

New Materials | February 2023
 MTAS Research and Information Center



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<p>Change of Subcontractor Listed on Bid When Bid Exceeds \$25,000. Stephanie O’Hara. MTAS Legal Consultant Stephanie O’Hara responded to a request from a Tennessee city for information about how to make a change in the selected subcontractor when the bid exceeds \$25,000.</p>	<p>Legal opinion</p>	<p>Download</p>
<p>Christiana Fire Department Insurance Office Audit Report MTAS Review. Steve Cross. MTAS Fire Consultant Steve Cross reviewed the ISO rating for the Christiana Fire Department and made suggestions for the future.</p>	<p>Report/Study</p>	<p>Download</p>
<p>Fire Hydrants and Potential Fees in Municipal Water Systems. Steve Cross. The State of Tennessee Fire Marshal’s Office requested assistance in answering customer questions regarding municipal water systems and fire hydrant fees. According to the M1 Manual of Water Supply Practices published by the American Water Works Association, there are three approaches to allocating the costs associated with fire protection in municipalities.</p>	<p>Report/Study</p>	<p>Download</p>
<p>MTAS Purchasing Guide and Sample Purchasing Procedures 2023. Stephanie O’Hara, et al. Tennessee has many general laws that govern purchasing by municipalities including the 1983 Municipal Purchasing Law, the Competitive Sealed Proposals provisions under T.C.A. § 12-3-1207, the Contracts for Professional Services provisions under T.C.A. § 12-3-1209 and § 12-4-107, the Interlocal Cooperation Act, the Iran Divestment Act, etc. The MTAS Purchasing Guide provides a general overview and citations for those general laws, and the accompanying MTAS Sample Purchasing Procedures contain best practices for implementing the state and federal regulations.</p>	<p>General</p>	<p>Download</p>

<p>Reference Checking Questions. Honna Rogers. The document included here is a list of sample questions a municipal employer could use when checking references for a potential hire.</p>	<p>Form</p>	<p>Download</p>
<p>Resources for Developing a Municipal Cybersecurity Policy. Angie Carrier. MTAS recommends the following resources for developing your municipality’s cybersecurity policy.</p>	<p>General</p>	<p>Request</p>
<p>Signal Mountain Fire Department Study. Steve Cross. MTAS Fire Consultant Steve Cross authored this analysis of the Signal Mountain Fire Department and offered recommendations for governance, staffing, and organizational structure.</p>	<p>Report/Study</p>	<p>Download</p>
<p>Smithville Fire Rescue Fire Station, Staffing and Apparatus Deployment Study. Steve Cross. This report is an analysis of the Smithville Fire Department stations, equipment and personnel levels and recommendations for the future.</p>	<p>Report/Study</p>	<p>Download</p>
<p>Town Manager Interview Questions – Council. Honna Rogers. This set of questions was created for a Town Council to use when searching for a new Town Manager.</p>	<p>Form</p>	<p>Download</p>