



CITY COUNCIL AGENDA

NOTICE OF WORKSHOP

Tuesday, March 18, 2014

6:15 p.m.

Council Chamber - City Hall

Daniel P. Moore Community Center Complex

1900 Billy G. Webb

Portland, Texas 78374

This workshop may be recessed before the Regular City Council meeting begins at 7:00 p.m. and reconvened after the Regular City Council meeting ends.

1. **CALL TO ORDER:** MAYOR KREBS
2. **UNIFIED DEVELOPMENT ORDINANCE TEXT AMENDMENTS:** THE CITY COUNCIL WILL DISCUSS PROPOSED TEXT AMENDMENTS TO THE UNIFIED DEVELOPMENT ORDINANCE - CITY MANAGER AND DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT
3. **PROPOSED ORDINANCE NO. 2085 – ADOPTING 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE:** THE CITY COUNCIL WILL DISCUSS PROPOSED ORDINANCE NO. 2085 THAT ADOPTS THE 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT
4. **ADJOURNMENT:** MAYOR KREBS

NOTICE OF ASSISTANCE

If you plan to attend this public meeting and you have a disability that requires special arrangements to be made, please contact City Secretary Annette Hall 361-777-4513 or annette.hall@portlandtx.com in advance of the meeting. Reasonable accommodations will be made to facilitate your participation. City Hall is wheelchair accessible and specially marked parking spaces are located in front of its entrance. Special seating will be provided in the Council Chamber during the meeting.

BRAILLE IS NOT AVAILABLE

Posted: March 14, 2014 by 5 p.m.
Portland City Hall

By: 
Annette Hall, City Secretary



CITY COUNCIL AGENDA

NOTICE OF REGULAR MEETING

Tuesday, March 18, 2014

7:00 p.m.

City Hall - Council Chamber

Daniel P. Moore Community Center Complex

1900 Billy G. Webb Drive

Portland, Texas

A. PROCEDURAL MATTERS, HONORS AND RELATED NON-ACTION ITEMS:

1. CALL TO ORDER: MAYOR KREBS
2. INVOCATION AND PLEDGE: MAYOR KREBS OR DESIGNEE
3. FORMAL ANNOUNCEMENTS, RECOGNITION, PRESENTATIONS AND REPORTS THAT MAY BE DISCUSSED:
4. CITY COUNCIL AND STAFF COMMENTS CONCERNING ITEMS OF COMMUNITY INTEREST THAT MAY NOT BE DISCUSSED:

Members of the City Council may present reports regarding items of community interest and/or be presented reports from the Staff regarding items of community interest, provided no action is taken or discussed. Items of community interest include the following:

- Expressions of thanks, congratulations, or condolence
- Information regarding holiday schedules
- Honorary recognition of city officials, employees, or other citizens
- Reminders about upcoming events sponsored by the city or another entity that is scheduled to be attended by a city official or city employee
- Announcements involving imminent threats to the public health and safety of the city

B. ACTION ITEMS, RESOLUTIONS AND ORDINANCES:

Members of the audience who wish to (1) comment on issues concerning an agenda item, (2) present questions concerning an agenda item, (3) request assistance concerning an agenda item or (4) propose regulatory changes concerning an agenda item, must comply with the following rules of procedure:

- Persons who wish to speak must fill out and turn in a speaker card before the meeting is convened (The Mayor will notify you when it's your turn to speak and direct you to the podium)
- Persons who wish to speak must identify themselves and their places of residence
- All comments, requests and proposals must be presented to or through the Mayor
- Persons who wish to speak will be given 4 minutes to do so

5. **MINUTES OF PREVIOUS MEETINGS:** THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS MARCH 4, 2014 WORKSHOP AND REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY

6. **PROPOSAL FOR ENGINEERING SERVICES:** THE CITY COUNCIL WILL CONSIDER A PROPOSAL FOR ENGINEERING SERVICES FROM COYM, REHMET & GUTIERREZ ENGINEERING, L.P., FOR ENGINEERING DESIGN FOR THE STREET IMPROVEMENT PROGRAM PHASE 9B (SEAL COATS AND REPAIRS) IN THE AMOUNT OF \$79,280.00 – DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AND CONSULTING CITY ENGINEER

7. **ORDINANCE NO. 2085 – ADOPTING 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE:** THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF ORDINANCE NO. 2085 THAT ADOPTS THE 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

8. **REPLACEMENT OF THE EMERGENCY 9-1-1 SYSTEM:** THE CITY COUNCIL WILL CONSIDER A PROPOSAL TO REPLACE THE EXISTING 9-1-1 SYSTEM - IT MANAGER

9. **CANCELLATION OF MAY 10, 2014 GENERAL ELECTION:** THE CITY COUNCIL WILL CONSIDER APPROVING THE CERTIFICATION OF UNOPPOSED CANDIDATES AND AN ORDER OF CANCELLATION FOR THE MAY 10, 2014 GENERAL ELECTION – CITY SECRETARY

C. CITIZEN COMMENTS, QUESTIONS, REQUESTS AND PROPOSALS NOT APPEARING ON THE AGENDA:

Members of the audience who wish to (1) comment on issues for which there is no item on this agenda, (2) present questions for which there is no item on this agenda, (3) request assistance for which there is no item on this agenda or (4) propose regulatory changes for which there is no item on this agenda, must comply with the following rules of procedure:

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D. ADJOURNMENT: MAYOR KREBS

NOTICE OF ASSISTANCE

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BRAILLE IS NOT AVAILABLE

Posted: March 14, 2014 by 5:00 p.m.
Portland City Hall

By: 
Annette Hall
City Secretary

**CITY OF PORTLAND
CITY COUNCIL
WORKSHOP MEETING
MARCH 4, 2014 – 6:00 P.M.**

On this the 4th day of March 2014, the Council of the City of Portland convened in a workshop meeting session at 6:00 p.m. in the Council Chambers of City Hall, Daniel P. Moore Community Center Complex and notice of workshop meeting giving the time, place and date and subject having been posted as described by Section 551 of the Government Code.

MEMBERS PRESENT:

David Krebs	Mayor
Cathy Skurow	Mayor Pro Tem
Ron Jorgensen	Council Member
John Vilo	Council Member
Gary Moore, Sr.	Council Member
John Green	Council Member
David E. Lewis	Council Member

STAFF PRESENT:

Randy Wright	City Manager
Annette Hall	City Secretary
Brian DeLatte	Director of Public Works and Development
Michel Sorrell	Finance Director
Tim Vanlandingham	Fire Chief
Kristin Connor	Director of Parks and Recreation
Kyle Schreckenbach	Assistant Director of Public Works

This workshop may be recessed before the Regular City Council meeting begins at 7:00 p.m. and reconvened after the Regular City Council meeting ends.

And with a quorum being present, the following business was transacted:

- 1. CALL TO ORDER: MAYOR KREBS**

Mayor Krebs called the workshop to order at 6:00 p.m.

2. **ENCODE 360 PRESENTATION:** THE CITY COUNCIL WILL DISCUSS THE ENCODE 360 PROGRAM FOLLOWING A PRESENTATION – ENCODE 360 REPRESENTATIVE

Bret Keast, President of Encode 360 gave a presentation on the Encode 360 Online Code Publishing System. The system was developed by professionals who write zoning and land development codes, it integrates useful tools for collaborative code drafting, editing, and public participation.

Council and staff discussed comparing the cost of the Encode 360 Online Code Publishing System to the City's current online code of ordinances publishing and codification provider during the upcoming budget process.

3. **EXECUTIVE SESSION:** THE CITY COUNCIL WILL CONDUCT AN EXECUTIVE SESSION ACCORDING TO §551.074 OF THE TEXAS GOVERNMENT CODE (DELIBERATE THE EVALUATION AND DUTIES OF THE MUNICIPAL COURT PROSECUTOR) - MAYOR AND CITY MANAGER

NO FORMAL ACTION WILL BE TAKEN AT THE CONCLUSION OF THE EXECUTIVE SESSION

At 6:36 p.m. Mayor Krebs announced that the City Council will conduct an Executive Session to according §551.074 of the Texas Government Code (deliberate the evaluation and duties of the Municipal Court Prosecutor).

Mayor Krebs announced that the Executive Session was concluded at 6:57 p.m. and reconvened the workshop at 6:57 p.m. He added that no formal action will be taken on this item.

4. **ADJOURNMENT:** MAYOR KREBS

Mayor Krebs adjourned the workshop at 6:58 p.m.

D. NOTICE OF ASSISTANCE:

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marked parking spaces are located in front of its entrance. Special seating will be provided in the Council Chamber during the workshop.

BRAILLE IS NOT AVAILABLE

Approved:

David Krebs
Mayor

Attest:

City Secretary

**CITY OF PORTLAND
CITY COUNCIL
REGULAR MEETING
MARCH 4, 2014 – 7:00 P.M.**

On this the 4th day of March 2014, the Council of the City of Portland convened in a regular meeting session at 7:00 p.m. in the Council Chambers of City Hall, Daniel P. Moore Community Center Complex and notice of regular meeting giving the time, place and date and subject having been posted as described by Section 551 of the Government Code.

