

Agenda Item # \_\_\_\_\_

Columbus Consolidated Government  
Council Meeting

April 27, 2021

Agenda Report # \_\_\_\_\_

TO: Mayor and Councilors  
SUBJECT: Purchase Authorizations  
INITIATED BY: Finance Department

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**(A) EMPLOYEE PHYSICALS (ANNUAL CONTRACT) – RFP NO. 21-0013**

It is requested that Council authorize the execution of an annual contract with Occupational Medicine of Columbus (Columbus, GA) to provide employee physicals on an “as needed” basis for Columbus Consolidated Government Human Resources Department and Public Safety Departments. The services will include:

- Pre-employment physicals
- Periodic employee physicals
- Drug/alcohol testing
- Related employee health services

The initial term of the contract will be for two (2) years with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

**Annual Contract History:**

The previous contract was awarded to Occupational Medicine of Columbus on August 25, 2015, per Resolution No. 243-15. The contract initiated on September 1, 2015 and expired on August 31, 2020. In accordance with Article 3-109 (Annual Contracts: Price Agreement and Service Contracts) of the Procurement Ordinance, the contract was extended twice. Due to the COVID-19 Pandemic, the contract was extended for an additional six months, through February 28, 2021. A second extension was necessary due to the additional time needed to complete the evaluation process for the new RFP. Therefore, the contract was extended for two additional months, through April 31, 2021.

**RFP Advertisement and Receipt of Proposals:**

RFP specifications were posted on the web pages of the Purchasing Division, the Georgia Procurement Registry, and on DemandStar on November 13, 2020. This RFP has been advertised, opened, and evaluated. Two (2) proposals were received on December 18, 2020.

The responding vendors were:

Occupational Medicine of Columbus (Columbus, GA)  
Concentra (Atlanta, GA)

The following events took place after receipt of proposals:

<b>RFP MEETINGS/EVENTS</b>		
<b>Description</b>	<b>Date Held</b>	<b>Agenda/Action</b>
Pre-Evaluation Meeting	02/04/2021	Purchasing advised evaluation committee members of the RFP rules and process. Project Manager provided overview and expectations of the project. Proposals were disbursed to each committee member to review. Amendment to RFP requested regarding vendors' ability to perform After Hours Drug and Alcohol Screens.
Amendment Requested	02/16/2021	Letters sent to both responding vendors requesting an amendment to the vendor requirements. Vendors requested to comply with the City's request for After Hours Drug and Alcohol Screens.
Amendment Response Received	03/02/2021	Vendor responses received regarding the request for After-Hours Drug and Alcohol Screens.
1 <sup>st</sup> Evaluation Meeting	03/17/2021	Discussed each of the proposals received, as well as the responses to the request for After Hours Drug and Alcohol Screens. The Committee requested clarifications and additional information from Concentra.
Clarification Requested	03/19/2021	Request for clarification forwarded to vendor.
Clarification Received	03/23/2021	Clarification response received and forwarded to committee members.
Evaluation Forms Sent	03/23/2021	Evaluation forms were forwarded to the voting committee members.
Evaluation Forms Completed	04/02/2021	Evaluation forms were completed and returned to Purchasing for compilation results.
Evaluation Results	04/08/2021	Results were sent to Evaluation Committee members.
Recommendation received	04/14/2021	Evaluation Committee voted to award to highest scoring vendor.

**Evaluation Committee:**

Proposals were reviewed by members of the Evaluation Committee, which consisted of one voting member from Human Resources, one voting member from Public Works, one voting member from Sheriff's Office, one voting member from Columbus Police Department, and one voting member from Fire and EMS. A representative from Human Resources and a representative from Parks and Recreation served as alternate voters.

A representative from Human Resources and a representative from Public Works served as non-voting advisors.

**Award Recommendation:**

The evaluation committee, as reflected by their comments provided below, unanimously recommended the award of the contract to Occupational Medicine of Columbus for the following reasons:

- The ability of the vendor to perform the tasks required by the City without causing difficulties to the employees.

- The availability of medical staff to respond to questions, and present results, in a timely manner is key and the facilities are easily accessible to employees in all Departments (e.g., Fire Department employees can maneuver their trucks into parking places).
- Occupational Medicine of Columbus has been in Columbus since 1987 and Dr. Sherrer has been the primary physician for the Columbus Consolidated Government.
- Occupational Medicine of Columbus is familiar with our operations.

