



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, April 13, 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. Proclamation – Captain Richard Phillips Day
 7. Youth Excellence Award
 8. Teacher of Month Award
 9. Citizens to be Heard
 10. **CONSENT**
 - a. Sports Field Rakes
 - b. Service Truck – Public Works
 - c. Family Fourth Fireworks
 - d. Hydraulic Extrication System – Fire Dept.
 - e. E-mail System Annual Maintenance and License Change Order 1
 - f. Vehicle GPS Contract
 11. Certificate of Compliance – Poplar Pike Liquors
 12. GPAC Entrance Drive Modifications and Parking Lot Expansion
- BEER BOARD**
13. Public Hearing – Temporary Beer Permit – Germantown Festival
 14. Public Hearing – Temporary Beer Permit – Leadership Germantown

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 PROCLAMATION

WHEREAS, Data Facts Inc, and the Germantown Area Chamber of Commerce bring Captain Richard Phillips, Hero of the High Seas and Captain of the Maersk Alabama to the Germantown Performing Arts Center to share his spell-binding experience with Somali Pirates, and

WHEREAS, Captain Phillips is a graduate of the Massachusetts Maritime Academy, a member of the International organization of Masters, Mates & Pilots Union and a licensed American merchant mariner, and

WHEREAS, Captain Phillips, is a native of Winchester, Massachusetts and a merchant mariner for over 30 years—19 of those as a Captain, and

WHEREAS, Captain Phillips, amid the standoff with Somali Pirates attempting to hijack his ship, offered himself as a hostage, and

WHEREAS, After five days of being held hostage, as a human shield, in a small lifeboat with three pirates, he was rescued by Navy SEAL Team Six, and

WHEREAS, Captain Phillips is the author of A Captain's Duty: Somali Pirates, Navy SEALs, and Dangerous Days at Sea, and

WHEREAS, Captain Phillips' dramatic story inspired the Academy Award and Golden Globe-nominated film, Captain Phillips.

NOW, THEREFORE, I, Mike Palazzolo, Mayor of the City of Germantown, do hereby proclaim April 14, 2015 as

CAPTAIN RICHARD PHILLIPS DAY

and applaud his extraordinary bravery and contributions of service to those here and away, on land and at sea.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Germantown to be affixed this 28 day of March, 2015.

Mike Palazzolo, Mayor



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: April 13, 2015
FROM: Patrick J. Lawton, City Administrator *PSL*
SUBJECT: April 2015 Youth Excellence Award

The April 2015 Youth Excellence Award winner is Miss Vanessa Nutt, a senior at Germantown High School. She is the daughter of Mr. and Mrs. Vincent Nutt.

Vanessa's nominator describes her as a role model for everyone who knows her. She puts forth her best effort everyday in every class and in every activity. Vanessa was recently selected as Principled IB Learner by her peers. Her academic achievements are evidenced by her membership in the National honor societies for Spanish, art and science, Beta Club and Mu Alpha Theta. She ranks fourteenth in her class of 432.

Vanessa's extracurricular activities include puppet ministries and mission trips at her church, Key Club and Mural Painting at JIFF. Her most important leadership role is that of President of the National Art Honor Society. As this is the first year for the club at GHS, Vanessa could not simply follow what past officers did. As a new president, she scouted the school and community and talked with teachers and sponsors regarding school and community needs. Under her leadership, club members painted sets for a play and volunteered at the Pink Palace Arts and Crafts Fair. Future plans include having the school designated as a drop off for military holiday cards and organizing a student art show and sale.

In recognition of her commitment to excellence, the Germantown Education Commission is proud to present Vanessa Nutt 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:** April 13, 2015**FROM:** Patrick J. Lawton, City Administrator *PSL***SUBJECT:** April 2015 Teacher of the Month

The April 2015 Teacher of the Month is Ms. Colleen Boyette, middle school social studies teacher at Our Lady of Perpetual Help Catholic School.

