

Fire Chief David Scarborough advised the Board in response to both we do not own the architectural design for Fire Station 3, nor was that requested in the scope of work for Fire Station 4.

Commissioner Charles D. Rousseau expressed his concerns and displeasure with us not including ownership of architectural design in the scope of work for this project. As a good steward of taxpayer funds ownership of the architectural design would save us money on future Fire Station design using it as a template.

County Administrator Steve Rapson added to the discussion that architectural and engineering services for the design for Fire Station 3 had been bid on and awarded prior to this Board; however in reference to Fire Station 4 we are no longer under that contract and have expressly stated ownership of architectural design to be used as a template for future Fire Stations.

Commissioner Charles D. Rousseau asked for us to reach out to Howell Group Inc. in regards to the ownership of architectural design portion of this project; he asked County Attorney Dennis Davenport how to word a motion to do so; however County Attorney Davenport would need a series of questions answered before he could properly provide guidance.

Commissioner Brown asked can we, if necessary, scrub/void this RFP process and start over from scratch.

County Attorney Dennis Davenport we could if needed.

Commissioner Rousseau moved to table this item to the September 28th Commission Meeting with the caveat of all involved to providing questions/concerns to County Administrator Steve Rapson by Friday September 15, 2017. The motion passed 5-0.

This item was moved from the Consent Agenda at the acceptance of the agenda.

**3. Approval of staff's request to increase the 2018, \$100,000 project budget, by \$6,000 for Audio-Visual Upgrades to four Courtrooms in Fayette County's Justice Center based on the proposed contract submitted by The Show Business, Sound & Lightning, Inc., approval of the contract for \$105,912.52 and authorization for the County Administrator to execute required documents.**

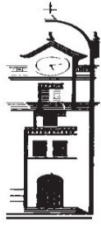
Commissioner Charles D. Rousseau asked County Administrator Steve Rapson what contributed to the \$6,000 overage. Along with that he also has concerns about selecting a vendor well above bid pricing; and more importantly what assurances or agreements do we have with this vendor long term.

County Administrator Steve Rapson clarified agreement and scope of work for projects at the courthouse The Show Business, Sound & Lightning, Inc.,

Commissioner Charles D. Rousseau moved to approve staff's request to increase the 2018, \$100,000 project budget, by \$6,000 for Audio-Visual Upgrades to four Courtrooms in Fayette County's Justice Center with the provision that County Administrator Steve Rapson and Matt with The Show Business, Sound & Lightning, Inc. will discuss and negotiate service agreement with Fayette County. Ognio seconded. The motion passed 5-0.

This item was moved from the Consent Agenda at the acceptance of the agenda.

**4. Approval of the July 13, 2017 Board of Commissioner Meeting Minutes. This item was tabled at the August 24, 2017 meeting.**



# Fayette COUNTY

"WHERE QUALITY IS A LIFESTYLE"

**PURCHASING DEPARTMENT**  
140 STONEWALL AVENUE WEST, STE 204  
FAYETTEVILLE, GEORGIA 30214  
PHONE: 770-305-5420  
www.fayettecountypa.gov

To: Steve Rapson  
From: Ted L. Burgess  
Date: September 14, 2017  
Subject: Contract #1370-S: AV for Court Rooms

The audio-visual (AV) system in four of the Judicial Center court rooms is in need of improvement. The rooms are 1B (Magistrate Court), 2B (Superior Court), 2C (Superior Court), and 2D (State Court).

In 2013, the county issued Request for Proposals #P877 for a company to design, install, and support an audio and video system for the Commissioners' public meeting chamber. Twenty-two companies attended a mandatory pre-proposal conference, and nine submitted proposals. The county awarded the resulting contract to Sound Principle.

Since that time, there have been needs for audio, video, sound, and lighting system upgrades or installation in other county facilities. It is not economically or operationally effective to have multiple technologies installed by multiple vendors, and supported by a number of maintenance agreements. For these reasons, it was decided to continue our business relationship with Sound Principles for related installations and service. In addition to the public meeting chamber, they have installed sound and lighting at the Historic Court House. They also installed the AV system in Court Room 2A of the Justice Center.