**Vendor Qualifications/Experience:**

- Since 2003, Occupational Medicine of Columbus has been providing services for the following local businesses: Golden’s Foundry (Columbus, GA), WestRock (Phenix City, AL), and Containers By Reaves (Phenix City, AL).
- Occupational Medicine of Columbus has a long and proven track record in its ability and experience in providing the requested services for over 34 years.
- Dr. Jack Sherrer, M.D. has been certified as a Medical Review Officer since 2003.
- Proximity of Occupational Medicine of Columbus to the following facilities:
  - Government Center 7.0 miles
  - Annex 6.8 miles
  - Citizens Service Center 6.7 miles
  - Public Safety Building 6.9 miles
  - Public Works, Cusseta Road 7.9 miles
  - METRA Transit System 6.5 miles
  - Transportation Department 9.1 miles

The City’s Procurement Ordinance Article 3-110 (Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror(s), no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds are budgeted each fiscal year for this ongoing expense: Various Departments - Pre-Employment Physicals.

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**(B) PRE-EMPLOYMENT AND FITNESS-FOR-DUTY PSYCHOLOGICAL EVALUATION SERVICES (ANNUAL CONTRACT) – RFP NO. 21-0020**

It is requested that Council approve the execution of an annual contract with AVS Consulting, LLC dba Stone, McElroy & Associates (Smyrna, GA) for pre-employment and fitness-for-duty psychological evaluation services. The Columbus Police Department and the Muscogee County Sheriff’s Office will utilize the services on an as-needed basis. If necessary, other City agencies may use the services; this will be accomplished by requesting quotes from AVS Consulting, LLC dba Stone, McElroy & Associates.

The services include:

- Pre-employment psychological evaluation services:

Stone, McElroy & Associates will provide specialized pre-employment examinations of applicants’ psychological suitability for a public safety position, which includes, but are not limited, to positions that provide incumbents with arrest authority or the legal authority to detain

and confine individuals. AVS Consulting, LLC dba Stone, McElroy & Associates will conduct written and verbal assessments of applicants before providing a written assessment to the using department.

- Fitness-for-duty psychological evaluation services:

Stone, McElroy & Associates will provide specialized fitness-for-duty examinations of incumbent employees that results from objective evidence that an employee may be unable to safely or effectively perform a defined job, and a reasonable basis for believing that the cause may be attributable to a psychological condition or impairment.

The term of the contract will be for two (2) years with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

**Annual Contract History:**

The previous contract was awarded to AVS Consulting, LLC dba Stone, McElroy & Associates on February 10, 2015, per Resolution No. 43-15. The contract expired on March 31, 2020. However, at the request of the Police Department and Sheriff’s Office and in accordance with Article 3-109 (Annual Contracts: Price Agreement and Service Contracts) of the Procurement Ordinance, the contract was extended for one year, through February 28, 2021.

A new RFP was advertised, and proposals were due on December 18, 2020; however, an additional extension was required for the RFP evaluation process; therefore, another extension was requested. Council approval is required for extensions beyond the one-year extension authorized by the Procurement Ordinance. Consequently, per Resolution No. 035-21, dated February 9, 2021, Council authorized the extension of the contract through May 31, 2021.

**RFP Advertisement and Receipt of Proposals:**

RFP specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry and DemandStar on October 28, 2020. This RFP has been advertised, opened, and evaluated. Three (3) proposals were received on December 18, 2020 from the following:

**AVS Consulting, LLC dba Stone, McElroy & Associates (Smyrna, GA)**  
 Fifth Avenue Forensics (New York, NY)  
 The FMRT Group (Winston-Salem, NC)

The following events took place after receipt of the proposals.

<b>RFP MEETINGS/EVENTS</b>		
<b>Description</b>	<b>Date</b>	<b>Agenda/Action</b>
Pre-Evaluation Meeting	03/15/21	The Purchasing Manager advised evaluation committee members of the RFP rules and process, and the co-managers of the project provided an overview. Proposals were emailed to each committee member to review.
1 <sup>st</sup> Evaluation Meeting	03/29/21	The Evaluation Committee discussed each proposal and determined additional information was required from one firm.
Additional Information Requested	03/30/21	Additional information was requested from AVS Consulting, LLC dba Stone, McElroy & Associates.

