

**AGENDA**

**MEETING OF THE MAYOR AND ALDERMEN**

**AUGUST 4, 2016**

1. Approval of the summary/final minutes for the City Manager's briefing of July 21, 2016.
2. Approval of the summary/final minutes for the City Council meeting of July 21, 2016.
3. An appearance by Mr. Gene Gibson, CEO of the Savannah area United Community Bank (UCB) to present a \$5,000 check to the Mayor and Aldermen and Community Housing Services Agency, Inc. (CHSA) for deposit into the Savannah Affordable Housing Fund (SAHF).
4. An appearance by the Savannah Branch NAACP Prison Systems Support Committee concerning "Ban the Box" to help former inmates find jobs.
- 4.1. An appearance by Ambria Berksteiner, who was crowned Miss Black USA US Ambassador in May.

**ALCOHOLIC BEVERAGE LICENSE HEARINGS**

5. Prativa Khadka for AAA GA, LLC t/a West Bay Hop In, requesting to transfer beer and wine (package) license from Khalida Masreen at 2419 West Bay Street, which is located between Collins Street and Old West Lathrop Avenue in District 1. The applicant plans to continue to operate a convenience store. (New ownership/management) Recommend approval.
6. Javani Patel for Hari's Food Store, LLC t/a Hari's Food Store, requesting to transfer beer and wine (package) license from Dipika Patel at 2200 Habersham Street, which is located between 38<sup>th</sup> Street and 39<sup>th</sup> Street in District 2. The applicant plans to continue to operate as a convenience store. (New ownership/management) Recommend approval.
7. Franklin Reed Dulany III for I W. Liberty, LLC t/a Artillery, requesting liquor, beer and wine (drink) license at 307 Bull Street, which is located between West Liberty Street and West Harris Street in District 2. The applicant plans to operate a bar/lounge. (New location/ownership) Recommend approval.

## **PUBLIC HEARINGS**

8. General Obligation Bonds. A hearing advertised for the purpose of considering the issuance of City of Savannah General Obligation and Street and Drainage Improvement Bonds in the amount of \$2,000,000. These bonds will be used to provide a portion of the funding necessary to construct streetscape improvements to Broughton Street, Bay Street and River Street.
9. Adoption of the 2016 Millage Rate. This is the last of three required public hearings that must be held prior to the adoption of the 2016 millage rate. The proposed rate of 12.48 mills on the dollar or \$12.48 per \$1,000 in assessed value, which is the same as last year's rate, is higher than the rollback rate of 12.35 mills. When the proposed rate is higher than the rollback rate, the levying authority must notify the public that taxes are being increased and hold three public hearings.

## **PETITIONS**

10. Petition to Encroach Upon City Right-of-Ways for Development of New Townhome Project. Randy Peacock d/b/a Peacock Construction (Petitioner), on behalf of Craig Hatfield d/b/a H & M Investments, LLC (Property Owner), is requesting an encroachment onto City right-of-ways for underground footings and roof extensions, as well as minor encroachments involving steps for a townhome project located at 210, 212 and 214 Gwinnett Street. The plans have already been approved by the Historic District Board of Review.

This request has been reviewed by Real Property Services, Park and Tree Department, the Bureau of Public Works and Water Resources, and Development Services Department. Recommend approval subject to the following conditions:

- All new sidewalks, sidewalk improvements, additions, and/or modifications must meet the latest ADA standards.
- The property owner shall enter into the City's standard revocable license for encroachment agreement (RLEA).
- The property owner shall obtain all applicable building permits.

Recommend approval to allow encroachment within the Tattnall Street, West Gwinnett Street and the lane North of West Gwinnett Street right-of-ways for a roof extension, steps, and underground footings as requested by Randy Peacock through petition 160155, subject to the conditions noted. Recommend approval.