OLPH was thrilled to have Ms. Boyette join their staff in August 2013. In her second year of teaching at the school, she is responsible for middle school social studies at the school. Ms. Boyette is passionate about the subjects she teaches and encourages her students to explore and understand the material to the fullest. Each spring semester, she leads a group of eighth graders on a trip to Washington D.C. where they get up close and personal with our federal government.

In addition to her talents in the classroom, Ms. Boyette is an EXCEL teacher who works with younger students who need extra help. She also teaches skill classes, such as problem solving, to younger students at OLPH and serves as advisor to the Student Council, which meets monthly and serves as the student voice at the school. Outside of school, Ms. Boyette is a part of the Sunday Mass Choir at Holy Spirit Church.

Ms. Boyette, please accept our appreciation for your commitment to Germantown students. Your award is sponsored by Mr. John Wagner and Germantown Hardware.

PREPARED BY: Stacey Ewell

Stacey Ewell, Assistant to the City Administrator



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: April 13, 2015
FROM: Patrick J. Lawton, City Administrator *PJL*
SUBJECT: FIELD RAKE PURCHASE

INTRODUCTION:

The purpose of this agenda item is to request the Board's authorization to purchase two 2015 John Deere Hydro Rakes from Greenville Turf & Tractor in the amount of \$31,021.76 and approve budget adjustment No.15-68. In addition, authorization is requested to declare unit 5011 a 2003 Jacobson Groomsmaster and unit 5016 a 2004 Smithco Super Rake as surplus property.

BACKGROUND:

Both machines will replace existing machines that are used in the day-to-day operations by grounds maintenance personnel to maintain the infield surface, base paths, and warning tracks of athletic fields. The new machines will have a life cycle range of approximately ten years.

DISCUSSION:

The City utilized a cooperative purchasing agreement through National Joint Powers Alliance (NJPA) Contract #070313-DAC to procure pricing from Greenville Turf & Tractor. National cooperative contracts provide considerable time and resource savings for participating member agencies and streamline the contracting processes and maximize efficiencies.

NJPA establishes a legal paper trail for the municipalities, justifying the City's contract purchasing decision. At no cost to the City, NJPA membership provides access to competitively bid national cooperative contracts, procured by a national municipal contracting agency. These contracts leverage national volume pricing and provide NJPA members with the desired vendor choices.

Every state government entity has a purchasing level at which public agencies are required to "go out to bid." NJPA has nationally solicited, evaluated and awarded contracts through a competitive bidding process on behalf of its members. These contracts can be leveraged by municipalities under the authority of NJPA's enabling legislation and your state's procurement laws and/or Joint Powers Authority. These laws allow access to NJPA's contracts and procurement process to satisfy local/state bidding requirements, avoiding duplication of the process. Procurement Staff has secured the pricing with the vendor and verified the contract terms.

VISION 2020:

This purchase supports Goal 22 Financial Sustainability by investment in maintaining and upgrading the City's facilities and infrastructure.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: April 13, 2015

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

SUBJECT: SERVICE TRUCK PURCHASE

INTRODUCTION:

The purpose of this agenda item is to request the Board's authorization to purchase a 2016 Ford F-350 equipped with a Knapheide Service Body including all listed options from National Auto Fleet Group in the amount of \$37,860.00. In addition, authorization is requested to declare unit 864 a 2004 Ford F-350 service body as surplus property.

BACKGROUND:

The vehicle is used by Public Services for sign maintenance and traffic control purposes carrying all the necessary devices for setting up construction zones when crews are working in public roadways and necessary tools, signage, hardware and equipment required for all types of street sign replacement and maintenance. This is a replacement for a 2004 Ford F-350 service body.

DISCUSSION:

The City utilized a cooperative purchasing agreement through National Joint Powers Alliance (NJPA) Contract #102811-NAF to procure pricing from National Auto Fleet Group. National cooperative contracts provide considerable time and resource savings for participating member agencies and streamline the contracting processes and maximize efficiencies.

