

City of Fayetteville Staff Review Form

City Council Agenda Items
and
Contracts, Leases or Agreements

4/17/2012

City Council Meeting Date
Agenda Items Only

Greg Tabor
Submitted By

Support Services
Division

Police
Department

Action Required:

Approve the purchase and installation of a Spacesaver High Density Evidence Storage System from Southwest Solutions Group in an amount not to exceed \$34,216 per the National Joint Powers Alliance Purchasing Contract.

\$ 34,216.00
Cost of this request

1010.2920.5801.00
Account Number

09024.2009 / 09022.2011
Project Number

\$ 272,238.00
Category / Project Budget

\$ 2,236.15
Funds Used to Date

\$ 270,001.85
Remaining Balance

IRS Forfeitures/2011 JAG
Program Category / Project Name

Fixed Asset
Program / Project Category Name

General
Fund Name

Budgeted Item

Budget Adjustment Attached

Capt. K. Yot
Department Director

3/30/2012
Date

Previous Ordinance or Resolution # _____

Jim Kelly
City Attorney

3/30/12
Date

Original Contract Date: _____

Original Contract Number: _____

Paul a. Behn
Finance and Internal Services Director

3-30-2012
Date

Received in City Clerk's Office
03-30-12 P01:36 RCVD
Use

John Mann
Chief of Staff

4-2-12
Date

Received in Mayor's Office
ENTERED 3/30/12

Donald Jordan
Mayor

4/3/12
Date

Comments:

CITY COUNCIL AGENDA MEMO

To: Mayor Lioneld Jordan and City Council Members

From: Greg Tabor, Chief of Police *G.T. by KJ*

Date: March 30, 2011

Subject: Approve the purchase of Spacesaver High Density Evidence Storage System

PROPOSAL:

The Fayetteville Police Department is in the process of becoming CALEA (Commission on Accreditation of Law Enforcement) certified. CALEA standards require extra security and handling for evidence items such as money, precious metals, jewelry, firearms and drugs.

The Fayetteville Police Department is seeking to accomplish this through a remodeling process that will incorporate an additional mobile shelving system purchased from Southwest Solutions Group. The Southwest Solutions Group handles the Spacesaver shelving system that is presently being utilized in the Property and Evidence Division. The new shelving will match the existing system and has a lock down function that requires a key before access for an additional level of security. The new shelving will provide adequate storage space for items requiring additional security and handling as listed above. Funding sources for this purchase is provided by the 2011 Justice Assistance Grant in the amount of \$3,656 and Internal Revenue Service Forfeitures in the amount of \$30,560.

RECOMMENDATION:

Staff recommends approval of the purchase and installation of a Spacesaver High Density Evidence Storage System from Southwest Solutions Group in an amount not to exceed \$34,216 including tax per the National Joint Powers Alliance Purchasing Contract.

BUDGET IMPACT:

There is no on-going maintenance or operating costs associated with this purchase

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT WITH SOUTHWEST SOLUTIONS GROUP IN AN AMOUNT NOT TO EXCEED \$34,216.00 FOR THE PURCHASE AND INSTALLATION OF A SPACESAVER HIGH DENSITY EVIDENCE STORAGE SYSTEM FOR USE BY THE POLICE DEPARTMENT, PURSUANT TO THE NATIONAL JOINT POWERS ALLIANCE PROCUREMENT AGREEMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, ARKANSAS:

Section 1. That the City Council of the City of Fayetteville, Arkansas hereby approves an agreement with Southwest Solutions Group in an amount not to exceed \$34,216.00 for the purchase and installation of a Spacesaver High Density Evidence Storage System for use by the Police Department, pursuant to the National Joint Powers Alliance procurement agreement.

PASSED and APPROVED this 17th day of April, 2012.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

By: _____
SONDRA E. SMITH, City Clerk/Treasurer

March 15, 2012

Eric Lichty
Evidence Manager
Fayetteville Police Department
100 W. Rock St.
Fayetteville, AR 72701



Dear Eric:

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.

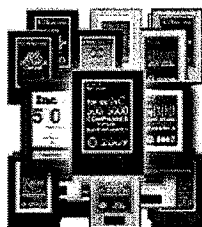
Enclosed is the proposal for the new Spacesaver High Density storage system offered on **National Joint Powers Alliance Purchasing Contract**. This proposal is being offered for your acceptance and is guaranteed through 30days.

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 501-952-3290. We appreciate the opportunity to serve you.

