

NOTES

TO: Honorable Mayor and City Council Members
FROM: *AEW* Ann E. Wall, City Manager
DATE: March 18, 2020
SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Byron Hayes, Director of Financial Services, regarding MWBE participation on recently awarding mowing contracts
2. A memo from Mark Holtzman, Chief of Police, regarding 2019 Community Policing report
3. A letter from Anthony Cannon, Greenville Utilities General Manager regarding a news release referring to Operation Spring Clean

mc

Attachments

Memorandum

To: Ann E. Wall, City Manager
From: Byron Hayes, Director of Financial Services
Date: March 18, 2020
Subject: MWBE Participation on Recently Awarded Mowing Contracts

It is the policy of the City of Greenville to provide minorities and women equal opportunity for participating in all aspects of the City's contracting and procurement programs. The MWBE Program housed in the Financial Services Purchasing Division works with departments to provide intentional recruitment and business development services in an effort to fulfill the City's participation goals. These goals are assigned by category of work (i.e. Construction, Supplies and Materials, and Services) and ownership status (i.e.: Minority Business Enterprise – MBE and Women Business Enterprise – WBE).

In the recently bid and awarded Public Works Department Mowing Contracts 1-4 and 7, the City was able to achieve approximately 50% MWBE participation. The MBE/WBE goals for service contracts are 4%/4%, respectively. This percentage represents a **significant increase** over participation rates achieved during the last bid cycle of similar contracts. This increase in participation is attributed the following awards:

1. **JDR Lawn Care** – a self-certified, minority owned firm – for the mowing of various rights-of-ways. Estimated annual expenses for this contract equals \$16,775.00, and if extended the maximum three years, will represent \$50,325.00 in MWBE spend.
2. **Shivers Lawn Care Services** - a minority, female owned firm - for the mowing of Greenwood and Brown Hill Cemeteries. Estimated annual expense for this contract equals \$61,280.00, and if extended the maximum three years, will represent \$183,840.00 in MWBE spend.
3. **WB Denton** – a self-certified, female owned firm – for the mowing of various rights of ways. Estimated annual expenses for this contract equals \$49,120.00, and if extended over the maximum three years, will represent \$147,360.00 in MWBE spend.

Also of note is the award to local nonprofit, Third Street Facility Services – a workforce development program under Third Street Education Center. The program provides a bridge to gainful employment for the typically difficult to employ, and 100% of net margin is invested back into Third Street Education Center programs. This vendor was awarded Contract 1 to maintain various rights-of-ways with an annual expense estimated at \$115,600.00, and \$346,800.00 if extended to the maximum term of three years. Including Third Street would increase the overall percentage of spend to MWBE and community centered enterprises to 100%.

A second round of mowing contracts has been received and are currently under evaluation.

Please find attached a detailed report of MWBE participation for Contracts 1-4, 7.

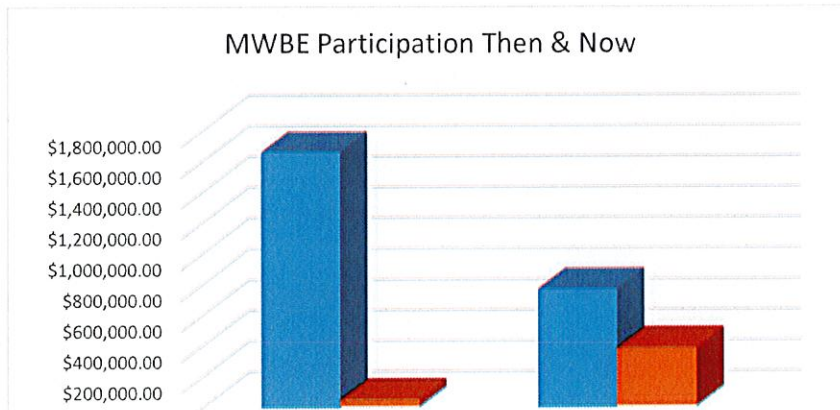
cc: Denisha Harris, Financial Services Manager/Purchasing
Ferdinand Rouse, MWBE Coordinator

Mowing Contracts 1-4, 7
MWBE Participation Expiring vs. Recently Awarded

	Total Contract Amounts (3-Year)	MWBE	%
Expiring	\$1,660,000.00	\$50,000.00	3.01%
Recently Awarded	\$767,325.00	\$381,525.00	49.72%

NOTE: **Creative Cuts** is the MWBE contractor for expiring contracts. The company mowed IGC, Public Safety Annex, Police West Zone, West 5th Street Vacant Lot, and Fraternity Lot W. 5th Street. **JDR Lawn Care (MBE), Shivers (MBE), and WBE Denton (WBE)** are the MWBE's for recently awarded contracts. The MWBE percentage for recently awarded contracts does NOT include award to Third Street Facility. Including Third Street would increase the overall percentage to almost 100%.