NJPA establishes a legal paper trail for the municipalities, justifying the City's contract purchasing decision. At no cost to the City, NJPA membership provides access to competitively bid national cooperative contracts, procured by a national municipal contracting agency. These contracts leverage national volume pricing and provide NJPA members with the desired vendor choices.

Every state government entity has a purchasing level at which public agencies are required to "go out to bid." NJPA has nationally solicited, evaluated and awarded contracts through a competitive bidding process on behalf of its members. These contracts can be leveraged by municipalities under the authority of NJPA's enabling legislation and your state's procurement laws and/or Joint Powers Authority. These laws allow access to NJPA's contracts and procurement process to satisfy local/state bidding requirements, avoiding duplication of the process.

VISION 2020:

This purchase supports Goal 22 Financial Sustainability by investment in maintaining and upgrading the City's facilities and infrastructure.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: April 13, 2015

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

SUBJECT: FIREWORKS DISPLAY – JULY FAMILY FOURTH EVENT

INTRODUCTION:

The purpose of this agenda item is to authorize the Mayor to enter into a new contract agreement with Pyro Shows, Inc. for the July 4, 2015 fireworks display in the amount of \$16,500.00.

BACKGROUND:

Each year the City contracts with a fireworks company to provide an electronically fired aerial fireworks display for the July Family Fourth event held at Municipal Square Park. The recently expired contract was bid in 2012. The amount was \$16,500.00 for 2012, with an option to extend the contract for (2) additional years at the same price. The City exercised that option and used the contractor, with successful results, through 2014. The current budget keeps this show at the same high grade level that citizens have come to expect. The amount of \$16,500.00 is included in the FY16 budget.

DISCUSSION:

One bid was received from Pyro Shows, Inc, a reputable Tennessee company having extensive experience in producing large municipal events including "Memphis in May" and other local July Fourth celebrations including the Millington Naval Air Station, City of Collierville and Bellevue Baptist Church shows. Pyro Shows, Inc. has also produced the National Park Service's July Fourth production in Washington, D.C.

Staff reviewed the bid and the types of shells and shell quantity count is the same as previous years. Staff concluded that the proposal submitted by Pyro Shows, Inc. would once again produce a high quality show with the best visual effects and is recommending using the proposed contractor as they continue to demonstrate their professional, technical capabilities and the highest quality show for the budget amount.

The pyrotechnic specialist planned for this proposed display has been with the company seventeen years and has shot over 38 shows including the past six shows with the City of Germantown. The company will also work with staff to provide the music and computer firing system for the 2015 fireworks show at no additional cost.

Terms of this Contract are shown below. Subsequent performances at the option of the City will be provided under the same terms and conditions of the Contract and at the price therein specified.

TERM	COST	FISCAL YEAR COST
Year (July-June)	\$16,500.00	FY15 - \$16,500.00
Extension Year One (July-June)	\$16,500.00	FY16 - \$16,500.00
Extension Year Two (July-June)	\$16,500.00	FY17 - \$16,500.00

VISION 2020:

The continuation of this annual event supports the Vision 2020 plan goal of Quality of Life: "exceptional community events and festivals bringing our residents together"; and providing "evening entertainment venues offering music and live performances".

BUDGET AND STAFFING IMPACT:

This is the largest event produced by the City. Staff in the Parks and Recreation Department will produce the event with support from other City departments including Fire, Police and Public Services.

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>
General	010-4010-440-25-90	Parks & Rec.	Family Fourth	\$32,475.00	\$16,500.00

Natalie Ruffin will serve as Contract Administrator.