MEMBERS PRESENT:

David Krebs	Mayor
Cathy Skurow	Mayor Pro Tem
Ron Jorgensen	Council Member
John Vilo	Council Member
Gary Moore, Sr.	Council Member
John Green	Council Member
David Lewis	Council Member

STAFF PRESENT:

Randy Wright	City Manager
Annette Hall	City Secretary
Brian DeLatte	Director of Public Works and Development
Michel Sorrell	Finance Director
Gary Giles	Chief of Police
Tim Vanlandingham	Fire Chief
Kristin Connor	Director of Parks and Recreation
RoseAleta Laurell	Library Director
Kyle Schreckenbach	Assistant Director of Public Works
Terrell Elliott	IT Manager - Police Sergeant
Fred Bussman	IT Technician
Brandon Lemon	Accounting Assistant

And with a quorum being present, the following business was transacted:

A. PROCEDURAL MATTERS, HONORS, AND RELATED NON-ACTION ITEMS:

1. **CALL TO ORDER: MAYOR**

Mayor Krebs called the meeting to order at 7:00 pm.

2. **INVOCATION AND PLEDGE: MAYOR OR DESIGNEE**

Council Member Vilo gave the invocation and Mayor Krebs led the Pledge of Allegiance.

3. **FORMAL ANNOUNCEMENTS, RECOGNITION, PRESENTATIONS, AND REPORTS THAT MAY BE DISCUSSED:**

- **REPUBLIC SERVICES UPDATE – REPUBLIC SERVICES REPRESENTATIVE**

Republic Services Representative, Mike Reeves gave a presentation of the Per Capita Recycling Volume Comparison for 2011 through 2013 which indicates that the City of Portland has a 100% pounds per capita participation for 2013. He then presented the City Council with a plaque for the 2013 Sustainability Award for Being a Valued Partner in Recycling.

4. **CITY COUNCIL AND STAFF COMMENTS CONCERNING ITEMS OF COMMUNITY INTEREST THAT MAY NOT BE DISCUSSED:**

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- Announcements involving imminent threats to the public health and safety of the city

Mayor Pro Tem Skurow announced that today is IHOP National Pancake Day and Shriners Hospitals for Children Day in Portland and encouraged everyone to visit our local IHOP in support of the event. She then congratulated the incumbents for being elected to another term due the lack of opposition in the upcoming May election.

Council Member Moore thanked the citizens of Portland for their continued support on the unopposed May 10, 2014 Election.

Council Jorgensen commented that he feels the citizens of Portland are pleased with the current Council due to the lack of opposition for the upcoming election and thanked the citizens for their continued support.

Mayor Krebs also thanked the citizens of Portland on being unopposed for the upcoming May 10, 2014 Election and announced he and the Council are accessible to talk to citizens anytime.

City Manager Randy Wright announced that the Texas Windstorm will be conducting a Public Hearing at Texas A&M Corpus Christi tomorrow morning at 9:00.

B. ACTION ITEMS, RESOLUTIONS, AND ORDINANCES:

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- All comments, requests and proposals must be presented to or through the Mayor
- Persons who wish to speak will be given 4 minutes to do so

There were none.

5. MINUTES OF PREVIOUS MEETINGS: THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS FEBRUARY 18, 2014 WORKSHOP AND REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY

Council Member Vilo made the motion to approve the minutes of the February 4, 2014 workshop and regular meeting as presented, seconded by Mayor Pro Tem Skurow.

The motion passed 7-0.

6. REQUEST FOR WAIVER OF ROOM RENTAL FEES AT THE PORTLAND COMMUNITY CENTER: THE CITY COUNCIL WILL CONSIDER A REQUEST BY THE SAN PATRICIO JUVENILE SERVICES DEPARTMENT FOR THE WAIVER OF ROOM RENTAL FEES FOR THE CJD GRANT PROGRAM – DIRECTOR OF PARKS AND RECREATION

Director of Parks and Recreation, Kristin Connor explained that the San Patricio Juvenile Services is requesting the use of one small meeting room for their CJD Grant Program. The program is a curriculum for families of juveniles soon to be released from probation. Several Gregory-Portland families participate in the program. The Central location of the Community Center would be accessible and convenient to those participating.

Classes are scheduled for March 10-13, 2014 from 5:00 p.m. – 7:00 p.m. and the Causeway room is available on the requested days.

Mayor Pro Tem Skurow made the motion to approve the request by the San Patricio Juvenile Services Department for the waiver of room rental fees for the CJD grant program, second by Council Member Lewis.

The motion passed 7-0.

7. REQUEST FOR EVENT CO-SPONSORSHIP: THE CITY COUNCIL WILL CONSIDER REQUESTS FOR TWO WALK/RUN EVENT CO-SPONSORSHIPS AT SUNSET LAKE PARK – DIRECTOR OF PARKS AND RECREATION

Director of Parks and Recreation Kristin Conner explained that 2 request for co-sponsorship have been submitted for consideration.

The first one is from Local Farmers Insurance Companies, Roxanne Swierc and Bart Floerke are hosting their 2nd Annual Walk/Run to benefit The March of Dimes on Saturday, March 29, 2014. All proceeds from the run will be donated to The March of Dimes. Race organizers are requesting to close vehicular access to Sunset Lake Park from 6:00 am to 10:00 am on the day of the race to ensure the safety of race participants.

And the 2nd request is from the Portland Rotary Club who will be hosting their 3rd Annual B2B Tune Up Run/Walk on Saturday, May 10, 2014. The race will provide participants the opportunity to prepare for Beach to Bay that is held the following weekend in Corpus Christi. The race proceeds will be used to fund scholarships for our students at Gregory-Portland High School and other opportunities to help those less fortunate in our community. The Portland Rotary Club is requesting to close vehicular access to Sunset Lake Park from 6:00 am to 9:00 am on the day of the race to ensure the safety of race participants.

Both groups have contacted the Portland Police Department to provide traffic control and have agreed to pay for the service.

Council Member Vilo made the motion approving the request for co-sponsorship from Farmers Insurance and the Portland Rotary Club to close vehicular access to Sunset Lake Park for the dates and times requested, seconded by Council Member Jorgensen.

The motion passed 7-0.

8. PROPOSAL FOR ENGINEERING SERVICES: THE CITY COUNCIL WILL CONSIDER A PROPOSAL FOR ENGINEERING SERVICES FROM COYM, REHMET & GUTIERREZ ENGINEERING, L.P., FOR THE CITY-WIDE SCADA SYSTEM PROJECT IN THE AMOUNT OF \$98,403.50 – CONSULTING CITY ENGINEER AND DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

Director of Public Works and Development, Brian DeLatte explained this proposal is to replace the City's water and wastewater systems' Supervisory Control and Data Acquisition (SCADA) system that is 15 years old and is not performing at an acceptable level. Installing a new SCADA system is critical in maintaining control of the water and wastewater systems and in complying with TCEQ permits and regulations that requires 24 hour monitoring.

The existing SCADA system controlling and monitoring the water and wastewater systems was installed over an approximately fifteen year period without a cohesive plan. The system was installed without the benefit of a Professional Engineering design. Furthermore, the system was designed without redundancy or resiliency. Consequently, there have been several incidents recently in which the system has not operated at an acceptable performance level. As discussed during the 2013-2014 budgeting process, a new system designed by a Professional Engineer is being proposed.

The new SCADA components, will allow City personnel to monitor and control all water facilities. Pump stations can be controlled locally, automatically, or remotely. Pressure sensors will be installed in various locations throughout the City to monitor fluctuations in water pressure. Monitoring equipment will send notifications to personnel with any abnormalities, as well as undertake appropriate actions, such as switching to backup power automatically in the event of a power loss. These features are not available in the existing system and will allow greater redundancy in operations.

The new SCADA components will also be extended throughout the wastewater system, including to 14 lift stations and the wastewater treatment plant. The system will monitor flows through upstream lift stations in the event of incidents downstream to reduce the likelihood of overflows. The proposed equipment at the wastewater treatment plant will allow the plant's critical processes to be managed from off-site in the event of an emergency.

The proposed engineering fee, as a percentage of construction, is higher than typical utility construction projects. However, this project requires specialized electrical engineering and SCADA expertise. As a result, CRG is tasked with complete project management services. Staff has requested extensive construction administration services in order to ensure quality installation. Having installation inspections completed by an electrical engineer is critical to the success of the project. Resolution No. 673 provided final funding for the SCADA project with a budget of \$600,000 from Water/Wastewater Enterprise Fund reserves. Not replacing the SCADA system is not considered a viable alternative since the City must stay in compliance with TCEQ regulations.

Consulting City Engineer, Donnie Rehmet with Coym, Rehmet & Gutierrez introduced Consulting Electrical Engineer Ed Rotter. Mr. Rehmet explained that Mr. Rotter has worked on SCADA projects for 3 other cities. He then explained that an initial assessment of the City's existing SCADA infrastructure has been completed of the wastewater system, including to 14 lift stations and the wastewater treatment plant. And, added that this project will be AN asset to the City for monitoring and efficiency purposes.

