 4. 3 Pits for long jump and triple jump
 5. A minimum of one area for pole vault and high jump
 6. Separate area for shot put and discus

Agreement - Track & Field State Championship Site
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- B. All set-up services which includes but not limited to:
1. Ticket Tent Area: One (1) 10x10 tent for with two (2) chairs and one (1) trash can
 2. Clerk of Course Area: One (1) table, two (2) trash cans, (2) chairs and two benches for athletes
 3. Finish Line Tent Area: One (1) 10x20 tent with two (2) tables and two (2) chairs for timer & announcer
 4. Awards Area: three (3) awards risers for 1st, 2nd & 3rd places
 5. If requested and needed by AISA - a Merchandise Sales Tent Area: One (1) 10x20 tent with three (3) tables and four (4) chairs
 6. Volunteers Tent Area: One (1) 10x20 tent with one (1) table, ten (10) chairs and one (1) cooler for placing ice and bottled water
 7. Hospitality Area: two (2) trash cans, two (2) coolers for placing ice and bottled water, four (4) tables for separate coaches & officials hospitality areas.
 8. Two (2) large (blue) water coolers, one (1) at the finish line & one (1) at throws area, with ice and water (to be filled and checked each day), two (2) tables to hold water and two (2) 10x10 tents over coolers and tables
 9. Use of two (2) golf carts
 10. Use of storage building for implement weigh-in
 11. Barricades for blocking west side (visitors) of stadium parking
 12. City Signage package for track areas
 13. Map layout of championship site
- C. Grounds crew for daily setup
- D. Custodial services
- E. EMT Paramedic Service
- F. High-speed internet service
- G. Concession operations
- H. Parking

2.2 The GSOBSC shall provide each year at no cost to AISA for the term of this Agreement:

- A. Responsible for the payment of the fee of Two Thousand and no/100 Dollars (\$2,000.00) for the selected Track & Field Local Meet Director. The fee will be paid to the Local Meet Director no later than 30 days after the completion of the event. Meet Director's duties include working with AISA in securing thirteen (13) officials for the meet, assisting with meet schedule changes, working with City regarding set up and necessary equipment needed to run championship, identifying volunteer needs and work with AISA on what this entails, recommendations for timer companies and announcers, hip numbers and making sure the meet stays on schedule.
- B. Provide up to twelve (12) complimentary rooms for a maximum of two (2) nights each during the Event each year at locations determined by GSOBSC for AISA staff and Event officials. These may be hotel rooms and/or condominiums. Each condominium unit bedroom is equal to one room.
- C. The City will provide a "hospitality area" at the stadium which will be located at the storage building. GSOBSC will provide complimentary food and beverage in the "hospitality area" each day of the Event for the AISA staff, officials and team coaches.
 - a. Lunch with bottled water for up to fifty-five (55) people at a maximum value of \$12 per meal/ per person will be provided each day of the event.
 - b. Ten (10) Pizzas will be provided for volunteers each day of the event.
- D. GSOBSC will assist in securing (2) two individuals for ticket sales during the event. AISA will be responsible for payment of all labor costs incurred for ticket sales - see 2.3- B (6).
- E. GSOBSC will secure discounted rates with area hotels and condominium facilities for the Event and these rates will be posted on the GSOBSC website so they will be easily accessible for participating teams and anyone else in need of housing for the Event. Gulf Shores & Orange Beach Tourism and the GSOBSC will work with AISA to promote the accommodations located within the Gulf Shores and Orange Beach lodging tax district in order to meet room usage requirements.
- F. Promote the Event through the GSOBSC website, the Gulf Shores & Orange Beach Tourism website and press releases prepared by the Gulf Shores & Orange Beach Tourism staff.

G. Provide GSOBSC welcome bags for all team coaches participating in the Event.
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2.3 The AISA will provide each year at no cost for the term of this Agreement:

- A. AISA will be responsible for selecting and purchasing at AISA's expense the following items:
 - 1.) State Championship Trophies
 - 2.) Medals
 - 3.) Event Tickets
 - 4.) Signage for event
 - 5.) Overnight security service (if desired)

- B. AISA will be responsible for selecting, scheduling and payment of the following personnel:
 - 1.) Track Meet Announcer
 - 2.) Track Meet Timer
 - 3.) Track Meet Officials
 - 4.) Trainers
 - 5.) Merchandise Company with a City business license
 - 6.) Ticket Sales
 - 7.) AISA staff members on site
 - 8.) Staff/Volunteers for meet operations

- C. Provide a link to the GSOBSC website accommodation packages page and/or host property's website and the City of Gulf Shores website from the AISA website to encourage participants to secure reservations and promote the GSOBSC Sponsors. Promote the GSOBSC and the City on the AISA website and social media channels

3. Revenue Share

- 3.1 All revenue for the Event shall be divided as follows:
 - A. The City shall retain all stadium concessions revenue.
 - B. AISA shall retain all team entry fees, stadium gate and souvenir revenue.

