

**Notice of Meeting for the
General Government and Finance Advisory BoardGeneral Government and Finance
(GGAF) Advisory Board Meeting
of the City of Georgetown
April 28, 2021 at 4:30 PM
at Virtual**

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Consistent with Governor Greg Abbott's suspension of various provisions of the Open Meetings Act, effective August 1, 2020 and until further notice, to reduce the chance of COVID-19 transmission, all City of Georgetown Advisory Board meetings will be held virtually. Public comment will be allowed via teleconference; no one will be allowed to appear in person.

To participate, please copy and paste the following weblink into your browser:

Weblink:

Join Zoom Meeting

[https://georgetowntx.zoom.us/j/97243157039?](https://georgetowntx.zoom.us/j/97243157039?pwd=VkRmSk1DMDJQWGU4cHhxcWdCUWVRUT09)

[pwd=VkRmSk1DMDJQWGU4cHhxcWdCUWVRUT09](https://georgetowntx.zoom.us/j/97243157039?pwd=VkRmSk1DMDJQWGU4cHhxcWdCUWVRUT09)

Meeting ID: 972 4315 7039

Passcode: 440626

One tap mobile

+13462487799,,97243157039#,,,,*440626# US (Houston)

+16699006833,,97243157039#,,,,*440626# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

833 548 0282 US Toll-free

877 853 5257 US Toll-free
888 475 4499 US Toll-free
833 548 0276 US Toll-free
Meeting ID: 972 4315 7039
Passcode: 440626
Find your local number: <https://georgetowntx.zoom.us/j/97243157039>

Citizen comments are accepted in three different formats:

- 1. Submit written comments to sharon.parker@georgetown.org by noon on the date of the meeting and the Recording Secretary will read your comments into the recording during the item that is being discussed.**
- 2. Log onto the meeting at the link above and “raise your hand” during the item.**
- 3. Use your home/mobile phone to call the toll-free number**

To join a Zoom meeting, click on the link provided and join as an attendee. You will be asked to enter your name and email address (this is so we can identify you when you are called upon). To speak on an item, click on the “Raise your Hand” option at the bottom of the Zoom meeting webpage once that item has opened. When you are called upon by the Recording Secretary, your device will be remotely un-muted by the Administrator and you may speak for three minutes. Please state your name clearly, and when your time is over, your device will be muted again.

Use of profanity, threatening language, slanderous remarks or threats of harm are not allowed and will result in you being immediately removed from the meeting.

Regular Session

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

- A Discussion on how this virtual conference will be conducted, to include options for public comments and how the public may address the Commission –Tommy Gonzalez, GGAF Chair**
- B Consideration and possible action to approve the minutes from the March 10, 2021 General Government and Finance Advisory Board Meeting - Sharon Parker, Board Liaison**
- C Election of a Vice chair and Secretary for the General Government and Finance Advisory Board - Tommy Gonzalez, Board Chair**
- D Review and discuss General Government and Finance Board (GGAF) purpose and bylaws – Tommy Gonzalez, Board Chair**
- E Review of the City Council’s Boards and Commissions Attendance Policy – Tommy Gonzalez, Board Chair**

- F Discuss dates/times for future General Government and Finance Board (GGAF) meetings – Tommy Gonzalez, Board Chair
- G Consideration and possible action to recommend approval of the purchase of Stryker Power Load System from Stryker Corporation for a total cost not to exceed \$61,974.28. - Clay Shell, Assistant Fire Chief
- H Consideration and possible action to approve the purchase of two (2) Dodge 4500-Diesel transitional response vehicles (TRV's) from Mac Haik Dodge Chrysler Jeep through the Buy-Board Contract #570-18 purchase price not to exceed of \$500,000.00 - Clay Shell, Assistant Fire Chief
- I Consideration and possible recommendation of approval to **purchase laptops, desktops, and docking stations from Dell Inc.** for an amount not to exceed **\$256,416.90** -- Greg Berglund, Assistant Director, Information Technology
- J Consideration and possible action to recommend to authorize the City Manager to execute Design Contract with Architectural Design Group / ADG Inc of Dallas, Texas for the Design of the Public Safety Operations and Training Center Firing Range, in an amount, not to exceed \$91,649.00. – Eric Johnson, Facilities Director
- K Consideration and possible action to authorize the City Manager to execute Design Contract with CDS Muery of San Antonio, Texas for the Design of the Fuel Station Renovation, for an amount not to exceed \$61,087.50. – Eric Johnson, Facilities Director
- L Presentation and discussion regarding public dashboards. - Seth Gipson, PMP Manager

Adjournment

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of _____, 2021, at _____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

City of Georgetown, Texas
Government and Finance Advisory Board
April 28, 2021

SUBJECT:

Consideration and possible action to approve the minutes from the March 10, 2021 General Government and Finance Advisory Board Meeting - Sharon Parker, Board Liaison

ITEM SUMMARY:

FINANCIAL IMPACT:

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SUBMITTED BY:

Sharon Parker

ATTACHMENTS:

Description		Type
	Minutes	Backup Material

Minutes
General Government and Finance Advisory Board
City of Georgetown, Texas
Wednesday, March 10, 2021 at 4:30 PM

The General Government and Finance Advisory Board met on Wednesday, **March 10, 2021** at 4:30 PM via Zoom virtual meeting.

Board Members Present:

Tommy Gonzalez, Chair
Stu McLennan, Secretary
Robert Witt
Eric Corp

Board Members Absent:

Kevin Pitts

City Staff Present:

David Morgan, City Manager
Laurie Brewer, Assistant City Manager
Leigh Wallace, Finance Director
Elaine Wilson, Assistant Finance Director
Christi Rawls, Assistant Controller
Clay Shell, Assistant Fire Chief
Karrie Pursley, Treasurer
Leah Neal, Purchasing Manager
Mayra Cantu, Management Analyst
Danella Elliott, Board Liaison
Sharon Parker, Board Liaison

Others present: Adam McCane, Weaver & Tidwell

Regular Agenda:

Tommy Gonzalez Called the meeting to order at 4:30 p.m.

A. Discussion on how this virtual conference will be conducted, to include options for public comments and how the public may address the Commission – Tommy Gonzalez, GGAF Chair

Notes from Stu - Stu - When will GGAF resume in-person meetings? Tommy - Likely May or June after everyone is vaccinated. David – Agree. It's difficult to conduct hybrid meetings.

Tommy Gonzalez, Chair explained how the virtual conference would be conducted. No one signed up for public comment.

B. Consideration and possible action to approve the minutes from the January 6, 2021 General Government and Finance Advisory Board Meeting – Sharon Parker, Board Liaison.

Motion to approve the minutes by Stu McLennan, second by Eric Corp.
Approved 4-0. Kevin Pitts absent.

C. Review and possible action to recommend acceptance of the Comprehensive Annual Financial Report (CAFR) and the independent audit for the fiscal year ended September 30, 2020. Elaine S. Wilson, Asst. Finance Director.

City staff and City auditor presented the Comprehensive Annual Financial Report for the Fiscal Year ended September 30, 2020. Elaine presented an overview of the results and preliminary CAFR

Minutes
General Government and Finance Advisory Board
City of Georgetown, Texas
Wednesday, March 10, 2021 at 4:30 PM

document. Adam discussed the results of the auditor's independent audit, compliance with auditing standards, testing over internal controls and fraud risk assessment.

Notes from Stu - The CAFR is finance-centric, but would it be beneficial to include relevant linkages to US Army Futures Command and Fort Hood, specifically public-private partnerships and initiatives involving technology, energy, water, and transportation? David – The format is prescriptive and its best not to add items that make it longer. Adam – Agreed with David.

Motion to recommend to the City Council the acceptance of the Comprehensive Annual Financial Report and the independent audit for the fiscal year ended September 30, 2020. by Eric Corp, second by Robert Witt. Approved 4-0. Kevin Pitts absent.

D. Consideration and possible action to approve the purchase of emergency medical supplies from Bound Tree using the Buy Board Contract #610-20 at a cost not to exceed \$160,000.00 for the remainder of fiscal year 2020-2021 – John Sullivan, Fire chief.

Chief Shell presented to the board that the fire department will periodically restock the vehicles as needed through the remainder of the fiscal year.

Discussion: Stu – is there a list of the items to be purchased? Chief Shell will email the list to the Board Liaison and she will forward to the Board. Eric – is this list provided to Council? Tommy - yes, Sharon will forward the list to the board and if anyone has any questions, they can email them to Tommy and he will bring them up at the council meeting. Notes from Stu – The list of medical items will also include those in items E and F.

Motion to recommend to the City Council the approval the purchase of emergency medical supplies from Bound Tree using the Buy Board Contract #610-20 at a cost not to exceed \$160,000.00 for the remainder of fiscal year 2020-2021 by Stu McLennan, second by Eric Corp. Approved 4-0. Kevin Pitts absent.

E. Consideration and possible action to approve the purchase of emergency medical supplies from Henry Schein, Inc. through Choice Partners Cooperative; Contract #19-035KD-01 at a cost not to exceed \$90,000 for the remainder of fiscal year 2020-2021 – John Sullivan, Fire chief.

Chief Shell presented to the board that the fire department will periodically restock the vehicles as needed through the remainder of the fiscal year.

Discussion: Tommy – can you give a few examples of items you purchasing? – Chief Shell – bandages, saline, splints anything we would use on a scene. Tommy – the reason for the different vendors is because they specialize in certain items? Chief shell that is correct. Also depends on availability and price.

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Motion to recommend to the City Council the approval the purchase of emergency medical supplies from Henry Schein, Inc. through Choice Partners Cooperative; Contract #19-035KD-01 at a cost not to exceed \$90,000 for the remainder of fiscal year 2020-2021 by Stu McLennan, second by Eric Corp. Approved 4-0. Kevin Pitts absent.

- F. Consideration and possible action to approve the purchase of emergency medical supplies from McKeesson Medical using the Sourcewell Purchasing Agreement Contract #061417-MML at a cost not to exceed \$110,000.00 for the remainder of fiscal year 2020-2021 – John Sullivan, Fire chief.**

Chief Shell presented to the board that the fire department will periodically restock the vehicles as needed through the remainder of the fiscal year.

Motion to recommend to the City Council the approval the purchase of emergency medical supplies from McKeesson Medical using the Sourcewell Purchasing Agreement Contract #061417-MML at a cost not to exceed \$110,000.00 for the remainder of fiscal year 2020-2021 by Stu McLennan, second by Eric Corp. Approved 4-0. Kevin Pitts absent.

- G. Consideration and possible action to approve the purchase of Motorola radio equipment from Motorola Solutions using HGAC Contract #RA05-18 at a cost not to exceed \$363,278.00 – John Sullivan, Fire chief.**

This is a multi-year program to replace all 800MHz radios.

Back in April 2015, Williamson County sent a reminder notification to all subscribers on Motorola “Intent to Cancel” notifications. The service support end date for our mobile and portable radios was on 12/31/2018. At that time, all 800 MHz radios that the City of Georgetown uses were included in the equipment that Motorola had sent out in an “Intent to Cancel” notification.

In 2017 a citywide Communications Task Force was developed to maximize resources in the purchase of radio equipment. This task force developed replacement plan to be administered over multiple budget years.

In 2020 we received confirmation from Williamson Regional Communication System (RSC) that radios listed in that Motorola notification must be removed from the system by September 2023.

Due to COVID causing uncertainty in the municipal debt market, no radios were purchased in FY20. The funds were rolled forward into FY21.

Discussion: Tommy – Do you know the life of the radios? – That is a technology deficiency. Most of our radios are 9-10 years old. Its hard to keep the radios calibrated and in tune which causes havoc on the entire system which is why they must be removed by September 2023 because of the liability issue.

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General Government and Finance Advisory Board
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Wednesday, March 10, 2021 at 4:30 PM

Motion to recommend to the City Council the approval the purchase of Motorola radio equipment from Motorola Solutions using HGAC Contract #RA05-18 at a cost not to exceed \$363,278.00 by Robert Witt, second by Eric Corp. Approved 4-0. Kevin Pitts absent.

H. Consideration and possible action to approve the purchase of Stryker Power Load System from Stryker Corporation for a total cost not to exceed \$125,000.00 – John Sullivan, Fire chief.

Currently the Fire Department has two new TRVs on order with Frazer, LTD. This purchase is for the Stryker power load system which includes the power stretcher and maintenance agreement for these units. All our TRVs currently use Stryker equipment. Staff recommends purchasing this system to ensure we maintain a high level of continuity and protection for patients and firefighter paramedics.

Discussion: Stu – when did the council approve the purchase of the vehicles for 6 and 7? Tommy – vehicles for station 6 were transferred from another station. Chief Shell – that is correct and the vehicles for station 7 went to GGAF around 2018.

Notes from Stu - At the GGAF meeting on 01/23/2019, Tommy said Council would address personnel, vehicles and equipment for FS#6 and FS#7 separately. Each would receive an engine, TRV and SUV. FS#6 would be internal transfers. FS#7 would receive new vehicles.

GGAF however had already actioned the TRV for FS#7 on 12/11/2017. When did GGAF action the engine and SUV for FS#7 and the second TRV? Sharon will research the dates and send to board.

Motion to recommend to the City Council the approval the purchase of Stryker Power Load System from Stryker Corporation for a total cost not to exceed \$125,000.00 by Eric Corp, second by Robert Witt. Approved 4-0. Kevin Pitts absent.

Meeting adjourned at 5:21 pm.

Tommy Gonzalez
Board Chair

Date

Stu McLennan
Board Secretary

Date

Sharon Parker
Board Liaison

Date

City of Georgetown, Texas
Government and Finance Advisory Board
April 28, 2021

SUBJECT:

Review and discuss General Government and Finance Board (GGAF) purpose and bylaws – Tommy Gonzalez, Board Chair

ITEM SUMMARY:

Review and discuss General Government and Finance Board (GGAF) purpose and bylaws – Tommy Gonzalez, Board Chair

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Sharon Parker

ATTACHMENTS:

Description		Type
	Bylaws	Backup Material

**CITY OF GEORGETOWN
GENERAL GOVERNMENT AND FINANCE ADVISORY BOARD
BYLAWS**

ARTICLE I. NAME AND PURPOSE

Section 1.1. Name. General Government and Finance Advisory Board ("Board").

Section 1.2. Purpose. It is the purpose and intent of the Council to create an advisory board empowered to review and analyze the general government and finance activities of the City that include but are not limited to the following areas: Finance administration, including fiscal matters, debt and treasury management; accounting and financial reporting; purchasing; the Municipal Court; facilities maintenance including construction and renovation of City facilities; vehicle services; information technology; compensation and benefits; City insurance; and other related items as recommend by the City Manager, and to report, by official vote, their recommendations to the City Council.

ARTICLE II. MEMBERSHIP

Section 2.1. Number of Members. The Board will be comprised of five (5) Members.

Section 2.2. Eligibility. All Members shall reside in the corporate City limits or the extraterritorial jurisdiction of the City. Two Members, shall be Members of the City Council.

Section 2.3. Appointment of Board Members. Members of the Board shall be appointed pursuant to and in accordance with the City Charter.

