



Board of Mayor and Aldermen
Meeting Notice

Town Hall
334 Atoka-Munford Avenue
Wednesday, October 19,
2022
6:30 p.m.

The Board of Mayor and Aldermen of the Town of Atoka, Tennessee will continue a recessed meeting on Wednesday, October 19, 2022, at 6:30 p.m.

The meeting will be held at Town Hall - 334 Atoka-Munford Avenue.

The public is encouraged to attend.

Meeting Agenda

- I. Call to Order & Roll Call**
- II. Old Business - None**
- III. New Business –**
 - a. Resolution – ARPA Grant Funds Exhibit A
 - b. Qualifications for ARPA Investigation, Planning and Design Services Exhibit B
- IV. Adjourn**

RESOLUTION NO. _____

A RESOLUTION APPROVING TIPTON COUNTY AS THE LEAD APPLICANT ON THE COLLABORATIVE TDEC APPLICATION UTILIZING THE FUNDS ALLOCATED TO THE TOWN OF ATOKA FROM THE FEDERAL AMERICAN RESCUE PLAN ACT

WHEREAS, certain funds have been authorized and appropriated by the federal American Rescue Plan Act (ARP) to be used for eligible drinking water, wastewater, or stormwater projects. The Tennessee Department of Environment and Conservation (TDEC) has been designated to administer these funds; and

WHEREAS, ARP guidelines stipulate that “Project Owners are those entities that may execute projects. Project owners must operate a drinking water or wastewater system or a permitted stormwater system or execute a project on behalf of a drinking water or wastewater system or a permitted stormwater system”; and

WHEREAS, the Town of Atoka owns and operates a drinking water or wastewater system or a permitted stormwater system that provides services to area residents and businesses; and

WHEREAS, Tipton County, as the lead applicant for this project, desires to submit a TDEC ARP application that provides regional benefits on behalf of Atoka, Brighton, Munford and Mason; and

WHEREAS, TDEC has appropriated \$1,187,662.31, in non-competitive ARP funds to the Town of Atoka to be used for eligible water, sewer, and stormwater needs.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF ATOKA, TENNESSEE as follows:

SECTION 1. With Tipton County being the lead applicant on the TDEC application, the Town of Atoka agrees to collaborate with Tipton County using \$1,187,662.31 of the Town’s allocation to Tipton County, to be used for water and/or wastewater system improvements as allowed by the TDEC ARP grant guidelines as further set forth in Exhibit A hereto (specifically, to be used for 1) lagoon planning, expansion and construction; 2) pumping station and relay station, 3) force main pressure study, and 4) I & I study on Atoka’s existing wastewater collection system)).

SECTION 2. The Town of Atoka hereby pledges its share of the matching funds as required to complete the projects set forth in Exhibit A hereto as regional wastewater expansion projects that benefit the Town of Atoka.

SECTION 3. By collaborating, the Town of Atoka, as owner of the utility, agrees to coordinate with the County on contractual agreements with engineers, contractors, and any other parties necessary to carry out the projects set forth above and Exhibit A.

SECTION 4. Tipton County, as lead applicant, agrees to be responsible for the application process; administration; reporting; and contractual agreements with administrators, and any other parties necessary to carry out the projects as set forth above and Exhibit A.

SECTION 5. The Mayor of Atoka is hereby authorized to execute assurances and agreements, as necessary, to carry out the projects as set forth above and Exhibit A.

PASSED by the Board of Mayor and Aldermen of the Town of Atoka, Tennessee this 19TH day of October 2022.