Council Member Lewis made the motion to accept the proposal for engineering services from Coym, Rehmet & Gutierrez engineering, L.P., for the city-wide SCADA System Project in the amount of \$98,403.50, seconded by Council Member Moore.

The motion passed 7-0.

9. **ORDINANCE NO. 2084 AMENDING CHAPTER 3, ARTICLE VI SEC. 3-54 OF THE CODE OF ORDINANCES:** THE CITY COUNCIL WILL CONSIDER THE SECOND (FINAL) READING OF AN ORDINANCE INCREASING THE DAILY IMPOUND FEES FOR ANIMALS BEING HELD FOR OBSERVATION – CHIEF OF POLICE

Chief of Police, Gary Giles explained that this is the second reading of Ordinance No. 2084 which increases fees to help cover the daily upkeep of animals being held for observation in quarantine. The proposed ordinance increases the fees from \$10.00 to \$15.00 per day.

Council Member Green made the motion to approve the second and final reading of Ordinance No. 2084 increasing the daily impound fees for animals being held for observation, seconded by Mayor Pro Tem Skurow.

The motion passed 7-0.

Mayor Krebs read the following caption:

ORDINANCE NO. 2084

AN ORDINANCE AMENDING CHAPTER 3, ARTICLE VI SEC. 3-54 OF THE CODE OF ORDINANCES OF THE CITY OF PORTLAND INCREASING ANIMAL CONTROL FEES FOR THE CARE OF ANIMALS BEING HELD FOR OBSERVATION, REPEALING ORDINANCES IN CONFLICT HEREWITH, PROVIDING FOR SEVERABILITY, PUBLICATION AND AN EFFECTIVE DATE.

C. CITIZEN COMMENTS, QUESTIONS, REQUESTS, AND PROPOSALS NOT APPEARING ON THE AGENDA:

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There were none.

D. ADJOURNMENT: MAYOR

Mayor Krebs adjourned the meeting at 7:30 p.m.

E. NOTICE OF ASSISTANCE:

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BRaille IS NOT AVAILABLe

Approved:

David Krebs
Mayor

Attest:

City Secretary

AGENDA TITLE	<u>PROPOSAL FOR ENGINEERING SERVICES</u> THE CITY COUNCIL WILL CONSIDER A PROPOSAL FOR ENGINEERING SERVICES FROM COYM, REHMET & GUTIERREZ ENGINEERING, L.P., FOR ENGINEERING DESIGN FOR THE STREET IMPROVEMENT PROGRAM PHASE 9B (SEAL COATS AND REPAIRS) IN THE AMOUNT OF \$79,280.00
MEETING DATE	3/18/2014
DEPARTMENT	Public Works
SUBMITTED BY	Brian DeLatte, P.E.

EXECUTIVE SUMMARY

Coym, Rehmet & Gutierrez Engineering, L.P., (CRG) has submitted a proposal for engineering services for the Street Improvement Program Phase 9B (Seal Coats and Repairs). The project will repair potholes and badly damaged curbs before laying two-course surface treatments on 23 streets. The streets scheduled for inclusion in the project are listed in the following attachment. The project is anticipated to advertise for bids in May 2014 and start construction in August 2014. The total project budget is \$1,000,000.

PRIOR ACTIONS OR REVIEWS

- August 6, 2013 – Resolution No. 671 approved the Capital Improvement Program authorizing Street Improvement Program Phase 9B in the amount of \$1,000,000
- February 4, 2014 – Project briefing from Coym, Rehmet & Gutierrez on the Comprehensive Street, Parking Lot, Sidewalk, and Trail Study
- February 18, 2014 – Resolution No. 679 authorized the publication of the notice of intention to issue Certificates of Obligation

DETAILS / STAFF ANALYSIS

Only badly damaged curbs that cause significant drainage or safety hazards are included for repair in this project. The seal coats on the streets will utilize a two-course surface treatment designed by CRG, Fugro, and Pete Stricker, P.E. This engineering team prepared the Comprehensive Street, Parking Lot, Sidewalk, and Trail Study and identified which streets and repair methods would be used.

ALTERNATIVES CONSIDERED

None.

FINANCIAL IMPACT

Project funding is through the 2014 Series Certificates of Obligation, amortized over 7 years, in the amount of \$1,000,000.

ATTACHMENTS

- Coym, Rehmet & Gutierrez Engineering, L.P., proposal for engineering services (including street listing, manhours and fee analysis)

RECOMMENDED ACTION

Motion to authorize the engagement of Coym, Rehmet & Gutierrez Engineering, L.P., for engineering services for the Street Improvement Program Phase 9B (Seal Coats and Repairs) in the amount of \$79,280.00.

Coym, Rehmet & Gutierrez Engineering, L.P.

ENGINEERS • PLANNERS • SURVEYORS
TBPE Firm Reg. No. F-388
TBPLS Firm Reg. No. 10104001

DRAFT

5656 S. STAPLES, SUITE 230
CORPUS CHRISTI, TX 78411
361-991-8550 FAX:361-993-7569

1220 N. TEXAS BLVD., SUITE 4
ALICE, TX 78332
361-664-6821 FAX:361-664-0559

March 6, 2014

Mr. Brian DeLatte, P.E.
City Engineer/Director of Public Works
City of Portland
1101 Moore Avenue
Portland, Texas 78374

**RE: Phase 9 Seal Coat Project
CRG Project No. 20803c**

Dear Mr. DeLatte,

We are pleased to submit this proposal for engineering services for the City of Portland Phase 9 Seal Coat Project.

PROJECT SCOPE

The project will be construction of seal coat overlays and minor repairs to streets or portions of streets in the City. A list of the streets is shown in Attachment "A".

SCOPE OF SERVICES

Coym, Rehmet & Gutierrez Engineering, L.P (CRG) proposes to work closely with sub-consultant Pete Stricker, P.E. to perform the following services:

Design Phase

- Coordinate design details with City Staff.
- Prepare the construction documentation including specifications and drawings to fix and describe the size and character of the entire Project, description of materials to be utilized and such other essentials as may be necessary;
- Furnish plans, specification and bid documents for City review and approval.
- Provide two (2) copies of and pdf the 90% (pre-final submittal) complete plans and specifications to the City for review and approval purposes with revised estimates of probable total construction costs; and
- Submit two (2) copies and pdf of plans and specifications at 100% completion for final review prior to bidding.

Bid Phase

- Distribute bid packets to prospective bidders.
- Conduct the pre-bid conference;
- Assist City in obtaining qualified contractors;
- Review all pre-bid questions and submissions concerning the bid documents and prepare, for the City's approval, any addenda or other revisions necessary to inform contractors of approved changes prior to bidding;

- Assist the City in receiving bids.
- Analyze bids, prepare bid tabulations and make recommendation concerning award of each contract. Attend a City Council meeting to present recommendation of contract award.
- Prepare the final Contract Documents and obtain all necessary signatures and approvals to proceed to the construction phase.

Construction Phase

- Participate in the pre-construction meeting;
- Review for approval shop and working drawings, materials and other submittals;
- Review tests and testing results;
- Provide interpretations and clarifications of the plans and specifications for the contractor and authorize minor changes which do not affect the contractor's price and are not contrary to the general interest of the City under the contract;
- Consult with City representative and advise during construction with City and other governmental authorities;
- Make visits to the site of the project to confer with the City project inspector and contractor, to observe the general process and quality of work and to determine in general, if the work is being done in accordance with the contract documents. Review and coordinate contractor's progress schedule and critical path updates with contractor and the City. This will not be confused with the Project representative inspection or continuous monitoring of the progress of construction;
- Consult with the City on any change order requests;
- Make final inspection with City representatives and provide the City with a Certificate of Completion; and
- On the basis of "red-line" drawings provided by the contractor and inspector, prepare "as-built" record drawings of the project as constructed based upon known deviations, change orders, mark-ups and changes reported by the City project inspector. Deliver to the City a reproducible set and electronic file of the record drawings and specifications, which will be the property of the City.

FEES

We propose that our services be reimbursed on a lump sum basis for Basic Services and Additional Services in the following amounts: A manhour/fee analysis is shown in Attachment "B".

Description	Amount
<u>Basic Services</u>	
Design Phase	\$49,885.00
Bid Phase	\$6,920.00
Construction Phase	\$16,635.00
Total Basic Services	\$73,440.00
<u>Additional Services</u>	
Project Control Survey	\$5,840.00
Total Additional Services	\$5,840.00
Total Basic and Additional Services	\$79,280.00

The fee will be billed monthly on the percent of the work completed in the previous month.

SCHEDULE

A proposed schedule is shown below:

TASK	DATE
Notice To Proceed - Design	March 18, 2014
90% Completion Submittal	May 16, 2014
Complete 90% Review	May 23, 2014
Final Submittal	May 26, 2014
Advertise For Bids	May 26, 2014
Receive Bids	June 18, 2014
Award Contract	July 11, 2014
Commence Construction	August 4, 2014
Construction Completion	September 19, 2014

We appreciate the opportunity to submit this proposal and look forward to working with you on this very important project.