Sincerely,

Justin Story



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Established in 1969



World Sales Leader

2005~2006~2008~2009



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Toll Free 1-800-803-1083

Proposed Solution

Fayetteville Police Department
Eric Lichty
100 W. Rock St.
Fayetteville, AR 72701

Date: March 15, 2012
Proposal # 41149-STO-1:pro
Terms: Per NJPA Contract
F.O.B. destination – Per NJPA
Delivery: 6-8 weeks to ship and install

Spacesaver System Solution

To provide your facility with the storage efficiencies you desire, we are recommending the incorporation of a Spacesaver Mobile Storage System, which consists of the following:

Option 1 - Per drawing 41149-STO-2B:

- Total unit dimensions will be 16'11 1/8" wide x 14'8 1/8" deep x 6'10 1/4" high. Maintains code compliance from sprinkler heads.
- Two single faced stationary units, 14'0" long x 15" deep x 6'10 1/4" high.
- Four double faced mobile units, Spacesaver Eclipse operation, 14'0" long x 30" deep x 6'9 3/4" high.
- Static shelving will be provided with 3 openings per face.
- Mobile shelving will be provided with 6 openings per face.
- Rolling tambour doors to be provided per drawing. System locks down into a compacted configuration for security purposes.
- Low profile 1/2" tall beveled edge ADA compliant anti-tip rail. Carpet or tile up to and between rails by others.
- Eclipse Powered System with Photo-sweep provides user protection with the utilization of a photoelectric safety sweep beam system, bringing the system to a complete stop as a person or object comes in contact with a moving carriage and will prevent carriage movement upon the user's entry into an open aisle. The system must be manually reset before a new aisle can be selected. This safety system meets OSHA safety laws.
- Exposed ends of the units will be finished with a laminate face panel, your choice of manufacturer's standard colors.
- Full height metal back panels are indicated on plan view drawing as "X"
- See attached drawing 41149-STO-2B Plan View for all elevations and dimensions

Option 2 – Relocate Lateral File System

- Relocate existing lateral file down the hall.



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Installation & Service

Factory Technicians

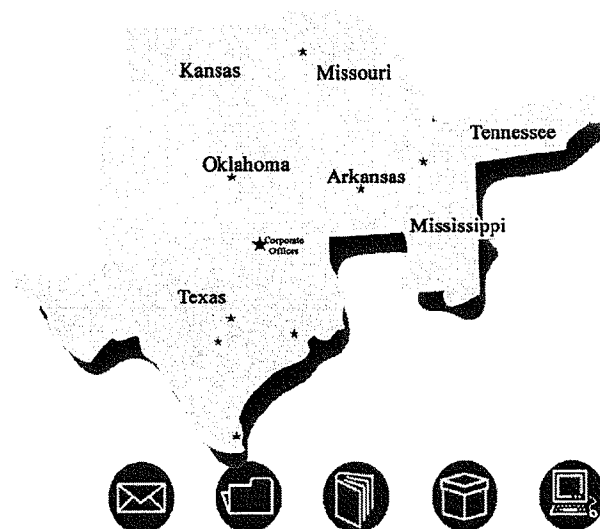
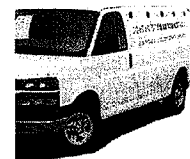
We understand that when you install an automated system from our company, you depend on us to keep your business running smoothly and fast. We take this as a serious commitment and maintain factory trained service technicians at our offices to ensure that you continue to save money by keeping your storage system functioning and running efficiently. Unlike companies who use sub-contracted labor to install automated equipment, our service technicians are full time employees of Southwest Solutions Group. Since their movements are directed by the company, we keep them close to our customers.

Maintenance Agreements

In addition to installation and service, we offer maintenance agreements for periodic maintenance as well as maintenance agreements after the warranty period expires. The warranty agreement offered by Spacesaver has as a stipulation that periodic service is required to be done every six months by Spacesaver factory trained and certified technicians. Your proposal includes the semi annual maintenance required by Spacesaver. Every six months after installation, you will be contacted by Southwest Solutions Group to schedule this service. The maintenance will require approximately four hours, but the machine will be unavailable to your personnel for only approximately 15 minutes of that time.

Service Dispatch

With 27 service technicians and six service locations throughout Texas, Oklahoma, Arkansas, Tennessee, Kansas, Mississippi, and Missouri, we are equipped to respond quickly to your service requests with factory trained qualified service technicians. To initiate a service request, simply call our toll-free number 800- 803-1083.



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Toll Free 1-800-803-1083

Why Southwest Solutions

Our Products

Engineered products built for a lifetime of operation conforming to ISO 9001 quality certification standards. Lifetime warranties on all structural components. World leader with over 30 innovative patents including state-of-the-art safety systems. Because our products save space, utilized recycle content and flexible to potential change, our solutions will advance your LEED environment and efficiency initiatives.