Additional Information Received	01/28/21	Additional information was received from AVS Consulting, LLC dba Stone, McElroy & Associates, and forwarded to the Evaluation Committee.
Evaluation Forms Sent	03/30/21	The committee did not require additional information; the evaluation forms were forwarded to the voters.
Evaluation Forms Returned	04/13/21	Final set of evaluation forms were completed and returned to Purchasing for compilation of results, which were forwarded to the committee.
Recommendation of Committee	04/19/21	The voting committee members unanimously recommends award to the highest-scoring firm of AVS Consulting, LLC dba Stone, McElroy & Associates.

**Evaluation Committee:**

The proposals were reviewed by members of the Evaluation Committee, which consisted one (1) voting member from the Police Department, one (1) voting member from the Sheriff’s Office and one (1) voting member from the Human Resources Department.

One (1) additional Police Department representative and two (2) additional Sheriff’s Office representatives served as alternate voters.

An additional Police Department representative and an additional Sheriff’s Office representative served as non-voting advisors.

**Award Recommendation:**

The evaluation committee, as reflected by their comments provided below, recommends award to AVS Consulting, LLC dba Stone, McElroy & Associates for the following reasons:

- Stone, McElroy & Associates is experienced in Georgia and provides the option for both virtual and in-person appointments.
- CCG has worked with this company for many years and is very satisfied with their services, and they have a lot of work experience with local government.
- The vendor has strong ties to working with law enforcement, which allows them to identify problems that other firms may not be able to identify.
- The cost of a full psychological test by Stone, McElroy & Associates is significantly less than the other two vendors.

**Vendor Qualifications/Experience:**

- Stone, McElroy & Associates was established in 1987 and provides psychological evaluation services primarily in the states of Georgia, Mississippi, and New York.
- The firm’s staff includes four (4) licensed psychologists, three (3) of whom are the only psychologists that are licensed in the state of Georgia by the American Board of Professional Psychologists (ABPP) in Police and Public Safety Psychology (PPSP).
- The firm’s president and managing partner is the past Chair of the Psychological Services Section of the International Association of Chiefs of Police, and she has served as Education Chair, Membership Chair, Vice Chair, and as a member of the Education and Ethics Committees.

- One of the firm’s board-certified contract psychologist currently serves on the Education Committee of the Police and Public Safety Division of the American Psychological Association Division 18.
- The firm has consistently maintained a contract with Suffolk County (New York) Civil Service since 2004, servicing approximately 35 public safety agencies within the county.
- Listed below are the most recent contracts awarded to Stone, McElroy & Associates:
  - Suffolk County Civil Services (Smithtown, NY) April 2004 - present  
Pre-employment psychological evaluations of Police Officers, Fire Fighters, 911, and other Public Safety positions, Fitness for Duty Evaluations, and Post Critical Debriefings.
  - MARTA (Atlanta, GA) May 2005 - present  
Pre-employment Public Safety Psychological Services, Fitness for Duty Evaluations, and Critical Incident Debriefings.
  - Georgia Tech Police Department (Atlanta, GA) July 2014 - present  
Pre-Employment Psychological Services for both Police and Public Safety officer candidates, Fitness for Duty Evaluations, and Critical Incident Debriefings.

The City’s Procurement Ordinance, Article 3-110 (Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds are budgeted each fiscal year for this ongoing service: General Fund – Police – Administrative Services – Professional Services; 0101-400-2800-ADMS-6311 and Sheriff – Administration – Contractual Services; 0101-550-1000-SHRF-6319.

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**(C) LANDFILL SCALE MAINTENANCE SERVICES (ANNUAL CONTRACT) RFB NO. 21-0024**

It is requested that Council authorize the execution of an annual contract for maintenance services and quarterly calibration on stationary motor truck scales with Scale Systems, Inc. (Columbus, GA). The Public Works Department estimates the annual contract value at \$5,000.00 based on previous maintenance requirements for the Landfill scales.

The vendor will provide maintenance services and quarterly calibration on stationary motor truck scales located at Pine Grove MSW Landfill, The Recycling Center MRF, and Granite Bluff Landfill on an “as required” basis. The vendor shall also provide related miscellaneous repair services, not included in the normal routine maintenance of the scales.

The contract period shall be for two (2) years with an option to renew for three (3) additional twelve-month periods. Renewal of the contract is contingent upon the mutual agreement of the City and the contracted vendor.