Very truly yours,
COYM, REHMET & GUTIERREZ
ENGINEERING, L.P.

J. Don Rehmet, P.E., R.P.L.S.

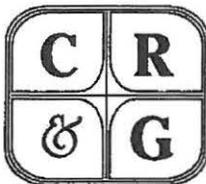
Attachments – Attachment “A” (Phase 9 Seal Coat Project, List of Streets)
Attachment “B” (Manhour and Fee Analysis)

ATTACHMENT "A"

PROJECT: PHASE 9 SEAL COAT PROJECT

SHEET DESCRIPTION

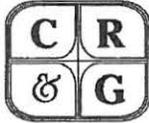
- 5 Northcliff Drive (From Moore Avenue To East Haven Drive)
- 6 Southcliff Drive (From Moore Avenue To East Haven Drive)
- 7 - 8 Starlite Drive (From Denver Street To East Haven Drive)
- 9 Euclid Circle (From Starlite Drive To End)
- 10 Polaris Drive (From Moore Avenue To Orion)
- 11 Orion Drive & Circle (From Orion Drive To End)
- 12 Westcliff Drive (From Diomedede Drive To Polaris Drive)
- 13 Diomedede Drive (From Moore Avenue To Memorial Parkway)
- 14 Gulfton Drive (From Sea Gate Drive To End)
- 15 Country Club Boulevard (From Broadway Avenue To Inverness Drive)
- 16 Georgia Place (From Shore Drive To Broadway Avenue)
- 17 4th Avenue (From Moore Avenue To Wildcat Drive)
- 18 6th Avenue (From Moore Avenue To Wildcat Drive)
- 19 7th Avenue (From US 181 To Wildcat Drive)
- 20 - 21 Market Street (From W Broadway Avenue To End)
- 22 - 23 Elm Street (From E Bayview Drive To US 181)
- 24 Live Oak Drive (From Memorial Parkway To Oak Ridge Drive)
- 25 Hickory Drive (From Memorial Parkway To Live Oak Drive)
- 26 Post Oak Drive (From Wildcat Drive To Aspen Drive)
- 27 Spruce Drive (From Live Oak Drive To Post Oak Drive)
- 28 Pecan Drive (From Post Oak Drive To Oak Ridge Drive)
- 29 Aspen Drive (From Pecan Drive To Oak Ridge Drive)
- 30-31 Oak Ridge Drive (From Memeorial Parkway To Wildcat Drive)



Coym, Rehmet & Gutierrez Engineering, L.P
TBPE Firm Reg. No. F-388
TBPLS Firm Reg. No. 101040-01
5656 S. Staples, Suite 230
Corpus Christi, Texas 78411
Phone: 361-991-8550 Fax: 361-993-7569
Email: crgei@crgei.com

CRG Project No. 20803c

Page 1 of 1



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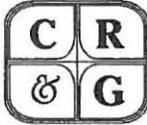
ATTACHMENT "B"

CRG Project No. 20803c

MANHOOR AND FEE ANALYSIS - BASIC SERVICES
 CLIENT: CITY OF PORTLAND
 PROJECT: PHASE 9 SEAL COAT PROJECT

ITEM	DESCRIPTION	PRINCIPAL		PROJECT ENGR., P.E.		DESIGN ENGINEER P.E.		SR. ENGR/ SURVEY TECH		CADD TECH		RPLS		CLERICAL		SUB-CONTRACTOR	NON-LABOR	TASK TOTAL
		Rate		Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Expense	Expense	Total
DESIGN PHASE																		
	Project Administration	8	\$1,080											6	\$300		\$20	\$1,400.00
	In-House Meetings	4	\$540	4	\$500	4	\$400											\$1,440.00
	Project Meetings (2)	6	\$810	6	\$750	6	\$600										\$60	\$2,220.00
	Site Visits	4	\$540	16	\$2,000	16	\$1,600										\$150	\$4,290.00
	Traffic Control Plan Design	1	\$135	4	\$500													\$635.00
	PLANS (11 x 17)																	\$0.00
1	Title Sheet			3	\$375			4	\$320								\$15	\$710.00
2	Project Location Map			4	\$500			4	\$320								\$15	\$835.00
3	General Notes and Typical Section			4	\$500			4	\$320								\$15	\$835.00
4	Estimated Quantities and Legend			6	\$750			4	\$320				4	\$200			\$15	\$1,285.00
5	Northcliff Dr. (From Moore Ave. To East Haven Dr.) 1"=60 (Typ.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
6	Southcliff Dr. (From Moore Ave. To East Haven Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
7-8	Starlite Dr. (From Denver St. To East Haven Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
9	Euclid Circle (From Starlite Dr. To End)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
10	Polaris Dr. (From Moore Ave. To Orion)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
11	Orion Dr. & Circle (From Orion Dr. To End)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
12	Westcliff Dr. (From Diomed Dr. To Polaris Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
13	Diomed Dr. (From Moore Ave. To Memorial Parkway)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
14	Gulfton Dr. (From Sea Gate Dr. To End)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
15	Country Club Blvd. (From Broadway Ave. To Inverness Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
16	Georgia Place (From Shore Dr. To Broadway Ave.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
17	4th Ave. (From Moore Ave. To Wildcat Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
18	6th Ave. (From Moore Ave. To Wildcat Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
19	7th Ave. (From US 181 To Wildcat Dr.)			6	\$750	2	\$200	4	\$320								\$15	\$1,285.00
20-21	Market St. (From W. Broadway Ave. To End)			6	\$750	3	\$300	6	\$480								\$15	\$1,545.00
22-23	Elm St. (From E Bayview Dr. To US 181)			4	\$500	3	\$300	6	\$480								\$15	\$1,295.00
24	Live Oak Dr. (From Memorial Parkway To Oak Ridge Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
25	Hickory Dr. (From Memorial Parkway To Live Oak Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
26	Post Oak Dr. (From Wildcat Dr. To Aspen Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
27	Spruce Dr. (From Live Oak Dr. To Post Oak Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
28	Pecan Dr. (From Post Oak Dr. To Oak Ridge Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00
29	Aspen Dr. (From Pecan Dr. To Oak Ridge Dr.)			4	\$500	2	\$200	4	\$320								\$15	\$1,035.00

ITEM	DESCRIPTION	PRINCIPAL		PROJECT ENGR., P.E.		DESIGN ENGINEER P.E.		SR. ENGR/ SURVEY TECH		CADD TECH		RPLS		CLERICAL		SUB-CONTRACTOR	NON-LABOR	TASK TOTAL		
		RATE		\$135.00		\$125.00		\$100.00		\$80.00		\$70.00		\$85.00		\$50.00				
		Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Expense	Expense	Total		
30-31	Oak Ridge Dr. (From Memorial Parkway To Wildcat Dr.)			6	\$750	2	\$200	8	\$640								\$30	\$1,620.00		
32	Standard Details																\$15	\$15.00		
33	Overall Traffic Control Plan			4	\$500			8	\$640								\$15	\$1,155.00		
34	Traffic Control Detail			4	\$500			8	\$640								\$15	\$1,155.00		
35-38	Traffic Control Standard Details			4	\$500			4	\$320								\$15	\$835.00		
	Specifications, Contract Documents	4	\$540	8	\$1,000	6	\$600						8	\$400			\$50	\$2,590.00		
	Opinion of Cost	2	\$270	4	\$500								2	\$100				\$870.00		
	QA/QC	4	\$540															\$540.00		
	Pre-Final Submittal	1	\$135	4	\$500								4	\$200			\$25	\$860.00		
	Review Comments, Meetings	4	\$540	4	\$500	4	\$400											\$1,440.00		
	Final Submittal			4	\$500			8	\$640				4	\$200			\$25	\$1,365.00		
TOTAL DESIGN PHASE																	\$49,885.00			
BID PHASE																				
	Project Administration	2	\$270														\$25	\$295.00		
	Distribute Plans			4	\$500								8	\$400			\$75	\$975.00		
	Pre-Bid Conference	4	\$540	4	\$500	4	\$400										\$30	\$1,470.00		
	Prepare Addenda			4	\$500								4	\$200			\$15	\$715.00		
	Contractor's Questions			4	\$500								3	\$150				\$650.00		
	Bid Opening Bid Tab	4	\$540	4	\$500								6	\$300				\$1,340.00		
	Analyze, Recommend Award, Council Meeting	6	\$810	4	\$500								3	\$150			\$15	\$1,475.00		
TOTAL BID PHASE																	\$6,920.00			
CONSTRUCTION PHASE																				
	Project Administration	4	\$540										4	\$200				\$740.00		
	In-House Meetings	4	\$540	4	\$500													\$1,040.00		
	Scheduling, Updates	2	\$270															\$270.00		
	Pre-Construction Conference	4	\$540	4	\$500	4	\$400						4	\$200			\$30	\$1,670.00		
	Review Submittals	2	\$270	4	\$500												\$15	\$785.00		
	Review Field and Lab Tests			8	\$1,000	4	\$400										\$15	\$1,415.00		
	Provide Clarification to Plans			4	\$500												\$15	\$515.00		
	Site Visits (4 Hrs./Wk - 6 Weeks)			24	\$3,000	24	\$2,400											\$5,400.00		
	Change Order Review	2	\$270	4	\$500													\$770.00		
	Pre-Final and Final Inspections, Memos			8	\$1,000	8	\$800										\$30	\$1,830.00		
	Record Drawings			4	\$500			6	\$480								\$30	\$1,010.00		
	Project Closeout	4	\$540	2	\$250								8	\$400				\$1,190.00		
TOTAL CONSTRUCTION PHASE																	\$16,635.00			
TOTAL BASIC SERVICES																	\$73,440.00			