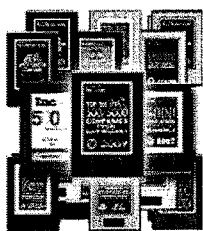
Our People

Our trained sales representatives are knowledgeable in ADA and Fire Code compliance, floor load implications, and innovative layout designs to bring you the best value, code compliance, and efficient solutions. Our commitment to project excellence is demonstrated by our team of 10 planning professionals that develop accurate design drawings, administer order processing, and manage the logistical details of your project through each critical step to insure a hassle free, smooth and timely installation. With over 15,000 successful installations, our platinum certified team of 30 installation and service professionals is committed to doing your job right the first time.



Our Process

Using the latest communications tools, we are able to respond quickly and professionally to your request for information and service. We utilize the industry leading project tracking information system to track your project from initial contact all the way through installation and beyond to stay on top of your project details so you don't have to. Our website leads the industry as an information resource of new products and applications, as well as providing a 24/7 service response system. With eight offices in the southwest region of the US, we insure consistency in economies of scale, product design, planning, and service from a single source. We look forward to serving you!



Outstanding Achievement



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World Sales Leader

2005~2006~2008~2009

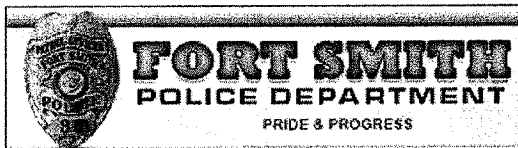


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Confidence Component

Southwest Solutions Group has over 15,000 filing and storage installations across Texas, Oklahoma, Arkansas, Tennessee, Kansas, Mississippi, and Missouri. Below are just a few testimonials from our clients that will verify the completeness, professionalism, and product quality of our products and service. To see more testimonials, visit us at www.southwestsolutions.com/testimonials.



"I cannot say enough on how impressed we were with the professionalism of Southwest Solutions Group. Justin Story did a great job of assisting us with the purchase of our

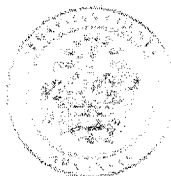
evidence lockers, and your installation team is by far the best installation team that has ever worked in our building. Thank you for doing a fantastic job and making our project a pleasant experience."

Fort Smith Police Department



"My partner Bob and I are very impressed with the installation team and 100% satisfied with the product itself. Thank you for doing such a wonderful job in a remarkably short amount of time (from the time the order was placed to the time the installation was completed)."

Rogers Police Department



"Your onsite installation people did a fantastic job installing our new movable filing system."

Sebastian County



"Justin and Kenny took care of everything we needed. Southwest Solutions Group is very easy to do business with."

Central Arkansas Veterans Healthcare System



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Investment Details

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

Per National Joint Powers Alliance Purchasing Contract

Vendor Code: 2600
Contract: 102908 KII

**Purchase orders for Spacesaver product to be marked with
Contract Number and mailed to:**

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

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

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

Option #1 - Per drawing 41149-STO-2: Push Button Electric
Total Not To Exceed Investment \$ 29,543.46

Option #2 - Per drawing 41149-STO-3: Lateral File Relocation
Total Not To Exceed Investment \$ 1,775.32

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.

Warranty: Warranties are determined by specific product and manufacturer.

By: Justin Story

Approved by: _____

Date: _____



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Scope of Work

The following are the responsibilities of Southwest Solutions Group and Fayetteville Police Department 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 Fayetteville Police Department.

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 Fayetteville Police Department	
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.
Foundation Preparation	Provide verification through facility management or other certified engineer of floor's weight carrying capacity to properly hold equipment (floor load). Provide location information of any conduit running through concrete floors (drilling may be required).



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Type	Job Description
Wheelhouse Floor Requirements	Spacesaver Wheelhouse System should be installed on solid concrete floor or VCT covered concrete floor. Any existing carpet must be removed prior to installation at the rails locations. Floor levelness should meet standard General Contractor code of 1/8" over 10'. If your floor does not meet these minimum standards, it will result in a different rail/subfloor system being provided, or your existing concrete floor leveled to meet the standard at your expense.
Electrical Preparation	If plug in electrical system is selected, provide dedicated/isolated 120 VAC, 60 HZ, 20 amp circuit with a 20-amp outlet that must be hardwired by a certified electrician compliant with local Electrical Codes. Multiple outlets may be required based on mobile system design.
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 41149 or description purposes. If you have any questions, please contact:



SOUTHWESTSOLUTIONSGROUP
business organization systems



Justin Story

c. (501) 952-3290
 a. (501) 859-0675
 f. (501) 859-0674
 toll free. (800) 803-1083
 17200 Chenal Pkwy, Ste. 300, #304
 Little Rock, Arkansas 72223
 jstory@southwestsolutions.com

Maximizing Space Efficiency & Productivity

By: Justin Story

Approved by: _____

Date: _____



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