## **ORDINANCES**

### **First Readings**

11. Alcoholic Beverages. An ordinance to amend the Savannah Code, Part 6, Chapter 1, Article H, entitled *Alcoholic Beverages*, relating to the regulatory provisions and criteria for approving, denying, suspending, and revoking alcoholic beverage licenses; and to update and restructure the Alcoholic Beverage Ordinance to address several current issues related to alcohol establishment classifications thus maintaining regulation and enforcement.

### **First and Second Readings**

12. Property Tax Millage Rate for 2016. An amendment to the Revenue Ordinance of 2016 to adopt a tax rate on real and personal property of 12.48 mills on the dollar (0.01248) or \$12.48 per \$1,000 in assessed value; and to adopt a special service district tax rate for the Water Transportation District of .2 mills on the dollar (.0002) or \$0.20 per \$1,000.00 in assessed value. This is the same millage rate as was adopted for 2015. Recommend approval.

## **RESOLUTIONS**

13. Resolution Authorizing the Issuance of City of Savannah General Obligation Bonds. A resolution authorizing the issuance of City of Savannah General Obligation Street and Drainage Improvement Bonds Series, 2016, in accordance with the Constitution of the State of Georgia. These bonds will be issued in the par amount of \$2 million and the proceeds will be used to partially fund streetscape improvements to Broughton Street, Bay Street and River Street. The actual sale of the bonds is set to occur on August 18, 2016. Recommend approval.

## **MISCELLANEOUS**

14. Floyd E Morris Field. Requesting to name the artificial turf athletic field, currently under construction in Daffin Park, in honor of Floyd E. Morris. Coach Morris began his teaching and coaching career in 1959 and touched many children's lives throughout his career. He has been instrumental in encouraging young people to get an education and to give back to the community. Upon his retirement in 1986, Coach Morris continued his dedication to community and to the youth while working with the Leisure Services Bureau. The children he has touched are too numerous to count and his dedication to this community is unmeasured. Recommend approval.

- 14.1. Carlton “Jug” Knight Field. Requesting to name the artificial turf athletic field, currently under construction in the William Scarborough Complex, in honor of Carlton “Jug” Knight. In the late 1950’s, Mr. Knight founded the Bacon Park Eagles Youth Sports Organization. This youth organization was created to address the need for opportunities for youth to participate in organized football and baseball programs in the newly developed neighborhoods of Kensington Park, Fairway Oaks, Magnolia Park, and Blueberry Hill. Mr. Knight showed that volunteering in your community makes a difference for channeling youth in a positive direction. He is best known for his guidance and dedication to strengthening the character of young men and his emphasis on good sportsmanship. Recommend approval.

### **TRAFFIC ENGINEERING REPORTS**

15. Traffic Calming Policy Revision. At the direction of Mayor and Aldermen, the appointed Traffic Calming Committee has drafted a revision to the 2010 traffic calming policy. The Traffic Calming Policy has proven to be a cumbersome process. Since 2012, only four neighborhoods have completed the process of developing a neighborhood master plan. Of those four, two neighborhoods have proceeded to the 90-day trial measures period; no permanent measures have been installed.

After the presentation to City Council on July 7, 2016, additional revisions to the proposed policy have been added to address feedback from City Council. Recommend approval.

### **BIDS, CONTRACTS AND AGREEMENTS**

16. Benefits Consulting Services – Annual Contract Renewal – Event No. 3115. Recommend approval to renew an annual contract for benefits consulting services from USI Insurance Services in the amount of \$175,000.00. Human Resources Department will use the services to facilitate the design, implementation, maintenance, communication and improvement of the City of Savannah’s benefits programs. The programs are offered to employees and retirees of the City of Savannah and related agencies.

The method used for this procurement was the request for proposal. Proposals were evaluated on the basis of qualifications, approach, references, local participation, and fees.

This is the first of four renewal options available.