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 TBPE Firm Reg. No. F-388
 TBPLS Firm Reg. No. 101040-01
 5656 S. Staples, Suite 230
 Corpus Christi, Texas 78411
 Phone: 361-991-8550 Fax: 361-993-7569
 Email: crg@crgei.com

ATTACHMENT "B"

CRG Project No. 20803c

MANHOUR AND FEE ANALYSIS - ADDITIONAL SERVICES
 CLIENT: CITY OF PORTLAND
 PROJECT: PHASE 9 SEAL COAT PROJECT

DESCRIPTION	PROJECT ENGR., P.E.		DESIGN ENGR., P.E.		SR. ENGR./ SURVEY TECH		CADD TECH.		RPLS		SURVEY CREW		CLERICAL		SUB-CONTRACTOR	NON-LABOR	TASK TOTAL
	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Expense	Expense	Total
RATE	\$125.00		\$100.00		\$75.00		\$80.00		\$85.00		\$140.00		\$50.00				
CONTROL SURVEY																	
Set Horiz. Control Points	4	\$500	4	\$400					4	\$340	27	\$3,780				\$120	\$5,140.00
RPLS Coordination With Design									4	\$340						\$20	\$360.00
QA/QC									4	\$340							\$340.00
TOTAL TOPOGRAPHIC SURVEY																	\$5,840.00
TOTAL BASIC AND ADDITIONAL SERVICES																	\$79,280.00

AGENDA TITLE **ORDINANCE NO. 2085 – ADOPTING 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE**

THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF ORDINANCE NO. 2085 THAT ADOPTS THE 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE

MEETING DATE 3/18/2014

DEPARTMENT Building and Development

SUBMITTED BY Brian DeLatte, P.E.

EXECUTIVE SUMMARY

The Development Services Department previously laid out a plan with the adoption of the 2006 building codes to skip the 2009 edition and adopt the 2012 edition when the majority of the cities in the region have done so as well. We are expecting that to occur in the next 12 months. The 2012 International Swimming Pool and Spa Code is a critical update to the 2012 code family regarding swimming pool and spa construction, swimming pool and spa barrier requirements, and swimming pool and spa safety measures. As a matter of public safety, it is prudent to adopt the 2012 International Swimming Pool and Spa Code in advance of the adoption of the full 2012 code family.

PRIOR ACTIONS OR REVIEWS

- August 16, 2006 – Ordinance No. 1154 adopted the International Code Council 2006 International Building Code, International Residential Code, and supplemental codes.

DETAILS / STAFF ANALYSIS

This spring, multiple City departments, including the Fire Department, Parks and Recreation Department, and Development Services Department will be promoting water safety awareness through a concerted marketing campaign. This initiative is designed to reduce the likelihood and impact of swimming pool and spa accidents through the elimination of unsafe structural conditions, through water safety education, and through emergency response training.

The 2006 edition of the International Building Code included guidelines on barrier construction and other pool codes designed to reduce the likelihood of accidental drowning. In the 2012 updates of its codes, the International Code Council introduced a stand-alone International Swimming Pool and Spa Code. This updated code provides important new regulations that the City Staff recommends adopting ahead of the full adoption of the 2012 codes. Since the

International Swimming Pool and Spa Code is a stand-alone document for stand-alone construction, there will be no confusion regarding the utilization of differing editions of the code family.

In consultation with the City Attorney, City Staff has developed an approach for notifying property owners of swimming pools and spas that are potentially in non-compliance with the new codes. Existing homeowners with single-family residential pools and spas constructed under older codes (or no codes) will be sent certified letters that their pools or spas may be in non-compliance with current codes. The homeowners will be notified that any future modifications to the pools or spas will require retrofitting the pool or spa to be in compliance with current codes. Furthermore, any future change in occupancy or tenant would trigger requirements for compliance with the current codes.

Existing public pools and spas, including those at hotels and multifamily complexes, must already be in compliance with federal statutes and with ANSI/ASME A112.19.8 or ANSI/APSP-16 2011 performance standards. Certified letters will be sent to public pool and spa owners detailing revisions to the codes and their federally-required obligations.

A hard copy of the 2012 International Swimming Pool and Spa Code is available for viewing in the Development Services Department. Alternatively, the online version is located at: <http://publicecodes.cyberregs.com/icod/ispac/2012/index.htm>

ALTERNATIVES CONSIDERED

The International Swimming Pool and Spa Code adoption can be integrated with adoption of the full family of 2012 codes. Staff does not recommend this option as it delays important pool and spa construction guidelines.

FINANCIAL IMPACT

None.

ATTACHMENTS

- Ordinance No. 2085

RECOMMENDED ACTION

Motion to approve the first reading of Ordinance No. 2085, adopting the 2012 International Swimming Pool and Spa Code.

1 **ORDINANCE NO. 2085**

2
3 **AN ORDINANCE ADOPTING THE 2012 EDITION OF THE**
4 **INTERNATIONAL SWIMMING POOL AND SPA CODE;**
5 **PROVIDING FOR THE REPEAL OF ORDINANCES IN**
6 **CONFLICT HEREWITH; PROVIDING A SEVERABILITY**
7 **CLAUSE; ESTABLISHING A PENALTY FOR VIOLATIONS;**
8 **PROVIDING AND ESTABLISHING AN EFFECTIVE DATE; AND**
9 **PROVIDING FOR PUBLICATION**

10
11
12 **WHEREAS**, the City of Portland has previously adopted versions of the International
13 Code Council building codes, codified in Chapter 4, Article II, Section 4-11 of the Code of
14 Ordinances; and

15
16 **WHEREAS**, the City Council has determined that adopting the 2012 edition of the
17 International Swimming Pool and Spa Code will benefit and protect the health, safety and
18 welfare of Portland residents by,

19
20 **NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE**
21 **CITY OF PORTLAND, TEXAS:**

22
23 **SECTION 1:** The 2012 Edition of the International Swimming Pool and Spa Code,
24 copyrighted by the International Code Council, Inc., attached hereto and incorporated herein for
25 all purposes, is hereby adopted as the Swimming Pool and Spa Code, prescribing regulations
26 applicable to swimming pool and spas and constitutes minimum requirements and standards for
27 swimming pool and spa construction in the City of Portland. One (1) copy of the 2012
28 International Swimming Pool and Spa Code is on file in the office of the Building Official.

29
30 **SECTION 2:** Chapter 4, Article II, Section 4-11 of the Code of Ordinances is hereby
31 amended to read as follows:

- 32 (a) The 2006 Editions of the International Building, Residential, Fire, Fuel Gas,
33 Mechanical, Plumbing, ~~and~~ Energy Conservation Codes, ~~and the 2012~~
34 **International Swimming Pool and Spa Code** are hereby adopted by reference as
35 though they were copied herein fully and shall be known as the City of Portland
36 Construction Codes. Where the requirements of this chapter are different from the
37 International Codes, this chapter shall apply.
- 38 (b) Any and all amendments to these Codes stated in this chapter shall be an integral
39 part of the City of Portland Construction Codes.
- 40 (c) Any sections in the codes dealing with variances is hereby replaced with the
41 appropriate section of the City of Portland Code of Ordinances.



CITY COUNCIL ACTION ITEM

AGENDA TITLE	<u>REPLACEMENT OF THE EMERGENCY 9-1-1 SYSTEM</u> THE CITY COUNCIL WILL CONSIDER A PROPOSAL TO REPLACE THE EXISTING 9-1-1 SYSTEM
MEETING DATE	3/18/2014
DEPARTMENT	Information Technology
SUBMITTED BY	Terrell Elliott

EXECUTIVE SUMMARY

The City's 9-1-1 system has reached the end of its serviceable life. The current 9-1-1 equipment and services are not upgradable and cannot provide Next Generation 9-1-1 services, including text to 9-1-1. The 9-1-1 system must be replaced to continue to provide essential public safety services to the citizens of Portland. The replacement utilizes software-as-a-service (SaaS) and a hosted system from Emergency Call Works, with data support from 911 Datamaster, Inc, Greater Harris County 9-1-1 District, and Verizon. Together, the system will provide a cost effective, upgradable, scalable, and reliable 9-1-1 solution for the City of Portland.

PRIOR ACTIONS OR REVIEWS

This project was planned and funded through the FY 2013-2014 annual budget.

