



CITY OF GERMANTOWN

TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815
Phone (901)757-7200 Fax (901)757-7292 www.germantown-tn.gov

Board of Mayor and Aldermen Meeting

Monday, January 12, 2015 – 6:00 p.m.
Council Chambers – Municipal Building

1. Call To Order
2. Invocation
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Youth Excellence Award
7. Teacher of Month
8. Citizens to be Heard

BEER BOARD

9. Public Hearing – Walgreen's - 7790 Wolf River Blvd. – Off Premise
10. Public Hearing – Walgreen's – 7650 W. Farmington Blvd. – Off Premise
11. Public Hearing – Walgreens – 9325 Poplar – Off Premise

BOARD OF MAYOR AND ALDERMEN

12. LPRF Grant Acceptance
13. Service Pistol Purchase
14. Municipal Tennis Lighting Control - Purchase.
15. Municipal Tennis Lighting Control – Installation
16. E-mail System Annual Maintenance & License
17. Printing and Mailing Services
18. **CONSENT**
 - a. Rejection of Bids - Cured In Place Pipe Sewer Rehabilitation Contract
 - b. Purchase of Power Hawk Electric Rescue Equipment – Fire Dept.
19. Selection of Applicant to fill the Position #3 Alderman

The City of Germantown complies with the American with Disabilities Act. Should you need accommodations for this meeting, please call 757-7200 at least 48 hours in advance of the meeting.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: Approval of Minutes

INTRODUCTION:

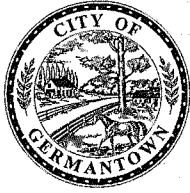
The purpose of this agenda item is to approve the minutes of the Board of Mayor and Aldermen Meeting held December 8, 2014 and the Special Called Meeting held December 16, 2014.

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve the minutes of the Board of Mayor and Aldermen Meeting held December 8, 2014 and the Special Called Meeting held December 16, 2014.

BOARD ACTION: _____ **MOTION BY:** _____ **SECONDED BY:** _____

VOTE/TOTAL	BARZIZZA	GIBSON	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015
FROM: Patrick J. Lawton, City Administrator *PJL*
SUBJECT: December 2014 Youth Excellence Award

The December 2014 Youth Excellence Award winner is Miss Kelsey Stevenson, a senior at Houston High School. She is the daughter of Brian and Kathy Stevenson.

Kelsey's nominator describes her as a composed, polished, intelligent young woman who exhibits unusual maturity and drive. At the time of her nomination, Kelsey was ranked as the Salutatorian of her class of 420 students, is an AP Scholar of Distinction and has taken the most challenging courses that Houston High has to offer. Kelsey is well regarded by her peers and HHS faculty.

In addition to achieving academic excellence, Kelsey was a member of the varsity track and cross country teams until this year when she was sidelined by an injury. Unwilling to give up the sport completely, she started the Running Club as a way to continue running in a less demanding way. Kelsey also gives her time to tutor students who are struggling in Spanish, a subject in which she has won one silver and two gold and medals over the past three years. She is active in the HHS Spanish Society and is a member of the National Honor Society, Beta Club, ACT 30 and Above Club and numerous other honor societies.

Kelsey has spent many hours participating in community service projects. Her main project for the Honors Academy was organizing a week-long math program for rising third grade students last summer. She also volunteers with the youth program at her church, at the St. Just Children's Hospital Golf Tournament, with the Mid South Food Band and for Habitat for Humanity.

In recognition of her commitment to excellence, the Germantown Education Commission is proud to present Kelsey Stevenson with the Germantown Youth Excellence Award.

PREPARED BY: Stacey Ewell
Stacey Ewell, Assistant to the City Administrator



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015

FROM: Patrick J. Lawton, City Administrator *PL*

SUBJECT: November 2014 Teacher of the Month

The December 2014 Teacher of the Month is Mr. Steven Reeder, Chairman of the social studies department at Germantown High School. He teaches Advanced Placement U.S. Government, AP U.S. History and Honors World History.