ATTACHMENTS

Bid Analysis with Extension Years

Prepared by: Natalie Ruffin

Natalie Ruffin, Recreation Superintendent

Reviewed by: Pam Beasley

Pam Beasley, Parks and Recreation Director

Reviewed by: Lisa A. Piefer

Lisa A. Piefer, Procurement Director

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

To authorize the Mayor to enter into a new contract agreement with Pyro Shows, Inc. for the July 4, 2015 fireworks display in the amount of \$16,500.00

BOARD ACTION:

MOTION BY:

SECONDED BY:

<u>VOTE/TOTAL</u>	<u>BARZIZZA</u>	<u>GIBSON</u>	<u>KLEVAN</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: April 13, 2015
FROM: Patrick J. Lawton, City Administrator *PSL*
SUBJECT: PURCHASE OF HYDRAULIC RESCUE TOOL SYSTEM

INTRODUCTION:

The purpose of this agenda item is to request authorization to purchase a new TNT Rescue Systems, Inc. high-pressure hydraulic rescue tool system from Mid-South Rescue in the amount of \$34,926.00.

BACKGROUND:

Hydraulic rescue tools are utilized to extricate victims that are trapped in vehicles after a motor vehicle accident. The tools are able to bend and cut through the mangled components of a wrecked vehicle so that Fire Department personnel are able to access, treat, and remove injured patients.

DISCUSSION:

The hydraulic rescue tool system being replaced is over ten (10) years old and is no longer capable of extricating victims from vehicles that were manufactured after 2005. Federal Motor Vehicle Safety Standards have required automobile manufactures to increase the use of stronger metal alloys, especially in the vehicle frame, to meet more stringent vehicle crash test requirements. The hydraulic rescue system being proposed has sufficient capacity to meet future improvements in vehicle crash test requirements for several years. This new system will be located on the Fire Department's Truck Company since vehicle extrication is one of their primary duties at motor vehicle crashes.

A competitive bidding process was utilized and three (3) vendors submitted bids. Of the bids, the proposal offered by Mid-South Rescue most closely matched the purchase specifications without exceptions while also offering the lowest price of the three vendors:

<u>Vendor</u>	<u>Bid</u>
Mid-South Rescue	\$34,926.00
Municipal Emergency Services	\$35,704.00
EVS	\$36,578.59

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.

PURCHASE OF HYDRAULIC RESCUE TOOL SYSTEM

April 13, 2015

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BUDGET AND STAFFING IMPACT:

Source of Funding:

Fund	Line Item No.	Dept.	Line Item Description	Budget Balance	Recommended Expenditure
General	010-2510-422.9401	Fire	Other Equipment IR1507	\$35,000.00	\$34,926.00

ATTACHMENTS:

Hydraulic Extrication System Bid Analysis

PREPARED BY: William J. Beaman

William J. Beaman, Assistant Fire Chief

REVIEWED BY: John M. Selberg

John M. Selberg, Fire Chief

REVIEWED BY: Lisa A. Piefer

Lisa A. Piefer, Procurement Director

REVIEWED BY: Ralph Gabb

Ralph J. Gabb, Finance Director

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

To approve the purchase of TNT Rescue Systems, Inc. hydraulic rescue tool system from Mid-South Rescue in the amount of \$34,926.00.

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

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
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: April 13, 2015

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

SUBJECT: CHANGE ORDER NO. 1 - EMAIL SYSTEM ANNUAL MAINTENANCE AND LICENSING

INTRODUCTION:

The purpose of this agenda item is to request approval of a change order for the annual maintenance and licensing for Google Apps for Government to upgrade to include Google Vault in the amount of \$18,336.50 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. Annual maintenance and licensing has been renewed each January since implementation.

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

CHANGE ORDER NO. 1 - EMAIL SYSTEM ANNUAL MAINTENANCE AND LICENSING

April 13, 2015

Google Apps Vault adds advanced data management and information governance capabilities to Google Apps. It's a next-generation archive, retention, and eDiscovery solution for Apps built on a modern, 100 percent web-based architecture. Google Apps Vault reduces risks associated with litigation, investigation, and internal and regulatory compliance, and lowers business and IT costs by enabling cities and companies to more effectively manage the information stored in Google Apps. In addition, it provides domain-wide search of Gmail and Gmail chat, makes it easy to create systemized, repeatable, and defensible data management policies, and automates legal hold and eDiscovery capabilities to preserve relevant information. Google Apps Vault requires no additional hardware or infrastructure and saves IT costs and resources. Google Apps Vault provides unique capabilities including: instant-on functionality, in-place data management with no duplication required, and the security, ease-of-use, and reliability of Google Apps.