Bid specifications were posted on the web pages of the Purchasing Division, DemandStar and Georgia Procurement Registry. Two bids were received on March 31, 2021. This bid has been advertised, opened, and reviewed. The bidders' pricing is as follows:

<b>Vendor</b>	<b>Scale Systems, Inc (Columbus, GA)</b>	<b>Atlanta Scales, Inc (McDonough, GA)</b>
	<b>Hourly / Quarterly</b>	<b>Hourly / Quarterly</b>
<b>Pine Grove Landfill</b> – Hourly Rate for Repairs & Prev Maint AND Quarterly Calibration Fee(s)	<b>\$105.00/hr / \$400.00/qtr</b>	\$105.00/hr / \$400.00/qtr
<b>The Recycling Center (BMS-7012)</b> – Hourly Rate for Repairs & Prev Maint AND Quarterly Calibration Fee(s)	<b>\$105.00/hr / \$200.00/qtr</b>	\$105.00/hr / \$400.00/qtr
<b>The Recycling Center (WBT-75K)</b> – Hourly Rate for Repairs & Prev Maint AND Quarterly Calibration Fee(s)	<b>\$105.00/hr / \$200.00/qtr</b>	\$105.00/hr / \$400.00/qtr
<b>Granite Bluff Landfill</b> – Hourly Rate for Repairs & Prev Maint AND Quarterly Calibration Fee(s)	<b>\$105.00/hr / \$400.00/qtr</b>	\$105.00/hr / \$400.00/qtr
Additional Charges (if any)	<b>\$125.00</b>	\$300.00
Materials and Parts: Cost + _____%	<b>15%</b>	10%

Funds are budgeted each fiscal year for this ongoing expense: Integrated Waste Management Fund – Public Works – Pine Grove Landfill – Contractual Services; 0207 – 260 – 3560 – PGRO – 6319.

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**(D) MASS CASUALTY TRAILER FOR FIRE & EMS – COOPERATIVE PURCHASE**

It is requested that Council approve the purchase of a mass casualty trailer from Texas Trailers Sales and Service (Gainesville, FL), in the amount of \$74,651.00, by Cooperative Purchasing via the Florida Sheriffs Association Cooperative Purchasing Program, Contract #FSA20-EQUI18.0: Heavy Equipment.

The Department of Fire and EMS requires the new mass casualty trailer because the current trailer was purchased in 2001 and is now too small for all required needs. While the Department is using the current trailer, the new trailer will be used to haul more equipment and medical supplies. This new trailer will be equipped for multiple patients that have traumatic injuries, including patients from multiple vehicle collisions, building collapse or mass shooting and other incidents of injury such as chemical exposure and pandemics. The trailer will also be used for personnel rehab during large critical incidents. The Fire &

EMS Department is the largest Fire/EMS department within at least an 80-mile radius and are called to respond to mass casualty incidents in the region.

The purchase will be accomplished by Cooperative Purchase via Bid/Contract # FSA20-EQUI18.0: Heavy Equipment, initiated by the Florida Sheriffs Association Cooperative Purchasing Program, whereby Texas Trailers Sales and Service was one of the successful vendors contracted to provide Heavy Equipment. The contract, which commenced October 1, 2020, is good through September 30, 2023. The Florida Sheriffs Association in partnership with the Florida Association of Counties offers statewide purchasing contracts on a variety of vehicles, equipment and services that are available to all eligible agencies. The Bid process utilized by The Florida Sheriffs Association Purchasing Program meets the requirements of the City's Procurement Ordinance; additionally, Cooperative Purchasing is authorized per Section 3-118 of the Procurement Ordinance.

Funds are budgeted in the FY21: Multi-Government Project Fund – Finance – Coronavirus Emergency Supplemental Funding Grant – Covid-19 Equipment; 0216 – 200 – 4124 – LLEG – 7764.

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**(E) REPAIR OF GARBAGE TRUCK FOR PUBLIC WORKS**

It is requested that Council approve payment to G & P Heavy Truck Body Works, Inc., (Columbus, GA) in the amount of \$97,138.22 for the repair of a garbage truck, Vehicle #19015.