A 1991 graduate of Germantown High himself, Mr. Reeder has devoted his time to continuing the excellence that GHS enjoyed while he was a student. He serves as a coach for the freshman and varsity football teams and has used this experience to integrate himself with the student body. He can also be seen at other sports games and Poplar Pike Playhouse productions where the kids see that he cares enough to watch them perform.

Mr. Reeder teaches a variety of subjects, allowing him to be involved with students in all four grade levels. He undertook the responsibility of teaching AP U.S. History this year without question and immediately began working to make the class as strong as it ever was. He has served as a member of the School Improvement Plan team and worked tirelessly to make his school one of the best.

Outside of school Mr. Reeder spends countless hours at Germantown Baptist Church where he works with young people in ASANA, participates in the music conservatory and assists with other church activities.

Mr. Reeder, please accept our appreciation for your commitment to Germantown students. Your award is sponsored by Dr. Lyle Muller.

PREPARED BY: Stacey Ewell

Stacey Ewell, Assistant to the City Administrator



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2014

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: PUBLIC HEARING – BEER PERMIT APPLICATION – Walgreens. – 7790 Wolf River Blvd.

INTRODUCTION:

The Board will be sitting as the Beer Board.

The City has received a request from Walgreens, for a permit to sell beer for off-premise consumption at Walgreens, located at 7790 Wolf River Blvd..

BACKGROUND:

A copy of the permit application is attached along with a copy of the police department's record check of Ms. Ceceli Xavier District Manager. According to the police report, nothing has been found to discredit the applicant.

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve (deny) the request from Ceceli Xavier, District Manager of Walgreens, for a permit to sell beer for off-premise consumption at Walgreens, located at 7790 Wolf River Blvd..

BOARD ACTION: MOTION BY: SECONDED BY: _____

VOTE/TOTAL	BARZIZZA	GIBSON	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2014

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: PUBLIC HEARING – BEER PERMIT APPLICATION – Walgreens. – 9325 Poplar Ave.

INTRODUCTION:

The Board will be sitting as the Beer Board.

The City has received a request from Walgreens, for a permit to sell beer for off-premise consumption at Walgreens, located at 9325 Poplar Ave.

BACKGROUND:

A copy of the permit application is attached along with a copy of the police department's record check of Ms. Ceceli Xavier District Manager. According to the police report, nothing has been found to discredit the applicant.

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve (deny) the request from Ceceli Xavier, District Manager of Walgreens, for a permit to sell beer for off-premise consumption at Walgreens, located at 9325 Poplar Ave.

BOARD ACTION: _____ **MOTION BY:** _____ **SECONDED BY:** _____

VOTE/TOTAL	BARZIZZA	GIBSON	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: LOCAL PARKS AND RECREATION FUND GRANT

INTRODUCTION:

The purpose of this agenda item is to accept a Local Parks and Recreation Fund matching grant for \$208,000.00 from the Tennessee Department of Environment and Conservation and to authorize the Mayor to enter into an agreement with the State of Tennessee to construct a multiuse activity center at the Bobby Lanier Farm Park. The Parks and Recreation Department will manage the terms of the agreement.

BACKGROUND:

During the FY15 Capital Budget development process, the Board of Mayor and Aldermen approved \$951,000.00 to complete much needed site infrastructure components of the Bobby Lanier Farm Park Master plan and to match the shared cost of reconstructing the existing hay barn into a new multiuse activity center as a part of a 2014 LPRF Grant application. The grant application was approved by the Tennessee Department of Environment and Conservation in August 2014 for the full request of \$208,000.00 or half of the \$416,000.00 budgeted cost of the building. The new site amenity will support the overall function of the Farm Park and be used for a variety of public functions including: educational programs and activities; farmer's market and food demonstrations; gathering space for partners; community events and expos; pavilion space for visitors; and community rentals.

The balance of the overall project budget totaling \$535,000.00 will include: public utility installations (sewer, plumbing, electrical and gas), site lighting, and improved site access - parking lot redesign at Cloyes Soccer facility, which also serves the Farm Park.