Proposals were originally received May 12, 2015. The proposal was advertised, opened, and reviewed. Delivery: As Needed. Terms: Net 30 Days. The proposers were:

B.P.	USI Insurance Services (Savannah, GA) <sup>(B)</sup>	\$	175,000.00
	The Segal Company <sup>(D)</sup>	\$	240,000.00
	Seacrest Partners <sup>(B)</sup>	\$	237,500.00
	Shaw Hankins <sup>(D)</sup>	\$	250,000.00
	BB&T Insurance Services <sup>(B)</sup>	\$	237,500.00
	Foster & Foster, Inc. <sup>(D)</sup>	\$	120,000.00

Proposers	Qualifications (25 pts)	Approach (30 pts)	References (20 pts)	Fees (20 pts)	Local Participation (5 pts)	Total (100 pts)
USI Insurance Services	23	26	15	14	5	83
The Segal Company	24	28	13	10	0	75
Seacrest Partners	20	24	13	10.1	5	72.1
Shaw Hankins, Inc.	21	23	9	9.6	0	62.6
BB&T Insurance Services	20	19	8	10.1	5	62.1
Foster & Foster	10	14	5	20	0	49

Funds are available in the 2016 Budget, Risk Management Fund/Risk Management Medical Insurance/Administrative Charges and Expenses (Account No. 621-9805-52239). A Pre-Proposal Conference was not conducted as this is an annual contract renewal. <sup>(B)</sup>Indicates local non-minority owned business. <sup>(D)</sup>Indicates non-local, non-minority owned business. Recommend approval.

17. Curbside Schedule Packet – Annual Contract Renewal – Event No. 3283. Recommend approval to renew an annual contract for curbside calendar packets with Proforma PrintSource in the amount of \$25,062.90. The Sanitation Bureau will use the services to distribute the 2017 Sanitation Schedule in December 2016. The packets will include information regarding sanitation services provided to City of Savannah customers.

This is the first of four available renewal options.

Bids were originally received on July 14, 2015. Two bids were originally received; however, one bidder did not acknowledge the addenda issued for this project and could not be further considered. This bid was advertised, opened, and reviewed. Delivery: As Requested. Terms: Net 30 Days. The bidder was:

L.B.	Proforma PrintSource (Jacksonville, FL) <sup>(D)</sup>	\$	25,062.90
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Funds are available in the 2016 Budget, Sanitation Fund/Sanitation Director/Other Contractual Service (Account No. 511-7101-51220). A Pre-Bid Conference was not conducted as this is an annual contract renewal. <sup>(D)</sup>Indicates non-local, non-minority owned business. Recommend approval.

18. Cellular Services Provider – Annual Contract Renewal – Event No. 3461. Recommend approval to renew an annual contract for cellular services with Verizon in the estimated annual amount of \$558,960.60. This amount is based on the current number of devices in use throughout the City, which has increased since the contract was originally awarded. The vendor has agreed to hold unit pricing for all devices under this contract.

The method used for this procurement was the request for proposal, which evaluates criteria in addition to cost. Proposals were evaluated on the basis of functional fit (coverage area, features, and services), business process (billing and account service modifications), disaster recovery plan, local participation, and fees.

This is the second of four renewal options available.

Proposals were originally received on June 17, 2014. This proposal was advertised, opened, and reviewed. Delivery: As Requested. Terms: Net 30 Days. The proposers were:

B.P. Verizon (Savannah, GA) <sup>(B)</sup> \$489,822.60\*  
 AT & T <sup>(B)</sup> \$513,827.88\*

Proposers	Functional Fit (20 pts)	Business Process (20 pts)	Disaster Recovery Plan (10 pts)	Local Participation (5 pts)	Fees (45 pts)	Total (100 pts)
Verizon	20	20	10	5	45	100
AT & T	20	20	10	5	43	98

Funds are available in the 2016 Budget, Various City Departments/Cell Communications (Account No. 51211). A Pre-Proposal Conference was not conducted as this is an annual contract renewal. <sup>(B)</sup>Indicates local, non-minority owned business. <sup>(\*)</sup>Indicates original proposal amounts. Recommend approval.