On December 12, 2019, garbage truck Vehicle #19015 was involved in a vehicular accident in which the driver was traveling west attempting to make a left turn off Pine Grove Way onto Technology Parkway and hit a privately owned SUV. The accident caused disabling damage to the SUV, as well as, the garbage truck.

The truck was towed to the City's Body Shop in which an assessment of severe body damage and engine damage was observed. Since the truck was relatively new at the time of the accident, a 2017 Crane Carrier, and the Public Work's Department was experiencing a truck shortage, it was decided to have the vehicle repaired. Due to the amount of damage to the truck, it could not be towed by a regular tow truck. It would require the tow company to load the vehicle onto a flatbed and acquire DOT permits to tow to out-of-county vendors to obtain estimates. Considering all the additional costs just to obtain estimates, it was decided to have G & P, a local heavy duty truck body vendor, to handle these repairs.

Unfortunately, the damage to the truck was extensive. Obtaining parts, as well as the pandemic contributed to the extended time frame of getting the vehicle repaired.

Funds are available in the FY21 Budget: Integrated Waste Management Fund - Public Works – Solid Waste Collection - Auto Parts and Supplies; 0207 – 260 – 3510 – GARB - 6721.



A RESOLUTION

NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT WITH OCCUPATIONAL MEDICINE OF COLUMBUS (COLUMBUS, GA) TO PROVIDE EMPLOYEE PHYSICALS ON AN “AS NEEDED” BASIS FOR COLUMBUS CONSOLIDATED GOVERNMENT HUMAN RESOURCES DEPARTMENT AND PUBLIC SAFETY DEPARTMENTS.**

**WHEREAS**, an RFP was administered (RFP No. 21-0013) and two (2) proposals were received; and,

**WHEREAS**, the proposal submitted by Occupational Medicine of Columbus, met all proposal requirements, and was evaluated most responsive to the RFP; and,

**WHEREAS**, the initial term of the contract shall be for two (2) years, with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to execute an annual contract with Occupational Medicine of Columbus (Columbus, GA) to provide employee physicals on an “as needed” basis for Columbus Consolidated Government Human Resources Department and Public Safety Departments. Funds are budgeted each fiscal year for the ongoing expense: Various Departments – Pre-Employment Physicals.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2021 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

- Councilor Allen voting \_\_\_\_\_
- Councilor Barnes voting \_\_\_\_\_
- Councilor Crabb voting \_\_\_\_\_
- Councilor Davis voting \_\_\_\_\_
- Councilor Garrett voting \_\_\_\_\_
- Councilor House voting \_\_\_\_\_
- Councilor Huff voting \_\_\_\_\_
- Councilor Thomas voting \_\_\_\_\_
- Councilor Tucker voting \_\_\_\_\_
- Councilor Woodson voting \_\_\_\_\_

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Sandra T. Davis, Clerk of Council

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B.H. “Skip” Henderson III, Mayor

**A RESOLUTION**

**NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT WITH AVS CONSULTING, LLC DBA STONE, MCELROY & ASSOCIATES (SMYRNA, GA) FOR PRE-EMPLOYMENT AND FITNESS-FOR-DUTY PSYCHOLOGICAL EVALUATION SERVICES. THE COLUMBUS POLICE DEPARTMENT AND MUSCOGEE COUNTY SHERIFF’S OFFICE WILL UTILIZE THE SERVICES ON AN AS-NEEDED BASIS. IF NECESSARY, OTHER CITY AGENCIES MAY USE THE SERVICES; THIS WILL BE ACCOMPLISHED BY REQUESTING QUOTES FROM AVS CONSULTING, LLC DBA STONE, MCELROY & ASSOCIATES.**

**WHEREAS**, an RFP was administered (RFP No. 21-0020) and three (3) proposals were received; and,

**WHEREAS**, the proposal submitted by AVS Consulting, LLC dba Stone, McElroy & Associates met all proposal requirements and was evaluated most responsive to the RFP; and,

**WHEREAS**, the contract period shall be for two (2) years, with the option to renew for three (3) additional twelve-month periods. Contract renewal is contingent upon the mutual agreement of the City and the Contractor.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to execute an annual contract with AVS Consulting, LLC dba Stone, McElroy & Associates (Smyrna, GA) for pre-employment and fitness-for-duty psychological evaluation services. The Columbus Police Department and the Muscogee County Sheriff’s Office will utilize the services on an as-needed basis. If necessary, other City agencies may use the services; this will be accomplished by requesting quotes from AVS Consulting, LLC dba Stone, McElroy & Associates. Funds are budgeted each fiscal year for this ongoing service: General Fund – Police – Administrative Services – Professional Services; 0101-400-2800-ADMS-6311 and Sheriff – Administration – Contractual Services; 0101-550-1000-SHRF-6319.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2020 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