DISCUSSION:

The City of Germantown has received funding from this grant source for other city park projects in the recent past for such projects as improvements to sports facilities, greenway development and the construction of the playground at Dogwood Park. Staff is familiar with the administrative management of the grant. The grant contract agreement requires that the City complete the project in full, allow the state to conduct a final project inspection, and then submit a reimbursement request to the state for the grant amount of \$208,000.00.

VISION 2020:

This action supports several guiding principles contained in Vision 2020 including top quality parks with a variety of amenities.

ATTACHMENTS:

Project Plan Images
Local Parks and Recreation Fund Grant Contract

BUDGET AND STAFFING IMPACT:

The Director of Parks and Recreation will provide grant administration and management. As funding has already been approved in the FY15 budget, no additional resources are required to fulfill the grant requirements and obligations.

Prepared by: Pam Beasley
Director of Parks and Recreation

Reviewed by: Ralph Gabb
Ralph Gabb, Finance Director

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To authorize the Mayor to enter into an agreement with the State of Tennessee in the amount of \$208,000.00 for the construction of a multiuse activity center at the Bobby Lanier Farm Park.

BOARD ACTION: MOTION BY:

SECONDED BY:

VOTE/TOTAL	BARZIZZA	GIBSON	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015
FROM: Patrick J. Lawton, City Administrator *PJL*
SUBJECT: PISTOLS AND ACCESSORIES FOR POLICE DEPARTMENT

INTRODUCTION:

The purpose of this agenda item is to request authorization to purchase one-hundred forty (140) Heckler & Koch P30 40SW service pistols, holsters and weapon lights for Police personnel from Dillard Security Services for the amount of \$99,658.51.

BACKGROUND:

The current handgun being utilized by the Police Department was purchased in 2000 (85) weapons and in 2007 (37) weapons purchased when the reserve officers were added making the majority of the handguns over 14 years old. This purchase of the new H&K P30 handgun will replace weapons that have had between 5,000 and 12,000 rounds fired along with the night sights that are beginning to need replacement. With the purchase of the handgun there will be a standardized holster and weapon light for each weapon. This standardization of weapon's, holsters and lights also will enhance officer safety.

DISCUSSION:

Police staff thoroughly vetted the type of pistol to be used by the department. These specifications and requirements were included on the bid documents. The bid was advertised on the City's website and e-mail notification was sent to 821 vendors. The three (3) bids received were as follows:

Dillard Security Services	\$ 99,658.51
Proforce Law Enforcement	\$123,968.60 (without holster or trade-in)
Saws Inc.	\$115,410.00

VISION 2020:

This purchase supports the Vision 2020 Public safety Goal Plan 1 & 3 and objectives people are safe and feel secure and the objectives of having the right equipment and resources to handle the emergency response and City Services and Financial Goal 22 of investing in maintaining and upgrading the City's facilities and infrastructure.

ATTACHMENTS:

Bid Analysis sheet

PISTOLS AND ACCESSORIES FOR POLICE DEPARTMENT

January 12, 2015

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BUDGET AND STAFFING IMPACT:

Source of Funding:

<u>Fund</u>	<u>Line Item No.</u>	<u>Dept.</u>	<u>Line Item Description</u>	<u>Budget Balance</u>	<u>Recommended Expenditure</u>
Other Assets	010-2010-421.94-90	Police	Handguns IR1532	\$140,000.00	\$99,658.51

PREPARED BY: Michael C. Berkes

Michael C. Berkes, Captain

REVIEWED BY: Richard L. Hall

Richard Hall, Chief

REVIEWED BY: Lisa A. Piefer

Lisa A. Piefer, Procurement Director

REVIEWED BY: Ralph J. Gabb

Ralph J. Gabb, Finance Director

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To purchase 140 Heckler & Koch P30 40SW service pistols, Streamlight weapon lights, Safailand Holsters and light holsters from Dillard Security Services in the amount of \$99,658.51.