W. Daryl Walker, Mayor

ATTEST:

Deborah Pickard, Town Recorder

EXHIBIT "A"

1 OF 2

**PROJECT PROBABLE COST
TDEC-ARPA NON-COMPETITIVE GRANT**

Project	w/a	Cost	City	% Alloc	Attributable	Planning	Total
Lagoon Expansion Construction	77.16%	\$8,186,533.00	Atoka	88.68%	\$7,484,687	\$100,000	\$7,584,687
+ Administration Exp		\$253,574.00	Brighton	11.32%	\$955,420	\$237,000	\$1,192,420
<i>(split based on % over capacity see note pg 2)</i>		\$8,440,107.00			\$8,440,107	\$337,000	\$8,777,107
Pumping Station/Relay Station	19.32%	\$2,050,199.00	Atoka	11.70%	\$247,303		\$247,303
+ Administration Exp		\$63,504.00	Brighton	10.00%	\$211,370		\$211,370
<i>(split based on contractual capacity)</i>			Munford	78.30%	\$1,655,029		\$1,655,029
		\$2,113,703.00			\$2,113,703		\$2,113,703
Force Main Pressure Study	3.52%	\$372,935.00	Atoka	11.70%	\$44,985		\$44,985
+ Administration Exp		\$11,551.00	Brighton	10.00%	\$38,449		\$38,449
<i>(split based on contractual capacity)</i>			Munford	78.30%	\$301,053		\$301,053
		\$384,486.00			\$384,486		\$384,486
TOTAL COST		\$10,938,296.00			\$10,938,296		\$11,275,296

FUNDING				
		Grant Portion (see page 2)	\$7,068,679	\$7,068,679
		Matching Funds (see page 2)	\$706,868	\$706,868
		Unfunded Portion	\$3,162,749	\$3,499,749
			\$10,938,296	\$11,275,296

Distribution of Unfunded Portion to each project (using project cost weighted average)

Lagoon (77.16% of unfunded)	\$2,440,377	\$337,000	\$2,777,377
Pump/Relay Station (19.32% of unfunded)	\$611,043		\$611,043
Force Main Study (3.52% of unfunded)	\$111,329		\$111,329
	\$3,162,749	\$337,000	\$3,499,749

Unfunded Responsibility to each city

using total cost attributable to each city (see page 2)				
		Atoka	\$2,248,644	\$2,348,644
		Brighton	\$348,488	\$585,488
		Munford	\$565,617	\$565,617
			\$3,162,749	\$3,499,749

Matching Funds Breakout (from page 2)

10% of own allocation plus	Atoka	\$268,343	\$268,343
10% of Tipton County allocation plus	Brighton	\$184,963	\$184,963
	Munford	\$253,561	\$253,561
		\$706,868	\$706,868

Total Cash Responsibility Each City

<i>includes matching funds plus unfunded responsibility (pg2)</i>		Atoka	\$2,516,987	\$2,616,987
		Brighton	\$533,451	\$770,451
		Munford	\$819,179	\$819,179
			\$3,869,617	\$4,206,617

EXHIBIT "A"

2 OF 2

**Distribution of Unfunded Portion
& Matching Funds**

Distribution of Unfunded Portion	w/a	Cost	City	% Alloc	Attributable	Planning	Total
Lagoon Expansion Construction	77.16%	\$2,440,377	Atoka	88.68%	\$2,164,126	\$100,000	\$2,264,126
		\$0	Brighton	11.32%	\$276,251	\$237,000	\$513,251
		<u>\$2,440,377</u>			<u>\$2,440,377</u>	<u>\$337,000</u>	<u>\$2,777,377</u>
Pumping Station/Relay Station	19.32%	\$611,043	Atoka	11.70%	\$71,492		\$71,492
		\$0	Brighton	10.00%	\$61,104		\$61,104
			Munford	78.30%	\$478,447		\$478,447
		<u>\$611,043</u>			<u>\$611,043</u>		<u>\$611,043</u>
Force Main Pressure Study	3.52%	\$111,329	Atoka	11.70%	\$13,025		\$13,025
		\$0	Brighton	10.00%	\$11,133		\$11,133
			Munford	78.30%	\$87,170		\$87,170
		<u>\$111,329</u>			<u>\$111,329</u>		<u>\$111,329</u>
TOTAL COST		<u>\$3,162,749</u>			<u>\$337,000</u>	<u>\$3,499,749</u>	

UNFUNDED PORTION ATTRIBUTABLE TO EACH CITY

(added attributable amounts from above for each city)