19. Asphaltic Concrete – Annual Contract – Event No. 4042. Recommend approval to award an annual contract for asphaltic concrete to Preferred Materials, Inc. in the amount of \$62,600.00. The Streets Maintenance Department will use the contract to patch pot holes, make utility cuts, overlay low patches, repair tree root damage, and pave minor street repairs throughout the City.

This bid was advertised, opened, and reviewed. Delivery: As Requested. Terms: Net-30 Days. The bidders were:

L.B. Preferred Materials, Inc. (Garden City, GA) <sup>(D)</sup>	\$62,600.00
Carroll & Carroll, Inc. <sup>(D)</sup>	\$65,700.00

Funds are available in the 2016 Budget, General Fund/Streets Maintenance/Construction Supplies and Materials (Account No. 101-2105-51340). A Pre-Proposal Meeting was conducted, however, no vendors attended. <sup>(D)</sup>Indicates a non-local, non-minority owned business. Recommend approval.

20. Global Positioning System for SCMPD – Annual Contract – Event No. 4203. Recommend approval to award a five-year contract for global positioning systems and automatic vehicle locators to MotionLink in the amount of \$503,154.00. The contract will include guaranteed pricing for five years as follows:

Year 1	\$ 163,366.80
Year 2	84,946.80
Year 3	84,946.80
Year 4	84,946.80
Year 5	<u>84,946.80</u>
Five Year Total Cost	\$ 503,154.00

The initial implementation of this system will be for City-owned vehicles in the Savannah Chatham Metropolitan Police Department (SCMPD) fleet. The primary goal of this project is to generate reports and maps to track and document vehicle activity in different service jurisdictions, and to assist in officer deployment management in daily and critical operations. The SCMPD is jointly funded by the City of Savannah and Chatham County; however the cost for this project is for approximately 462 City-owned vehicles only. The Chatham County Board of Commissioners is expected to vote on an identical system for 147 County-owned SCMPD vehicles later this month. The system's reports will assist in determining cost allocations between the two entities.

No numerical MWBE goals were established for this project but proposers were encouraged to achieve the highest possible MWBE participation and were allotted a maximum of 10 points in the evaluation criteria if the firm submitted the participation of a combination of prime and sub-contractors. Proposers submitting less than the highest participation were then scored on a prorated scale based on the submitted percentage of participation compared to the highest percentage submitted.

The method used for this procurement was the request for proposal, which evaluates criteria in addition to cost. Proposals evaluated by a selection committee including staff from the City and Chatham County on the basis of qualifications and experience, scope and requirements, time frame completion, references, MWBE participation, local participation, and fees. Delivery: As Needed. Terms: Net 30 Days. The proposers were:

B.P. MotionLink (Atlanta, GA) <sup>(D)</sup>	\$ 503,154.00
CalAmp <sup>(C)</sup>	\$ 672,730.00
Synovia Solutions <sup>(D)</sup>	\$ 715,695.00
Cellco Partnership dba Verizon Wireless <sup>(B)</sup>	\$ 667,890.00
Fleet Analytics <sup>(D)</sup>	\$ 480,480.00
goFleet <sup>(D)</sup>	\$ 926,818.00
Zonar Systems <sup>(D)</sup>	\$ 569,885.00
Air Automatic Tracking (AAT) <sup>(D)</sup>	\$ 705,428.00

Proposers	Qualifications & Experience (20 pts)	Meets Scope/ Requirements (25 pts)	Phase One Timeframe (10 pts)	Fees (20 pts)	References (10 pts)	MWBE Participation (10 pts)	Local Vendor Participation (5 pts)	Total (100 pts)
MotionLink	18.25	22.63	10	19.09	8	0	0	77.97
CalAmp	19.38	21.88	10	14.28	5	6	0	76.54
Synovia Solutions	19.63	23.88	10	13.43	8	0	0	74.94
Cellco Partnership dba Verizon Wireless	18	18	10	14.39	8	0	5	73.39
Fleet Analytics	18.13	18.13	10	20	5	0	0	71.26
goFleet	19.38	22.38	10	10.37	8	0	0	70.13
Zonar Systems	16.38	17.5	10	16.86	8	0	0	68.74
Air Automatic Tracking	17.25	18.63	10	13.62	8	0	0	67.5

Funds are available in the 2016 Budget, General Fund/Patrol and Special Operations/Other Contractual Services (Account No. 101-4210-51295). A Pre-Proposal Conference was conducted and two vendors attended. <sup>(B)</sup>Indicates local, non-minority owned business. <sup>(C)</sup>Indicates non-local, minority-owned business. <sup>(D)</sup>Indicates non-local, non-minority owned business. Recommend approval.