BOARD ACTION:

MOTION BY:

SECONDED BY:

<u>VOTE/TOTAL</u>	<u>BARZIZZA</u>	<u>GIBSON</u>	<u>OPEN</u>	<u>OWENS</u>	<u>JANDA</u>	<u>PALAZZOLO</u>
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015
FROM: Patrick J. Lawton, City Administrator *PJL*
SUBJECT: Sports Lighting Controls - Purchase

INTRODUCTION:

The purpose of this agenda item is to request authorization to purchase sports lighting controls and for the Mayor to enter into a ten-year central service center support agreement along with a ten-year full warranty and maintenance contract for the requested lighting controls with Musco Lighting Systems in the amount of \$31,475.00.

BACKGROUND:

As part of the FY15 CIP Budget, funding was approved to proceed with sports lighting control improvements. The lighting controls will be installed at Municipal Park Tennis Courts and Houston Levee Park Tennis Courts. Since the original installation of the sports lighting, the lights have been controlled by timers. These controls will be energy efficient and also reduce lighting repairs. After the sports lighting controls are purchased, installation will be performed under a separate contract with a manufacturer's approved electrical contractor. The lighting controls installation is scheduled during the third quarter of FY15 when these facilities will have less night time use.

DISCUSSION:

The web-based lighting controls of choice are from Musco, which provides a ten-year central service center along with ten-year equipment warranty, are available for purchase through the National Joint Powers Alliance (NJPA). However, this is an opportunity for the City of Germantown to purchase the lighting controls direct from Musco and then acquire installation from an electrical contractor. Musco has provided the cost to purchase the web-based lighting controls at Municipal Park Tennis Courts will be \$14,375.00 and at Houston Levee Park Tennis Courts will be \$17,100.00 for a total of \$31,475.00. By purchasing the controls directly from the manufacturer, the cost will be reduced to City of Germantown rather than paying mark-up cost to an electrical contractor. This method of cost savings has been used for other sports lighting projects.

VISION 2020:

TOP-QUALITY FACILITIES AND INFRASTRUCTURE - City facilities are designed for operating effectiveness and long-term sustainability. In addition, public facilities should remain attractive and inviting for public use. Reynold Douglas the General Services Director will oversee the projects.

BUDGET AND STAFFING IMPACT:

SOURCE OF FUNDING:

<u>Fund</u>	<u>Line Item No.</u>	<u>Dept.</u>	<u>Line Item Description</u>	<u>*Budget Balance</u>	<u>Recommended Expenditures</u>
CIP	041-4225-455.93-01 RF1501	Recreation	Other Assets	\$50,000.00	\$31,475.00



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015
FROM: Patrick J. Lawton, City Administrator *PJL*
SUBJECT: Sports Lighting Controls - Installation

INTRODUCTION:

The purpose of this agenda item is to request authorization for the Mayor to enter into an installation contract for tennis lighting controls with American Electrical Contractors, Inc. in the amount of \$16,560.00.

BACKGROUND:

As part of the FY15 CIP Budget, funding was approved to proceed with additional sports lighting upgrades. The City will purchase web-base controls from Musco Lighting. American Electrical Contractors, Inc. is a manufacturer's approved lighting control installer and is in good standing with the City of Germantown from previous electrical projects. Municipal Park tennis courts and Houston Levee Park tennis courts will receive lighting control upgrades. The lighting control installation will be scheduled during the third quarter of FY15. The tennis courts will remain available for day use during the project.

DISCUSSION:

As part of the City of Germantown's ongoing sports lighting improvement program, facilities are evaluated and prioritized for upgrades. For this fiscal year, three tennis facilities at the following parks were included in the formal bid process: Municipal, Houston Levee, and Dogwood. Municipal tennis and Houston Levee tennis are being recommended to receive the lighting control installations due to the evening and night use by various user groups. The installation cost at Municipal tennis is \$8,670.00 and at Houston Levee tennis is \$7,890.00 for a total of \$16,560.00. The cost also includes making all of the existing electrical services code compliant. Web-based automated controls have been installed for Bob Hailey Baseball lighting and Johnson Road Soccer lighting. Musco Lighting System has been installed at C.O. Franklin Park, Cameron-Brown Park, Germantown Charity Horse Arenas, Farmington Soccer Fields, Riverdale Softball Field, and Germantown Soccer Plex.