4. Marketing

- 4.1 None of the Parties will make any oral or written representation regarding the service of the other Parties. Each Party will conduct all of its activities under its own name and will not use the other Parties' name or trade name, except as expressly authorized by this Agreement, or with the other Parties' prior written consent.

5. Insurance

- 5.1 The Parties shall maintain in effect at all times during the term of this Agreement commercial general liability insurance in amounts not less than \$1 million for injury or death to one person and \$1 million for property damage.
- 5.2 A minimum of forty-eight (48) hours prior to commencement of the Event, a Certificate of Insurance will be provided evidencing the foregoing. Each Certificate shall name the other Parties as an Additional-Insured. No material change, reduction, cancellation or non-renewal of a party's policy shall become effective until thirty (30) days from the date written notice thereof is actually received by each party. It is the responsibility of the City and GSOBSC to obtain any additional insurance that either of these parties may require.

6. Independent Contractors

- 6.1 It is hereby mutually agreed that all Parties are and will remain independent contractors and are not acting as partners, parties to a joint venture, employer and employee or agents for each other and none of the Parties will have the power to bind the other whatsoever, except as specifically provided by the terms of this Agreement. None of the Parties will make any oral or written representation regarding the service of the other Parties. Each Party will conduct all of its activities under its own name and will not use the other Parties' name or trade name, except as expressly authorized by this Agreement, or with the prior written consent of the other Parties.

7. Limitation of Liability

- 7.1 EXCEPT AS PROVIDED IN SECTION 8.1, IN NO EVENT SHALL ANY PARTY BE LIABLE TO THE OTHER FOR LOST PROFITS OR ANY OTHER CONSEQUENTIAL, SPECIAL, PUNITIVE, EXEMPLARY OR INCIDENTAL DAMAGES, EVEN IF IT HAS BEEN ADVISED OF POSSIBILITY OF SUCH DAMAGES.

8. Indemnification

8.1 The AISA shall indemnify, defend, hold harmless the City and the GSOBSC, their respective officers, employees, and agents with respect to any claim, demand, cause of action, debt, or liability, including reasonable attorney's fees, associated with events and activities for hosting the Event, including reimbursement for excessive damage to the facilities provided.

9. Severability:

9.1 The terms of the Agreement are independent of and severable from each other, and neither this Agreement nor any provision contained herein shall be affected or rendered invalid or unenforceable by virtue of the fact that any other provision or provisions may be judged to be invalid or unenforceable, in whole or in part, for any reason.

10. Assignment

10.1 None of the Parties may assign their interest in the Agreement without the express written consent of the other Parties.

11. Compliance With Law:

11.1 The Parties will comply with all applicable federal, state and local laws and regulations while this Agreement is in force.

12. Entire Agreement

12.1 This Agreement constitutes the entire agreement between the Parties with respect to the written subject matter hereof and supersedes all previous proposals, both oral and written, negotiations, representations, commitments, writings and all other communications between the Parties. It may not be released, discharged or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.



Agreement - Track & Field State Championship Site
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IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed
By their duly authorized as of the _____ day of _____ 2020.

CITY OF GULF SHORES

ATTEST:

Robert Craft, Mayor

Wanda Parris, MMC, City Clerk

GULFSHORES & ORANGE BEACH SPORTS COMMISSION

Herb Malone, President

ALABAMA INDEPENDENT SCHOOL ASSOCIATION

Randy Skipper, Executive Director

Contact Information

City of Gulf Shores
PO Box 299
Gulf Shores, AL 36547

Gulf Shores & Orange Beach Sports Commission
PO Box 457
Gulf Shores, AL 36547

Alabama Independent School Association
Huntingdon College
1500 East Fairview Avenue
Montgomery, AL 36106