The addition of Google Vault adds the ability to automatically archive email information. This helps ensure the City is in compliance with State record retention policies while adding manageability capabilities. City staff will be able to search and retrieve information requested faster and easier than current processes in place.

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.

Annual expenses will vary based upon the number of user licenses and is in addition to annual email maintenance and licenses approved each January. Current upgrade licenses are projected to be 455 users with a pro-rated expense of \$18,336.50. Future license and maintenance expenses will be combined at the regular renewal date each year and are expected to be approximately \$100 per user.

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	\$515,920.08	\$18,336.50

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”.

April 13, 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 a change order for the annual maintenance and licensing for Google Apps for Government to upgrade to include Google Vault in the amount of \$18,336.50 from Onix Networking.

BOARD ACTION:

MOTION BY:

SECONDED BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
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: April 13, 2015
FROM: Patrick J. Lawton, City Administrator *PJL*
SUBJECT: VEHICLE GPS CONTRACT

INTRODUCTION:

The purpose of this agenda item is to request the Mayor to enter into a two year contract with LB Telematics utilizing the Tennessee state wide contract number 44824 to provide hardware, installation, training and monitoring services for vehicle global positioning systems (GPS) for 200 city vehicles in the amount of \$111,600.00.

BACKGROUND:

In 2014 the total miles driven by City vehicles was 1,497,000 using 175,094 gallons of fuel with a cost of \$468,398.00. Fuel cost is one of highest expenditures required of the day-to-day operations by city departments. One of the strategic objectives is to continue reducing the City's carbon footprint, CO2 emission, which can be achieved by reducing drive time and fuel usage. GPS will create the opportunity to improve vehicle use patterns.

The proposed GPS for City vehicles has the ability to identify unnecessary idle time, unauthorized vehicle use, real time location of vehicles, identify underutilized vehicles, assist drivers in emergency situations, and possibly reduce insurance cost and other liability situations. Other benefits include the ability to monitor risky driving habits such as harsh braking, fast acceleration and speeding. Vehicle speeds are compared to posted speed limits of all streets and reports any discrepancies or variances. The system has Geofence capabilities which mean the City can program and map set boundaries and if a vehicle leaves this area alerts will be sent to the system administrators and department heads. Everything that is monitored by the system can be formatted into reports and dash boards.

When utilized properly this GPS system can improve customer service by optimizing routes, tracking response times, improve safety of employees when working in isolated areas, allow administrative staff to assist with crew, vehicle and equipment assignments, manage and locate vehicles in case of theft, provide backup to the public safety's automated vehicle location system and assist in officer safety, management can monitor callout and emergency situations, reports and data can be used for best practice benchmarking and reimbursement documents during FEMA situations.

The system will be hard wired into the vehicles electrical system to discourage tampering. If tampering occurs an alert notice will be sent to the system administrator and the appropriate department heads. The system will be equipped with a panic button in each vehicle in case of an extreme emergency the operator can activate this button and it will immediately notify the City's dispatch of an emergency situation that needs to be addressed immediately.

DISCUSSION:

The Procurement Department worked with the General Services and Fleet Services Departments to secure pricing for a GPS for City vehicle utilizing the Tennessee State Wide SWC-44824. City uses statewide contracts or cooperative purchasing agreements to purchase services or products saving considerable time and resource savings for participating member's agencies.

Staff met with LB Telematics which is a local company located in Memphis, Tennessee and reviewed product specifications and actual demonstrations of the products in a working environment and viewed various reports generated by the system.