The City of Greenville's Goals for Service contracts are 4% MBE and 4%WBE.





POLICE DEPARTMENT

Memorandum

To: Ann Wall, City Manager
From: Mark Holtzman, Chief of Police *MH*
Date: March 10, 2020
Subject: 2019 Community Policing Report

Attached is a memo from Devinder Culver, Community Projects Coordinator, outlining various activities the Greenville Police Department (GPD) was involved in last year. Thank you for the opportunity to reach out and serve our community in the traditional, and non-traditional, ways.

Attachment

Memorandum

To: Lt. Mike Montanye, Strategic Services
From: Devinder Culver, Community Projects Coordinator
Date: March 10, 2020
Subject: Community Policing/Engagement Report – Highlights from January 1 to December 31, 2019

2019 was a year filled with enhancing and cementing current community relationships and making new friends. Greenville Police Department (GPD) personnel continually showed their devotion and compassion for our citizens and their resolve to enhance public safety and improve the quality of life.

Building for the Future: Strategic Plan 2020 -2022: Community partners and GPD representatives met in July 2019 and worked on developing the departmental strategic plan for 2020 to 2022. The finished plan honed in on four main areas: crime reduction, crash reduction, community engagement and recruitment and retention.



Community Engagement One Event at a Time: Every time a citizen requests the presence of an officer at their gathering it is an opportunity for positive two way communication. A school career fair provides officers with the chance to share their experiences with the students and the students have the chance to ask questions and explore those exciting police vehicles. An active shooter presentation allows us to share our expert knowledge on how citizens can protect themselves, their families and colleagues.



During the 2019 calendar year over 83 community requests for GPD officers were received for safety presentations, K9 demonstrations, departmental tours and a police presence at community events such as festivals and career fairs. A minimum of 8,500 citizens were reached by the 190 officers (many who responded multiple times) who answered these requests. Events ranged from 10 ECU students studying American culture to 2,500 people who attended “Touch a Truck.” Social media, television and the local newspaper provided additional publicity.

Noon Citizens Police Academy: The first Noon Citizens Police Academy debuted in March 2019. 18 citizens attended. By the end of the 10 weeks firm friendships were established. The group said that they felt better equipped to answer questions about the department and more confident advocating for GPD initiatives.

Continued communication and inclusion in departmental activities helps to maintain and strengthen these new bonds.



Civic Liaison Initiative: This initiative was developed to promote police community relations at the neighborhood level with the objectives of increasing police legitimacy and jointly reducing crime through community based crime prevention and suppression techniques.

The Civic Liaison Officers are the neighborhoods direct link to GPD. Currently, GPD provides 45 neighborhood/special interest groups with a liaison. A quick review of the initiative shows that over the last six months of 2019, the 45 participating groups hosted 31 meetings reaching 585 citizens.

Saving Lives, Imparting Knowledge, Lending a Helping Hand – GPD Heroes



Sgt. Curtis Liverman and Sgt. Chris Viverette were heading to lunch but decided to check on an area which had undergone some recent vandalism. Instead, they found a vehicle in a ditch and a driver without a pulse. CPR was administered and the driver survived because of their quick thinking and rapid response.

Neighborhood Officers Allison Blackmon and Kyle Goodman spent time with students aged 6-7 at St. Peter's Catholic School talking about the role of police officers in the community.

Officer Michael Causey took the time to help a stranded motorist who had run out of petroleum.



**Greenville
Utilities**

RECEIVED

MAR 12 2020

CITY MANAGER'S OFFICE

March 9, 2020

Ms. Ann E. Wall
City Manager
City of Greenville
Post Office Box 7207
Greenville, North Carolina 27835

Dear Ann:

Attached is a news release that we plan to distribute to the local media in reference to "Operation Spring Clean," our preventive maintenance program designed to clean all 632 miles of water distribution lines on our system over a 13-week period. I'm providing you with this information in the event you feel it is appropriate to inform any members of your staff before the system-wide cleaning program begins on March 15, 2020.