21. Cost Estimating Services – Annual Contract – Event No. 4274. Recommend approval to award an annual contract for professional cost estimating services to Costing Services Group, Inc. in an amount not to exceed \$50,000.00. These services will be used for various City projects and will include review and recommendation of costs related to task order contracts, construction manager at risk, design/bid/build, and design/build projects to assure that costs are commensurate with project scope and local market conditions. The average hourly cost for these services is \$78.75 per hour. This is based on the average hourly rates for the following positions: Principal/lead cost manager, cost manager, assistant cost manager, and administrative assistant.

The method used for this procurement was the request for proposal, which evaluates criteria in addition to cost. The proposals were evaluated on the basis of qualifications and experience, technical capabilities, references, local vendor participation, and fees.

This proposal has been advertised, opened, and reviewed. Delivery: As Needed. Terms: Net 30 Days. The proposers were:

B.P. Costing Services Group, Inc. (Atlanta, GA) <sup>(D)</sup>	\$ 78.75*
Gleeds <sup>(D)</sup>	\$113.75*
Project Controls Group <sup>(D)</sup>	\$ 75.17*

Proposers	Qualifications and Experience (40 pts)	Technical Capabilities (25 pts)	References (5 pts)	Local Vendor Participation (5 pts)	Fees (25 pts)	Total (100 pts)
Costing Services Group	37.5	25	5	0	23.86	91.36
Gleeds	40	25	5	0	16.52	86.52
Project Controls Group	25	20	5	0	25	75

Funds are available in the 2016 Budget, Various Departments. A Pre-Proposal Conference was conducted and no vendors attended. <sup>(D)</sup>Indicates non-local, non-minority owned business. <sup>(\*)</sup>Indicates average hourly rates. Recommend approval.

22. Concrete and Asphalt Crushing – Annual Contract – Event No. 4309. Recommend approval to award an annual contract for concrete and asphalt crushing services to United Grounds Maintenance Services in the amount of \$55,000.00. The Streets Maintenance Department will use the services to crush large stockpiles of concrete and asphalt pieces that are removed during road and sidewalk repairs. The service will allow the department to recycle and reuse these materials.

This bid was advertised, opened, and reviewed. Delivery: As Requested. Terms: Net 30-Days. The bidders were:

L.B. United Grounds Maintenance Services	\$ 55,000.00
(Glennville, GA) <sup>(D)</sup>	
ADRS <sup>(B)</sup>	\$ 60,000.00
Griffin Contracting, Inc. <sup>(D)</sup>	\$100,000.00

Funds are available in the 2016 Budget, General Fund/Streets Maintenance/Construction Supplies and Materials (Account No. 101-2105-51340). A Pre-Proposal Conference was conducted and no vendors attended. <sup>(B)</sup>Indicates local, non-minority owned business. <sup>(D)</sup>Indicates non-local, non-minority owned business. Recommend approval.

23. Control Wave Micro CPUs and Power Supplies – Sole Source – Event No. 4466. Recommend approval to procure control wave micro CPUs and power supplies from Emerson Process Management in the amount of \$38,388.67. The Water Supply and Treatment Department will use the equipment to stock inventory in order to complete repairs as needed.

This is a sole source because these items are to be used with existing equipment available only from this supplier.

