

CITY COUNCIL DATE: SEPTEMBER 21, 2021



#ITSGOODTOBEHERE

CITY COUNCIL AGENDA ITEM #9

STAFF PREPARER: MATT LINGAFELTER, CITY SECRETARY & SUZANNA FLEEGAL, ACCOUNTANT
mlingafelter@sunsetvalley.org sfleegal@sunsetvalley.org

SPONSOR: MAYOR BRUNER/ADMINISTRATION

SUBJECT: ADMINISTRATION – CONTRACTS

DESCRIPTION: Consider and act on approval of annual Contracts for the Fiscal Year beginning October 1, 2021.

BACKGROUND: The attached Contract List shows a variety of contracts and agreements which allow the City to conduct its routine operations, including state-mandated activities. The contracts or agreements that are highlighted in green are approved annually by the Council. The Interlocal Agreement for Public Health Services with the City of Austin will be renewed with a separate Agenda Item (Item #10).

Several contracts, including Capital Building Services, Texas Disposal Systems, and UniVista, are currently in negotiations. Janitorial services, currently provided by Capital Building, and IT services, currently provided by UniVista, will go out for bid/RFP in Fiscal Year 2021-2022.

This item cannot be considered or approved until after the FY22 Budget is approved.

APPLICABLE CODE SECTIONS: CITY OF SUNSET VALLEY FINANCIAL POLICIES

FUNDING: Approval of the FY22 Budget will provide funding for these contracts

STAFF RECOMMENDATION: Approve

SUPPORTING MATERIALS PROVIDED: ANNUAL CONTRACT LIST

Contracts 10/01/2020					
CONTRACT WITH	DESCRIPTION	CONTRACT DATE	TERMS	RENEWAL INFORMATION	NOTES
Contracts requiring annual renewal / need approval by the City Council					
City of Austin	Interlocal Agreement for Public Health Services	10/27/2006	1 year ends 9/30/2021		Health Inspection permitting (fees in contract)
CONTRACT WITH	DESCRIPTION	ORIGINAL CONTRACT DATE	ENDING YEAR	RENEWAL INFORMATION	NOTES
Aegis Wayfinding Systems, LLC	License Agreement to install and maintain the 12' kiosk signage on Brodie Lane	8/17/2010	2024	needs to be renewed on 10/1/22	Paid to SSV Regular-\$10/mo. Directory-\$5/mo. Oversize-\$15/mo.
Ampersand	Advertising/Marketing agreement	9/1/2020	8/31/2021	Renewal notice must be given within 60 days of contract termination date	
Aqueous Waterways	On-line platform - conservation program	12/1/2015		Automatic renewal on an annual basis until termination notice by 60 days written notice	Annual payments: 10/1/19 \$2191 10/1/20 \$2257 10/1/21 \$2324 10/1/22 \$2394
AISD	Contingency Agreement - Toney Burger Center Disaster Assistance	4/1/2013		automatic annual renewal on April 1-every year	90 cancellation written notice required to terminate
AISD	Memorandum of Understanding Between The Austin Independent School District and The Sunset Valley Police Department	9/8/2004		may terminate with or without cause 30 day written notice	None
AISD	Memorandum of Understanding Between The City of Sunset Valley and The Austin Independent School District RE: Shared use of the Parking Facilities	1/1/2010		automatic renewal for 1 year	SSV pays \$100 per Saturday that the SVFM uses the parking lot
ALERT (Austin's Linking of Emergency Response Teams)	Letter of Agreement-Austin/Travis County Agencies - Agrees to be part of ALERT	2/15/1994		automatic renewal every 2 years or 60 days written notice	None
Austin-Travis County	Incident Management System Operations Plan	8/16/2005		N/A	N/A
Barton Springs/Edwards Aquifer Conservation District	Provide The BSEAC District with access to and the use of the two municipal water wells owned by the CoSSV and identified as State Well Numbers 58-50-222 and 58-50-223 for the purpose of monitoring groundwater quality and quantity.	11/1/1992		60 days termination clause	None
Capital Area Planning Council-Regional Training Academy (CAPCO-RTA)	Training Agreement for the Police Department	3/27/1995		automatic renewal for 1 year	Training costs
Capital Building Services	Cleaning Services for all buildings	10/1/2014		Rebid the janitorial services and a new contract will start in December 2021	monthly charge plus supplies
Chem-free Organic Pest & Lawn Services	Commercial Pest Control	5/1/2019		automatic renewal after 1 year	monthly service pay the service quarterly
City of Austin	Interlocal Agreement for trail Design and Construction between COA and S of SSV. (Violet Crown Trail)	2/29/2016		90 written notice required	
City of Austin	Electric Utility Franchise Agreement	3/1/2011	2021	written notice required	3% franchise pd to CoSSV