Greenville Utilities routinely cleans its water mains to ensure high quality water for its customers. Our last system-wide cleaning program took place in 2019.

For purposes of Operation Spring Clean, our service area has been divided into 10 sections; each section is scheduled to take one to two weeks to complete. From Sunday evening through Friday morning, cleaning will be conducted during 10 p.m. to 6 a.m., to minimize inconvenience to customers. Information will be posted on GUC's website, www.guc.com and our Facebook and Twitter pages. In addition, our Public Information Officer has prepared weekly news releases, ads and cable TV messages to inform the public of the program.

If I can provide further information, please let me know.

Sincerely,

Anthony C. Cannon
General Manager/CEO

P O Box 1847
Greenville, NC 27835
www.guc.com

Your Local
Advantage



March 12, 2020

NEWS RELEASE

FOR IMMEDIATE RELEASE

Contact: Steve Hawley
Public Information Officer
252-551-1522
hawleysl@guc.com

Operation Spring Clean Begins Soon

Greenville Utilities will soon begin “Operation Spring Clean,” our annual preventive maintenance program to ensure that GUC customers continue to receive high quality water. “Operation Spring Clean” will run March 15th through June 11th. During the 13-week program, all 632 miles of water distribution lines on GUC’s system will be cleaned. The program involves opening fire hydrants and allowing them to flow freely for a short time.

“To minimize inconvenience to customers, cleaning will be conducted Sunday through Friday from 10 p.m. to 6 a.m.,” said Randy Emory, GUC’s Director of Water Resources. “Water service will not be interrupted because of Operation Spring Clean; however, we advise customers to avoid using water (if possible) when their lines are being cleaned. Although there is no health risk, the cleaning process involves flushing the pipes with high velocities of water. As a result, water may be discolored for a short period of time. GUC advises customers to avoid washing clothes until the water is clear.”

If customers experience any air or discolored water in their water lines as a result of Operation Spring Clean, GUC recommends turning on the cold water faucet in the bathtub and running the water for five to 10 minutes until it runs clear.

In addition to the list below, weekly notices will be published in The Daily Reflector, on GUCtv – channel 35, GTV-9, and posted on GUC’s website, guc.com, Facebook and Twitter pages to identify areas scheduled to be cleaned. GUC will attempt to contact all businesses known to be open during 10 p.m. - 6 a.m. to advise them when cleaning will be done in their vicinity.

Customers may call GUC at 551-1551 for specific information on the Operation Spring Clean schedule.

Operation Spring Clean Schedule

Week 1 - March 15 - March 20

All areas NW of the Tar River and Memorial Dr. to the end of Greenville Utilities’ water distribution system.

Week 2 - March 22 - March 27

All areas NE of the Tar River extending from Greene St. and Memorial Dr. to the end of Greenville Utilities' water distribution system.

Week 3 – March 29 - April 3

All areas between Stantonsburg Rd. and Hwy. 43 to Greene St. and south of the Tar River.

Week 4 - April 5 - April 10

All areas east of Greene St. between East Fifth and south of Tar River.

Week 5 - April 12 - April 17

All areas between Dickinson Ave. and Stantonsburg Rd. to Evans St. and to the end of Greenville Utilities' water distribution system.

Week 6 - April 19 - April 24

All areas between Dickinson Ave. to Charles Blvd. and south to Greenville Blvd.

Week 7- April 26 - May 1

All areas between Dickinson Ave. to Charles Blvd. and south to Greenville Blvd.

Week 8 - May 3 - May 8

All areas south of E. Fifth St. between Charles Blvd. to Greenville Blvd.

Week 9 - May 10 - May 15

All areas from Greenville Blvd between 264Alt to Old Tar Rd. to the end of Greenville Utilities' water distribution system.

Week 10 - May 17 - May 22

All areas from Greenville Blvd between 264Alt to Old Tar Rd. to the end of Greenville Utilities' water distribution system.

Week 11 - May 24 – May 29

All areas from Greenville Blvd. between Old Tar Rd. to Charles Blvd. to the end of Greenville Utilities' water distribution system.

Week 12 – May 31 – June 5

All areas from Greenville Blvd. between Old Tar Rd. to Charles Blvd. to the end of Greenville Utilities' water distribution system.

Week 13 - June 7 - June 11

All areas from Greenville Blvd. between Charles Blvd. to Hwy. 33 East to the end of Greenville Utilities' water distribution system.

###