

Award Documentation for
RFP# 2024-02
Purchase of a Boom Lift for Commissioner
Precinct 3 in Gregg County, Texas



Gregg County Purchasing Department

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

101 E. Methvin St., Suite 205, Longview, Texas 75601

(903) 237-2684 ♦ purchasing@co.gregg.tx.us

November 29, 2023

Jason Sternberg
Southwest Materials Handling Company
4719 Almond Street
Dallas, Texas 75247
jasons@swmhc.com
469-644-8858

Re: Notice to Award

Mr. Sternberg,

I am pleased to inform you that the Gregg County Commissioners Court awarded a purchase order for the purchase of a Boom Lift for Commissioner Precinct 3 in Gregg County. (RFP# 2024-02) on November 29, 2023 to your firm/business.

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 my office.

Regards,

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

**GREGG COUNTY
COMMISSIONERS' COURT AGENDA
REGULAR MEETING**

Wednesday, November 29, 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 payment(s).
4. **PUBLIC COMMENTS**
5. **LINEBARGER, GOGGAN, BLAIR & SAMPSON, LLP**
 - a. **Request approval of Resolution Authorizing Tax Resale to Clayton Bo Griffin of Gregg County, under Cause No. 021404-CCL2, in the amount of \$13,260.56, regarding the property described below. Additionally, request approval to authorize County Judge to execute all necessary documents.**

Tract No. 1: 1.00 Acre, more or less, out of Abstract 257 of the P. McAnelly Survey, Gregg County, Texas and being described as Tract 17 by the Gregg County Appraisal District; Volume 474, Page 485 of the Deed of Records of Gregg County (Account No. 23030).
6. **AUDITOR**
 - a. Acknowledge Auditor's Financial Reports for October 2023.
 - b. Request approval of Cash Receipts Report for October 2023 term.
 - c. Discuss, consider, and approve an Enterprise Resource Planning (ERP) System Committee to consist of: Rebekah Acres, Veronica Darden, Brian Russell, Judge Bill Stoudt, Mike Heidger, Linda Bailey, Jack Gary, Rhonda Modisette, Michelle Gilley and an additional administrative employee recommended by the Court. Kelli Davis will be an advisory member for procurement purposes.

7. COMMISSIONERS

- a.** Precinct 2 - Request approval to transfer funds from Janitorial Services and Salary & Benefits to Payroll accounts in the amount of \$5,293 for the cleaning of Precinct 2 front offices at the Greggton Building. Budget Transfer Request is provided.
- b.** Precinct 3 - Discussion and any necessary action to accept agreement with City of White Oak for the sale of 1,000 cubic yards of surplus recycled asphalt pavement. Pursuant to interlocal agreement, Precinct 3 will provide labor and equipment for hauling to the City of White Oak's location. City of White Oak request letter and Project Planning Report is provided.
- c.** Request approval of Interlocal Agreement between Gregg County, Texas and Sabine ISD relating to assistance in the construction of the circle drive behind the Sabine Intermediate School pursuant to Chapter 791 of the Texas Government Code. Interlocal Agreement and Project Planning Report is provided.
- d.** Precinct 3 - Request approval of Resolution Authorizing Driveway Work for Sabine ISD. Sabine ISD will pay for all material costs, rental equipment costs, labor and equipment usage required to complete the project.

8. COUNTY JUDGE

- a.** Request approval of 2024 Commissioner's Court Meeting Schedule.
- b.** Discussion and any necessary action to approve matching grant funds for building improvements for Arts!Longview at the Longview Community Center. Funds will be used to upgrade the lighting and rigging systems. Approval of any necessary budget transfer is also requested.
- c.** Request approval of FY24 Funding Agreement between Regional Community Connections One, Inc. and Gregg county.
- d.** Request approval of FY24 Funding Agreement between Parenting Resource Center of East Texas and Gregg County.
- e.** Request approval of FY24 Funding Agreement between Clarksville City-Warren City Volunteer Fire Department and Gregg County.
- f.** Request approval of FY24 Funding Agreement between Kilgore Public Library and Gregg County.
- g.** Request approval of FY24 Funding Agreement between East Texas Literacy Council and Gregg County.

- h.** Request approval of FY24 Funding Agreement between Community Healthcore and Gregg County.
- i.** Request approval of FY24 Funding Agreement between Gregg County Historical Foundation and Gregg County.

9. INFORMATION TECHNOLOGY

- a.** Request approval for disposal of End of Life IT equipment. Items from the Inventory Transfer list are to be picked up by STS Electronic Recycling to be processed and disposed of in accordance with State and Federal regulations.

10. MAINTENANCE

- a.** Request approval of the preliminary plat submission for Evans Residential Development. Planned development consists of 8 lots with a common street. Preliminary Plat, Development Construction Plans, Letter from Liberty City Water Supply Corporation, Gregg County Tax Certificates, and letter from Southwestern Electric Power are provided.
- b.** Consider approval for CenterPoint Energy to perform a directional bore beneath Danville Road to install a one-inch (1") polyethylene natural gas line within a two-inch (2") High Density Polyethylene encasement. Customer service meter to be located on private property. Drawings and Notice are provided.
- c.** Request approval for Liberty City Water Supply Company to perform a directional bore beneath Magnolia Lane to install a one-inch (1") customer service water line within a two-inch (2") encasement to service a new home being constructed.

11. PURCHASING

- a.** Consider approval of Service and Non-Disclosure Agreements with ECX Systems for Professional Information Technology Services with ticket management, Engineering support for maintenance, troubleshooting, repair, and planning.
- b.** Consider approval to award RFP 2024-01 to Peters Chevrolet and issue a Purchase Order for a Tradesman Truck for Commissioner Precinct 3.
- c.** Consider approval to award RFP 2024-02 to Southwest Materials Handling Company and issue a Purchase Order for a Boom Lift for Commissioner Precinct 3.

- d. Discuss and consider approval of disposition of miscellaneous Gregg County items/equipment pursuant to 263.152 and 263.153 of the Texas Local Government Code.
- e. Consider approval of deadline extension for RFP 2024-03 Licensed Interpreter Services for Gregg County.
- f. Receive information on Gregg County's new Vendor Registration Program.

12. SHERIFF

- a. Request approval of funds transfer from Salaries and Wages to Capital in the amount of \$156,000.00 for the purchase of three (3) Ford Explorer Police Interceptor Units. These vehicles will be purchased on Buy Board contract #601-19. Budget Transfer Request is provided.
- b. Request acknowledgment of Gregg County Sexual Assault Response Team Bi-Annual Report submitted by Chief Deputy Craig Harrington, Presiding Officer, S.A.R.T.
- c. Discussion and any necessary action to re-appoint Mark Moore as County Fire Marshal.

13. COUNTY CLERK

- a. Consider approval of the Continuation Bond for John Marcus Moore, Fire Marshall County of Gregg effective for a period of one (1) year commencing December 7, 2023 and ending December 7, 2024.

14. ADJOURN