SMALL TOWN, BIG BEACH

COUNCIL AGENDA SUMMARY

DATE: July 20, 2020
TO: Mayor, City Council
FROM: Steve Griffin, City Administrator
RE: City School System Phase 3 Improvements Professional Services Contract

ISSUE: Authorize the Mayor to execute contracts for professional services with Walcott Adams Verneuille and Goodwyn Mills and Cawood architectural firms in an amount not to exceed \$313,530

BACKGROUND: In 2019 the City Council awarded design and construction contract(s) and budgeted \$8.8 mill for facility improvements to the Gulf Shores City Schools Campus. - Phase 1 completed improvements included:

- Professional services
- Security, roofing and interior improvements
- General transportation improvements
- New signage
- Installed conduit for signs and camera security
- Additional Middle School teacher parking
- Middle School walkway canopy extensions to the bus loop
- Existing playground safety improvements / mulching
- Roof drain repairs
- Structural bridging of an unmarked sewer line for canopy construction
- Additional High School Parking
- Elementary Gymnasium safety repairs and upgrades
- Handicapped accessible playground equipment
- Bus loop and parking additions
- Middle School courtyard improvements
- Middle School gym and lobby improvements
- Shade sails at elementary outdoor cafeteria eating area
- Overall site drainage improvements
- High School cafeteria freezer cooling unit replacement
- Security camera system linked to both police dispatch and SROs
- Rekeying the school complex

- Sports practice field fencing replacement
- HVAC cleaning and repair
- Roof patching / repair to all school campus buildings
- Elementary and Middle School gym equipment, floor repair and painting
- School system technology / hardware
- Miscellaneous repairs and maintenance

These above listed improvements completed in 2019 totaled only \$8,632,000 of the \$8.8 million budgeted. Therefore, a balance of \$8,368,000 still remains from the City's \$17 million series 2020 –B GO Warrant's proceeds.

The Gulf Shores High School gymnasium and locker rooms had not been expanded since they were originally built by Baldwin County Schools in 1998 and it became apparent when Gulf Shores City Schools began operations that the existing GSHS gymnasium facilities were inadequate to provide for the needs of physical education students, boys and girls student-athletes, and practice/competition space for many overlapping sports throughout the year. Accordingly, the Gulf Shores City Council, at its regular meeting June 22, 2020, approved a Phase 2 construction contract with Rolin Construction, Inc. in an amount not to exceed \$4,653,724 that included:

- a new practice gym,
- athletic training space,
- locker room additions and renovations,
- lobby & ticketing area,
- office and restroom expansion,
- refinishing the existing gym floors,
- new bleachers, graphics, plumbing, and new fire protection systems in the existing gymnasium.

The new gymnasium will serve as a multipurpose space to better accommodate practice and competition needs for all sports.

The City School Board eased immediate overcrowding concerns at Gulf Shores Elementary prior to the 2019-20 school year by shifting 6th grade to Gulf Shores Middle. However, continued enrollment growth and the addition of new pre-K classes at GSES necessitate the construction of additional classroom capacity.

Recently, a committee comprised of school board members, school system administrators, and city administrators, interviewed four architectural firms that submitted proposals for the addition of classrooms to the elementary campus. The committee recommended to the superintendent that the Walcott Adams Verneville and Goodwyn Mills and Cawood architectural firms be chosen to coordinate the addition of classrooms.



SMALL TOWN, BIG BEACH

RECOMMENDATION: Recommend the Council authorize the Mayor to execute a contract with Walcott Adams Verneulle and Goodwyn Mills and Cawood architectural firms to provide architectural / professional services for the Phase 3 school improvements.

BUDGET IMPLICATIONS: The Council will need to formally amend its 2020 Budget to provide an estimated \$3.3 million dollars for architectural services, as well as construction contracts for these Phase 3 improvements from the City's \$17 million series 2020 –B GO Warrant's proceeds. You should also be advised that the School Superintendent has estimated that an additional \$2.4 million is anticipated to be received by years end from the recently passed State School Bond for school construction projects.

RELATED ISSUES: Other school and classroom improvements and facility expansions needed to accommodate the City School System's continued growth are concurrently under review by the City School Board.

ATTACHMENTS: None

DEPARTMENT: Executive Department

STAFF CONTACTS: Steve Griffin, City Administrator
Blake Phelps, Economic Development Coordinator
Noel Hand, Public Works Director
Matt Akin, Gulf Shores School Superintendent