

HEWITT TEXAS

ADDENDUM

NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Regular** meeting of the governing body of the City of Hewitt will be held on the **6th day of January, 2014 at 7:00 PM in Hewitt City Hall, 105 Tampico Drive, Hewitt, Texas**, at which time the following subjects will be discussed:

1. Consider award of bid for the Spacesaver Public Safety System (Records and Evidence Storage, Lockers, and Fire Equipment Storage Racks) for Police and Fire Facility to Southwest Solutions Group in the amount of \$111,915.38.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the City of Hewitt, Texas was posted on the Public Notice Board located in front of City Hall at 4:15 AM/PM on January 3, 2014.

CITY OF HEWITT


Lydia Lopez, TRMC
City Secretary

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, large print or Braille, are requested to contact the Hewitt City Secretary at (254) 666-6171 at least 24 hours prior to the meeting, so that appropriate arrangements can be made.



COUNCIL AGENDA ITEM FORM

MEETING DATE: January 6, 2014

AGENDA ITEM #: 1 (Addendum)

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider award of bid for the Spacesaver Public Safety System (Records and Evidence Storage, Lockers, and Fire Equipment Storage Racks) for Police and Fire Facility to Southwest Solutions Group in the amount of \$111,915.38.

STAFF RECOMMENDATION/ITEM SUMMARY:

Architects and City Staff have worked with Southwest Solutions Group concerning records management requirements for the public safety facility. This includes evidence room storage, records clerk storage, police lockers, and fire bay storage racks. Southwest Solutions Group offers competitively bid items through TxMAS and Hewitt is able to take advantage of this pricing. The total cost of the proposal includes material and installation for the total amount of \$111,915.38. A summary of the items to be purchased are included on the second page of their proposal which is included as back up. Staff recommends approval of this item.

ATTACHMENTS:

Bid proposal

Proposed Solution

January 3, 2014

Mr. Adam Miles
City Manager
City of Hewitt
105 Tampico
Hewitt, TX 76643



Mr. Miles,

Please accept my sincere thanks for giving Southwest Solutions Group the opportunity to serve you and your staff with your records management requirements. Our staff will always do everything possible to merit the confidence you have shown in giving us this business opportunity.

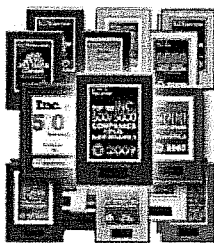
Enclosed is the proposal for the new Spacesaver Storage system in compliance with the Texas State Contract #TXMAS-2-711030.

We look forward to working with you and your staff throughout the successful incorporation of your new Spacesaver system. There will be many logistical considerations involved in this entire change and we understand them in a way that will minimize the time, trouble, and personnel involved.

If you have any questions, please feel free to call upon me at 254-340-0019. We appreciate the opportunity to serve you locally.

Sincerely,

Brandon Baird



Outstanding Achievement



Established in 1969



2005~2006~2008~2009



SOUTHWESTSOLUTIONSGROUP

Date: January 3, 2014
Proposal #: 51559-COM-1.pro
Terms: Per TXMAS Contract
F.O.B. Destination – Per TXMAS
Delivery: 6-8 weeks to ship and install

Spacesaver Public Safety System Solution

Per drawing 51559-143-1: Room 143

- One double faced stationary run of rack, 12'0" long x 24" deep x 8'3" high.
- One single faced stationary run of rack, 48'0" long x 24" deep x 8'3" high.
- One single faced stationary run of rack, 21'0" long x 24" deep x 8'3" high.
- One double faced stationary run of rack, 21'0" long x 36" deep x 8'3" high.
- Four double faced mobile units, AvtiveRac 7 operation, 12'0" long x 36" deep x 8'10" high.
- All rack will be provided with 5 levels of particle board decking per face.
- Track will be surface mounted on top of concrete slab. Rail profile is 3/8" high with beveled edges and is ADA compliant. This rail system eliminates the need of a raised floor or deck.
- Mechanical Assist carriages feature a three-spoke handle, and a visually indicated positive on and off anti-roll safety lock.
- Four pass-thru (keyless) evidence lockers, 36" wide x 24" deep x 83" high. (see drawing for elevations)

Per drawing 51559-106&110-1: Room 106 & 110

Room 106

- Three lateral filing cabinets, 42" wide x 18" deep x 4'8 1/8" high.
- Each cabinet will be provided with 5 filing drawers per face.

Room 110

- One single faced stationary unit, 7'0" long x 16" deep x 8'1 1/4" high.
- All shelving will be provided with 7 openings per face.

Per drawing 51559-131-1: Room 131

- One single faced stationary unit, 4'0" long x 10" deep x 6'4 1/4" high.
- One single faced stationary unit, 4'0" long x 13" deep x 6'4 1/4" high.
- Elevation A will be provided with 2 openings per face and 1 weapons rack per large opening.
- Elevation B will be provided with 7 openings per face.

Per drawing 51559-155-1: Room 155

- Fifteen lockers, 24" wide x 24" deep x 76" high to match the exact desired specifications given by the Police Chief. Lockers will be pad lock ready for locks provided by others. Lockers will have integrated benches which sit atop the base drawer unit. See attached photo.