The Fiscal Year budget includes \$100,000.00 for Justice Center AV improvements. It is recommended that the Board of Commissioners transfer \$6,000.00 from the Project Contingency fund, and award a contract to Sound Principle in the amount of \$105,912.52 to install an upgraded AV system in the four court rooms listed above. The Department of Information Technology has completed a Contractor Performance Evaluation, which is attached.

Specifics of the contract are as follows:

<b>Contract Name</b>	1370-S: AV for Court Rooms	
<b>Vendor</b>	Sound Principles	
<b>Contract Amount</b>	\$105,912.52	
<b>Budget:</b>		
Fund	375	CIP
Org. Code	37510535	CIP Information Systems
Object	542530	Business Machines
Project	181AK	Justice Center – Audio Visual
Available Balance:		
Current Budget	\$100,000.00	
Requested Transfer	<u>6,000.00</u>	
Total	\$106,000.00	

## FAYETTE COUNTY, GEORGIA CONTRACTOR PERFORMANCE EVALUATION

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1. Use this form to record contractor performance for any contract of \$50,000 or above.
2. The person who serves as project manager or account manager is the designated party to complete the evaluation.
3. This form is to be completed and forwarded to the Purchasing Department not later than 30 days after completion or expiration of a contract. Past performance is considered on future contracts.

### VENDOR INFORMATION

### COMPLETE ALL APPLICABLE INFORMATION

Company Name: Show Business Sound and Lighting Inc.	Contract Number: 1033-N
Mailing Address:403A McDonough, Pwy	Contract Description or Title: New Sound System for Historic County Courthouse
City, St, Zip Code:McDonough GA 30253	Contract Term (Dates) From: 11/23/2015 <span style="float: right;">To:Completed</span>
Phone Number:770-477-6227	Task Order Number:
Cell Number:	Other Reference:
E-Mail Address:soundprinciplespro.com	

### DEFINITIONS

**OUTSTANDING** – Vendor considerably exceeded minimum contractual requirements or performance expectations of the products/services; The vendor demonstrated the highest level of quality workmanship/professionalism in execution of contract.

**EXCELLENT (Exc)** - Vendor exceeded minimum contractual requirements or performance expectations of the products/services.

**SATISFACTORY (Sat)** - Vendor met minimum contractual requirements or performance expectations of the products/services.

**UNSATISFACTORY (UnSat)** - Vendor did not meet the minimum contractual requirements or performance expectations of the products and/or services; Performed below minimum requirements

### EVALUATIONS (Place "X" in appropriate box for each criterion.)

Criteria (includes change orders / amendments)	Out-standing	Exc	Sat	Un-Sat	Not Apply
1. Work or other deliverables performed on schedule			X		
2. Condition of delivered products			X		
3. Quality of work			X		
4. Adherence to specifications or scope of work			X		
5. Timely, appropriate, & satisfactory problem or complaint resolution			X		
6. Timeliness and accuracy of invoicing			X		
7. Working relationship / interfacing with county staff and citizens			X		
8. Service Call (On-Call) response time			X		
9. Adherence to contract budget and schedule			X		
10. Other (specify):					
11. Overall evaluation of contractor performance			X		

### EVALUATED BY

Signature:	Date of Evaluation:09/07/2017
Print Name:Philip Frieder	Department/Division:IT
Title:CIO	Telephone No:770-305-5406

	<b>CONTRACTOR PERFORMANCE EVALUATION</b> <b>Explanation of Outstanding or Unsatisfactory Ratings</b>	Page 2
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Company Name:	Contract Number:
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	EXPLANATIONS / COMMENTS
	<ol style="list-style-type: none"> <li>1. Do not submit page 2 without page 1.</li> <li>2. Use this page to explain evaluations of <i>Outstanding</i> or <i>Unsatisfactory</i>.</li> <li>3. Be specific (include paragraph and page numbers referenced in the applicable contract, etc.). Continue on separate sheet if needed (show company name and contract number or other reference)</li> </ol>

<b>Purchasing Department Comments</b> (e.g. did the vendor honor all offers; submit insurance, bonds & other documents in a timely manner; and provide additional information as requested?):      
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