DETAILS / STAFF ANALYSIS

The City's current 9-1-1 systems and services are no longer supportable and cannot be upgraded to provide Next Generation 9-1-1 services. New replacement components for the current 9-1-1 systems are no longer available, and used replacement components are becoming increasingly scarce. The new Next Generation 9-1-1 is replacing older systems throughout the nation and includes features such as text-to- 9-1-1.

These newer, enhanced services related to 9-1-1 are being rolled out and will be available in the near future and will continue to evolve as the telecommunications market evolves. The hearing impaired community is currently utilizing text messaging as a primary method of telecommunicating. To provide critical public safety services to the hearing impaired community, as well as the community at large, text to 9-1-1 service capabilities must be a component of the 9-1-1 systems and services. Though not currently available, text-to- 9-1-1 will be available within the five year time frame of a contract to replace our current 9-1-1 systems and services.

Due to the dynamic nature and evolving standards associated with Next Generation 9-1-1 services, a SaaS and hosted solution will provide the most cost effective, supportable, and flexible solution for the City to provide the required 9-1-1 services.

Verizon initially proposed a SaaS and hosted solution that was approved this budget year in the amount of \$132,000 for the first year, with a total cost of \$520,000.00 for five years. Verizon has recently rescinded that solution due to an internal business decisions within the company.

We conducted a comprehensive search for a vendor to provide an alternative to the Verizon plan. Emergency Call Works was identified as the preferred vendor capable of providing a solution to replace the City's 9-1-1 systems and services.

We have carefully reviewed the company, services, equipment, and software and determined Emergency Call Works' solution meets or exceeds all of the City's requirements for our Emergency 9-1-1 system.

The proposal from Emergency Call Works includes services separately obtained from Greater Harris County 9-1-1 District through 911 Datamaster, Inc. for Centralized Account Location Information Database (CALI) services, as well as some network components from Verizon. This solution provides for robust monitoring, support, guaranteed support response times, redundancy, disaster recovery, and provisions for maintaining continuity of business. This solution contains an evergreen component that allows for the timely provision of Next Generation 9-1-1 services as they become available from the various telecommunications providers.

ALTERNATIVES CONSIDERED

1. If we do not replace the current 9-1-1 systems and services, we cannot continue to provide reliable and critical public safety services. Some critical components of the current 9-1-1 system are no longer manufactured and, in some cases, no longer available.
2. The current system is not upgradable to utilize Next Generation 9-1-1 services.
3. An alternative solution involving replacement of our existing customer premise equipment (CPE) at the Police Department was considered and three proposals were received from vendors. The proposals were cost prohibitive compared to the SaaS and hosted solutions and did not provide the high level of support and support response times available with a hosted solution.
 - a. Remaining with a local CPE solution also does not allow us the adaptability, scalability, and provisioning for future Next Generation 9-1-1 services that is available using a SaaS hosted solution.
 - b. The local CPE solution creates a higher local support and maintenance requirement.
 - c. The local CPE solutions do not provide for the same level of redundancy, disaster recovery, and continuity of business provided by the SaaS hosted solution.

FINANCIAL IMPACT

Funds for this project are allocated in the FY 2013-2014 annual budget. The SaaS solution provides significant cost savings of about \$62,973 for the FY 2013-2014 annual budget compared to original Verizon hosted and local CPE solutions, and a total savings of approximately \$184,965 over five years. The impact on the current FY 2013-2014 annual budget is approximately \$70,207. The total projected five-year cost is \$335,035.

Year	Description	One-time Costs	Recurring Costs	Total Annual Cost
FY 2013-2014	Initial Startup and Configuration	4,000 (Est.)	66,207	70,207
FY 2014-2015	Annual Fees and Services		66,207	66,207
FY 2015-1016	Annual Fees and Services		66,207	66,207
FY 2016-2017	Annual Fees and Services		66,207	66,207
FY 2017-2018	Annual Fees and Services		66,207	66,207
	Total Estimated 5-Year Cost			\$335,035

ATTACHMENTS

1. Emergency Call Works SaaS and hosted proposal.

RECOMMENDED ACTION

Motion to authorize the City Manager to execute appropriate contracts to engage the services of Emergency Call Works, 911 Datamaster, Inc., Greater Harris County 9-1-1 District, and Verizon for the replacement of the City's Emergency 9-1-1 system at an initial cost of approximately \$70,207.

EMERGENCY CALLWORKS

Next Generation 9-1-1, Mapping Solution as a Service Pricing for City of Portland PD, TX

VB012014A-2

Emergency CallWorks, Inc.
1900 International Park Dr.
Suite 300
Birmingham, AL 35243
Phone: 855.329.1911

www.EmergencyCallWorks.com

Revised: 3/10/2014

To:

Sgt. Terrell Elliott

IT Manager Portland Police Department

Office: 361-777-4830

Fax: 361-777-4445

Email: telliott@portlandpd.com

For:

**Network Hosted NG9-1-1 and Dispatch
Applications and Services**

Emergency CallWorks[®], Inc. (ECW), a Delaware Corporation, located in Birmingham, Alabama is pleased to present the City of Portland Police Department (herein referred to as "END USER") the following SaaS pricing based on requirements gathered from our previous meeting.

ECW is offering a state-of-the-art network based, hosted next generation technology providing a total managed solution including required hardware, required software and professional services per your requirements. With this in mind, ECW is pleased to present the enclosed Hosted pricing proposal to Portland Police Department.

Please review the enclosed revised pricing and contact me with any questions or concerns that you may have.

Best Regards,



Craig Dollar, President
Emergency CallWorks, Inc.
256.520.9111

1.0 Emergency CallWorks Pricing Assumptions

Innovation. Beyond Next Generation.

ECW has carefully reviewed End User requirements and provides the following Monthly Hosted Price Proposal for consideration to replace or upgrade the 9-1-1 Call Handling and or Mapping at the PSAP located at 1902 Billy G Webb Portland, TX 78374. This Monthly Recurring Cost (MRC) offer includes the requirements for identified hardware, software, design services, engineering, installation, training, help-desk, NOC monitoring and other professional services for the five (5) year service and support period. The following describes in general, the ECW approach and pricing.

Base Product Configuration Assumptions:

- A Engineering, design and establishment of (1) PSAP off of the San Antonio ECW Data Center
- A (4) Full Positions of CallStation with audio interface units ("AIUs"), including all CAD and Recorder interface cabling as needed.
- A (1) Laptop with 650 phone kit as a local back-up position
- A (1) SipStation Phone Only position for 9-1-1
- A SIP Trunk Interface locally if required for premise IP PBX
- A (2) VPN Connections using customer provided network to Host as backup
- A Bulk SIP service from the Host for outbound calls/9-1-1 callbacks
- A Cross Connect of (4) CAMA Circuits provided by Customer/Telco
- A Site License and on-going i3 support to NG EsiNet as required
- A Site License for AdminiStation, DecisionStation and MessageWorks
- A Remote Monitoring of the entire system by ECW
- A Installation and Training services per the SOW
- A Project Management and compliance reporting services per the SOW
- A Includes all travel and expenses for the deployment as proposed
- A On-going Tier II and III telephone support per the SOW
- A System staging responsibilities and shipping per the SOW
- A ECW will provide a NENA recommended CAD spill to each PSAP location
- A ECW will provide position-based analog recording at each location
- A ECW will provide SIP-based recording port(s) as required at each location
- A Assumes radio / telephone integration at each position
- A The MRC price set forth below assumes that the END USER or another party will supply ECW with an ESRI-based map data set for Mapped ALI display (assuming ECW Mapping is used at the desktop)

- A Price includes a five (5) year software support plan, including all updates and a five (5) year warranty on all ECW provided hardware
- A Engineering and as-built drawings are provided

Managed IP Network Connectivity - Configuration Assumptions:

- A ECW is responsible for providing or contracting IP network connectivity within ECW recommendations between the ECW host network and the PSAP as required. This includes Ethernet hand-off, engineering of transport and routing, and related functions/services. These capabilities are included in the per position MRC costs set forth below.

- A END USER is responsible for PSAP site preparation and logistics including, ventilation, grounding, HVAC, Power, any construction or remodeling, etc. These services are not included in the per position MRC costs set forth below.