Section 2.4. Terms of Office. Generally, terms of office for each Member shall be two (2) years. Generally, a Member may serve two (2) consecutive terms. Refer to *Ordinance Section 2.36.030A* for additional provisions regarding terms of office.

Section 2.5. Vacancies. Vacancies that occur during a term shall be filled as soon as reasonably possible and in the same manner as an appointment in accordance with the City Charter. If possible, the Member shall continue to serve until the vacancy is filled. An appointment to fill a vacated term is not included as a term for purposes of counting consecutive terms.

Section 2.6. Compensation and Expenditure of Funds. Members serve without compensation. The Board and its Members have no authority to expend funds or to incur or make an obligation on behalf of the City unless authorized and approved by the City Council. Members may be reimbursed for expenses authorized and approved by the City Council and the Board.

Section 2.7. Compliance with City Policy. Members will comply with City Ordinances, Rules and Policies applicable to the Board and the Members, including but not limited to *Ethics Ordinance Chapter 2.20* and *City Commissions, Committees and Boards Ordinance Chapter 2.36*.

Section 2.8. Removal. Any Member may be removed from their position on the Board for any reason, or for no reason, by a majority vote of the City Council.

ARTICLE III. BOARD OFFICERS

Section 3.1. Officers. The Board Officers are Chairman, Vice-Chairman and Secretary. The Chairman is recommended by the Mayor and the City Council shall approve the recommendation by a vote of the majority of the Council during the annual appointment process. Should the Mayor fail to recommend a Chairman for each board, committee, or commission, and/or the Council fails to approve any Chairman recommended by the Mayor, a majority of the Council plus one may approve appointment of a Chairman to serve as Chairman without a recommendation of the Mayor. The other Board Officers are elected by a majority vote of the Members at the first meeting after the annual appointment process.

Section 3.2. Terms of Office for Board Officers. Board Officers serve for a term of one year. In the event of vacancy in the office of Chairman, the Vice-Chairman shall serve as Chairman until the City Council appoints a replacement Chairman. A vacancy in the other offices shall be elected by majority vote of the Members at the next regularly scheduled meeting, or as soon as reasonably practical for the unexpired term. If possible, a Board Officer shall continue to serve until the vacancy is filled.

Section 3.3. Duties.

- a. The Chairman presides at Board meetings. The Chairman shall generally manage the business of the Board. The Chairman shall perform the duties delegated to the Chairman by the Board.
- b. The Vice-Chairman shall perform the duties delegated to the Vice-Chairman by the Board. The Vice-Chairman presides at Board meetings in the Chairman's absence. The Vice-Chairman shall perform the duties of the Chairman in the Chairman's absence or disability.
- c. The Secretary shall perform the duties delegated to the Secretary by the Board.

ARTICLE IV. MEETINGS

Section 4.1. Time and Date of Regular Meeting. The Board shall meet once a month on the same week of the month, the same day of the week, at the same time, and at the same place. The regular date, time and place of the Board meeting will be decided by the Members at the first meeting of the Board after the annual appointment process.

Section 4.2. Agenda. Items may be placed on the agenda by the Chairman, the City Manager or designee, or at the request of a Member. The party (or individual) requesting the agenda item will be responsible for preparing an agenda item cover sheet and for the initial presentation at the meeting. Items included on the agenda must be submitted to the Staff Liaison no later than one week before the Board meeting at which the agenda item will be considered. Agenda packets for regular meetings will be provided to the Members in advance of the scheduled Board meeting. Agenda packets will contain the posted agenda, agenda item cover sheets, and written minutes of the last meeting.

Section 4.3. Special Meetings. Special meetings may be called by the Chairman or by three (3) Members.

Section 4.4. Quorum. A quorum shall consist of a majority of the Members. A quorum is required for the Board to convene a meeting and to conduct business at a meeting.

Section 4.5. Call to Order. Board meetings will be called to order by the Chairman or, if absent, by the Vice-Chairman. In the absence of both the Chairman and Vice-

Chairman, the meeting shall be called to order by the Secretary, and a temporary Chairman shall be elected to preside over the meeting.

Section 4.6. Conduct of Meeting. Board meetings will be conducted in accordance with these Bylaws and City Council Meeting Rules and Procedures, as applicable to the Board. See *Ordinance Chapter 2.24*.

Section 4.7. Voting. Each Member shall vote on all agenda items, except on matters involving a conflict of interest, substantial financial interest or substantial economic interest under state law, the City's Ethics Ordinance, or other applicable Laws, Rules and Policies. In such instances the Member shall make the required disclosures and shall refrain from participating in both the discussion and vote on the matter. The Member may remain at the dais or leave the dais, at the Member's option, while the matter is being considered and voted on by the other Board Members. Unless otherwise provided by law, if a quorum is present, an agenda item must be approved by a majority of the Board Members present at the meeting.

Section 4.8. Minutes. A recording or written minutes shall be made of all open sessions of Board meetings. The Staff Liaison is the custodian of all Board records and documents.

Section 4.9. Attendance. Members are required to attend Board meetings prepared to discuss the issues on the agenda. A Member shall notify the Chairman and the Staff Liaison if the Member is unable to attend a meeting. Excessive absenteeism will be subject to action under Council policy and may result in the Member being replaced on the Board. See *Ordinance Section 2.36.010D*. Excessive absenteeism means failure to attend at least 75% of regularly scheduled meetings, including Board meetings and Subcommittee meetings. If a Member is removed from the Board that position shall be considered vacant and a new Member shall be appointed to the Board in accordance with Section 2.5 above.

Section 4.10. Public Participation. In accordance with City policy, the public is welcome and invited to attend Board meetings and to speak on any item on the agenda. A person wishing to address the Board must sign up to speak in accordance with the policy of the Council concerning participation and general public comment at public meetings. Sign-up sheets will be available and should be submitted to the Chairman prior to the start of the meeting. If any written materials are to be provided to the Board, a copy shall also be provided to the Staff Liaison for inclusion in the minutes of the meeting. Speakers shall be allowed a maximum of three minutes to speak, but may

take up to six minutes if another individual who signs up to speak yields the time to the speaker. If a person wishes to speak on an issue that is not posted on the agenda, they must file a written request with the Staff Liaison no later than one week before the scheduled meeting. The written request must state the specific topic to be addressed and include sufficient information to inform the Board and the public. A person who disrupts the meeting may be asked to leave and be removed.

Section 4.11. Open Meetings. Public notice of Board meetings shall be provided in accordance with the provisions of the Texas Open Meetings Act. All Board meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Texas Open Meetings Act.

Section 4.12. Closed Sessions. The Board may conduct closed sessions as allowed by law, on properly noticed closed session matters, such as consultation with attorney on legal matters, deliberation regarding the value of real property, competitive utility matters, and economic development negotiations. A recording or certified agenda shall be made of all closed sessions of Board meetings.

ARTICLE V. REPORTS TO CITY COUNCIL

The Board shall meet with City Council, as requested, to determine how the Board may best serve and assist City Council. City Council shall hear reports from the Board at regularly scheduled Council meetings.

ARTICLE VI. SUBCOMMITTEES

Section 6.1. Formation. When deemed necessary by a majority of the Board, Subcommittees may be formed for specific projects related to Board matters. Subcommittees comprised of non-Members may only be formed with the prior consent and confirmation of the City Council.

Section 6.2. Expenditure of Funds. No Subcommittee, or member of a Subcommittee, has the authority to expend funds or incur an obligation on behalf of the City or the Board. Subcommittee expenses may be reimbursed if authorized and approved by the Board or by City Council.

Section 6.3. Open Meetings. Subcommittee meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Texas Open Meetings Act.

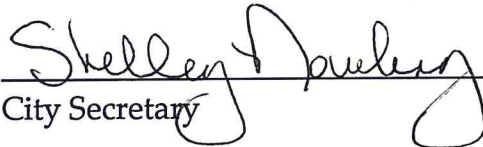
ARTICLE VII. BYLAW AMENDMENTS


These Bylaws may be amended by majority vote of the Board Members at any regular meeting of the Board. The Board's proposed amendments to the Bylaws must be approved by City Council at the next Council meeting after the Board's approval. Bylaw amendments are not effective until approved by City Council.

Approved and adopted at a meeting of the City Council on the 8 day of December, 2015.

ATTEST:

THE CITY OF GEORGETOWN

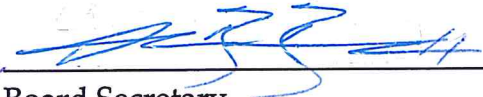

City Secretary

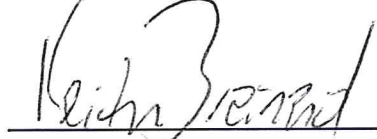

Mayor

Approved and adopted at a meeting of the Board on the 25th day of February, 2016.

ATTEST:

BOARD


Board Secretary


Board Chairman

City of Georgetown, Texas
Government and Finance Advisory Board
April 28, 2021

SUBJECT:

Review of the City Council's Boards and Commissions Attendance Policy – Tommy Gonzalez, Board Chair

ITEM SUMMARY:

Review of the City Council's Boards and Commissions Attendance Policy – Tommy Gonzalez, Board Chair

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Sharon Parker

ATTACHMENTS:

Description	Type
 Attendance Policy	Backup Material



SEC 2.36.010 DUTIES OF COMMISSION, COMMITTEE & BOARD MEMBERS

Attendance by Members is integral to success of the commission, committee or board. It is Council policy to require a minimum of 75 percent attendance of each Member at each regularly scheduled meeting including subcommittee meetings. A Member shall be allowed two excused absences for the Member's personal medical care, required medical care of a Member's immediate family member (as defined by City Ordinance), or Member's military Service that shall not count against the 75 percent attendance requirement. Written notice shall be sent to a Member and the Member's City Council representative when it appears the Member may violate the attendance policy by being absent from more than 25 percent of regularly scheduled meetings, including subcommittee meetings. Excessive absenteeism may result in the Member being replaced by the Council. If a Member is removed from a committee, commission or board, that position shall be considered vacant and a new Member shall be appointed to the Board in accordance with Section 2.36.040

City of Georgetown, Texas
Government and Finance Advisory Board
April 28, 2021

SUBJECT:

Consideration and possible action to recommend approval of the purchase of Stryker Power Load System from Stryker Corporation for a total cost not to exceed \$61,974.28. - Clay Shell, Assistant Fire Chief

ITEM SUMMARY:

This purchase is for two (2) Stryker power load systems that will be installed in two (2) new TRVs by the ambulance manufacturer. A 6-year maintenance agreement will be provided and include annual onsite preventive maintenance inspection and unlimited repairs including parts, labor, and travel with battery coverage.

The power load system helps boost safety by supporting the stretcher throughout the loading and unloading process. This reduces the spinal load on our firefighter/paramedics and helps prevent cumulative trauma injuries.

All our TRVs currently use Stryker equipment. Staff recommends purchasing this system to ensure we maintain a high level of continuity and protection for patients and firefighter paramedics.

A sole source letter for this system is also included.

FINANCIAL IMPACT:

Funding is allocated in 2021 budget.
100-CC0233-Fire Trucks
100-CC0402-Equipment EMS

SUBMITTED BY:

Sharon Parker

ATTACHMENTS:

Description		Type
☐	Stryker Quote	Backup Material
☐	Stryker Sole Source Letter	Backup Material
☐	Power Load Photos	Backup Material

MEMORANDUM FOR RECORD

RE: Sole Source Information for Stryker Model 6506 Power-PRO Ambulance Cot

Stryker is the sole manufacturer of all Stryker products. This correspondence is to inform you of the unique characteristics found only in Stryker's Model 6506 Power-PRO Ambulance Cot. These characteristics can be broken down into three primary categories: Safety, Maintenance, and Ease of Use.

Safety

1) The Stryker Model 6506 Power-Pro is the only powered ambulance cot that meets the following independent certifications:

Underwriters Laboratories – This certifies that the product is safe to those who use it and the surroundings in which it exists. A powered medical device must have this certification in order to operate in a hospital environment.

IPX6 – This certifies that the cot's electrical, hydraulic, and other systems are rated to withstand high pressure water jets.

IEC-60601 and IEC 60601-1-2 – This certification is a multi-stage certification process which states that the Power-Pro conforms to industry standards for electromagnetic medical equipment. Included in this process are Electromagnetic Compatibility (EMC) and Electromagnetic Interference (EMI).

EMC allows the Power-Pro to enter hospitals without disturbing other electromagnetic devices such as heart monitors. EMI prevents our cot from being activated by external electromagnetic devices.

BS EN-1789 clause 4.5.9 – This is a European dynamic crash test which subjects a 50th percentile dummy to a nominal 10g deceleration for a minimum of 50ms. Following the test there shall be no sharp edges or danger to the safety of persons in the road ambulance.

2) The Power-Pro is the only powered ambulance cot that utilizes an automatic shutoff when placed in the cot fastening system. This power-disabling system prevents the operator from accidentally engaging the power system and thus damaging the cot mount or endangering the patient.

3) The Power-Pro is the only power-lift cot with a retractable head section. This feature allows the cot to be lowered to the ground in the shortened position without the risk of the head section injuring an operator or being damaged.

4) When unloading with the manual release handle, the cot utilizes hydraulic dampening. Thus, the cot will not abruptly jar the operator or the patient.

5) The cot has no litter-frame pinch points and thus facilitates a two-person "shared load." This reduces risk of injury and eases cot loading.

6) The cot features the lightest 700-lb capacity frame in the industry.

Maintenance

1) The cot features a foot-end-mounted hourly usage meter. This is an easy tool to determine the timing of preventative maintenance checks.

2) The cot features powder-coating on the entire aluminum frame (including the patient handling surfaces), thus eliminating aluminum oxidation throughout the cot. Additionally, the powder-coated surface facilitates easier decontamination and prevents the carbon build-up that otherwise would rub onto the caregiver's uniform.

3) All caster bearings are sealed, eliminating timely and costly lubrication.

4) The cot is power washable and meets IPX6 pressure jet certification (see above).

Ease of Use

1) The battery is placed at the foot end of the stretcher and is easily accessible in any situation.

2) The cot has a retract speed of 2.4 seconds for speedy loading.

3) The cot provides the highest potential load height of any cot on the market at 36" and is operator-adjustable to match the deck height of individual rescues or ambulances.

4) The cot features the industry's only forward-folding, single-hand release, side rails, thus giving caregivers more space inside the transport vehicle.

5) The foot end of the cot provides lifting bars and operator controls at two different heights, thus providing optimum ergonomics to most operator heights.

- 6) The foot end of the cot contains a large battery indicator light which displays red or green depending on battery level. A warning is given by a flashing red light, allowing the operator time to change the battery.
- 7) The Model 6506 has 6" x 2" sealed bearing casters – the largest in the industry. This facilitates rolling over any surface with ease and reduces caregiver strain.
- 8) The Power-Pro features an integrated bumper system which reduces damage to walls and other obstacles when impacted.

Please forward any further questions to the undersigned at 512-673-0636.