Per drawing 51559-193-1: Room 193

- Sixteen wall mount gear racks, 24" wide.



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Toll Free 1-800-803-1083

Investment Details

Your investment includes all necessary design services, engineering, manufacturing, packaging, freight, inside delivery, unpacking, installation by factory certified technicians, cleanup of area, removal of all debris, warranty, and everything necessary for a successful and complete installation.

- ✓ Per TXMAS Contract, **Purchase Orders** are to be faxed to:

Southwest Solutions Group
600 Round Rock West Drive, Suite 604
Round Rock, TX 78681
FAX (512) 336-1358

So that we may process your order in a timely manner, Please address contract as shown above.

- ✓ Per TXMAS Contract, **Invoices** will be mailed from and **"Remit To"** payments sent to the address below:

Southwest Solutions Group
4355 Excel Parkway, Suite 300
Addison, TX 75001

Texas State Contract #TXMAS-2-711030

Southwest Solutions Group
D & B: 17-190-9963
Federal Tax ID: 75-2703228

Spacesaver Corporation
D & B: 79-683-0029
Federal Tax ID: 39-1054766

Total Turnkey Investment: \$ 111,915.38
PO with color selections must be received by Jan. 15, 2014 in order to ship by end of February and beat the 5% factory announce price increase.

**** If tax exempt or for re-sale then please provide tax exempt number on next page. ****

Note: Above estimate is guaranteed for a period of thirty (30) days* from the date of this proposal. Pricing will be subject to change after that period. The above estimate does not include applicable local or state sales tax.

Terms: 50% payment upon authorization to proceed (Please add sales tax to initial payment), 40% upon shipment, and 10% upon completion.

Warranty: Warranties are determined by specific product and manufacturer.

Capital Leasing opportunities are available.

By: Brandon Baird

Approved by: _____

Date: _____

Scope of Work

The following are the responsibilities of Southwest Solutions Group and Raso Bailey Dudley & Rose, Inc - RBDR to ensure the completion of the project in an efficient, timely manner. The items and services listed in this section, unless otherwise specified herein, have not been included in the system pricing and will be the responsibility and at the expense and liability of Raso Bailey Dudley & Rose, Inc - RBDR.

By Southwest Solutions Group	
Type	Job Description
General	Manage, coordinate and expedite manufacturing to meet delivery schedules. All charges associated and incurred for manufacturing, freight, local delivery, installation, cleanup, staff training, and warranty.
Installation	Complete turnkey installation services by factory certified technicians and training of staff. All installation to take place during normal business hours (8:00 a.m. to 5:00 p.m. Monday-Friday). If work is required outside of these hours, overtime charges will apply. Please note delivery and drilling to attach rails to the floor will take place after hours to eliminate disruption of other tenants in the building.
Warehouse Storage	Provide two (2) weeks free storage at local warehouse. If additional storage time is needed, due to delays, additional warehouse storage charges will be accrued at the rate of \$2.75 per hundred pound weight per month.

By City of Hewitt	
Type	Job Description
General	Approve proposal page with signature and forward it to us with initial payment. Provide purchase order number and color selection of equipment when appropriate. Pay all appropriate state and local tax as necessary.
Access to Work Area	Provide a cleared work area where new system is to be constructed. If area is not precleared prior to installer's arrival, add \$34.00 per hour, per installer for area to be cleared or for stand by time while area is cleared by others.
Building Obstructions	Remove and/or relocate any building obstructions, such as ducting, lighting fixtures and wiring, drains, piping, structural steel, electrical wiring, conduit, etc. which interfere with the equipment clearances.
Power Preparation	Do reference drawing 51559-COM-1 PLAN VIEW for power requirements for the evidence lockers and build accordingly.



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Type	Job Description
Modifications to Room Dimensions	If room dimensions differ from those provided in proposal, it is the responsibility of the client to inform Southwest Solutions Group at least 4 weeks prior to shipping time to delay shipment from factory.
Project Delays	If construction delays occur, it is the responsibility of the client to inform Southwest Solutions Group at least 4 weeks prior to shipping time to delay shipment from factory. If for any reason the installation site is not ready upon the installer's arrival for the scheduled work to be performed, a \$325.00 trip charge will be added. Please provide a minimum of 24 hours notice if the scheduled installer's are not needed.
System Training	Ensure that personnel participating in training sessions are in attendance for scheduled training sessions.
Loading Of Contents	Transfer contents of existing system into new system unless option chosen to have movement of material handled by Southwest Solutions Group's moving teams.

So that we may process your order in a timely manner, Please address Purchase Order to the address below. The Purchase Order can reference this document Proposal 51559 for description purposes. If you have any questions, please contact:



Brandon Baird

c. (254) 340-0019

a. (512) 336-1328

f. (512) 336-1358

toll free. (877) 787-1328

600 Round Rock West Dr, Suite 604

Round Rock, Texas 78681

bbaird@southwestsolutions.com

Maximizing Space Efficiency & Productivity

By: Brandon Baird

Approved by: _____

Date: _____



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