Delivery: As Requested. Terms: Net 30 Days. The vendor is:

S.S. Emerson Process Management <sup>(D)</sup>	\$ 38,388.67*
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Funds are available in the 2016 Budget, Capital Improvements Fund/Capital Improvement Projects/Other Costs/SCADA Remote Terminal Units (Account Nos. 311-9207-52842-SW0428 and 311-9207-52842-WT0325). A Pre-Bid Conference was not conducted as this is a sole source procurement. <sup>(D)</sup>Indicates local, non-minority owned business. Recommend approval.

24. Radios for Savannah Fire and Emergency Services – Sole Source – Event No. 4468. Recommend approval to procure radios and related equipment from Motorola Solutions in the amount of \$32,748.84. The Savannah Fire and Emergency Services' (SFES) Maritime Incident Response Group will use the radios for group communications. This purchase is grant-funded and will provide six new radios and related equipment for SFES staff.

This is a sole source because Motorola is the original provider of the equipment already in use throughout the City. It is critical to have maintenance and support from the original provider to ensure authorized, knowledgeable, and timely vendor support when it is necessary.

Delivery: As Requested. Terms: Net 30 Days. The vendor is:

S.S. Motorola Solutions (Lawrenceville, GA) <sup>(D)</sup> \$ 32,748.84

Funds are available in the 2016 Budget, Grant Fund/Fire Grants/Office Building Furniture Equipment/2014 Port Security Maritime Response Enhancement Grant/ DHS (Account No. 212-3117-51520-GT0540). A Pre-Proposal Conference was not conducted as this is a sole source procurement. <sup>(D)</sup>Indicates non-local, non-minority owned business. Recommend approval.

25. Water and Sewer Agreement - Northport Building B2. NorthPort Savannah, LLC has requested a water and sewer agreement for NorthPort Building B2. The water and sewer systems have adequate capacity to serve this 7.6 equivalent residential unit development off North Parkway. The agreement is consistent with policy directives given by the Mayor and Aldermen and has been reviewed and approved by the City Attorney for legal format. Recommend approval.

City of Savannah  
Summary of Solicitations and Responses  
For August 4, 2016

<u>Event Number</u>	<u>Annual Contract</u>	<u>Description</u>	<u>Local Vendor Available</u>	<u>MWBE Vendor Available</u>	<u>Total Sent</u>	<u>Sent to MWBE</u>	<u>Total Received</u>	<u>Received From MWBE</u>	<u>Estimated Award Value</u>	<u>Estimated MWBE Value</u>	<u>Low Bid Vendor Type</u>	<u>MWBE Sub</u>	<u>Vendor Type</u>	<u>Local Preference Applied</u>
3115	X	Benefits Consulting Services	Yes	Yes	303	41	6	0	\$175,000.00	0	B	0	0	No
3283	X	Curbside Schedule Packet	Yes	Yes	188	31	1	0	\$ 25,062.90	0	D	0	0	No
3461	X	Cellular Services Provider	Yes	Yes	81	12	2	0	\$558,960.60	0	B	0	0	No
4042	X	Asphaltic Concrete	Yes	Yes	63	17	2	0	\$ 62,600.00	0	D	0	0	No
4203	X	Global Positioning System for SCMPD	Yes	Yes	229	12	8	1	\$503,154.00	0	D	0	0	No
4274	X	Cost Estimating Services	Yes	Ys	356	52	3	0	\$ 50,000.00	0	D	0	0	No
4309	X	Concrete and Asphalt Crushing	Yes	Yes	156	24	3	0	\$ 55,000.00	0	D	0	0	No
4466		Control Wave Micro CPUs and Power Supplies	No	No	1	0	1	0	\$ 38,388.67	0	D	0	0	No
4468		Radios for SFES	No	No	1	0	1	0	\$32,748.84	0	D	0	0	No

Vendor(s)\*

- A. Local Minority Owned Business
- B. Local Non-Minority Owned Business
- C. Non-Local Minority Owned Business
- D. Non-Local Non-Minority Owned Business
- E. Woman Owned Business
- F. Non-Local Woman Owned Business
- G. Local Non-Profit Organization