Sincerely,

Jordan Costello
Territory Manager, Stryker - EMS Equipment

MEMORANDUM FOR RECORD

RE: Sole Source Information for Stryker Model 6506 Power-PRO Ambulance Cot

Stryker is the sole manufacturer of all Stryker products. This correspondence is to inform you of the unique characteristics found only in Stryker's Model 6506 Power-PRO Ambulance Cot. These characteristics can be broken down into three primary categories: Safety, Maintenance, and Ease of Use.

Safety

1) The Stryker Model 6506 Power-Pro is the only powered ambulance cot that meets the following independent certifications:

Underwriters Laboratories – This certifies that the product is safe to those who use it and the surroundings in which it exists. A powered medical device must have this certification in order to operate in a hospital environment.

IPX6 – This certifies that the cot's electrical, hydraulic, and other systems are rated to withstand high pressure water jets.

IEC-60601 and IEC 60601-1-2 – This certification is a multi-stage certification process which states that the Power-Pro conforms to industry standards for electromagnetic medical equipment. Included in this process are Electromagnetic Compatibility (EMC) and Electromagnetic Interference (EMI).

EMC allows the Power-Pro to enter hospitals without disturbing other electromagnetic devices such as heart monitors. EMI prevents our cot from being activated by external electromagnetic devices.

BS EN-1789 clause 4.5.9 – This is a European dynamic crash test which subjects a 50th percentile dummy to a nominal 10g deceleration for a minimum of 50ms. Following the test there shall be no sharp edges or danger to the safety of persons in the road ambulance.

2) The Power-Pro is the only powered ambulance cot that utilizes an automatic shutoff when placed in the cot fastening system. This power-disabling system prevents the operator from accidentally engaging the power system and thus damaging the cot mount or endangering the patient.

3) The Power-Pro is the only power-lift cot with a retractable head section. This feature allows the cot to be lowered to the ground in the shortened position without the risk of the head section injuring an operator or being damaged.

4) When unloading with the manual release handle, the cot utilizes hydraulic dampening. Thus, the cot will not abruptly jar the operator or the patient.

5) The cot has no litter-frame pinch points and thus facilitates a two-person "shared load." This reduces risk of injury and eases cot loading.

6) The cot features the lightest 700-lb capacity frame in the industry.

Maintenance

1) The cot features a foot-end-mounted hourly usage meter. This is an easy tool to determine the timing of preventative maintenance checks.

2) The cot features powder-coating on the entire aluminum frame (including the patient handling surfaces), thus eliminating aluminum oxidation throughout the cot. Additionally, the powder-coated surface facilitates easier decontamination and prevents the carbon build-up that otherwise would rub onto the caregiver's uniform.

3) All caster bearings are sealed, eliminating timely and costly lubrication.

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4) The cot features the industry's only forward-folding, single-hand release, side rails, thus giving caregivers more space inside the transport vehicle.

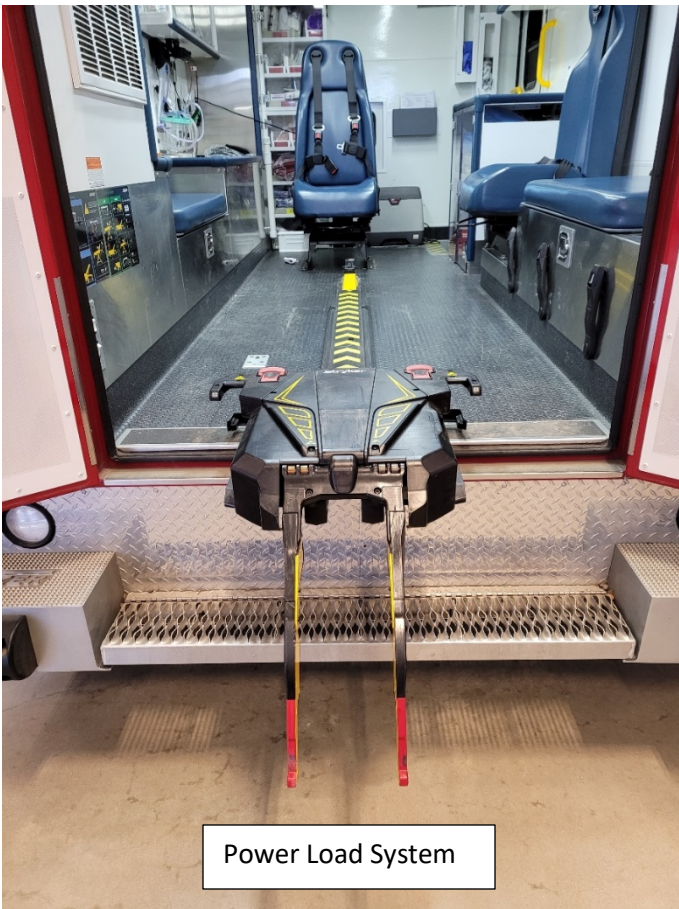
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- 8) The Power-Pro features an integrated bumper system which reduces damage to walls and other obstacles when impacted.

Please forward any further questions to the undersigned at 512-673-0636.

Sincerely,

Jordan Costello
Territory Manger, Stryker - EMS Equipment



Power Load System



Power Load System



Manual Load System

City of Georgetown, Texas
Government and Finance Advisory Board
April 28, 2021

SUBJECT:

Consideration and possible action to approve the purchase of two (2) Dodge 4500-Diesel transitional response vehicles (TRV's) from Mac Haik Dodge Chrysler Jeep through the Buy-Board Contract #570-18 purchase price not to exceed of \$500,000.00 - Clay Shell, Assistant Fire Chief

ITEM SUMMARY:

Mac Haik Dodge Chrysler Jeep in Houston Texas is the licensed franchise dealer for the manufacturer Frazer, LTD. Frazer, LTD is a HUB vendor.

TRVs (ambulances) are on a 6-year replacement schedule This purchase is a scheduled replacement in our vehicle services plan. The new TRVs would replace two of the current frontline TRVs that have the highest mileage. The TRVs with the highest mileage would then be placed as the reserve/backup units. These reserve/backup units are used as backups when frontline units are down for preventive maintenance and/or repairs; staffed as a peak demand unit; staffed to cover special events.

- 2015 – 145,599 mileage – Requesting replacement. Mileage will be at approximately 169,865 at time of replacement delivery.
- 2015 – 136,294 mileage – Requesting replacement. Mileage will be at approximately 159,009 at time of replacement delivery.

Delivery time projected on these units is approximately nine (9) months.

FINANCIAL IMPACT:

Funding is allocated FY21 budget in the Fleet Fund.

SUBMITTED BY:

Sharon Parker

ATTACHMENTS:

Description	Type
☐ Quote	Backup Material



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Customer Quote

Order No.: Q2401-0001

Quote Date: 4/11/2021

Expiration Date: 7/11/2021

Salesperson: Erika FULLICK

efullick@frazerbilt.com

Invoice To:

Georgetown Fire Department
City of Georgetown
PO BOX 409
Georgetown TX 78627
US

Attention:

Assistant Fire Chief
Clay Shell
Clay.Shell@georgetown.org

No.	Item	Quantity	U/M		Unit Price		Net Amount
1	MODULE Type I 12'4" Module	2.000	EA	\$	186,340.00	\$	372,680.00
2	CHASSIS 2022 RAM 4500 Diesel	2.000	EA	\$	49,000.00	\$	98,000.00
3	DELIVERY Customer Pick Up - FOB Frazer	1.000	M	\$	0.00	\$	0.00
4	14389-WHT Bin-Hang/Stack, Large, White	24.000	EA	\$	15.00	\$	360.00
5	14390-WHT Bin-Hang/Stack, Small, White	96.000	EA	\$	12.00	\$	1,152.00
6	14109 Regulator-Oxygen, Preset 50 PSI	2.000	EA	\$	275.00	\$	550.00
7	BUY-BOARD BuyBoard Fee, Contract #570-18	1.000	EA	\$	800.00	\$	800.00



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Customer Quote

Order No.: Q2401-0001

Quote Date: 4/11/2021

Expiration Date: 7/11/2021

Salesperson: Erika FULLICK

efullick@frazerbilt.com

Invoice To:

Georgetown Fire Department
City of Georgetown
PO BOX 409
Georgetown TX 78627
US

Attention:

Assistant Fire Chief
Clay Shell
Clay.Shell@georgetown.org

Remit To:

Per TMVCC, we are quoting this through our
licensed franchise dealer, Mac Haik Dodge Chrysler
Jeep

Mac Haik Dodge Chrysler Jeep
11000 I - 45 North Freeway
Houston TX 77037

Sale Amount: 473,542.00

Sales Tax: 0.00

Total Amount: 473,542.00

Payment Terms: Net 30

Special Instructions:

Email this quote along with your PO to sales@frazerbilt.com.
Graphics pricing includes two hours' design time in the base price.
More extensive graphics or multiple changes will be billed at \$100/hr.



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For your convenience, all pricing has been itemized below per quote Q2401-0001 for Georgetown Fire Department

Base Module	\$ 99,900.00
Chassis Exterior	\$ 27,075.00
Module Exterior	\$ 33,940.00
Chassis Interior	\$ 7,425.00
Module Interior	\$ 18,000.00
Total \$	186,340.00

Items included in above totals:

1. Type I 12' 4" taller Module	\$	incl
2. This is a Triple K Unit	\$	incl

Chassis Exterior:

3. Heat Shielding for Diesel Chassis	\$ 1,575.00
4. Chassis Paint Layout: Paint All One Color - Red - Pierce 90 (FLNA 3042)	\$ 5,250.00
5. Chassis : 2021 RAM 4500, Diesel, 4x2, Regular Cab, 84" Cab to Axle, Dodge White (PW7)	\$ incl
6. Suspension: LiquidSpring	\$ 11,550.00
7. Wheel type: Painted Wheels Match Chassis Color	\$ 1,900.00
8. Chassis Steps: ArcRite with Sure Grip	\$ 1,050.00
9. Grille Guard: Ranch Hand Grille Guard with Wraparounds	\$ incl
10. 10" and 12" Air Horns	\$ 1,125.00
11. Compressor Type: Fast Recovery	\$ 1,475.00
12. Switching Options: Foot Switch	\$ 225.00
13. Window Tint (35% VLT) on Chassis Doors	\$ 275.00
14. Passenger's side Grille Light: Whelen M4 Red Light	\$ incl
15. Driver's side Grille Light: Whelen M4 Red Light	\$ incl
16. Passenger's side Intersect Light: Whelen M4 Clear Light	\$ incl
17. Driver's side Intersect Light: Whelen M4 Clear Light	\$ incl
18. Additional Grille Guard Driver Side Light: Whelen M4 Blue Light	\$ 275.00
19. Additional Grille Guard Passenger Side Light: Whelen M4 Blue Light	\$ 275.00
20. UNOC #570 - HiViz 9000 Lumen MiniBrow Trunnion 18" LED light mounted below the center bar of the grille guard with switch on console at position #4	\$ 1,800.00
21. UNOC# 571 - Install compressor in the compartment below the front I/O	\$ 200.00
22. UNOC #572 - Furnish and install momentary switch for air horns in addition to foot	\$ 100.00



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switch

Chassis Exterior Subtotal \$ 27,075.00

Module Exterior:

23. Power Source: Onan 5.5kW Generator	\$ 10,000.00
24. Locking Gas Cap	\$ incl
25. Module Paint Layout: Two Tone - Red - Pierce 90 (FLNA 3042) and Frazer White (Frazer White)	\$ 3,150.00
26. Rear Wall 3M Conspicuity Layout - Chevron : Fluorescent Yellow/Green Base Color and Red - Translucent Overlay	\$ 1,575.00
27. Entry Door Conspicuity Layout - Squares : White Base Color	\$ 325.00
28. Conspicuity Strips on Compartments Matching the Rear Wall	\$ 275.00
29. Frazer Provided Graphics	\$ 4,140.00
30. Body Drop on the Passenger's Side Forward of Rear Wheels	\$ incl
31. Hidden Switch Behind the Driver's Side Rear Bumper End Cap	\$ 225.00
32. Ground Lights: Entry Doors	\$ 1,050.00
33. Shore Power: Single 30 Amp auto eject w/ Red cover on Front Wall	\$ 475.00
34. Pigtail/Plug Option: Pigtail	\$ incl
35. Coax 1: Run coax from location 1 to Chassis	\$ incl
36. Coax 2: Run coax from location 2 to Chassis	\$ incl
37. Coax 3: Run coax from location 3 to Electrical Compartment	\$ incl
38. Coax 4: Run coax from location 4 to Electrical Compartment	\$ incl
39. UNOC #573 - Yellow Green with Red Overlay conspicuity on side entry door only	\$ 50.00
40. UNOC #196 - Install customer provided Motorola APX 6500 700/800 Mhz and VHF radio base in the electrical compartment - wired battery hot. - Antenna's on chassis roof - Radio head at the console slot 4 - Speaker on the front of the console - Mic on D/S of console slot 1 - Radio head at the action wall towards the center - Speaker behind the radio head - Mic to the left	\$ 800.00
41. UNOC #575 - Install customer provided GPS antenna on the module roof with coax run to the chassis cab	\$ 250.00
42. Front Wall Light Layout: Lower 5 Lights	\$ incl
43. Front Wall Light #1: Whelen M6 Blue/Red Light	\$ 75.00



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44. Front Wall Light #2: Whelen M6 Red/Blue Light	\$	75.00
45. Front Wall Light #3: Whelen M6 Clear Light	\$	incl
46. Front Wall Light #4: Whelen M6 Blue/Red Light	\$	75.00
47. Front Wall Light #5: Whelen M6 Red/Blue Light	\$	75.00
48. Front Wall Driver Side Box Light: Whelen M9 Blue/Red Light	\$	175.00
49. Front Wall Passenger Box Light: Whelen M9 Red/Blue Light	\$	175.00
50. Driver Wall Front Box Light: Whelen M9 Red/Blue Light	\$	175.00
51. Driver Wall Rear Box Light: Whelen M9 Blue/Red Light	\$	175.00
52. Driver Wheel Well Light: Whelen M6 Red/Amber Light	\$	75.00
53. Scene Light Option: Whelen Pioneer Plus Dual Panel LED (Surface)	\$	2,950.00
54. O2 Compartment Style: Laydown O2 with Divider and Removable Shelf	\$	225.00
55. O2 Rollers for an H Cylinder	\$	incl
56. O2 Cylinder Changing Wrench	\$	75.00
57. Electrical Compartment Style: Standard Electrical Compartment	\$	incl
58. Lower Storage Style: Standard Lower Storage	\$	incl
59. Compartment Above Wheel Well Style: Standard Compartment Above Wheel Well	\$	incl
60. Inside Access in the Compartment Above Wheel Well	\$	225.00
61. Dometic Self-Contained A/C with Exhaust Fan	\$	incl
62. Rear Storage Compartment Style: Rear Storage with Flatbars for SCBA Brackets	\$	225.00
63. Coat Hooks: Four Hooks - 1 on Front Wall, 1 on Rear Wall, and 2 on an angle on the Ceiling	\$	225.00
64. UNOC #464 - Furnish and install (2) ULLH SCBA brackets in rear storage compartment - 10" from the floor of the compartment	\$	500.00
65. UNOC #504 - Furnish and install (2) O2 bottle storage structures on the passenger's side wheel well cladding	\$	1,500.00
66. UNOC #574 - Install customer provided Knox KeySecure in the electrical compartment - wired battery hot	\$	200.00
67. Module Window Option: Sliding Window	\$	incl
68. Window Tint (5% VLT) on Entry Doors	\$	275.00
69. Upper Rear Wall Light Layout: 3 Across	\$	incl
70. Upper Light #1: Whelen M6 Load Light	\$	incl
71. Upper Light #2: Whelen M6 Amber Light	\$	incl
72. Upper Light #3: Whelen M6 Load Light	\$	incl