- Councilor Allen voting \_\_\_\_\_
- Councilor Barnes voting \_\_\_\_\_
- Councilor Crabb voting \_\_\_\_\_
- Councilor Davis voting \_\_\_\_\_
- Councilor Garrett voting \_\_\_\_\_
- Councilor House voting \_\_\_\_\_

Councilor Huff voting \_\_\_\_\_  
Councilor Thomas voting \_\_\_\_\_  
Councilor Tucker voting \_\_\_\_\_  
Councilor Woodson voting \_\_\_\_\_

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Sandra T. Davis, Clerk of Council

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B.H. "Skip" Henderson III, Mayor

**A RESOLUTION**

**NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT FOR LANDFILL SCALE MAINTENANCE SERVICES WITH SCALE SYSTEMS, INC (COLUMBUS, GA). THE PUBLIC WORKS DEPARTMENT ESTIMATES THE ANNUAL CONTRACT VALUE AT \$5,000.00 BASED ON PREVIOUS MAINTENANCE REQUIREMENTS FOR THE LANDFILL SCALES.**

**WHEREAS**, the vendor will provide maintenance services and quarterly calibration on stationary motor truck scales located at Pine Grove MSW Landfill, The Recycling Center MRF, and Granite Bluff Landfill on an “as required” basis. The vendor shall also provide related miscellaneous repair services, not included in the normal routine maintenance of the scales; and,

**WHEREAS**, the contract term is for a two (2) year period with an option to renew for three (3) additional twelve-month periods. Renewal of the contract is contingent upon the mutual agreement of the City and the Contractors.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to execute an annual contract for landfill scale maintenance services with Scale Systems, Inc. (Columbus, GA). The Public Works Department estimates the annual contract value at \$5,000.00 based on previous maintenance requirements for the Landfill scales. Funds are budgeted each fiscal year for this ongoing expense: Integrated Waste Management Fund - Public Works – Pine Grove Landfill – Contractual Services; 0207-260-3560-PGRO-6319.

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Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2021 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

- Councilor Allen voting \_\_\_\_\_.
- Councilor Barnes voting \_\_\_\_\_.
- Councilor Crabb voting \_\_\_\_\_.
- Councilor Davis voting \_\_\_\_\_.
- Councilor Garrett voting \_\_\_\_\_.
- Councilor House voting \_\_\_\_\_.
- Councilor Huff voting \_\_\_\_\_.
- Councilor Thomas voting \_\_\_\_\_.
- Councilor Tucker voting \_\_\_\_\_.
- Councilor Woodson voting \_\_\_\_\_.

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Sandra T. Davis, Clerk of Council

\_\_\_\_\_  
B.H. “Skip” Henderson III, Mayor

A RESOLUTION

NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE PURCHASE OF A MASS CASUALTY TRAILER FROM TEXAS TRAILERS SALES AND SERVICE (GAINSVILLE, FL), IN THE AMOUNT OF \$74,651.00, BY COOPERATIVE PURCHASING VIA THE FLORIDA SHERIFFS ASSOCIATION COOPERATIVE PURCHASING PROGRAM, CONTRACT #FSA20-EQUI18.0: HEAVY EQUIPMENT.**

**WHEREAS**, the Department of Fire and EMS requires the new mass casualty trailer because the current trailer was purchased in 2001 and is now too small for all required needs. While the Department is using the current trailer, the new trailer will be used to haul more equipment and medical supplies. This new trailer will be equipped for multiple patients that have traumatic injuries, including patients from multiple vehicle collisions, building collapse or mass shooting and other incidents of injury such as chemical exposure and pandemics. The trailer will also be used for personnel rehab during large critical incidents. The Fire & EMS Department is the largest Fire/EMS department within at least an 80-mile radius and are called to respond to mass casualty incidents in the region; and,

