

HARRIS COUNTY BOARD OF COMMISSIONERS

September 1, 2020

Commission Chamber, Room 223, Harris County Courthouse

WITH LIMITED SEATING DUE TO COVID-19

(call 1-408-418-9388, access code 132 553 9326#, password 70662877#)

REGULAR SESSION

7:00 PM

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

MINUTES

1. Regular Session of August 18, 2020

APPEARANCE OF CITIZENS

OLD BUSINESS

NEW BUSINESS

2. Proclamation: American Business Women's Day in Harris County
3. Resolution of Acceptance: Hudson Trail & Creekside Way

COUNTY MANAGER

4. Bid Award: Replacement Telephone System
5. Project Updates

COUNTY ATTORNEY

6. Proposed Lease Agreement: Corporate Hangar at Harris County Airport

ADJOURNMENT

MINUTES

09/01/20

Minutes are not available to the public until approved by the Board of Commissioners. Once approved, minutes will be posted on the website.

PROCLAMATION: AMERICAN BUSINESS WOMEN'S DAY IN HARRIS COUNTY

09/01/20

- ▶ Annually, the Harris County Chapter of the American Business Women's Association (ABWA) requests a Proclamation to recognize September 22 as American Business Women's Day in Harris County.

PROCLAMATION

WHEREAS: The American Business Women's Association was founded in 1949 and is a national association of working women that has a strong tradition of promoting the advancement of women; and

WHEREAS: Business, economic, and social analyses indicate that the current trends of women entering the work force and attaining increasingly responsible positions will continue to contribute to the betterment of businesses and communities; and

WHEREAS: The mission of the American Business Women's Association is to bring together business women of diverse occupations and to provide opportunities for them to help themselves and others grow personally and professionally through leadership, education, networking, support and national recognition; and

WHEREAS: American Business Women's Association Day was initiated in 1982 as a national day on which Americans can recognize the achievements of the millions of employed women in the United States; and

WHEREAS: Joint congressional resolutions were passed in 1983 and 1986 designating September 22nd as National American Business Women's Day.

NOW, THEREFORE, the Harris County Board of Commissioners do hereby proclaim Tuesday, September 22, 2020, as "American Business Women's Day" in Harris County.

So proclaimed this 1st day of September, 2020.

HARRIS COUNTY BOARD OF COMMISSIONERS

Motion and vote needed.

RESOLUTION TO ACCEPT
HUDSON TRAIL & CREEKSIDE WAY
in HUDSON MEADOW SUBDIVISION, PHASE ONE, SECTION TWO

09/01/20

All documents necessary for the acceptance of Hudson Trail & Creekside Way in Hudson Meadow Subdivision, Phase One, Section Two, have been received, and the Resolution of Acceptance for the two has been prepared.

Motion and vote needed to accept the roads and approve the Resolution.

AWARD: REPLACEMENT COUNTY TELEPHONE SYSTEM 09/01/20

- ▶ The FY 2020-21 approved Information Technology budget contains \$65,000 to purchase a replacement telephone system for the Administration Building, Courthouse, Community Development Building, EMS Headquarters/Station #1, Extension Service, Sheriff's Office, Jail, IT Office, and CID building.
- ▶ County staff, including the IT Director, prepared RFP specifications, which were distributed and advertised during May and June 2020. Specifically, the county requested a new expandable VOIP telephone system with modern features, installation, employee training, and on-going support.
- ▶ On the deadline date of July 2, the county received 18 responses. A selection committee consisting of the County Manager, IT Director, and Clerk of Superior Court reviewed the responses and selected the top three (3) companies for personal interviews and demonstration of their product. The top three companies are:

COMPANY	Local Service Support
LogMeIn USA, Inc., Boston MA	ACOM, Columbus GA
Estech Systems, Inc., Plano TX	Lighthouse Telecom, Thomaston GA
Verizon Wireless, Annapolis Junction MD	Verizon, Columbus GA

- ▶ After personal interviews, product demonstrations, and reference checks, the selection committee selected LogMeIn/ACOM to continue the process and develop a more detailed scope of work, system manufacturer, system features, project time frame, total detailed price, payment schedule, annual maintenance/support cost, addition or replacement prices, and warranty information in accordance with the RFP specifications.
- ▶ The selection committee is recommended that LogMeIn/ACOM be awarded this bid. The system manufacturer will be industry standard Yealink products and the telephone features will include programmable automated attendant, integrated directories, four digit interoffice dialing, call routing, call pick up, call transfer, call forward, call recording, speaker phone capabilities, music on hold, voicemail, voicemail to email, speed dial extensions number display, caller ID, find me/follow me features, conference calls, portability, GoTo video meeting access, and SMS text messaging, among other features.
- ▶ The pricing structure of the telephone system will be:
 - LogMeIn would provide 138 telephone handsets for a one-time cost of \$5,316.94 on a government rate (the county would own the handsets on day one) and the handsets would have a one year warranty, charge of \$200 per cable drop if needed, and \$1,832.85 per month as a service fee for 36 months or \$21,994.20 per year for three years. This service fee would include cloud hosting, dial tone, local and long-distance calling, periodic software upgrades, maintenance, redundancy in the US, and GoTo Meeting access. The service fee would be spread out over many departments in their budgeted telephone line item. Replacement handsets, if damaged, range from \$68 to \$135 depending on the model. Upon expiration of the 36 months, the monthly service fee would remain the same and continue on a month-to-month or year-to-year basis. Handsets will be replaced upon obsolescence usually in excess of five years.
 - By installing this new telephone system and service, the county will disconnect various existing AT&T telephone and computer lines that will not be needed. In addition, long-distance service, that is now a separate charge, will be included with the new system at no charge. These two items will save the county an estimated amount of \$3,000 per month. Lastly, all departments' Webex and Zoom annual subscriptions can be eliminated since the GoTo Meeting platform is included with the new system achieving more annual cost savings.
- ▶ If approved, the installation can be completed within 60-90 days or about late November.
- ▶ The current Iwatsu telephone system is at the end of its useful life, has minimal salvage value, but will be disposed of on GovDeals.com.
- ▶ Future expansion of the telephone system this fiscal year will include other county-owned facilities with a reliable internet service including Water Works, Facilities Maintenance, Vehicle Maintenance, Prison, and the EMS stations.
- ▶ Motion and vote needed.

5

PROJECT UPDATES

09/01/20

Randy Dowling, County Manager, will provide updates on various projects.

**PROPOSED LEASE AGREEMENT
CORPORATE HANGAR AT HARRIS COUNTY AIRPORT**

- ▶ The Airport's corporate hangar has been vacant for some time.
- ▶ Rebel Aviation Services, LLC, of Sharpsburg, GA, has submitted a proposal to lease the corporate hangar to house various aircraft and provide aircraft related services from the hangar, such as aircraft sales, service, and management, flight instruction, rentals, maintenance and inspection, avionics, and future charter services.
- ▶ A lease has been prepared and reviewed by Rebel Aviation Services, the Airport Manager, the County Manager, the County Attorney, and the Airport Consultant, Lead Edge.
- ▶ The lease will initially be 21.5 months in duration with automatic renewals and the rental rate will be \$1,900 per month, which is the established rate as of January 1, 2018. The proposed services may be complementary at times and competitive at times with the existing servicing facility (Baker Aero).
- ▶ Motion and vote needed.