City of Austin	Interlocal agreement for design, installation, Maintenance, upgrading, and operations of traffic control devices	7/1/2003		automatic renewal every October 1 unless terminated in writing	terminate in writing
City of Austin - Austin Energy	Public Streets - Street Lights Repair and Maintenance	10/4/1977		30 day written notice for termination	\$1034 per month
City of Austin	Interlocal Agreement to Support the Next Generation 9-1-1 Database Program.	10/1/2015		Two year automatic renewal starting October 1, 2015.	30 day written notice to terminate needed
City of Austin	Utility Database Confidentiality Agreement	10/29/1999		all changes are needed in writing	N/A
City of Austin	Wastewater Discharge Permit # 745AUS00024727	10/1/2014		Permit only	n/a
City of Austin	Wholesale Water Service	7/12/2007		36 months written notice to terminate	monthly charges
City of Austin	Wholesale Wastewater Services	7/12/2007		36 months written notice to terminate	monthly charges
City of Austin	Fire Protection Services	10/1/2019	1 year with 4 years auto renewal.	Approved by council 9/10/2019	Totals payable qtrly Feb, May, Aug, Nov FY20 \$522,641 FY21 \$238,320 FY22 \$554,470 FY23 \$571,104 FY24 \$588,237
City of Austin	Interlocal - Installation, Configurations, Maintenance, and Repair of Public Safety Equipment and Systems.	3/18/2019		Automatically renews on October 1 of every year unless terminates pursuant to the terms of this Agreement - 60 day written notice.	Estimated \$5000 per year: \$70.25/hr; \$105.37/hr outside of reg bus hrs; \$40.70/visit to wireless equip sites; 15% markup on supplies
City of Austin	Joint Use Agreement with COA to have access to wastewater line "Sunset Valley Interceptor"	8/5/1992		open as long as easement exists	
City of Bee cave	Interlocal Agreement for a working agreement between the Police Depts. Of the two cities.	10/11/2016		Termination in writing at any time	Council approved on 11/1/2016
City of Rollingwood	Interlocal Agreement for assisting each agency with serious traffic accidents; equipment; manpower	6/18/2018		Termination in writing 30 days in advance	Council approved 6/5/2018
Cole MT Sunset Valley TX, LLC-(Homestead)	Ground lease Recreational Venue	11/11/2010		n/a	n/a
ETS	Credit Card Processing	9/23/2008		automatic renewal for 1 year	fee based
Freeland Turk LLC	Engineering Services	9/11/2020		7 days written notice	
First-Shred LLC	Associated Service Agreement for documentation destruction	1/1/2014		5 year contract-terminate in writing 60 day notice.	Monthly fee for each department
Greater Austin Area Telecommunications Network (GAATN)	Telecommunication Line Easement	11/3/2004		automatic renewal for 1 year	GAATN pays SSV \$3597.44 annually
Haynie and Company	Audit Services	10/22/2010		annual letter of intent	appointed by Council
Hill Country Conservancy	Memorandum of Agreement for planning, designing, constructing, operating, and maintaining a public trail ("Violet Crown Trail") on the CoSSV lands	3/11/2010		any signatory may withdraw from this agreement by providing ninety (90) days written notice to all other signatories.	N/A
Houston-Galveston Area Council (HGAC)	Interlocal Contract for Cooperative Purchasing	10/1/2010		automatic renewal for 1 year	N/A
ICMA	457 Plan	6/16/2010		this agreement may be terminated without penalty by either party on sixty (60) days advance notice in writing	\$0
Konica Minolta - PD, PW, and Admin Copier	Copier Leases	5/12/2018	60 months (5 years) 2018-2023	Maintenance on machine including supplies	\$485.93 per month for all three
Lighthouse Solar	Solar Panel Preventive Maintenance and Annual Cleaning	3/1/2016	5 years	Includes March 2017, 2018, 2019, 2020, 2021	
McComis Inspections	Professional inspections	1/26/2010		automatic renewal for 1 year	Fee based monthly billing
Pitney Bowes	Lease of Postage Machine and Scale	3/1/2013	60 months	60 months lease - 2018	
Sustainable Food Center	Rental Agreement - for Farmer's Market	10/1/2018		Approved by Council	
Texas Commission on Environmental Quality (TCEQ)	Waiver for Storm water Discharge Permit	4/18/2014	12/13/2018	unless otherwise amended	TPDES Phase II MS4
Texas Department of Public Safety (TDPS)	Interlocal Cooperation Contract-FTA Program	2/5/2002		automatic renewal for 1 year amended contract wording for reporting requirements on 9-7-2012	\$6.00 per report