**WHEREAS**, the purchase will be accomplished by Cooperative Purchase via Bid/Contract # FSA20-EQUI18.0: Heavy Equipment, initiated by the Florida Sheriffs Association Cooperative Purchasing Program, whereby Texas Trailers Sales and Service was one of the successful vendors contracted to provide Heavy Equipment. The contract, which commenced October 1, 2020, is good through September 30, 2023. The Florida Sheriffs Association in partnership with the Florida Association of Counties offers statewide purchasing contracts on a variety of vehicles, equipment and services that are available to all eligible agencies. The Bid process utilized by The Florida Sheriffs Association Purchasing Program meets the requirements of the City’s Procurement Ordinance; additionally, Cooperative Purchasing is authorized per Section 3-118 of the Procurement Ordinance.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to purchase a mass casualty trailer from Texas Trailers Sales and Service (Gainesville, FL), in the amount of \$74,651.00, by Cooperative Purchasing via the Florida Sheriffs Association Cooperative Purchasing Program, Contract #FSA20-EQUI18.0: Heavy Equipment. Funds are budgeted in the FY21: Multi-Government Project Fund – Finance – Coronavirus Emergency Supplemental Funding Grant – Covid-19 Equipment; 0216 – 200 – 4124 – LLEG – 7764.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2021 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

- Councilor Allen voting \_\_\_\_\_.
- Councilor Barnes voting \_\_\_\_\_.
- Councilor Crabb voting \_\_\_\_\_.
- Councilor Davis voting \_\_\_\_\_.
- Councilor Garrett voting \_\_\_\_\_.
- Councilor House voting \_\_\_\_\_.
- Councilor Huff voting \_\_\_\_\_.

Councilor Thomas voting \_\_\_\_\_.  
Councilor Tucker voting \_\_\_\_\_.  
Councilor Woodson voting \_\_\_\_\_.

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Sandra T. Davis, Clerk of Council

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B.H. "Skip" Henderson III, Mayor

A RESOLUTION

NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE PAYMENT TO G & P HEAVY TRUCK BODY WORKS, INC., (COLUMBUS, GA) IN THE AMOUNT OF \$97,138.22 FOR THE REPAIR OF A GARBAGE TRUCK, VEHICLE #19015.**

**WHEREAS**, on December 12, 2019, garbage truck Vehicle #19015 was involved in a vehicular accident in which the driver was traveling west attempting to make a left turn off Pine Grove Way onto Technology Parkway and hit a privately owned SUV. The accident caused disabling damage to the SUV, as well as, the garbage truck; and,

**WHEREAS**, the truck was towed to the City’s Body Shop in which an assessment of severe body damage and engine damage was observed. Since the truck was relatively new at the time of the accident, a 2017 Crane Carrier, and the Public Work’s Department was experiencing a truck shortage, it was decided to have the vehicle repaired. Due to the amount of damage to the truck, it could not be towed by a regular tow truck. It would require the tow company to load the vehicle onto a flatbed and acquire DOT permits to tow to out-of-county vendors to obtain estimates. Considering all the additional costs just to obtain estimates, it was decided to have G & P, a local heavy duty truck body vendor, to handle these repairs; and,

**WHEREAS**, unfortunately, the damage to the truck was extensive. Obtaining parts, as well as the pandemic contributed to the extended time frame of getting the vehicle repaired.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to make payment to G & P Heavy Truck Body Works, Inc., (Columbus, GA) in the amount of \$97,138.22 for the repair of a garbage truck, Vehicle #19015. Funds are available in the FY21 Budget: Integrated Waste Management Fund - Public Works – Solid Waste Collection - Auto Parts and Supplies; 0207 – 260 – 3510 – GARB - 6721.

\_\_\_\_\_  
Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2021 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting \_\_\_\_\_.  
Councilor Barnes voting \_\_\_\_\_.  
Councilor Crabb voting \_\_\_\_\_.  
Councilor Davis voting \_\_\_\_\_.  
Councilor Garrett voting \_\_\_\_\_.

Councilor House voting \_\_\_\_\_.  
Councilor Huff voting \_\_\_\_\_.  
Councilor Thomas voting \_\_\_\_\_.  
Councilor Tucker voting \_\_\_\_\_.  
Councilor Woodson voting \_\_\_\_\_.