The bid was advertised on the City's website, sent to plan houses, and e-notifications were sent to eight hundred twenty vendors. Four electrical contractors attended the pre-bid meeting and three bid packets were received. See attached analysis sheet.

VISION 2020:

General Services is committed to providing updated and energy efficient lighting at all sports facilities. This project will better serve night users of the tennis courts, along with conserving energy. These attributes support the City's Vision 2020 goal of providing service excellence. Reynold Douglas the General Services Director will oversee the projects.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: EMAIL SYSTEM ANNUAL MAINTENANCE AND LICENSING

INTRODUCTION:

The purpose of this agenda item is to request the Board's authorization to renew the annual maintenance and licensing for Google Apps for Government in the amount of \$22,153.80 from Onix Networking.

BACKGROUND:

The previous email system was installed 10 years ago. Since installation, there was no significant software upgrade and the hardware was approaching end of life. Reliability of the system had become questionable. Over the last 10 years, providing various ways for citizens to communicate with the City of Germantown has become commonplace and the reliability of that service a must.

Using email as a method of communication between citizens, staff and elected officials has allowed the City to adapt to current technology. Employee Survey results and employee focus groups noted the need for additional email accounts throughout City departments to aid in better communication city-wide. This request for funding would provide email accounts for all full-time employees along with additional package incentives unavailable under the current system.

On January 14, 2013 the Board of Mayor and Aldermen approved the implementation of Google Apps for Government.

DISCUSSION:

Google Apps for Government is a robust, secure "Cloud" based product developed specially for governments. It provides secure access from anywhere without the requirement of a mobile device. In addition to email information account users will also be able to access calendar and contact information.

Added benefits are:

- Overall cost reduction
- Eliminating older technology
- Seamless integration with various systems
- Streamline collaboration efforts among employees
- Google Docs (Documents, spreadsheets, and presentations. in real-time without attachments.)
- Group calendars
- Meeting facility calendars
- Disaster recovery
- Search/archive capability

EMAIL SYSTEM ANNUAL MAINTENANCE AND LICENSING

January 12, 2015

Onix Networking holds GSA Schedule number GS-35F-5519H and has been verified by the Procurement Staff. The City utilizes statewide contracts or cooperative purchasing agreements to purchase services or products saving considerable time and resource savings for participating member agencies. This process also streamlines contracting and maximizes efficiencies.

Onix Networking provided a complete turnkey project that included the first year's licensing; implementation; data migration; configuration; and training. Annual expenses will vary based upon the number of user licenses. Current licenses are projected to be 455 users with an annual expense of \$22,153.80.

BUDGET AND STAFFING IMPACT:

Source of Funding:

Fund	Line Item No.	Dept.	Line Item Description	Budget Balance	Recommended Expenditure
General	010-1510-416.26-30	IT	Comp. Equipment Maintenance	\$582,946.54	\$22,153.80

VISION 2020:

This Agenda item will provide City staff with the necessary tools to achieve the City's Mission as defined in Vision 2020. In addition it will promote the true S-P-I-R-I-T of Germantown as identified in Vision 2020 as well as support goal 23 Service Excellence and goal 25 Services delivered in the most cost effective manner.

City Services and Finances – "Adequate resources to support defined services and service levels", "Investment in maintaining and upgrading the City's facilities and infrastructure", "Use state-of-the-art, innovative and creative techniques and approaches.", City focusing on mission and core services, "new techniques and technology used to enhance service delivery", and "Services delivered in a manner consistent with our core beliefs".

EMAIL SYSTEM ANNUAL MAINTENANCE AND LICENSING

January 12, 2015

ATTACHMENTS:

Onix Networking Quote

PREPARED BY: Stephanie S. Logan

Stephanie S. Logan, Technical Services Coordinator

REVIEWED BY: Tony Fischer

Tony Fischer, Director of Information Technology

REVIEWED BY: Lisa A. Piefer

Lisa A. Piefer, Procurement Director

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To authorize the renewal of the annual maintenance and licensing for Google Apps for Government in the amount of \$22,153.80 from Onix Networking.