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73. Lower Light #1: Whelen M6 Brake/Tail/Turn Red Light	\$	incl
74. Lower Light #2: Whelen M6 Brake/Tail/Turn Red Light	\$	incl
75. Lower Light #3: Whelen M6 Red/Blue Light	\$	75.00
76. Lower Light #4: Whelen M6 Red/Blue Light	\$	75.00
77. Rear Wall Driver Box Light: Whelen M9 Red/Blue Light	\$	175.00
78. Rear Wall Passenger Box Light: Whelen M9 Blue/Red Light	\$	175.00
79. Rear Backboard: 5" Compartment Shelf	\$	225.00
80. Lower BTTs: 2 Grote Lights on each side	\$	incl
81. Rear Bumper	\$	incl
82. Door Grabbers	\$	incl
83. License Plate Light	\$	incl
84. Passenger Wall Front Box Light: Whelen M9 Blue/Red Light	\$	175.00
85. Passenger Wall Rear Box Light: Whelen M9 Red/Blue Light	\$	175.00
86. Passenger Wheel Well Light: Whelen M6 Amber/Red Light	\$	75.00
87. Passenger Scene Light Activated with Side Entry Door	\$	300.00
88. Interior Step Option: Double Step Well	\$	incl
89. Passenger Rear Compartment Style: Onan Genset Compartment	\$	incl
90. Door Locks on Entry Doors and Compartments	\$	2,700.00
Module Exterior Subtotal		\$ 33,940.00
Chassis Interior:		
91. Siren Speakers: Whelen SA 315 Speakers	\$	incl
92. Tap-2 on Primary Siren	\$	incl
93. Siren Option: Whelen C9 Siren in Console	\$	incl
94. Mic 1 on passenger's side slot 1	\$	incl
95. Slot 1: Double Slot Switch Panel	\$	incl
96. Slot 2: Joined with 1	\$	incl
97. Slot 3: Siren 1	\$	incl
98. Slot 4: Radio Plate: 7.5 L X 2.5 W opening dims	\$	incl
99. Slot 5: Single Blank	\$	incl
100. Slot 6: Single Blank	\$	incl
101. Console Switch Layout : Primary - Secondary - Blank - Blank - Blank - Blank - Blank - Rear Load - Interior Lights - Side Scene (Driver's Side) - Side Scene (Passenger's Side) - Start/Stop Genset -	\$	incl
102. New Armrest	\$	225.00



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103. Console Layout: 6-Slot Console	\$	incl
104. Floor in Front of Console: (2) Survivor Flashlights wired Battery Hot	\$	700.00
105. Rear of Console: Single Mapholder with Cup Holder	\$	325.00
106. Chassis Rear Wall: 3 High Glove Box Holder	\$	225.00
107. Camera System: Voyager 7" Monitor with Back-Up Camera	\$	1,700.00
108. Black Back-up Camera	\$	incl
109. Aftermarket Vinyl Seats	\$	850.00
110. UNOC #505 - Furnish and install Gamber Johnson dock for a Panasonic CF55 laptop with a Havis stand on the passenger's side, towards the front - 15 amp wire, battery hot	\$	3,000.00
111. UNOC #321 - Install (2) customer provided Motorola APX 7000 portable radio chargers in console - wired battery hot (SLOT 5)	\$	400.00
Chassis Interior Subtotal		\$ 7,425.00

Module Interior:

112. Protek Cushions	\$	incl
113. Red Interior	\$	incl
114. Stainless Steel Countertops	\$	incl
115. Front I/O with Lexan Doors	\$	incl
116. 2 High "D" Cylinder Holder in the Front I/O Facing the Rear Wall	\$	175.00
117. Quad Outlet in the Front I/O	\$	incl
118. Map Holder on Side of Front I/O	\$	175.00
119. 15 Qt. Engel Fridge	\$	950.00
120. Duplex Outlet on the Front Wall	\$	incl
121. Aluminum Door in the Front Corner Area	\$	incl
122. Double Locking Aluminum Drug Box	\$	325.00
123. UNOC #725- Double locking aluminum drug box with Touchpoint cam lock w/keypad, and hasp, mounted under action wall cabinet	\$	375.00
124. UNOC #692 -Custom venting on side of front I/O cabinet to allow the inside of cabinet to stay the same as the module interior temperature	\$	150.00
125. Location 1: 4 Switch w/Thermostat	\$	incl
126. Location 2: Single O2 Outlet	\$	incl
127. Location 3: Electric O2 panel with monitor	\$	1,800.00
128. Location 4: Dual USB receptacles	\$	225.00
129. Location 6: Suction	\$	incl

130. Location 7: Quad 120 VAC	\$	incl
131. Location 8: Blank	\$	incl
132. Location 9: Blank	\$	incl
133. Action Wall Switch Layout : Interior Lights; Dimmer; Ventilation Fan; Electric O2;	\$	incl
134. Technimount Phillips MRx with case Monitor Mount on the Action Wall Countertop	\$	1,525.00
135. Sharps Container at Action Wall	\$	incl
136. Acrylic Holder at the Action Wall Cabinet	\$	incl
137. New 6pt Harness at the CPR Seat	\$	525.00
138. Acrylic Holder Aft CPR Seat	\$	incl
139. Genset Start/Stop Switch at Rear Doors	\$	incl
140. Rear Door Switch Layout : Acknowledge; Start/Stop Genset; Dump/Bypass (Suspension); Rear Load;	\$	incl
141. Sharps Container Centered on Rear Wall	\$	175.00
142. Head knocker options: With Clock only	\$	475.00
143. UNOC #578 - B/T/T strip light combination in the rear entry door headknocker with kill switch next to head knocker	\$	700.00
144. Two Seating Positions at the Squad Bench - 1 and 2	\$	incl
145. Harness Type for Seat Position 1: New 6pt Harness	\$	525.00
146. Harness Type for Seat Position 2: No Harness	\$	incl
147. 22 Pocket Acrylic Holder	\$	650.00
148. Double Squad Bench Cabinet	\$	650.00
149. New Glove Box & Handrail at the Head of the Squad Bench	\$	275.00
150. Trashcan With Lid at the Head of the Squad Bench	\$	incl
151. O2 Outlet at the Squad Bench Wall	\$	incl
152. O2 Outlet in Ceiling Raceway	\$	325.00
153. Install Evergreen UV-C air and surface disinfection lamp in ceiling raceway with control unit in electrical compartment	\$	4,750.00
154. IV Hanger on Ceiling Raceway	\$	incl
155. Overhead Grabrails on Both Sides	\$	225.00
156. IV Hanger on Squad Bench Ceiling	\$	incl
157. Floor Options: Customer Provided Stryker Power-LOAD	\$	1,750.00
158. Stryker cot tower only (no antler and bar)	\$	incl
159. Lonplate II Gunmetal Floor	\$	275.00
160. Captain's Chair Type: Captain's Chair with Child Safety Seat and 4pt. Harness	\$	750.00



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161. Customer Provided Items Processing Fee	\$	250.00
Module Interior Subtotal	\$	18,000.00

All new Frazer EMS Vehicles come standard with the following features:

- 120V generator-powered electrical system independent of the chassis electrical
- 120V self-contained module heater & proprietary best-in-class air conditioner
- Easily accessible electrical compartment located on exterior of vehicle
- All aluminum module construction - No wood products!
- Shear-plate method of attachment securing the module to the chassis
- All aluminum powder-coated 12" deep interior cabinetry
- Seamless cushions
- All LED emergency warning and scene lighting
- All LED interior ceiling lights
- 120VAC outlets conveniently located throughout unit
- Three oxygen outlets
- Action area with hinged service access panel to back of oxygen outlets and switches

City of Georgetown, Texas
Government and Finance Advisory Board
April 28, 2021

SUBJECT:

Consideration and possible recommendation of approval to **purchase laptops, desktops, and docking stations from Dell Inc.** for an amount not to exceed **\$256,416.90** -- Greg Berglund, Assistant Director, Information Technology

ITEM SUMMARY:

Staff recommends the purchase of 63 laptops, 165 desktops, 300 monitors, and accessories. This purchase is planned for FY 2021 as part of the City's desktop computer strategy implementation. Dell Inc. has been the City's vendor for desktop computers for approximately 10 years. In the first and second quarter of Fiscal Year 2020, the IT Department evaluated three vendors (Dell, HP, Lenovo) and determined Dell products to be the best value. Vendors were evaluated on cost, local economic impact of company, responsiveness, professional services, product support offerings, city staff knowledge of the products, product options, and fit with the City's internal support model.

In the Year 2019, after conducting the study and a laptop computer pilot program, the City implemented a new strategy for the provision of desktop computers to employees. The strategy acknowledges that the City's previous approach to providing desktop computer technology must be changed in order to meet modern business needs and address technology changes. Since 2011, the IT department had aggressively implemented virtual desktops (VDI). While the City was successful in driving virtual desktop adoption, VDI technology did not deliver on its expected benefits due to intensive infrastructure demands, complexity, and poor technical performance. There is organizational consensus that VDI harms productivity, flexibility, innovation, and emergency preparedness.

A five-year, three-pronged strategy was proposed to address these issues:

Replace virtual desktops with physical desktops in the near term (FYs 20, 21, 22) while preparing for and eventually implementing Cloud based virtual desktops as they mature (FYs 22, 23, 24).

Improve management of desktops with Unified Endpoint Management (UEM) systems.

Retire on-premises virtual desktop infrastructure.

Implementation of these strategies over the next five years will prepare the City need to efficiently manage a hybrid environment that includes physical desktops and Cloud based virtual desktops.

FINANCIAL IMPACT:

This item was budgeted in the Fiscal year 2021 budget under: Fund – 570, Cost Center - 0651, Spend Category – Computer Hardware. Products will be purchased under Texas Department of Information Resources Contract: DIR-TSO-3763.

SUBMITTED BY:

Sharon Parker

ATTACHMENTS:

Description	Type
 Quote from Dell Computers	Backup Material



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000081953450.1	Sales Rep	Danielle Eads
Total	\$256,416.90	Phone	(800) 456-3355, 6180188
Customer #	23014	Email	Danielle_Hulsebosch@Dell.com
Quoted On	Mar. 29, 2021	Billing To	ACCOUNTS PAYABLE
Expires by	Apr. 28, 2021		CITY OF GEORGETOWN
Deal ID	20713066		PO BOX 409
			CITY OF GEORGETOWN
			GEORGETOWN, TX 78627-0409

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Danielle Eads

Shipping Group

Shipping To	Shipping Method
BEN COLLIER CITY OF GEORGETOWN 300 INDUSTRIAL AVE 1 GEORGETOWN, TX 78626-8445 (512) 930-3654	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Latitude 5420	\$1,175.00	50	\$58,750.00
Dell Thunderbolt Dock- WD19TB	\$189.00	85	\$16,065.00
Dell 24 Monitor - P2419H	\$144.35	300	\$43,305.00
Mobile Precision 3551	\$1,557.20	3	\$4,671.60
OptiPlex 5080 Micro	\$700.00	165	\$115,500.00
Dell Latitude 5424	\$1,812.53	10	\$18,125.30

Subtotal:	\$256,416.90
Shipping:	\$0.00
Non-Taxable Amount:	\$256,416.90
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$256,416.90
---------------	---------------------

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

BEN COLLIER
CITY OF GEORGETOWN
300 INDUSTRIAL AVE
1
GEORGETOWN, TX 78626-8445
(512) 930-3654

Shipping Method

Standard Delivery

		Quantity		Subtotal
Dell Latitude 5420		\$1,175.00	50	\$58,750.00
Estimated delivery if purchased today: May. 03, 2021 Contract # C000000006841 Customer Agreement # TX DIR-TSO-3763				
Description	SKU	Unit Price	Quantity	Subtotal
Dell Latitude 5420 XCTO Base	210-AYNM	-	50	-
11th Generation Intel Core i5-1135G7 (4 Core, 8M cache, base 2.4GHz, up to 4.2GHz)	379-BEHK	-	50	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	50	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	50	-
I5-1135G7 Trans, Intel Iris Xe Graphics, Thunderbolt	338-BXRT	-	50	-
No Out-of-Band Systems Management - No vPro	631-ACTP	-	50	-
16GB,1x16GB, DDR4 Non-ECC	370-AFVP	-	50	-
M.2 256GB PCIe NVMe Class 40 Solid State Drive	400-BKUW	-	50	-
LCD back cover for Latitude 5420 WLAN/WWAN	320-BECK	-	50	-
HD Camera Bezel with Mic	325-BDYX	-	50	-
14" FHD (1920x1080) Non-Touch, Anti-Glare, IPS, 250nits	391-BFPR	-	50	-
Palmrest, Fingerprint Reader, Thunderbolt 4	346-BGVK	-	50	-
Single Pointing Backlit US English Keyboard	583-BHCH	-	50	-
Intel AX201 WLAN Driver	555-BGJD	-	50	-
Intel Wi-Fi 6 AX201 2x2 .11ax 160MHz + Bluetooth 5.1	555-BGGT	-	50	-
Verizon SIM Card	556-BCEZ	-	50	-
Intel XMM 7360 Global LTE-Advanced	556-BCMZ	-	50	-
4 Cell 63Whr ExpressCharge™ Capable Battery	451-BCSW	-	50	-
65W Type-C Epeat Adapter	492-BCXP	-	50	-
US Power Cord	537-BBBL	-	50	-
Quick start guide for Win 10, Ubuntu	340-CTZO	-	50	-
Custom Configuration	817-BBBB	-	50	-
SupportAssist	525-BBCL	-	50	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	50	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	50	-
Waves Maxx Audio	658-BBRB	-	50	-
Dell Power Manager	658-BDVK	-	50	-

Dell SupportAssist OS Recovery Tool	658-BEOK	-	50	-
Dell Optimizer	658-BEQP	-	50	-
Mix Model 65W Adpater + TGL CPU	340-CUCT	-	50	-
ENERGY STAR Qualified	387-BBPC	-	50	-
Latitude 5420 Bottom Door	321-BGBE	-	50	-
EPEAT 2018 Registered (Gold)	379-BDZB	-	50	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	50	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	50	-
Dell Limited Hardware Warranty	997-8317	-	50	-
ProSupport: 7x24 Technical Support, 3 Years	997-8344	-	50	-
ProSupport: Next Business Day Onsite, 1 Year	997-8349	-	50	-
ProSupport: Next Business Day Onsite, 2 Year Extended	997-8354	-	50	-
No Accidental Damage Selected	981-4619	-	50	-