Contracts 10/01/2020					
CONTRACT WITH	DESCRIPTION	CONTRACT DATE	TERMS	RENEWAL INFORMATION	NOTES
Texas Department of Public Safety -DLRS Agreement	Interlocal Cooperation Contract - Breath and Drug Testing Supplies	9/1/2017		must be renewed - expires August 31, 2021	Per purchase
Texas Department of Public Safety-Texas Driver License Image File	User Agreement Driver License Image Retrieval System	4/24/2004		automatic renewal for 1 year	\$0
Texas Department of Transportation	Construction, maintenance and operation of a public hike and bike trail - Violet Crown trail	1/20/2010		Written notice required	Violet Crown Trail FKA: Walk of A Day trail
Texas Disposal System	Curbside Trash Collection, Curbside Single Stream Recycling, Curbside Compost Collection	7/1/2016		Pending contract negotiations	
TexaScapes	Landscape Maintenance Contract	10/1/2019	3 years	36 months from Oct-Sept. Contract renewal should be renefotiated in June 2020. Contract aumatically renews on October 22, 2022 if renegotiation or written termination is nort received by Sept. 1, 2022.	Monthly payment
The Knight Law Firm, LLP	Legal Services	5/12/2020		At Will	
Travis County	Interlocal Agreement - Provide regulation of subdivisions in the ETJ of the CofSSV	4/16/2013		until Legislature repeals the requirements set forth in Sec. 242.001-Local Gov Code	N/A
Travis County	Interlocal Between Travis County and CofSSV for Emergency Law Enforcement Dispatch Services	10/1/2016		annual renewal by Council	Annual fee
Travis County	Novation of Interlocal Agreement for Emergency Services and Helicopter Services between Travis County and CofSSV	11/4/2009		automatic renewals on 10/1	N/A
Travis County	Election Agreement	10/1/2009		automatic renewal for 1 year	Based on election
Travis County	Emergency Management Basic Plan	9/15/2015		re-certified every 5 years	N/A
Travis County	Hazard Mitigation Action Plan for 2016	8/16/2016		Remains in effect until the Parties fulfill obligations under the agreement.	\$3000 to be paid in Fy 16/17
Travis County Emergency Services District no. 3	Fire Emergency Services for ETJ	1/18/2000		automatic renewal for 1 year	ESD#3 pays SSV based on TCAD
UniVista	IT Management Services	10/1/2016		Pending contract negotiations	monthly billing for services and hourly billing rate
OTHER FILES					
US Postal Service	Meter License				
U.S. Geological Survey, TX District	Well Drilling/sampling Agreement between USGS and CofSSV monitoring well - NOT THE CITY WELL - sent to Katy on 10-6-2014 for termination letter.				
AISD	Road and Utilities Agreement - 1987 - Miller, AISD, Sunset Valley - Easement-1989				
Texas Gas Service	Ordinance # 070712-B - Gas Franchise Agreement - July 12, 2007				
Sunset Valley Marketfair	License Agreement - City Right of way - for landscaping use				
Public Utility Commission of Texas	Utility Right of Way Compensation For Different Utilities				
Horse Statue Appraisal	Appraised				
In-Code	Original Agreements				
City of Austin	Electric Utility Franchise Agreement - 2011				
Texas Commission on Environmental Quality (TCEQ)	Certificate of Convenience and Necessity No. 20802 and Certificate of Convenience and Necessity no. 10300 - 2004				
Emergency Management Director/Coordinator Notification	Sean Ford - 7/16/2013				