Components Included:

911 / Telecom:

- A Enhanced 9-1-1 with Mapping
- A NG9-1-1 Capabilities and on-going compliance
- A Hardware, Installation and Support
- A Short Code Text to 9-1-1 Capability
- A Real-time Dashboard
- A MIS and Reports

SaaS Solution Basic System Diagram for City of Portland, TX

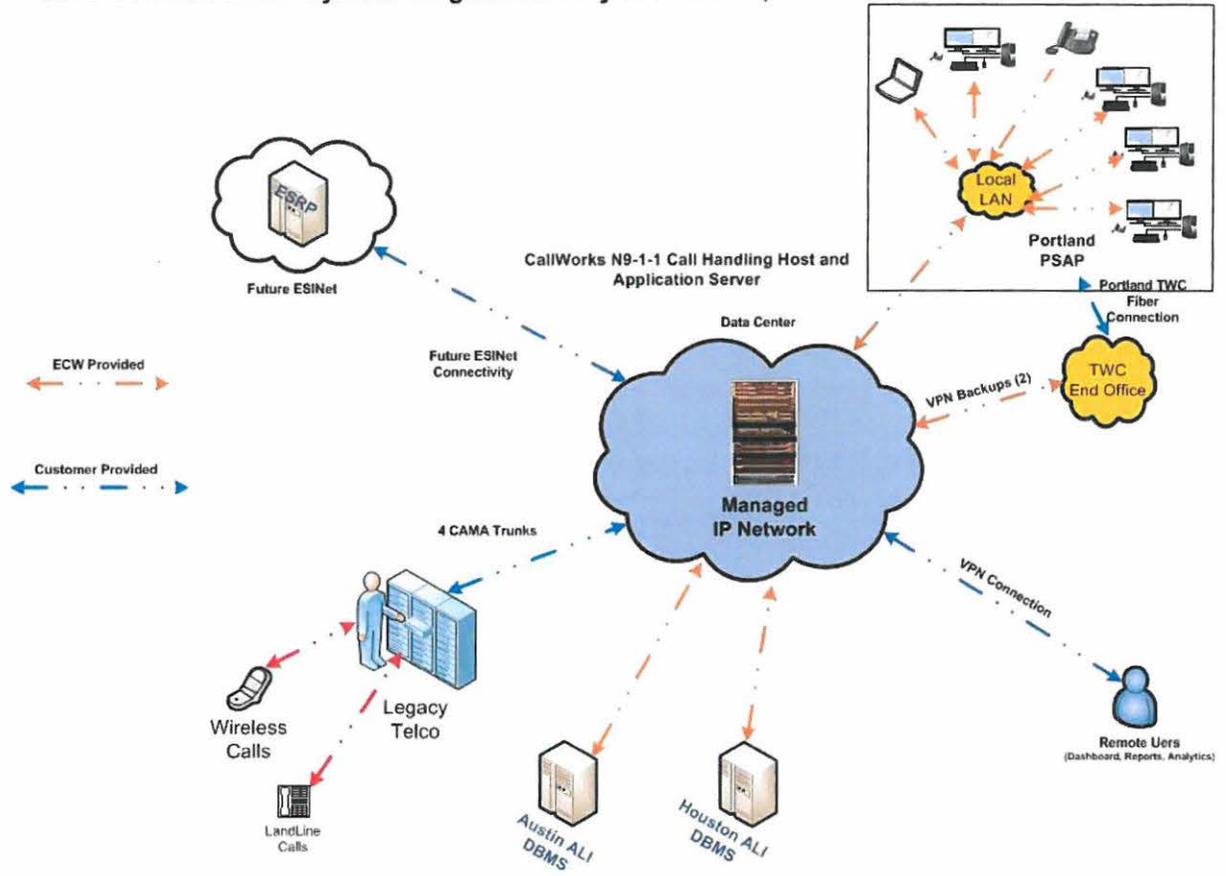


Fig. 1 – Typical Hosted Environment

2.0 Pricing

Sixty (60) Month Hosting Subscription

The total fee for the services to be provided hereunder is Two Hundred Fifty Five Thousand Two Hundred Forty dollars (\$255,240.00), with Zero dollars (\$0.00) due at the execution of a Master Subscription Agreement fully signed by the parties. The remaining Two Hundred Fifty Five Thousand Two Hundred Forty dollars (\$255,240.00) will be payable in Sixty (60) monthly installments of Four Thousand Two Hundred Fifty Four dollars (\$4,254.00) beginning upon ECW's determination the subscribed services are available for live production use.

The monthly fees shall be due Net-30 from the first of each month, with the first and last month pro-rated accordingly. A late penalty of three percent (3%) per month shall be added to each invoice that is past due. Such fees specifically exclude all taxes. Except as otherwise provided, all fees are quoted and payable in United States dollars. Except as otherwise specified herein, fees are based on services purchased and not actual usage, and the number of subscriptions (seats) purchased cannot be decreased during the relevant subscription term.

Summary:

Non Recurring Charges – NRC:	\$ 0.00
Monthly Recurring Charges - MRC :	
Four (4) Call Handling Positions at \$786.00 per seat	\$ 3,144.00
One (1) SipStation Phone Position at \$67.00 per seat	\$ 67.00
One (1) Laptop with 650 Phone Kit as Local Back-up Position	\$ 95.00

Network Connectivity:

Non Recurring Charges – NRC:	\$ 0.00
Monthly Recurring Charges - MRC :	
Primary Network Connectivity from Host to PSAP	\$ 550.00
Two (2) VPN Connections using customer provided network to Host as backup	\$ 60.00
ALI Circuit from Host to ALI DBMS	\$ 238.00
Four (4) CAMA Trunks Cross Connected at CoLo to Host	\$ 100.00

END USER subscriptions shall commence upon the services being made available to END USER for live production use as determined by ECW and continue through the Initial Term, unless terminated earlier in accordance with executed terms and conditions. Upon completion of the Initial Term or any subsequent Renewal Term, the subscriptions shall automatically renew for additional one (1) year periods ("Renewal Term") at the list price for like services in effect at the time of renewal unless either party gives the other notice of non-renewal at least

sixty (60) days prior to the end of the relevant subscription term.

Options: (None Noted)

Non Recurring Charges – NRC: \$ 0.00

Monthly Recurring Charges - MRC : \$ 0.00

Note 1 Additional licenses or positions may be ordered at anytime during the contract period. Please note that additional bandwidth may be required to service this request.

Note 2 END USER shall inform ECW of any 3rd Party applications not purchased from ECW that the END USER intends to operate on the same workstation PC used to support the applications be provided herein. If the application or product is unfamiliar to ECW, ECW may require more technical information to be provided by END USER about the proposed application. ECW reserves the right to support any such co-habitation.

AGENDA TITLE **CANCELLATION OF MAY 10, 2014 GENERAL ELECTION:**
THE CITY COUNCIL WILL CONSIDER APPROVING THE CERTIFICATION OF UNOPPOSED CANDIDATES AND AN ORDER OF CANCELLATION FOR THE MAY 10, 2014 GENERAL ELECTION

MEETING DATE 3/11/2014

DEPARTMENT Administration

SUBMITTED BY Annette Hall, City Secretary

EXECUTIVE SUMMARY

In accordance with the Texas Election Code, in order to initiate the cancellation process for the election scheduled to be held on May 10, 2014. The City Council must first receive and accept the Certification of Unopposed Candidates (in other words the outcome is already known due to the lack of opposition), and issue an Order of Cancellation (declaring the election cancelled and the unopposed candidates elected).

Candidates cannot take office until the regular canvassing period has taken place.

To complete the cancellation process, a copy of the order canceling the elections will be posted on Election Day at each polling place that would have been used in the elections.

PRIOR ACTIONS OR REVIEWS

None.

DETAILS / STAFF ANALYSIS

None.

ALTERNATIVES CONSIDERED

None

FINANCIAL IMPACT

None.

ATTACHMENTS

- CERTIFICATION OF UNOPPOSED CANDIDATES
- ORDER OF CANCELLATION

RECOMMENDED ACTION

Accept the Certification of Unopposed Candidates and adopt the Order of Cancellation which declares the May 10, 2014 General Election cancelled and the unopposed candidates elected.

CERTIFICATION OF UNOPPOSED CANDIDATES

CERTIFICACIÓN DE CANDIDATOS ÚNICOS

To: Presiding Officer of Governing Body

Al: Presidente de la entidad gobernante

As the authority responsible for having the official ballots prepared, I hereby certify that the following candidates are unopposed for election to office for the elections scheduled to be held on May 10, 2014.

Como autoridad a cargo de la preparación de la boletas de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elecciones para un cargo en la elección que se llevará a cabo el 10 de Mayo 2014.

List offices and names of candidates:

Lista de cargos y nombres de los candidatos:

Office(s) <i>Cargo(s)</i>	Candidate(s) <i>Candidato(s)</i>
Mayor – 2 year term <i>Alcalde – termino de dos (2) anos</i>	David Krebs
Council Member – 2 year term <i>Miembros de Concilio - termino de dos (2) anos</i>	Ron Jorgensen
Council Member – 2 year term <i>Miembros de Concilio - termino de dos (2) anoss</i>	Gary Moore, Sr.

Signature (*Firma*)

Printed name (*Nombre en letra de molde*)

Title (*Puesto*)

(Seal) (*sello*)

Date of signing (*Fecha de firma*)

ORDER OF CANCELLATION

ORDEN DE CANCELACIÓN

The Portland City Council hereby cancels the elections scheduled to be held on Saturday, May 10, 2014 in accordance with Section 2.053(a) of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

El Councilo de la Cuidad de Portland, or la presente cancela la elecciones que, de lo contrario, (nombre oficial de la entidad gobernante)se hubiera celebrado el Sabado, 10 de Mayo 2014 de conformidad, con (fecha en que se hubiera celebrado la elección)la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sidocertificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:

Candidate (Candidato)	Office Sought (Cargo al que presenta candidatura)
David Krebs	Mayor – 2 year term <i>Alcalde – termino de dos (2) anos</i>
Ron Jorgensen	Council Member – 2 year term <i>Miembros de Concilio - termino de dos (2) anos</i>
Gary Moore, Sr.	Council Member – 2 year term <i>Miembros de Concilio - termino de dos (2) anos</i>

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.