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Sandra T. Davis, Clerk of Council

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B.H. "Skip" Henderson III, Mayor



**DATE:** April 27, 2021  
**TO:** Mayor and Councilors  
**FROM:** Finance Department  
**SUBJECT:** Advertised Bids/RFPs/RFQs

**April 28, 2021**

**1. Replacement Audio/Visual System for Freedom Express Bus Museum – PQ No. 21-0008**

Scope of PQ

Provide, deliver and install a complete audio/visual system, which will replace the current system, for the Department of Transportation/METRA Freedom Express Bus Museum.

**2. Trailers – RFB No. 21-0031**

Scope of Bid

The Columbus Consolidated Government (the City) is seeking bids from qualified vendors to provide the following trailers:

- (1) Livestock Trailer for Animal Control and Care Division
- (1) Gooseneck Lowboy Trailer for Rainwater Division
- (1) Hydraulic Dump Trailer for Recycling Division
- (1) 8.5' x 16' Tandem Axle Trailer for Columbus Civic Center

**3. Inmate Supplies (Annual Contract) - RFB No. 21-0021**

Scope of Bid

Provide inmate clothing, mattresses, mattress covers, linens, toiletries and dinnerware to the Consolidated Government of Columbus, Georgia (the City) on an “as needed” basis. Inmates at Muscogee County Jail and Muscogee County Prison will use these items. The contract term will be for three (3) years.

**April 30, 2021**

**1. Inmate Food Service Management for Muscogee County Jail (Annual Contract) – RFP No. 21-0026**

Scope of RFP

It is the intent of Columbus Consolidated Government (the City) to enter into an annual contract with a qualified Contractor to provide inmate food service management for the Muscogee County Jail. Inmate Food Service Management includes, but is not limited to, the furnishing of all required labor, food, beverages, materials, supplies, and chemicals necessary to provide food services for the inmates and staff at the Jail.

The initial term of the contract will be for two (2) years with the option to renew for five (5) additional twelve-month periods.

**2. 457 Deferred Compensation Plan – Recordkeeping, Administration, and Participant Education (Annual Contract) – RFP No. 21-0029**

Scope of RFP

Columbus Consolidated Government is soliciting competitive proposals for an experienced, qualified firm to provide recordkeeping, administration, and participant education services for the City’s 457 Deferred Compensation plan.

The initial term of the contract will be for two (2) years with the option to renew for five (5) additional twelve-month periods.

**3. Animal Care and Control Services (Annual Contract) – RFP No. 21-0034**

Scope of RFP

Columbus, Georgia Consolidated Government (“CCG” or “City”) is seeking proposals from qualified organizations to provide Animal Care and Control Services for Columbus, Georgia/Muscogee County. The objective of this RFP is to determine whether Animal Care and Control services can be provided privately in a cost-effective, efficient, and professional manner.

The initial term of the contract will be for five (5) years with the option to renew for five (5) additional twelve-month periods.

**May 5, 2021**

**1. Security Locking System Maintenance Services for Muscogee County Prison (Annual Contract) – RFB No. 21-0027**

Scope of Bid

Provide preventive maintenance and repair services for the security locking system at the Muscogee County Prison. There are approximately 54 security (swing) doors that require periodic maintenance. The devices include Mogul and paracentric locks and closures, and Southern Folger closures.

The initial term of the contract will be for two (2) years with the option to renew for five (5) additional twelve-month periods.

**May 7, 2021**

**1. Recreation Management System – RFP No. 21-0025**

Scope of RFP

Columbus Consolidated Government is seeking proposals from qualified vendors to provide software for a Recreation Management System, to include, but not limited to, point-of-sale, inventory management and online registration, for use at multiple facilities within the Department of Parks and Recreation.

**May 12, 2021**

**1. Tennis Court Supplies (Re-Bid) (Annual Contract) – RFB No. 21-0032**

Scope of RFB

Columbus Consolidated Government (the City) is requesting bids from qualified vendors to provide tennis court supplies on an “as needed” basis to be utilized by the Parks and Recreation Department.

The contract term will be for two years with the option to renew for three additional twelve-month periods.

**May 14, 2021**

**1. Brokers for General Insurance Placement (Annual Contract) – RFP No. 21-0033**

Scope of RFP

It is the intent of Columbus Consolidated Government (the City) to enter into an annual contract with qualified offeror(s) to obtain quotes and place general insurance including, but not limited to, Property & Casualty, Crime, and Cyber insurance.

The initial term of the contract will be for two (2) years with the option to renew for three (3) additional twelve-month periods.