BOARD ACTION:

MOTION BY:

SECONDED BY:

VOTE/TOTAL	BARZIZZA	GIBSON	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015

FROM: Patrick J. Lawton, City Administrator *PS ✓*

SUBJECT: PRINTING AND MAILING SERVICES

INTRODUCTION: The purpose of this agenda item is to request the Board's authorization to utilize the City of Sevierville Tennessee's Production Agreement with DataProse for printing, stuffing and mailing utility bills in an amount not to exceed \$96,288.

BACKGROUND:

The City has produced, printed and mailed utility bills to citizens for many years. City employees have been involved in every step of the process from placing the meter at a home or business to delivering the printed, folded, sorted envelopes to the post office. The number of utility bills produced has grown to approximately 16,000 each month.

On March 7, 2014 the first Office of BIG Ideas meeting was held asking staff for innovative ideas for ways to improve service or save money. One idea brought to the team for review was outsourcing printing, stuffing and mailing services. A smaller team was assembled and the project was analyzed further to determine all possible benefits. The team was able to identify a potential \$6,500 in savings in addition to intangible benefits.

Staff worked with the billing software vendor and the printing, stuffing, and mailing vendor to create a new City of Germantown utility bill. Two full cycles have been produced, printed and mailed. A survey was sent to a random sampling of utility customers asking for feedback on the new format. Nearly three-quarters of respondents felt the new format provided enough information and that the statements were easy to read. It should be noted that all four questions had higher neutral scores, particularly concerning the format of the new utility bill. Overall, the new statements received positive feedback from utility customers.

DISCUSSION:

The City of Sevierville, Tennessee has used DataProse since 2009. Both DataProse and the City of Sevierville have agreed to allow the City to use T.C.A. § 12-3-1201 (formerly § 12-3-1001) in order to "piggyback" off the contract they have in place. The City utilizes statewide contracts or cooperative purchasing agreements to purchase services or products saving considerable time and resource savings for participating member agencies. The Procurement staff reviewed the Sevierville contract and requested a compliance form from Dataprose to ensure that all contract will be followed the per the contract. Staff received the signed compliance sheet which is attached.

Annual expenses will vary based upon the number of utility bills printed, stuffed and mailed. Current billings are projected to be 16,000/month with an anticipated annual printing/stuffing expense of \$18,816. A permanent postage deposit is required in the amount of \$11,786. Postage expenses are actual post office charges, will be drawn from the postage deposit as mailed and replenished as incurred through the monthly invoice. Average monthly expenses are projected at \$6,296. Talk of the Town inserts included in monthly utility bills have anticipated annual expenses of \$1,920 and will continue to be expensed to the General Fund. Total annual expenses for year one will span two fiscal year budgets. Of the annual \$96,288, FY15 expenses are anticipated to be \$64,192 with the remaining \$32,096 to be expended in FY16.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: Rejection of Bids – Cured in Place Pipe Sewer Rehabilitation Contract

INTRODUCTION:

The purpose of this agenda item is to reject the bids received for the annual Cured in Place Pipe Sewer Rehabilitation Contract.

BACKGROUND:

Each year, Public Works allocates funding in the Sewer Infrastructure Replacement Program to line storm and sanitary sewers within the system for preventive maintenance. This technology is a proactive approach to rehabilitate older infrastructure or repair existing structural damage that may prevent maximum flow performance.

DISCUSSION:

Bids were received on November 11, 2014, from three vendors: Layne Liner, LLC, Suncoast Infrastructure, Inc. and Insituform Technologies, LLC, which was the lowest qualified bid. The company field representative for Insituform Technologies, LLC was notified to inform him of the intent to reject the bid due to budgetary concerns in this fiscal year's utility budget.

VISION 2020:

This project supports the Vision 2020 Strategy #3 for identifying infrastructure projects, need for upgrade or replacement, and determining funding sources for a positive impact to the City quality of life and safety.