The term of the contract is for two years with two 1- year renewal options. The contract will have a one-time expense of \$12,000.00 for hardware installation and recurring cost of \$4,150.00 per month for twenty-four months resulting in a net expenditure for monitoring of \$111,600.00. LB Telematics employees will perform vehicle switch installation of GPS tracking devices for up to 20 vehicles per year up, free of charge within reason.

Billing will not commence until successful installation and deployment of the platform. The City's central point of contact shall have final say when installations and deployment is complete. Installation will be completed within 30 days from the date LB Telematics receives a Notice to Proceed and Purchase Order.

The City applied and received approval for the 2014 TML Risk Management Pool "Driver Safety" Matching Grant Program to provide 50% of the cost for driver safety training provided to employees who drive City vehicles. The Richardson "Driver Safety" Grant Program offers financial assistance to Pool members with auto liability coverage whose employees are required to operate city/agency vehicles. The City submitted the GPS Tracking system project and was approved for a total grant amount is \$5,000. After receipt and payment of the equipment, the City will be reimbursed 50% or \$2,500 of the cost of the equipment.

VISION 2020:

This purchase supports Goal 22 Financial Sustainability by investment in maintaining and upgrading the City's facilities and infrastructure.

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>
General	051-5510-481-39.00	Fleet Services	Vehicle GPS	\$112,000	\$111,600

ATTACHMENTS

Proposal
Contract Information
Product Information

Prepared by: Eddie Johnson

Eddie Johnson, Fleet Services Manager

Reviewed by: Reynold Douglas

Reynold Douglas, General Services Director

Reviewed by: Lisa A. Piefer

Lisa A. Piefer, Procurement Director

Reviewed by: Ralph Gabb

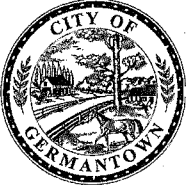
Ralph Gabb, Finance Director

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

To approve a two year contract with LB Telematics utilizing the Tennessee state wide contract number 44824 to provide hardware, installation, training and monitoring services for vehicle global positioning systems (GPS) for 200 city vehicles in the amount of \$111,600.00.

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

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
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: April 13, 2015

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

SUBJECT: GPAC ENTRANCE DRIVE MODIFICATION AND PARKING LOT EXPANSION -SERVICES SUPPLEMENT NO. 1 FOR SCULPTURE PLAZA AREA

INTRODUCTION:

The purpose of this agenda item is to consider approval of Supplement No. 1 in the amount of \$9,985.00 to the Professional Services Agreement with ETI Corporation, increasing the ceiling from \$21,765.65 to \$31,750.65, for the design of the Germantown Performing Arts Center Entrance Drive Modification and Parking Lot Expansion – Supplement for Sculpture Plaza Area and to approve Budget Adjustment 15-71.

BACKGROUND:

When the Germantown Performing Arts Center and the Germantown Athletic Club were constructed more than twenty years ago the main entrance drive off Exeter Road was designed to serve both venues. As the use of the facilities increased over time, it has become evident that the entrance drive alignment is very confusing to clients trying to access a particular facility. This confusion is amplified at the conclusion of a performance at the Germantown Performing Arts Center when many of the patrons attempt to exit the facility at the same time. This mass exit invariably results in vehicles using both the entrance and exit lanes in an attempt to leave the facility, resulting in an unsafe situation.

On July 28, 2014 (FY15 – CIP), the City entered into a professional services agreement with ETI Corporation to provide design services for Germantown Performing Arts Center Entrance Drive Modification and Parking Lot Expansion in the amount of \$21,765.65.

DISCUSSION:

Supplement 1, the subject of this agenda item, pertains to the additional design services related to the Sculpture Plaza Area. ETI Corporation's fee proposal for the design services is attached for your review.

Approval of Supplement 1 in the amount of \$9,985.00 will increase the ceiling from \$21,765.65 to \$31,750.65. Staff respectfully requests BMA approval of Supplement No.1.

VISION 2020:

This project supports the Vision 2020 objective of well planned, designed, constructed and maintained infrastructure as well as the safe, efficient and ease of mobility of the traveling public.