			Quantity	Subtotal
Dell Thunderbolt Dock- WD19TB		\$189.00	85	\$16,065.00

Estimated delivery if purchased today:
Apr. 08, 2021
Contract # C000000006841
Customer Agreement # TX DIR-TSO-3763

Description	SKU	Unit Price	Quantity	Subtotal
Dell Thunderbolt Dock- WD19TB	210-ARIK	-	85	-
Advanced Exchange Service, 3 Years	824-3984	-	85	-
Dell Limited Hardware Warranty	824-3993	-	85	-
			Quantity	Subtotal

Dell 24 Monitor - P2419H		\$144.35	300	\$43,305.00
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Estimated delivery if purchased today:
Apr. 07, 2021
Contract # C000000006841
Customer Agreement # TX DIR-TSO-3763

Description	SKU	Unit Price	Quantity	Subtotal
Dell 24 Monitor - P2419H	210-AQDX	-	300	-
Dell Limited Hardware Warranty	814-5380	-	300	-
Advanced Exchange Service, 3 Years	814-5381	-	300	-
			Quantity	Subtotal

Mobile Precision 3551		\$1,557.20	3	\$4,671.60
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Estimated delivery if purchased today:
May. 20, 2021
Contract # C000000006841
Customer Agreement # TX DIR-TSO-3763

Description	SKU	Unit Price	Quantity	Subtotal
Intel Core Processor i7-10750H (6 Core, 12MB Cache, 2.60 GHz to 5.00 GHz, 35W)	379-BDWY	-	3	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	3	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	3	-
16GB, 1X16GB, DDR4 2933Mhz Non-ECC Memory	370-AFFB	-	3	-
Nvidia Quadro P620 w/ 4GB GDDR5	490-BFBH	-	3	-
M.2 512GB PCIe NVMe Class 40 Solid State Drive	400-BDWU	-	3	-

No Additional Hard Drive	401-AAGM	-	3	-
Intel WiFi6 AX201 Wireless Card for WW	555-BFNV	-	3	-
No Out-of-Band Systems Management - No vPro	631-ACLF	-	3	-
Dual Pointing Backlit US English Keyboard with numeric keypad	583-BGWN	-	3	-
No ENERGY STAR Qualified	387-BBCE	-	3	-
E5 US Power Cord	450-AAEJ	-	3	-
Regulatory Label included	389-BEYY	-	3	-
FCC Label	389-DPPX	-	3	-
SupportAssist	525-BBCL	-	3	-
System Driver for Mobile Precision 3551	631-ACLD	-	3	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	3	-
Dell Optimizer for Precision	640-BBSC	-	3	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	3	-
Waves Maxx Audio	658-BBRB	-	3	-
Dell Power Manager	658-BDVK	-	3	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	3	-
Custom Configuration	817-BBBB	-	3	-
Dell Mobile Precision Workstation 3551 CTO	210-AVJY	-	3	-
Intel Core Processor i7-10750H with Nvidia Quadro P620 Graphics, Thunderbolt	329-BETJ	-	3	-
Bottom door	354-BBCD	-	3	-
Verizon SIM Card	556-BCEZ	-	3	-
Intel XMM 7360 LTE-Advanced	556-BCFD	-	3	-
DP Palmrest w/ Touch Fingerprint Reader only, TBT	346-BFZB	-	3	-
6 Cell 97Whr ExpressCharge Capable Battery	451-BCJI	-	3	-
Cable for 6 cell battery	470-ADOZ	-	3	-
WWAN Support	320-BDRR	-	3	-
Bezel, Camera & Mic	325-BDRO	-	3	-
15.6" FHD 1920x1080, Anti-Glare Non-Touch, 100% sRGB	391-BFGK	-	3	-
130W E5 Type C Power Adapter (EPEAT)	492-BCWZ	-	3	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	3	-
ProSupport: 7x24 Technical Support, 3 Years	997-1109	-	3	-
Dell Limited Hardware Warranty Plus Service	997-1129	-	3	-
ProSupport: Next Business Day Onsite, 3 Years	997-6028	-	3	-

			Quantity	Subtotal
OptiPlex 5080 Micro	\$700.00	165		\$115,500.00

Estimated delivery if purchased today:
May. 03, 2021
Contract # C000000006841
Customer Agreement # TX DIR-TSO-3763

Description	SKU	Unit Price	Quantity	Subtotal
OptiPlex 5080 Micro XCTO	210-AVOQ	-	165	-

10th Generation Intel Core i5-10600T (6-Core, 12MB Cache, 2.4GHz to 4.0GHz, 35W)	338-BVDF	-	165	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	165	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	165	-
16GB (2x8GB) DDR4 non-ECC Memory	370-AFIY	-	165	-
M.2 256GB PCIe NVMe Class 40 Solid State Drive	400-BEUS	-	165	-
Thermal Pad	412-AALV	-	165	-
M2X3.5 Screw for SSD/DDPE	773-BBBC	-	165	-
No Additional Hard Drive	401-AANH	-	165	-
OptiPlex 5080 Micro, 35W	329-BEVF	-	165	-
90 Watt AC Adapter	450-AJNU	-	165	-
Power Cord	450-AAZN	-	165	-
Internal Wireless Antennas	555-BFPV	-	165	-
Intel Wi-Fi 6 AX201, Dual-band 2x2 802.11ax with MU-MIMO + Bluetooth 5.1	555-BFRK	-	165	-
Wireless Driver, Intel® WiFi 6 AX201 2x2 (Gig+) + Bluetooth 5	555-BFTX	-	165	-
No Additional Cable Requested	379-BBCY	-	165	-
Optional HDMI 2.0b Video Port	382-BBFI	-	165	-
Dell KB216 Wired Keyboard English	580-ADJC	-	165	-
Dell Laser Wired Mouse - MS3220 Black	570-ABGR	-	165	-
No Cable Cover	325-BCZQ	-	165	-
SupportAssist	525-BBCL	-	165	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	165	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	165	-
Waves Maxx Audio	658-BBRB	-	165	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	165	-
Dell Optimizer	658-BEQP	-	165	-
ENERGY STAR Qualified	387-BBLW	-	165	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	165	-
Dell Watchdog Timer	379-BDWG	-	165	-
Quick Setup Guide 5080 MFF	340-CPQG	-	165	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	165	-
Ship Material for OptiPlex Micro Form Factor	340-CQYN	-	165	-
Shipping Label for DAO,BRZ	389-BBUU	-	165	-
No CompuTrace	461-AABF	-	165	-
Regulatory Label for OptiPlex 5080 Micro 90 W, DAO	389-DVUD	-	165	-
No Intel Responsive	551-BBBJ	-	165	-
Desktop BTO Standard shipment	800-BBIO	-	165	-
Custom Configuration	817-BBBB	-	165	-
Intel Standard Manageability (ISM)	631-ACOK	-	165	-
No Dell Backup and Recovery software	637-AAAM	-	165	-
No Optane	400-BFPO	-	165	-

No Option Included	340-ACQQ	-	165	-
Speaker for OptiPlex MFF	520-AARC	-	165	-
No External ODD	429-ABGY	-	165	-
Dell Limited Hardware Warranty Plus Service	804-9043	-	165	-
Onsite/In-Home Service After Remote Diagnosis 3 Years	804-9044	-	165	-
			Quantity	Subtotal
Dell Latitude 5424			\$1,812.53	10
				\$18,125.30

Estimated delivery if purchased today:

Apr. 26, 2021

Contract # C000000006841

Customer Agreement # TX DIR-TSO-3763

Description	SKU	Unit Price	Quantity	Subtotal
Dell Latitude 5424 Rugged, CTO	210-AQPY	-	10	-
8th Gen Intel Core i5-8350U Processor (Quad Core, 6M Cache, 1.7GHz, 15W, vPro)	379-BDHC	-	10	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	10	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	10	-
Intel Core i5-8350U Processor Base with Integrated Intel UHD 620 Graphics	338-BPVI	-	10	-
No Out-of-Band Systems Management - vPro Disabled	631-ABWH	-	10	-
16GB, 2x8GB, 2400MHz DDR4 Non-ECC	370-AGKD	-	10	-
M.2 256GB PCIe NVMe Class 40 Solid State Drive	400-BBTW	-	10	-
14" FHD WVA (1920 x 1080) Anti-Glare Non-Touch, Outdoor-Readable Screen	391-BDXN	-	10	-
Dell Top Case and Palmrest with Security, no NFC	346-BFXW	-	10	-
Regulatory Label for Keyboard	389-DOPO	-	10	-
Sealed Internal RGB Backlit English Keyboard	580-ABYR	-	10	-
Intel Dual Band Wireless AC 8265 (802.11ac) 2x2 + Bluetooth 4.2 Driver	555-BEPE	-	10	-
Intel Dual Band Wireless AC 8265 (802.11ac) 2x2	555-BDGD	-	10	-
WLAN Bracket	575-BBYW	-	10	-
Qualcomm Snapdragon X20 (DW5821e) Vrz	556-BBZJ	-	10	-
WWAN Bracket	575-BBYX	-	10	-
3 Cell 51Whr 3-Year Limited Hardware Warranty ExpressCharge Capable Primary Battery	451-BCOQ	-	10	-
90 Watt AC Adapter	492-BCNQ	-	10	-
E5 US Power Cord	537-BBBD	-	10	-
Setup and Features Guide	340-CHMZ	-	10	-
Factory Installed Rigid handle tied sku	540-BCIH	-	10	-
3 Cell 51Whr 3-Year Limited Hardware Warranty ExpressCharge Capable Secondary Battery	451-BCOR	-	10	-
Regulatory Label included	389-BEYY	-	10	-
TPM Enabled	340-AJPV	-	10	-
System Driver, Dell Latitude 5424	640-BBRP	-	10	-
Dell Developed Recovery Environment	658-BCUV	-	10	-
Shuttle SHIP Material	328-BCXL	-	10	-

Directship Info Mod	340-CKTD	-	10	-
No Option Included	340-ACQQ	-	10	-
CMS Software not included	632-BBBJ	-	10	-
ENERGY STAR Qualified	387-BBNJ	-	10	-
No Additional IO Ports	590-TEYX	-	10	-
Primary HD Only, 5424	590-TEYH	-	10	-
No Optical Drive	429-AAYP	-	10	-
No Option Included	340-ACQQ	-	10	-
RGB Camera	319-BBFN	-	10	-
Express Card Slot with Security Bundle	590-TEYW	-	10	-
ProSupport: Next Business Day Onsite, 3 Years	808-6784	-	10	-
Dell Limited Hardware Warranty Initial Year	808-6805	-	10	-
ProSupport: 7X24 Technical Support, 3 Years	808-6809	-	10	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	10	-

Subtotal:	\$256,416.90
Shipping:	\$0.00
Estimated Tax:	\$0.00
Total:	\$256,416.90

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions : Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

City of Georgetown, Texas
Government and Finance Advisory Board
April 28, 2021

SUBJECT:

Consideration and possible action to recommend to authorize the City Manager to execute Design Contract with Architectural Design Group / ADG Inc of Dallas, Texas for the Design of the Public Safety Operations and Training Center Firing Range, in an amount, not to exceed \$91,649.00. – Eric Johnson, Facilities Director

ITEM SUMMARY:

This project is to update the original design of the Police Firing Range for subsequent construction. The original Firing Range design was completed with the design of the Public Safety Training and Operations Building, but was not included in the construction of the facility.

The contract includes updating existing plans and specifications to current International Building Code 2015 and current ADA standards, bidding assistance, and construction phase services. Since ADG designed the original PSOTC, including the Firing Range design, we anticipate a streamlined design process, allowing us to bid out the project on a shorter timeline.

The RFQ was issued January 27, 2021 and due March 3, 2021. Five Architecture Firms submitted Statements of Qualifications for this design, and the selection committee chose ADG as the most qualified.

This project was approved through the 2021 budget process.

FINANCIAL IMPACT:

The design contract for the PSOTC Firing Range is a fixed fee contract of \$91,649.00, funded through certificates of obligation, approved in the FY 2021 budget that will be issued May 20, 2021.

SUBMITTED BY:

Sharon Parker

ATTACHMENTS:

Description		Type
<input type="checkbox"/>	Bid Tab	Backup Material
<input type="checkbox"/>	Proposal	Backup Material
<input type="checkbox"/>	Presentation	Presentation

	EJ	TL	RW	
ADG	95	74	97	89
Brinkley	65	84	91	80
Casabella	34	44	58	45
EDF	39	40	12	30
FGMA	70	63	76	70

RFQQuals PSOTC Firing Range

SOQ EVALUATION SUMMARY

Intro		PM	Technical	Rep Proj	Rel Proj	Budget	Workload	Approach	TOTAL	Rank	AVG
ADG											
EJ	5	19	15	15	13	3	5	20	95		
TL	5	16	11	11	13	0	2	16	74		
RW	5	18	14	15	15	5	5	20	97		
								TOTAL	266		89
Brinkley Sargent											
EJ	5	15	11	10	10	4	5	5	65		
TL	5	18	11	11	15	3	5	16	84		
RW	5	16	13	15	15	5	4	18	91		
								TOTAL	240		80
Casabella											
EJ	5	3	5	0	12	4	5	0	34		
TL	3	14	11	0	0	2	0	14	44		
RW	5	10	5	3	10	5	5	15	58		
								TOTAL	136		45
EDF											
EJ	3	8	11	8	5	0	4	0	39		
TL	3	16	11	0	0	0	0	10	40		
RW	2	5	5	0	0	0	0	0	12		
								TOTAL	91		30

FGMA											
EJ	5	15	10	12	5	3	5	15	70		
TL	5	14	11	11	9	0	2	11	63		
RW	4	12	10	13	13	5	4	15	76		
								TOTAL	209		70



Architects Design Group
AR94944

Architects and Planners

I.S.K. Reeves V, FAIA
CEO, Principal

Ian A. Reeves, AIA
President, Principal

Susan Gantt, AIA, LEED AP
Senior Vice President

Rodney McManus, LEED AP
Vice President of Operations

Fred Rambo, RA
Vice President of Production

Sergio Baca
Associate Vice President

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Suite 4250
Dallas, Texas 75201
Tel: 469.501.5540

email: adg@adgusa.org
www.adgusa.org

April 20, 2021

Nicole Abrego, Senior Buyer
Purchasing Department
300-1 Industrial Ave.
Georgetown, TX 78626

RE: Design Services Public Safety Operations and Training Center Firing Range
Partial Construction Document Revisions and Construction Administration Services
ADG Project No.: 1069.21/1.21

Dear Ms. Abrego,

ADG is pleased to provide the City of Georgetown this fee proposal to modify the existing Construction Documents, updating them to the current codes, etc., necessary to permit the documents with the authorities having jurisdiction over the project. In addition, this proposal covers the architectural and engineering services during the Construction Administration phase of the project.