Atoka	\$2,248,644	\$100,000	\$2,348,644
Brighton	\$348,488	\$237,000	\$585,488
Munford	\$565,617		\$565,617
	<u>\$3,162,749</u>	<u>\$337,000</u>	<u>\$3,499,749</u>

Match Funds Break-out

Municipal Matches

10% of each city's original TDEC allocation

	Allocation	Matching 10%	TOTAL MATCHING FUNDS DUE
Atoka	\$1,187,662	\$118,766	
Brighton	\$818,630	\$81,863	
Munford	\$1,122,239	\$112,224	
	<u>\$3,128,531</u>	<u>\$312,853</u>	

Tipton County Match Portion

10% of each city's county allocation

(see Tipton County Allocation Spreadsheet)

Atoka	\$1,495,771	\$149,577	\$268,343
Brighton	\$1,031,002	\$103,100	\$184,963
Munford	\$1,413,375	\$141,338	\$253,561
	<u>\$3,940,148</u>	<u>\$394,015</u>	<u>\$706,868</u>

Funding

	Grant Funds	Matching Funds	Unfunded	Total Funds
Totals	\$7,068,679	\$706,868	\$3,499,749	<u>\$11,275,296</u>

NOTES:

Lagoon Split

4.85% over res capacity Brighton	4.85%
38% over res capacity Atoka	38.00%
based on estimated current use	<u>42.85%</u>

Conversion

	11.32%
	<u>88.68%</u>
	100.00%



October 17, 2022

Marc Woerner, CMFO
Town Administrator
Town of Atoka
334 Atoka-Munford Ave.
Atoka, TN 38004

RE: ARPA Investigation, Planning and Design Services

Marc, thank you for this opportunity to assist the Town with the investigation, planning, design, and on-site inspection of any construction activities associated with the use and allocation of Federal and TDEC ARPA monies. It is our understanding that SSR will assist the Town with identifying potential projects, working with the Town to get the chosen projects submitted to the Tennessee Department of Environment and Conservation (TDEC) by the stated deadlines. Once projects have been reviewed and approved by TDEC, SSR will assist the Town with survey, and design services to develop plans to get the chosen projects out to bid. Once these projects are under construction SSR will assist the Town with on-site inspection, and record keeping as required by the grant and desired by the Town. It is anticipated that the application related services will be for about 1 month with possible questions from TDEC to follow, then through 2026 for design and construction execution of the identified projects. Since the final project list is not known at this time SSR proposes to set this project up as a cost-plus expense's basis. We will use our currently hourly rate and mileage rates. Also, because the final project list is not known we will estimate the budget for the project. If the effort required is less than the estimated budget amount then we will not spend all of the budgeted funds on engineering and those funds can be shifted to construction items for Atoka. If it is more than what is budgeted, then SSR reserves the right to request additional services in writing before commencing work on those services that will result in the budget being exceeded.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed for mutually agreed upon fees. These services include:

- 1) Projects or services that result in hours in excess of the remaining budget for this task.
- 2) Services that require subconsultants, geotechnical, environmental, or other whose services are not part of SSR's current service lines.
- 3) Additional tasks beyond the ones outlined above.

Information Provided by Client

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by SSR during the project, including but not limited to the following:

- 1) Existing plans, surveys, reports, and pertinent background information to perform said duties.
- 2) Final decision on what projects will be used to apply for the TDEC ARPA funds will be provided by the Town.

Schedule

The schedule to begin will be mutually agreed upon and will be completed as expeditiously as practicable. Projects applications will have to be submitted to TDEC by the funding deadlines as published by TDEC.

Fee and Billing

SSR will provide the above services on a cost-plus expenses basis using our current contract hourly rates with a total estimated fee based on the scope of the project as we now understand it.

Total Estimated Fee: **\$250,00.00**

Total Fee: \$250,000

Payment is due upon receipt of the invoice.

We look forward to working with you. If you have any questions, please feel free to contact us.

Respectfully,



Ben Ledsinger PE
Principal
Smith Seckman Reid, Inc.