Rejection of Bids – Cured in Place Pipe Sewer Rehabilitation Contract

BUDGET AND STAFFING IMPACT:

SOURCE OF FUNDING:

<u>Fund</u>	<u>Line Item No.</u>	<u>Dept.</u>	<u>Line Item Description</u>	<u>Budget Balance</u>	<u>Recommended Expenditure</u>
Utility	040-9525-524.93-60 IR1535	Sewer	Maintenance of Sewer Collection System	\$310,000.00	0

ATTACHMENTS:

None

Prepared by: Bruce Tillman
Bruce Tillman, Assistant Director of Public Works

Reviewed by: Bo Mills
Bo Mills, Director of Public Works

Reviewed by: Lisa A. Piefer
Lisa A. Piefer, Procurement Director

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To reject the bids received for the annual Cured in Place Pipe Sewer Rehabilitation Contract.

BOARD ACTION: _____ **MOTION BY:** _____ **SECONDED BY:** _____

VOTE/TOTAL	BARZIZZA	GIBSON	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: January 12, 2015

FROM: Patrick J. Lawton, City Administrator *PSL*

SUBJECT: PURCHASE OF POWER HAWK RESCUE EQUIPMENT

INTRODUCTION:

The purpose of this agenda item is to request authorization to purchase rescue equipment from Power Hawk Technologies, Inc. for a total of \$15,274.30.

BACKGROUND:

The equipment we are requesting is a Power Hawk P-16 rescue extrication system, and one C-1604 shredder cutter blade. This tool is similar to the hydraulic extrication tools, except it is electric. This allows it to be smaller than the hydraulic tools. It is also much quieter and easier to store in vehicle compartments. The tool is significantly less expensive than the hydraulic tools. It can be used in atmospheres where the engine of the hydraulic tools may cause hazards. This tool allows the Fire Department to carry a first response extrication tool on the fire engines, therefore, allowing them to initiate extrication prior to the arrival of additional rescue equipment. This tool can also supplement the hydraulic tools during extrication operations and forcible entry during fire situations. The C-1604 Shredder blade is designed to cut the metals on the newer type vehicles. These blades will be used with current Power Hawks units located on other vehicles. This tool will be placed on Engine 93.

DISCUSSION:

An E-mail was sent out to Eight Hundred and Eighteen (818) vendors. The bid was advertised on the City's web site and three bids were received for the Power Hawk rescue extrication tool:

<u>Vendor</u>	<u>Bid</u>
Power Hawk Technologies, Inc.	\$15,274.30
Applied Force Technologies	\$18,056.00
AFD Fire and Rescue	\$18,056.00

VISION 2020:

This purchase meets a Vision 2020 goal of providing effective emergency response with the right equipment and resources available to handle the emergency response.

BUDGET AND STAFFING IMPACT:

Source of Funding:

<u>Fund</u>	<u>Line Item Number</u>	<u>Dept.</u>	<u>Line Item Description</u>	<u>Budget Balance</u>	<u>Recommended Expenditure</u>
General	010-2510-424.9401	Fire	Other Equipment	\$ 91,000.00	\$15,274.30

ATTACHMENTS:

Bid Analysis

PREPARED BY: Edgar Babian

Edgar Babian, Deputy Fire Chief

REVIEWED BY: John Selberg

John Selberg, Fire Chief

REVIEWED BY: Lisa A. Piefer

Lisa A Piefer, Procurement Director

REVIEWED BY: Ralph J. Gabb

Ralph J. Gabb, Finance Director

PROPOSED MOTION(S), RESOLUTIONS(S), OTHER ACTION:

To purchase rescue equipment from Power Hawk Technologies, Inc., in the amount of \$15,274.30.

BOARD ACTION: MOTION BY: SECONDED BY:

<u>VOTE/TOTAL</u>	<u>BARZIZZA</u>	<u>GIBSON</u>	<u>OWENS</u>	<u>JANDA</u>	<u>PALAZZOLO</u>
YES	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain

To be distributed at the meeting.