Design Team Construction Administration Services:

- The Consultant shall assist the City with the coordination of the construction process which has been agreed upon with the City to be approximately twelve (12) months, working closely with the City's selected builder entity. Services shall include reviews of the proposed construction schedule, providing responses to submitted RFI's (requests for information), reviewing submittals for compliance with the contract documents, reviewing pay applications, and providing a complete facility review to develop a punch list of items to be addressed prior to the issuance of a substantial completion certificate, followed by a final facility review and final completions report.
- The Consultant shall also assemble the appropriate close-out documents for issuance to the City's selected builder entity with copies provided to the City including operations and maintenance manuals, manufacturer contact lists, etc.

The fee proposal of design services and estimate of probable cost, showing the associated fees requested to perform the required architectural and engineering tasks is included as Attachment "B" to this proposal.

We understand that the City of Georgetown is to review and approve this proposal prior to beginning any of the related work. Please let us know if you have any questions or comments about the fees outlined or the proposed changes to the base contract (these changes are noted as comments in the PDF), as noted in Attachment "A". Thank you.

April 20, 2021

**Georgetown Firearms Training Facility - Fee Request for
Partial Construction Documents revisions and Construction Administration Services**

ADG Project No.: 1069.21/1.21

Page 2

We look forward to getting started on this very exciting project for the City of Georgetown. Thank you again for your consideration. Sincerely,



**Ian A. Reeves, AIA
President**

Attachments:

- A: Base City Contract with Notations from Architects Design Group
- B: Georgetown, TX – Police Firing Range Estimate of Probable Costs and Fees, dated 4/20/2021

CC: R. McManus/ADG, K. Nero/ADG, N. Hevia/ADG, A. Keillor/ADG, file.



Attachment B

Georgetown Police Firing Range
Cost Estimate: April 20, 2021

DESIGN FEES

Architecture

- Update plans to IBC 2015 and current ADA / Coordination with Subs / QAQC of Plans \$ 12,000.00
- Bidding \$ 5,744.00
- Construction Administration \$ 24,545.00
- Additional Service (if requested) TBD

Structural

- Update plans to IBC 2015 / Add in baffles \$ 1,000.00
- Bidding \$ -
- Construction Administration (4 site visits) \$ 8,360.00
- Additional Service (if requested) TBD

MEP / FP

- Update plans to IBC 2015 \$ 7,500.00
- Bidding \$ -
- Construction Administration \$ 7,500.00
- Additional Service (if requested) TBD

Civil / Survey

- Update plans to IBC 2015 \$ -
- Additional Service (if requested) TBD

Other Design Services

- Permitting Fees By Owner

Contingency

- Design contingency fee for any additional services / design changes from the original documents, not specified above, that may occur during the design process. Any changes will be presented to the city's project management staff for approval before services are performed \$ 25,000.00

Subtotal of Design Fees \$ 91,649.00

ESTIMATED CONSTRUCTION COSTS

(based on 2020 estimate from GC. Will need to be updated once a GC is chosen)

Site Work & General Construction

- Site Work & General Construction \$ 1,371,050.00

Add Alternates

- Gutter Drainage System \$ 234,000.00
- PA System \$ 50,000.00
- Ballistic Glazing..... \$ 25,000.00

Contingency

- Contingency (5%) \$ 84,003.00

Other Costs

- General Conditions \$ 395,646.00
- Insurances \$ 40,578.00
- Payment & Performance Bond..... \$ 17,799.00
- Market Fee..... \$ 85,573.00

Subtotal of Construction Costs \$ 2,303,649.00

Escalation (6%)..... \$ 138,219.00

Range Outfitting

- InVeris Range Outfitting *(Procured By Owner)* TBD

TOTAL ESTIMATED CONSTRUCTION COST \$ 2,535,157.00

Public Safety Operations and Training Center Firing Range Design

GGAF

April 28, 2021

Purpose

- Consideration and possible action to authorize the City Manager to execute **Design Contract** with **Architectural Design Group / ADG Inc** of Dallas, Texas for the **Design of the Public Safety Operations and Training Center Firing Range**, in an amount, not to exceed **\$91,649.00**.

Background

- Update the original design of the Police Firing Range for construction.
- The original Firing Range design was completed with the design of the Public Safety Training and Operations Building, but was not included in the construction of the facility.
- Bring original design into compliance with current code and ADA requirements.

Request for Qualifications

- Request for Qualifications – January 27, 2021
- SOQ's received – March 3, 2021
- 5 SOQs received
 - Archetectural Design Group - Dallas, Texas
 - Brinkley Sargent Wiginton Architects - Austin, Texas
 - CasaBella Architects - Austin, Texas
 - EFG Design and Architecture – Tulsa, Oklahoma
 - FMG Architects, Inc – Austin, Texas

Next Steps

- Execute Design Contract
- Early Fall 2021 – Complete Design
- Fall 2022 – Complete Construction

City of Georgetown, Texas
Government and Finance Advisory Board
April 28, 2021

SUBJECT:

Consideration and possible action to authorize the City Manager to execute Design Contract with CDS Muery of San Antonio, Texas for the Design of the Fuel Station Renovation, for an amount not to exceed \$61,087.50. – Eric Johnson, Facilities Director

ITEM SUMMARY:

This project is to design the replacement of the existing fuel island, originally constructed in the late 1980s. The upgrade will include new pumps, tanks, canopy and emergency generation to keep the island functioning during emergency operations.

The contract includes schematic design through construction documents, bidding assistance, and construction phase services. CDS Muery designed the Fuel Station at the Georgetown Municipal Airport in 2016.

The RFQ was issued March 8, 2021 and due April 1, 2021. Three firms submitted Statements of Qualifications for this design, and the selection committee chose CDS Muery as the most qualified.

This project was approved through the 2020 budget process.

FINANCIAL IMPACT:

The design contract for the Fuel Station is a fixed fee contract of \$61,087.50, funded through:

- 50% certificates of obligation, approved in the FY 2020 that were issued in the spring of 2020
- 50% Fleet Services Fund

SUBMITTED BY:

Sharon Parker

ATTACHMENTS:

Description		Type
☐	Bid Tab	Backup Material
☐	Proposal	Backup Material
☐	Presentation	Presentation

Event Overview

Organization	Georgetown Purchasing
Workgroup	Georgetown TX
Event Type	Request for Qualifications
Event Number	202121 Addendum 1
Event Title	Architectural and Engineering Design Services for a Fuel Station
Event Description	<p>*****PLEASE SEE ADDENDUM NO. 1*****</p> <p>The City of Georgetown, is soliciting Statements of Qualifications (SOQs) from firms interested and qualified to perform the necessary evaluation, design, and related functions required for development of plans and specifications for architectural and engineering design services for a FUEL STATION to be located near the intersection of N. College St. and College St.</p> <p>Sealed proposals may be electronically submitted through the City E-bid system accessible via Citys web site at https://gtowntx.ionwave.net/Login.aspx on or before April 1, 2021 at 2:00 PM and immediately thereafter publicly opened and read aloud.</p> <p>Questions regarding use of the E-bid System may be directed by email to: Nicole.abrego@georgetown.org</p> <p>Sealed qualifications may be received by the City of Georgetown in the Georgetown Municipal Complex, Purchasing Department, at 300-1 Industrial Avenue, Georgetown, Texas 78626.</p> <p>PUBLICCLOSING will be held by virtually. This is accessible using the link and call in information provided below:</p>
Issue Date	3/8/2021

Close Date	4/1/2021
Event Contact	Nicole Abrego Buyer
Contact Phone	(512) 930-8454
Contact Fax	(512) 930-9027
Contact Email	nicole.abrego@georgetown.org

Supplier Scoring Summary

202121 Addendum 1 - Architectural and Engineering Design Services fo

Supplier	Rank		Score		Evaluation Criteria							
					Firm Introduction	Competence and Quality	Technical Adequacy	Experience	Performance	Accuracy of Cost Estima	Workload Capacity	Approach
				100	5	20	15	15	15	5	5	20
Civil Design Services, Inc. db	1		85.0		5	18	13	13	13	3	4	17
Morris + Associates	2		76.0		4	17	10	13	12	4	4	13
BLGY Architecture	3		56.3		4	13	9	5	9	1	2	13
			72.4		4.4	15.8	10.7	10.2	11.0	2.7	3.2	14.4

r a Fuel Station

Evaluators

Evaluator	Bio
Hohman, Stan	
Johnson, Eric	
Long, Trish	

Evaluation Criteria

[illegible]

Description
Instructions
Buyer Entered?
Note Required?
Criteria Type
Max Score
Experience
Description
Instructions
Buyer Entered?
Note Required?
Criteria Type
Max Score
Performance
Description

Instructions
Buyer Entered?
Note Required?
Criteria Type
Max Score
Accuracy of Cost Estima
Description
Instructions
Buyer Entered?
Note Required?
Criteria Type
Max Score
Workload Capacity
Description
Instructions
Buyer Entered?

Briefly introduce your firm, providing a summary of the administration, organization and staffing of your firm, including multiple offices, if applicable. Provide an organizational chart indicating the positions and names of the core management team which will undertake this engagement.

No

Optional

Entered Value

5

ications

Demonstrate the competence and qualifications of the individual who will be directly responsible for the management and delivery of the proposed work

Firm provided individual's experience as a project manager on projects similar to that described in the solicitation. Only one individual should be designated and must be a licensed architect, engineer, or surveyor in the State of Texas at the time of submission and must be employed by the Firm and not by a sub-consultant. Demonstrate project management experience, technical competency, qualifications and compliance with legal requirements.

(a) documented specialized design expertise demonstrating such specialized capabilities pertinent to similar work experience as described in the solicitation by the individual;

(b) descriptions and examples of specific projects of a similar nature by the individual as described in the solicitation and their role in the work.

(c) educational background;

(d) license status, to include Texas registration number and expiration date of architect, engineer, or surveyor assuming professional responsibility on the project;

(e) formal project management training and any certifications or accreditations offered by the Project Management Institute;

(f) technical publications including books, papers or presentations.

No

Optional

Entered Value

20

Demonstrate the technical adequacy of the personnel and sub-consultants to be utilized for the proposed work

Firm provided technical qualifications and experience of the individual project team members of the Firm or sub-consultant firms who will actually be performing work on the project or study described in the solicitation. Demonstrate technical competency, qualifications and compliance with legal requirements.

(a) documented specialized design expertise demonstrating such specialized capabilities pertinent to similar work experience as described in the solicitation by the individuals;

No

Optional

Entered Value

15

Demonstrate the experience of the Firm based upon previous work similar to that of the type considered

Provided no more than five projects meeting these criteria which have been completed within the last five years. Include the project description, name of the team leader, description of the Firm's role, cost of the project, year of the work, and name and phone number of the agency contact who can respond to questions about the work.

(a) applicability of projects similar in nature as described in the solicitation;

(b) describe how the proposed team (including sub-consultants) is the same or different for each of the five projects;

(c) role of firm with the project

No

Optional

Entered Value

15

Demonstrate the success of the Firm based upon the record of performance on other projects (both City of Georgetown projects and projects for other public entities)

Provided firms performance record related to projects for the City of Georgetown or other public entities. Listed no more than five projects total. Projects other than those listed in Consideration Item (D) may be submitted which are not necessarily similar in nature to those described in the solicitation. For other projects to be considered, include the project or study description, name of the team leader, and description of the Firm's role.

(a) number of change orders;

(b) examples of innovative solutions that resulted in a cost savings during construction and/or operation;

(c) responsiveness during construction and commitment to continued involvement throughout the life of the project.

No

Optional

Entered Value

15

ites

Demonstrate the Firm's history of accuracy of cost estimates and ability to perform within budget constraints

Described accuracy and dependability of projected cost estimates and the ability to be sensitive and responsive to project or study budget constraints. List project budgets, pre-bid cost estimates and bid ranges from low to high bid for projects listed in Consideration Item (D) or Consideration Item (E). Provided a summary of the measures taken by the Firm to ensure the project was realized within the project budget.

No

Optional

Entered Value

5

Workload Capacity and History Of Performing Work Within A Specified Schedule

Described the ability to dedicate the necessary resources to the work described in the Scope of Work. City reserves the right to visit the location of the Firm to verify the capabilities and resources. Include projects listed in Consideration Item (D) or Consideration Item (E) to demonstrate the firm's ability to deliver projects within a specified schedule.

(a) capabilities of the proposed project team and approach for handling multiple projects simultaneously at various stages of development;

(b) demonstrate the Firm's ability to deliver projects within a specified schedule;

(c) contingency plan and ability of the Firm to sustain a loss of a key team member without compromising project quality, schedule or budget considerations.

No

Optional
Entered Value
5

Proposed Approach for the Design Project

Described team's organizational structure and work plan for accomplishing the work as described in the Scope of Work.

(a) organization and structure of the project team including percentage of work proposed to be done by sub-consultants;

(b) work plan indicating detailed approach for accomplishment of project, identified options, and proposed solutions;

(c) provide a plan describing the firm's actions to encourage and utilize Historically Underutilized Businesses (HUBs) and Georgetown local businesses in all phases of the project. Provide details on any subcontractors anticipated to be utilized including details on the commodities and services they will provide, and approximate percentage of utilization for participating in the project.