David Krebs, Mayor

President (Presidente)

Annette Hall, City Secretary

Secretary (Secretario)

(seal) (sello)

Date of adoption (Fecha de adopción)



STAFF
WEEKLY
REPORTS

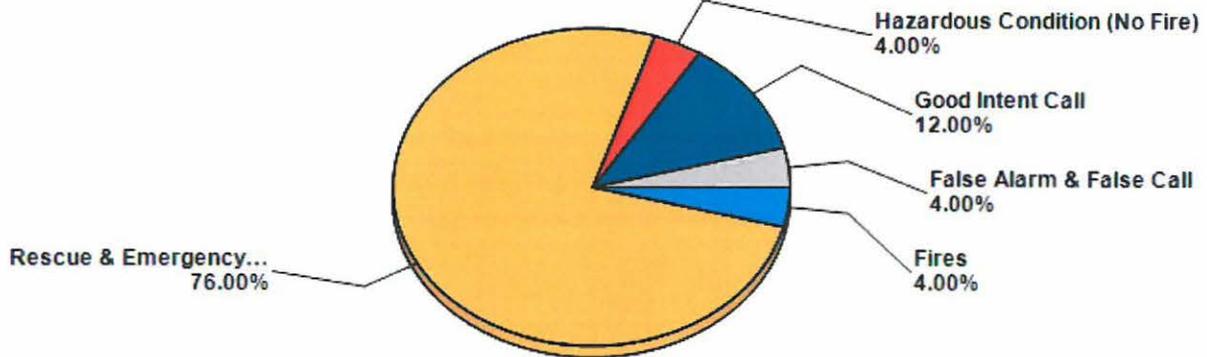
Portland Fire Department

Portland, TX

This report was generated on 3/10/2014 8:20:23 AM

Breakdown by Major Incident Types for Date Range

Start Date: 03/03/2014 | End Date: 03/09/2014



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	4.00%
Rescue & Emergency Medical Service	19	76.00%
Hazardous Condition (No Fire)	1	4.00%
Good Intent Call	3	12.00%
False Alarm & False Call	1	4.00%
TOTAL	25	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	4.00%
311 - Medical assist, assist EMS crew	6	24.00%
321 - EMS call, excluding vehicle accident with injury	13	52.00%
400 - Hazardous condition, other	1	4.00%
611 - Dispatched & cancelled en route	3	12.00%
743 - Smoke detector activation, no fire - unintentional	1	4.00%
TOTAL INCIDENTS:	25	100.00%

Smoke Detector Battery Change Upon Request (4)
Station Tour upon Request (1)

Average Response Time: 4.72 Min.



Portland Fire Department
595 Buddy Ganem
Portland, TX 78374
361-643-0155
361-643-0369

Completed Activities

03/02/2014 through 03/08/2014

Page 1 of 2

Report run on: 03-10-2014

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
03/03/2014	Annual Inspection	Annual	JESSE'S LIQUOR	1623 Wildcat	Craig Hedrick	SCHEDULED
03/06/2014	Annual Inspection	Annual	IBC BANK	1800 US Hwy 181	Craig Hedrick	PASS
03/06/2014	Annual Inspection	Annual	CUEVAS LAW FIRM	315 5th Suite A	Craig Hedrick	PASS
03/06/2014	Annual Inspection	Annual	CAVEMAN STUDIOS	1302 Wildcat Dr. #A	Craig Hedrick	PASS
03/06/2014	Annual Inspection	Annual	LITTLE CAESAR'S	1600 US 181 Suite 2	Craig Hedrick	PASS
03/06/2014	Annual Inspection 1	Annual	CENTURY 21	921 Houston	Craig Hedrick	PASSED
03/06/2014	Annual Inspection	Annual	PROSPERITY BANK	1840 US 181	Craig Hedrick	PASS
03/06/2014	Fire Safety	Re-Inspection	GOODWILL	01550 Wildcat Dr. Suite A	Craig Hedrick	FAIL
03/06/2014	Annual Inspection	Re-Inspection	GP AUTO TECH	200 Daniel Moore	Craig Hedrick	PASS
03/06/2014	Annual Inspection	Annual	SPOHN CHRISTUS HEALTH SYSTEM	00311 A BUDDY GANEM DR	Craig Hedrick	PASS
03/06/2014	Fire Safety	Re-Inspection	K-MART	1400 Wildcat	Craig Hedrick	FAIL
03/06/2014	Annual Inspection	Annual	THE STRAND INSTITUTE OF BEAUTY & ESTHETICS	1018 US Hwy 181	Craig Hedrick	PASS
03/07/2014	Annual Inspection	Annual	ROCKS DISCOUNT VITAMINS N MORE	01004 A US 181	Craig Hedrick	FAIL
03/07/2014	Annual Inspection	Re-inspection	SNAPPY FOOD	617 Moore Ave.	Craig Hedrick	PASS
03/07/2014	Annual Inspection	Re-inspection	SEA BREEZE TREASURES - PORTLAND FURNITURE	900-902-904 Elm	Craig Hedrick	PASS
03/07/2014	Annual Inspection	Re-Inspection	ARTISTIC FLOWERS	1302 Wildcat Suite C	Craig Hedrick	PASS
03/07/2014	Annual Inspection	Re-Inspection	PAPA JOHN'S PIZZA	1510 Wildcat Dr.	Craig Hedrick	PASS
03/07/2014	Annual Inspection	Re-Inspection	NATURAL NAILS	1500 Wildcat Suite N	Craig Hedrick	PASS
03/07/2014	Annual Inspection	Annual	PURE ENERGY	1004 U.S. Highway 181	Craig Hedrick	PASS
03/07/2014	Annual Inspection 1	Periodic	FASTENAL	1008 US Hwy 181	Craig Hedrick	PASSED
03/07/2014	Annual Inspection 1	Periodic	INSURANCE SERVICES	1500 Wildcat Suite O	Craig Hedrick	PASSED



Portland Fire Department
595 Buddy Ganem
Portland, TX 78374
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Completed Activities

03/02/2014 through 03/08/2014

Page 2 of 2

Report run on: 03-10-2014

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
03/07/2014	Annual Inspection 1	Periodic	GUARDIAN SELF STORAGE	1901 US Hwy 181	Craig Hedrick	FAILED
03/07/2014	Annual Inspection	Annual	ELECTRIC TAN	2030 US 181 Suite F	Craig Hedrick	PASS

Total Completed Activities: 23



**Development Services
Permit Report**

City of Portland
1900 Billy G Webb Dr.
Portland, TX 78374
Phone (361) 777-4553

Permits	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Total
Accessory Structure	6	3	2	8	7								26
Addition/Remodel - COM	1	0	3	1	5								10
Addition/Remodel - RES	1	2	1	1	0								5
CAS WL IMP Yard Lines	0	0	0	32	10								42
Cert of Reoccupancy	0	1	1	4	1								7
Contractor Registration	61	21	15	30	19								146
Demolition	0	0	1	0	1								2
Driveway/Slab	8	8	4	8	4								32
Drought Mgnt. Var.	3	1	0	0	0								4
Electrical	20	14	17	17	12								80
Fence	4	12	4	6	12								38
Foundation Repair	5	6	4	7	5								27
Garage Sales	66	55	22	29	35								207
Gas	7	1	8	7	4								27
Mechanical	24	10	15	23	17								89
New Commercial	0	0	0	2	0								2
New Single Family Res	7	3	2	3	2								17
Plumbing	31	28	17	28	32								136
POD's	5	2	3	1	0								11
Re-Roof	7	4	4	5	3								23
Sign	8	3	5	8	2								26
Swimming Pool	3	0	0	2	0								5
Vending Machine	0	0	2	0	0								2
Window/ Siding	6	2	7	4	5								24
Total	273	176	137	226	176	0	988						

Librarian's Report
February 24-February 28, 2014



Created additional new book lists in Koha for patron use.

Wrote *Portland News* article

Submitted interlibrary loan requests and handled all receipts of ILLs from libraries around the country, notifying patron and entering in the computer and returning materials

Updated library Facebook page with new information

Worked on library website

Created items on the Chamber of Commerce events calendar

Ordered office and library supplies

Processed POs and invoices

Worked with several volunteers

Held 8 computer classes with attendance of 43 adults

Prepared and presented teen and children's programs

Placed materials order

Cataloged and processed new materials

Provided Notary Services

Continued work on 2015 Texas State Library Grant (TSL)

Obtained all signatures for TSL Grant Memorandum of Understanding

Answered research questions

Assisted patrons one-on-one with computer and portable devices assistance

Sent welcome message to new library patrons

Prepared publicity for upcoming programs including Spring Break, Couponing and Bridge lessons

Held tutoring sessions on computers

Proctored one exam

Worked with Dinah Bowman on State Fish Art Contest

Completed statistics