

**Award Documentation for
RFP# 2023-12
Purchase of a Truck for Precinct 1
Gregg County, Texas**



Gregg County Purchasing Department

Kelli L. Davis, CPPB, NIGP-CPP, Purchasing Agent

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July 27, 2023

Mario Barrios
Peters Chevrolet Inc.
4181 HWY 259 North
Longview, TX. 75605
Mbarrois@Peterscars.com
903-757-3720

Mr. Barrios,

I am pleased to inform you that the Gregg County Commissioners Court awarded a purchase order for the provision of a Pick-up Truck for Commissioner Precinct 1 for Gregg County RFP# 2023-12 on July 27, 2023 Agenda.

Thank you for your interest in doing business with Gregg County, we look forward to working with you. If you have any questions or problems throughout the Purchasing period; please feel free to contact me office.

Regards,

Kelli Davis, CPPB, NIGP-CPP
Gregg County Purchasing Agent
Longview, Texas

**GREGG COUNTY
COMMISSIONERS' COURT AGENDA
REGULAR MEETING
Thursday, July 27, 2023 @ 10:00 a.m.
Commissioners' Courtroom – 3rd Floor – Courthouse
101 East Methvin Street – Longview, Texas**

PRESENTATION OF EMPLOYEE SERVICE AWARDS

1. Approve payroll and transfer of funds.
2. Approve bills payable, budget amendments, and budget transfer requests.
3. Approve health plan claims payments.
4. **PUBLIC COMMENTS**
5. **AUDITOR**
 - a. Request approval for Non-Road & Bridge Expenditure Report for the third quarter of FY23.
 - b. Discussion and any necessary action to authorize the County Judge to apply for Unclaimed Capital Credits for Counties in conjunction with Local Government code 381.004 and Texas Property Code 74.602
 - c. Request approval to transfer funds from Conferences, Workshops & Training and Repairs & Maintenance Service to Non-Capital Furnishings & Equipment for a replacement shredder in the Auditor's Office. Budget Transfer Request is provided.
 - d. Discuss, consider, and approve deobligation of American Rescue Plan Act (ARPA) funds for temporary court expenses and designating funds to help expedite backlog of court cases.
6. **COMMISSIONERS**
 - a. Precinct 1 - Request approval to transfer funds from R&M Equipment and Road Oil & Asphalt to Non-Capital Furnishings & Equipment for the purchase of a new water tank for the water truck. Budget Transfer Request is provided.
 - b. Precinct 1 - Request approval of transfer of funds from Salaries and Wages to Capital Outlay for the purchase of a 2024 Chevrolet Pickup. Total purchase price includes trade-in of COID 32486 (2014 Ford F250). Budget Transfer Request is provided.

- c. Precinct 3 - Request approval to assist Sabine ISD with topsoil removal for a new circle drive. Precinct 3 will provide labor and equipment. Project Planning Report is provided.
- d. Precinct 3 - Request approval for Precinct 3 to accept donation of topsoil removed from Sabine ISD circle drive project to be used for stock topsoil for future projects in Precinct 3. Sabine ISD donation letter is provided.
- e. Precinct 3 - Request approval for installation of culvert at 920 West Point Road. The property owner will provide culvert and Precinct 3 will provide labor, equipment, clay and recycled asphalt pavement for fill-in. Project Planning Report is provided.
- f. Precinct 3 - Request approval for installation of culvert at 1138 Green Blackmon Road. The property owner will provide culvert and Precinct 3 will provide labor, equipment, clay and recycled asphalt pavement for fill-in. Project Planning Report is provided.
- g. Precinct 3 - Request approval for installation of culvert at 2383 Old Highway 135. The property owner will provide culvert and Precinct 3 will provide labor, equipment, clay and recycled asphalt pavement for fill-in. Project Planning Report is provided.
- h. Precinct 4 - Request approval to transfer funds from Capital Roads to Capital Outlay Furnishing & equipment for the purchase of a utility trailer. Budget Transfer Request is provided.
- i. Precinct 4 - Request approval to assist the City of Easton in patching on Watkins Circle. Precinct 4 Road & Bridge will furnish labor and equipment and the City of Easton will furnish any necessary materials. Project Planning Report is provided.
- j. Precinct 4 - Request approval to assist the City of Easton in Boom Axe clearance on Main Street, Godfrey Lane, Pegues Road and Starling Street. Precinct 4 will furnish labor and equipment and the City of Easton will furnish any necessary materials. Project Planning Report is provided.

7. COUNTY CLERK

- a. Request approval of Commissioner Court minutes for June 2023 term.

8. EAST TEXAS REGIONAL AIRPORT

- a. Discussion and any necessary action to approve a two-year lease renewal for PHI Air Medical. This is the second of two successive terms of two (2) years each ending May 31, 2025.
- b. Discussion and any necessary action to approve Net Ground Lease Agreement for RSSD Properties, LLC. Lease includes base lease of five (5) years at ninety dollars (\$90.00) annually (\$0.15 per square foot for 600 square feet) with four (4) options to renew at five (5) years each.

9. HEALTH DEPARTMENT

- a. Discussion and any necessary action to approve acceptance of the annual Department of State Health Services (DSHS) Immunization Grant for FY24.

10. INFORMATION TECHNOLOGY

- a. Request approval to transfer funds from Contingencies to Software Licensing for continuation of existing software license "Debtbook". Budget Transfer Request is provided.

11. PURCHASING

- a. Consider approval to authorize Purchasing Agent to advertise and request sealed bids for Asphalt for Gregg County, Bid 2023-13.
- b. Consider approval to authorize Purchasing Agent to advertise and request sealed qualification statements for Professional Engineer Services at the East Texas Regional Airport, RFQ 2023-16.
- c. Consider approval of contract with Hi-Lite Airfield Services, LLC for airfield striping at the East Texas Regional Airport. Sourcwell contract number 06287-HLA.
- d. Consider approval of Amendment to Master Agreement to renew the RevQ software program for an additional year. Buy Board contract 692-23.
- e. Consider approval with Quadient to upgrade postage machines. TX SmartBuy Contract 985-C1.
- f. Consider approval of renewal order form relating to the Master Agreement with Region 14 Education Service Center for DebtBook Software for the County Auditor.
- g. Consider approval of contract for Professional Legal Bond Counsel Services for Gregg County. RFQ 2023-14.
- h. Consider approval to award RFP and authorize purchase order, including the trade of County Tag #32486, Vehicle Identification Number (VIN) 1FT7W2A66EEB28541 for the purchase of a truck for Precinct 1 Road & Bridge including the payment of a deposit of \$1,000 which will be applied toward the purchase of the truck, RFP 2023-12.

12. BUDGET DIRECTOR

- a. Discussion with possible action regarding increasing the longevity pay schedule
- b. Discussion and vote on proposed pay for elected officials in the FY24 budget
- c. Discussion and possible action to nominate committee members to serve on a Compensation Committee

13. BUDGET WORKSHOP

- a. Discussion regarding presented FY24 expenditures. Topics may include the following
 - Law Enforcement position increases
 - Cost of Living increases for employees
 - Capital Expenditures prioritization
- b. Discussion regarding funding versus financing the State Highway 31 project CSJ 0424-02-049 and CSJ 0424-02-045 (approved by Court on May 25, 2023).
- c. Discussion regarding Airport project Runway 13-31 Rehabilitation - Funding Plan.

14. ADJOURN