(d) approach to project management;

(e) proposed project schedule should be supplied identifying the beginning and ending of each phase of the work proposed for this project

No
Optional
Entered Value
20

BLGY Architecture**Rank** **3****Score** **56.3**

Evaluator	Total Score	Evaluation Criteria							
		Firm Introduction	Competence and Quality	Technical Adequacy	Experience	Performance	Accuracy of Cost Estima	Workload Capacity	Approach
	100	5	20	15	15	15	5	5	20
Hohman, Stan	46	3	10	7	5	5	3	3	10
Johnson, Eric	74	5	12	12	10	14	1	3	17
Long, Trish	49	5	16	9	0	7	0	0	12
	56.3	4.3	12.7	9.3	5.0	8.7	1.3	2.0	13.0

Contact

Sita Lakshminarayan

Address

8001 Centre Park Drive
Suite 105

City, State Zip

Austin, TX 78754

Email

sital@blgy.com

Phone

(512) 977-0390

Civil Design Services, Inc. db**Rank 1****Score 85.0**

Evaluator	Total Score	Evaluation Criteria							
		Firm Introduction	Competence and Quality	Technical Adequacy	Experience	Performance	Accuracy of Cost Estimation	Workload Capacity	Approach
	100	5	20	15	15	15	5	5	20
Hohman, Stan	76	4	15	11	10	13	3	4	16
Johnson, Eric	91	5	20	15	15	12	1	3	20
Long, Trish	88	5	18	13	13	13	5	5	16
	85.0	4.7	17.7	13.0	12.7	12.7	3.0	4.0	17.3

Contact
Address
City, State Zip
Email
Phone

Ana Peters
100 NE Loop 410, Suite 300
San Antonio, TX 78216
ana.peters@cdsmuery.com
(210) 581-1111

Morris + Associates**Rank** 2**Score** 76.0

Evaluator	Total Score	Evaluation Criteria							
		Firm Introduction	Competence and Quality	Technical Adequacy	Experience	Performance	Accuracy of Cost Estima	Workload Capacity	Approach
	100	5	20	15	15	15	5	5	20
Hohman, Stan	69	3	15	10	12	10	3	3	13
Johnson, Eric	73	5	20	8	12	12	3	3	10
Long, Trish	86	5	16	11	15	13	5	5	16
	76.0	4.3	17.0	9.7	13.0	11.7	3.7	3.7	13.0

Contact
Address
City, State Zip
Email
Phone

William (Bill) Morris
14139 Huffmeister RD.
Cypress, TX 77429
wkm@morrisassoc.com
(832) 334-5002

Evaluator Notes

Evaluator	Supplier	Criteria Group
Hohman, Stan	BLGY Architecture	Evaluation Criteria
Hohman, Stan	Civil Design Services, Inc. db	Evaluation Criteria
Hohman, Stan	Morris + Associates	Evaluation Criteria
Hohman, Stan	BLGY Architecture	Evaluation Criteria
Hohman, Stan	BLGY Architecture	Evaluation Criteria
Hohman, Stan	Civil Design Services, Inc. db	Evaluation Criteria
Hohman, Stan	Morris + Associates	Evaluation Criteria
Hohman, Stan	BLGY Architecture	Evaluation Criteria
Hohman, Stan	Civil Design Services, Inc. db	Evaluation Criteria
Hohman, Stan		
Hohman, Stan	Morris + Associates	Evaluation Criteria
Hohman, Stan	BLGY Architecture	Evaluation Criteria
Hohman, Stan	Civil Design Services, Inc. db	Evaluation Criteria
Hohman, Stan	Morris + Associates	Evaluation Criteria
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric		
Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Johnson, Eric		
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric		
Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Johnson, Eric		
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria

Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria

Criteria	Note
Competence and Qualifications	They didn't have much fuel experience.
Competence and Qualifications	Has lot of experience over Edwards Aquifer
Competence and Qualifications	Has lots of fuel site experience
Technical Adequacy	Not much fuel site experience
Experience	Examples were small in scale.
Experience	Only listed 3 examples but they were relevant.
Experience	Good experience in similar fuel sites
Performance	No fuel related examples.
Performance	Work on KGTU. Municipal and ISD fleet sites experience and projects over the Edwards Aquifer.
Performance	Not much municipal experience
Approach	Timeline seemed too long.
Approach	Good timeline
Approach	Timeline seemed a little too long
Competence and Qualifications	One fuel site listed
Technical Adequacy	Only one job is a fuel facility. The Wilco North Campus Fuel Site
Technical Adequacy	hard to follow. what does larose group do?
Experience	Wilco words say design of underground, but pics show above ground. Mostly SSCI projects, and not BLGY
Experience	only 4 projects listed.
Experience	Missing proposed team overlap
Performance	Good use of similar team
Performance	but 6 listed here... Unknown number of change orders is a little strange.
Performance	Missing innovative solutions and responsiveness. It is kind of addressed so partial points awarded
Accuracy of Cost Estimates	They basically say they are cool with it, but all projects in Tab E are CMAR. But what about Tab D projects by SSCI?
Accuracy of Cost Estimates	Missed a lot of information here
Accuracy of Cost Estimates	Missing some information. Only 2 examples provided, but many many many examples in similar work...
Workload Capacity	How many employees?
Workload Capacity	Lack of contingency plan.

Approach	Generic to all projects
Approach	I appreciate that this section was written for this RFQ and not at all generic to all projects.
Approach	The entire package was custom written for this RFQ, but the proposed approach is very generic and does not follow the structure of the RFQ/Contract. This company seems very capable, but has a lack of municipal govt experience.

All Scores

[illegible]

Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Johnson, Eric	BLGY Architecture	Evaluation Criteria
Johnson, Eric	Civil Design Services, Inc. db	Evaluation Criteria
Johnson, Eric	Morris + Associates	Evaluation Criteria
Long, Trish	BLGY Architecture	Evaluation Criteria
Long, Trish	Civil Design Services, Inc. db	Evaluation Criteria
Long, Trish	Morris + Associates	Evaluation Criteria
Long, Trish	BLGY Architecture	Evaluation Criteria
Long, Trish	Civil Design Services, Inc. db	Evaluation Criteria
Long, Trish	Morris + Associates	Evaluation Criteria
Long, Trish	BLGY Architecture	Evaluation Criteria
Long, Trish	Civil Design Services, Inc. db	Evaluation Criteria
Long, Trish	Morris + Associates	Evaluation Criteria
Long, Trish	BLGY Architecture	Evaluation Criteria
Long, Trish	Civil Design Services, Inc. db	Evaluation Criteria

Long, Trish	Morris + Associates	Evaluation Criteria
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Long, Trish	Civil Design Services, Inc. db	Evaluation Criteria
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Long, Trish	Civil Design Services, Inc. db	Evaluation Criteria
Long, Trish	Morris + Associates	Evaluation Criteria
Long, Trish	BLGY Architecture	Evaluation Criteria
Long, Trish	Civil Design Services, Inc. db	Evaluation Criteria
Long, Trish	Morris + Associates	Evaluation Criteria
Long, Trish	BLGY Architecture	Evaluation Criteria
Long, Trish	Civil Design Services, Inc. db	Evaluation Criteria
Long, Trish	Morris + Associates	Evaluation Criteria

Criteria	Max	Score	Choices
Firm Introduction	5	3	
Firm Introduction	5	4	
Firm Introduction	5	3	
Competence and Qualifications	20	10	
Competence and Qualifications	20	15	
Competence and Qualifications	20	15	
Technical Adequacy	15	7	
Technical Adequacy	15	11	
Technical Adequacy	15	10	
Experience	15	5	
Experience	15	10	
Experience	15	12	
Performance	15	5	
Performance	15	13	
Performance	15	10	
Accuracy of Cost Estimates	5	3	
Accuracy of Cost Estimates	5	3	
Accuracy of Cost Estimates	5	3	
Workload Capacity	5	3	
Workload Capacity	5	4	
Workload Capacity	5	3	
Approach	20	10	
Approach	20	16	
Approach	20	13	
Firm Introduction	5	5	
Firm Introduction	5	5	
Firm Introduction	5	5	
Competence and Qualifications	20	12	
Competence and Qualifications	20	20	
Competence and Qualifications	20	20	
Technical Adequacy	15	12	

Technical Adequacy	15	15
Technical Adequacy	15	8
Experience	15	10
Experience	15	15
Experience	15	12
Performance	15	14
Performance	15	12
Performance	15	12
Accuracy of Cost Estimates	5	1
Accuracy of Cost Estimates	5	1
Accuracy of Cost Estimates	5	3
Workload Capacity	5	3
Workload Capacity	5	3
Workload Capacity	5	3
Approach	20	17
Approach	20	20
Approach	20	10
Firm Introduction	5	5
Firm Introduction	5	5
Firm Introduction	5	5
Competence and Qualifications	20	16
Competence and Qualifications	20	18
Competence and Qualifications	20	16
Technical Adequacy	15	9
Technical Adequacy	15	13
Technical Adequacy	15	11
Experience	15	0
Experience	15	13

Experience	15	15	
Performance	15	7	
Performance	15	13	
Performance	15	13	
Accuracy of Cost Estimates	5	0	
Accuracy of Cost Estimates	5	5	
Accuracy of Cost Estimates	5	5	
Workload Capacity	5	0	
Workload Capacity	5	5	
Workload Capacity	5	5	
Approach	20	12	
Approach	20	16	
Approach	20	16	

Note

They didn't have much fuel experience.

Has lot of experience over Edwards Aquifer

Has lots of fuel site experience

Not much fuel site experience

Examples were small in scale.

Only listed 3 examples but they were relevant.

Good experience in similar fuel sites

No fuel related examples.

Work on KGTU. Municipal and ISD fleet sites experience and projects over the Edwards Aquifer.

Not much municipal experience

Timeline seemed too long.

Good timeline

Timeline seemed a little too long

One fuel site listed

Only one job is a fuel facility. The Wilco North Campus Fuel Site

hard to follow. what does larose group do?

Wilco words say design of underground, but pics show above ground. Mostly SSCI projects, and not BLGY

only 4 projects listed.

Missing proposed team overlap

Good use of similar team

but 6 listed here... Unknown number of change orders is a little strange.

Missing innovative solutions and responsiveness. It is kind of addressed so partial points awarded

They basically say they are cool with it, but all projects in Tab E are CMAR. But what about Tab D projects by SSCI?

Missed a lot of information here

Missing some information. Only 2 examples provided, but many many many examples in similar work...

How many employees?

Lack of contingency plan.

Generic to all projects

I appreciate that this section was written for this RFQ and not at all generic to all projects.

The entire package was custom written for this RFQ, but the proposed approach is very generic and does not follow the structure of the RFQ/Contract. This company seems very capable, but has a lack of municipal govt experience.

City of Georgetown

Fuel System Replacement

Proposed Scope of Services

April 22, 2021

REVISED 2

This project scope includes the removal of an existing underground storage tank system used by the Municipality of Georgetown, Texas. There are two USTs; one containing diesel fuel, and one containing gasoline. These USTs are in a floodplain, and are approaching 30 years in age. Each tank is 10,000 gallons in nominal volume.

The proposed replacement tanks will be aboveground storage tanks (ASTs), 15,000 gallons in nominal volume. They will send fuel to two new dispensers that will dispense both gasoline and diesel. Diesel Exhaust Fluid (DEF) must also be stored and dispensed at this facility.

The site on which these tanks will be placed is complicated in that there is a closed landfill, and floodplains in which equipment cannot go. A major proposed roadway and river must also be cleared.

Finally, this site is located on the Edwards Aquifer Recharge Zone. Therefore, special permitting will be required, and must be approved before work can start. Work on the permit will begin as soon as possible.

The proposed Scope of Services is as follows.

- The meeting with the City to finalize the equipment wanted by the City.
- The review of the layout of the proposed roadway.
- The review of the floodplains and the optimum placement of the fuel tanks and canopy over the dispensers.
- The review of the grades and slopes in the area that is the proposed AST location.
- The design of the concrete foundation on which the ASTs will be placed. This requires contained and controlled drainage of the structure.
- The preparation of a TCEQ AST Facility Plan, and its submission to the TCEQ.
- The electrical systems design.
- The placement of the ASTs, the canopy, and the dispensers. The DEF tank must also be plumbed in. A separate tank and dispenser will be used for the distribution of the DEF.
- The electrical systems for the fuel pumps and leak detection must be provided.
- The addition of an emergency generator with an automatic transfer switch to maintain electric power to the fuel system in the event of a power outage.

- The design of the canopy and the associated LED lighting below it.
- The specification of a commercial grade kiosk with air conditioning in which the electronic equipment such as motor starters, power panels, the Veeder Root System, and other components needing protection from the weather will be mounted. In addition, the kiosk will be sized such that 2 DEF totes including the pump systems for the DEF will be included.
- A landscape sheet will provide the required plants and layout to meet the City of Georgetown Landscape ordinance.
- The specification of the components on the plan sheets. No specification book is necessary.
- The specification and observation of the addition of fuel to the systems for the Fire Marshall testing and approval of the required safety systems.
- Plans and specifications for the removal of the two existing USTs. These plans and specifications will be in compliance with 30 TAC §334.52. An Environmental Consultant on the team will verify that the removal has been properly performed.
- The plans and specifications for the removal will indicate that the soil/groundwater is clean and not contaminated, and add/alternate line items for the disposal of contaminated soil/groundwater will be provided for minor disposal items.
- Specifications for the backfill of the tank holes and pipe trenches.

Not included in this proposal is the following.

- Remediation of any contamination.
- The cost of laboratory analysis of soil or groundwater.
- The removal and disposal of any fuel from the tanks.
- The cost of the fuel required for testing and Fire Marshall approval.
- The cost of any permits.
- Anything not specifically included.

End of Specifications

Milestone Phase	Amount (\$)
Schematic Design	\$11,407.00
Design Development	\$10,067.75
Construction Documents	\$25,354.00
Bidding/Negotiation Services	\$2,851.75
Construction Administration	\$11,407.00
 Total	 \$61,087.50

Fuel Island Renovation Design

GGAF

April 28, 2021

Purpose

- Consideration and possible action to authorize the City Manager to execute **Design Contract** with **CDS Muery** of San Antonio, Texas for the **Design of the Fuel Station Renovation**, for an amount not to exceed **61,087.50**.

Background

- Replacement of the existing fuel island, originally constructed in the late 1980s.
- New pumps, tanks and canopy
 - Addition of DEF
- Emergency generator to keep the island functioning during emergency operations.
- Used by both City of Georgetown and TDS

Request for Qualifications

- Request for Qualifications – March 8, 2021
- SOQ's received – April 1, 2021
- 3 SOQ received
 - BLGY Architecture - Austin, Texas
 - CDS Muery - San Antonio, Texas
 - Morris + Associates - Cypress, Texas

Next Steps

- Execute Design Contract
- Early Fall 2021 – Complete Design
- Spring 2022 – Complete Construction
 - Tanks are a possible long lead item at this time and may delay construction timeline above

City of Georgetown, Texas
Government and Finance Advisory Board
April 28, 2021

SUBJECT:

Presentation and discussion regarding public dashboards. - Seth Gipson, PMP Manager

ITEM SUMMARY:

The Georgetown Performance Management Program (PMP), established in 2017, is a structured program that is inspired by City's Vision and built around Service Areas' Missions, Strategic Goals, and Performance Indicators to drive better outcomes. This program is about helping the City to a) be aware of performance to promote rapid and sustained improvements to achieve excellence in the operation and management of service delivery; b) increase commitment to continuous process improvement; c) use data to make informed decision-making; and d) provide opportunities for employee development.

The PMP is housed in the Organizational and Operational Excellence Office. This office has set the direction for continuous improvement within the City. The team's mission is, "We produce real results by equipping and developing our employees to solve problems and make incremental change." The PMP is one of the tools to help equip employees to solve problems and implement change.

This tool consists of internal dashboards that house over 200 metrics that are tracked across our 36 service areas. The metrics are derived by departments and are constantly being refined to ensure the metrics are providing valuable information to service areas. In addition to informing decisions, this tool helps services areas tell their story and illustrate how they individually contribute to the mission and vision of the city.

Since the program's inception, there has been a desire to share these stories/data with the citizens of Georgetown. The OOE staff have been working on developing a proposed public dashboard, that will be housed on the City's website, to share a number of metrics from across the City. This will create another opportunity to be more transparent, provide another avenue to tell our story, and to continue to build trust with our residents.

This presentation is intended to provide some history on the performance management work that has been completed so far and to seek your feedback on the proposed public dashboard solution.

FINANCIAL IMPACT:

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SUBMITTED BY:

Sharon Parker

ATTACHMENTS:

Description	Type
□ Presentation	Presentation



Public Performance Dashboard

APRIL 28, 2021

Presentation Overview

City's performance management journey

Purpose of Public Dashboards

Proposed Solution

Feedback

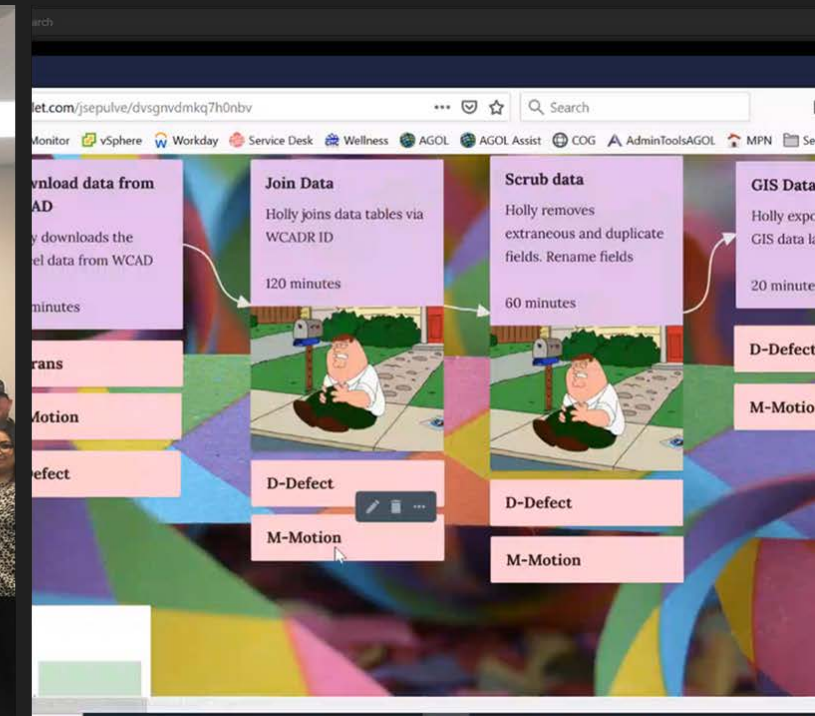


Feedback Requested

1. What are your thoughts on Public Dashboards?
2. Do you like this approach?
3. Are these metrics helpful?
4. Is this a helpful/meaningful tool?
5. Is the red, yellow, green indicators helpful or does it create confusion?

Introductions

Mission: We produce real results by equipping and developing our employees to solve problems and make incremental change.



City of Georgetown Journey to Operational Excellence



CVB PMP Dashboard

Sales Activities

FY19 Calls FY20 Calls FY19 RFPs FY20 RFPs



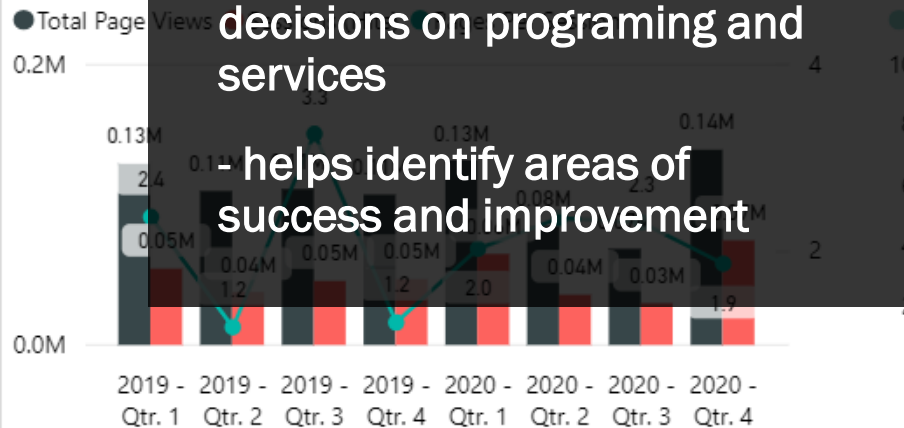
Internal Dashboards

- Over 200 metrics tracked

- across 38 service areas

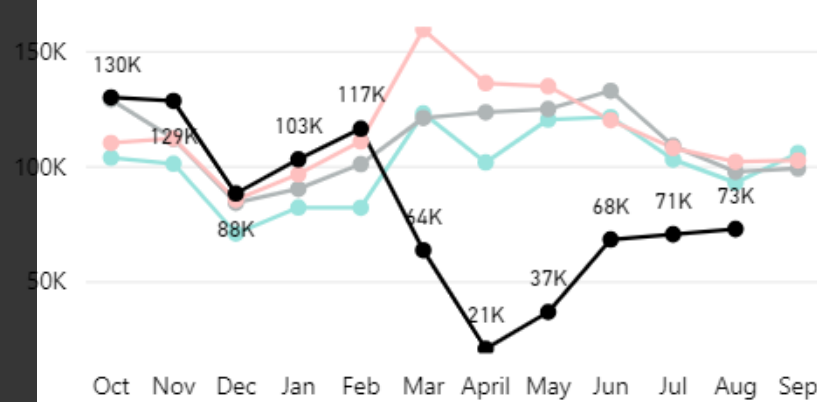
- provides information to make decisions on programing and services

- helps identify areas of success and improvement



Hotel Occupancy Tax Revenue

FY17 FY18 FY19 FY20

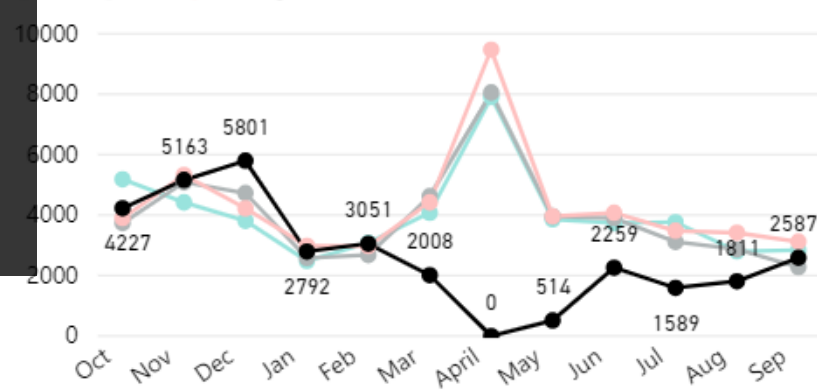


Strategic Goal (SG) 1: Increase economic impact through tourism.

Measurable 1: Hotel Occupancy Tax Revenue.

Visitors Center Visitors

FY17 FY18 FY19 FY20

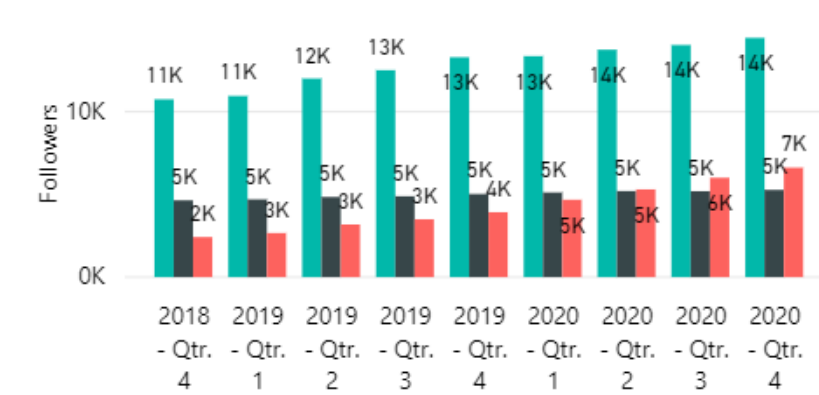


Strategic Goal (SG) 2: Strengthen and increase Georgetown's image as a Texas tourist and meeting destination.

Measurable 1: Number of visitor's center visitors.

VisitGeorgetownTX Social Media

Facebook Twitter Instagram



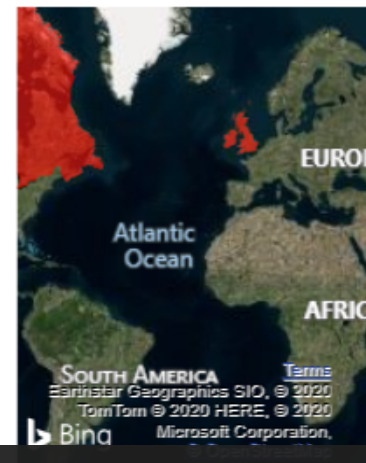
Strategic Goal (SG) 2: Strengthen and increase Georgetown's image as a Texas tourist and meeting destination.

Measurable 1: Number of social media followers.

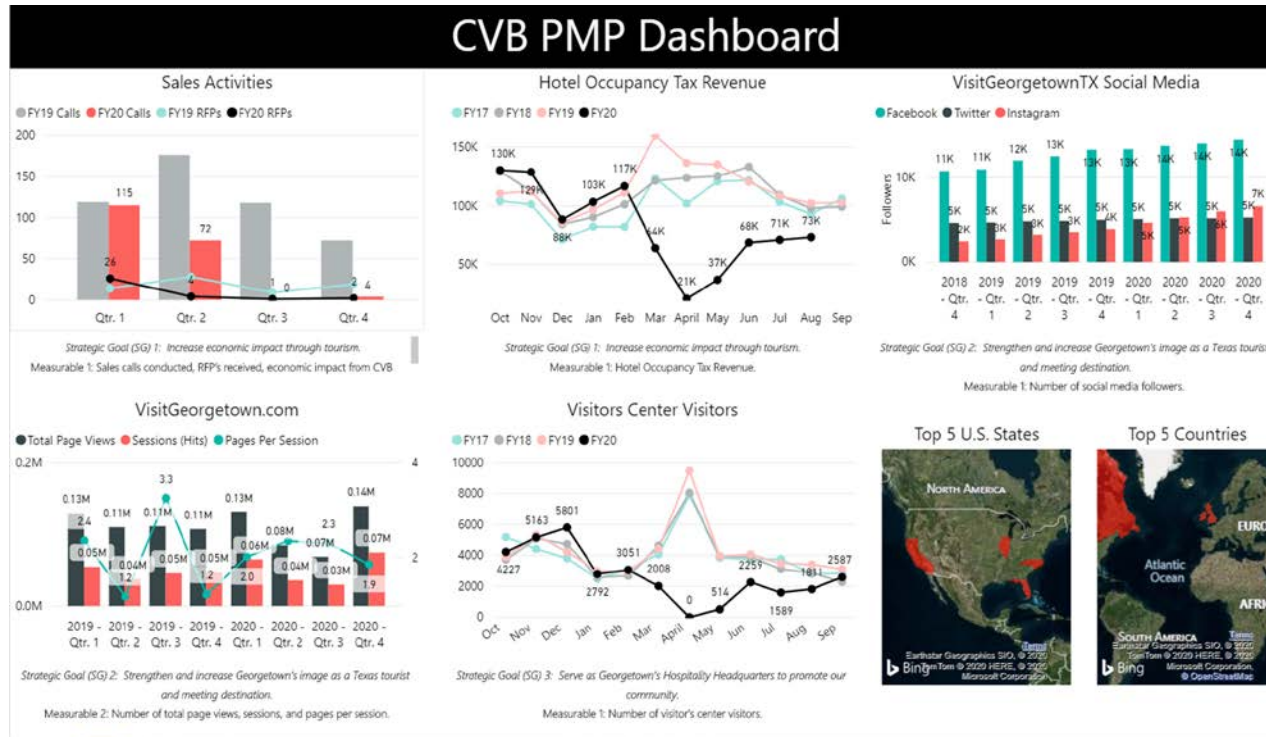
Top 5 U.S. States



Top 5 Countries



Public Dashboard Purpose











- Create another opportunity to be more transparent
- provide another avenue to tell our story
- continue to build trust with our constituents.

Public Dashboard Proposal

Proposal:

- o Total of 8 metrics
 - o Animal Services, Communications and Public Engagement (CAPE), Electric, Fire, Planning, Police, Recreation and Water.
- o To be house on City's website, with links on the main pages as well as department pages
- o Updated Semi-Annually
- o No cost for development and hosting

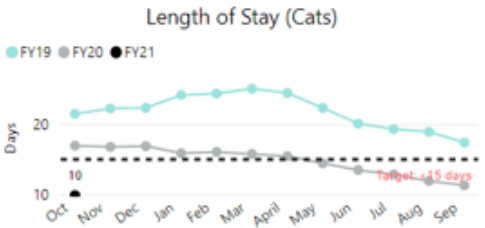
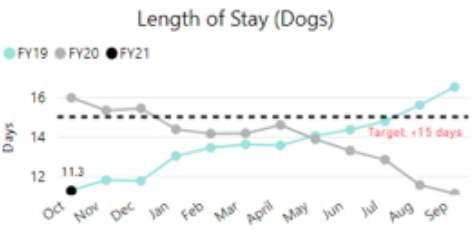
	Service Area/Department	Measure	Result
	Animal Services <i>Serve our community, act with compassion.</i>	Length of stay (dogs and cats)	
	Communications and Public Engagement (CAPE) <i>Foster pride in Georgetown through honest, proactive, and creative communications.</i>	Facebook engagements	
	Electric <i>Provide reliable energy, responsive restoration, and real-time utility system information, maintaining diverse communications, technologies, and systems that support reliable utility and city operations.</i>	System Average Interruption Frequency Index	
	Fire <i>Prepare, prevent, protect, and provide professional services to the City of Georgetown and surrounding region.</i>	Station reliability	
	Planning <i>Actively preserve the community's heritage and shaping its future by implementing the City's adopted vision and promoting a high-quality built environment.</i>	Turnaround time for Rezoning cases	
	Police <i>To be the standard in law enforcement through leadership, innovation, and a commitment to excellence.</i>	Response times for priority calls	
	Recreation <i>Create an environment that provides opportunities for positive experiences and personal growth.</i>	Customer satisfaction	
	Water <i>Provide Water Services to the community that are vital to public health by working together as skilled licensed professionals to operate and maintain the water and wastewater system.</i>	Utility Reliability	

Page Structure

- Summary of Measure, definition, target, and current result
- Static graphs
- Metric's performance (narrative)
- Explanation of why this metric is important.

Animal Services

Measure	Metric Definition	Target	Result
Length of stay for dogs (in days)	Number of days before a dog is dispositioned.	<15 days	
Length of stay for cats (in days)	Number of days before a cat is dispositioned.	<15 days	



Performance:

The shelter tracks and evaluates length of stay for dogs and cats within their facility and is constantly looking for ways to reduce this metric to get animals into good homes. Staff implemented a variety of ways to achieve this, that included appointments to keep operations manageable for staff during the pandemic, recently becoming certified in the Fear Free Shelter Program, and training on dog playgroups conducted by Dogs Playing for Life. As a result, length of stay (LOS) for both dogs and cats are at all-time lows.

Why is this metric important?

Length of stay is a critical element in shelter management. A shelter's capacity to save lives is ultimately dependent on LOS because of the implications for animal health, well-being, and overall costs. An increased LOS is recognized as the most significant risk factor in achieving a positive outcome for shelter dogs and cats. There is a noticeable strain on space, a greater need for environmental enrichment and interaction, and an increase in confinement-related stress and illness the longer an animal is housed at a shelter.

Walk through Mock-up Website



Feedback Requested

1. What are your thoughts on Public Dashboards?
2. Do you like this approach?
3. Are these metrics helpful?
4. Is this a helpful/meaningful tool?
5. Is the red, yellow, green indicators helpful or does it create confusion?