

CITY COUNCIL WORKSHOP

MAYOR

Jason Buelterman

CITY COUNCIL

Barry Brown, Mayor Pro Tem

John Branigin

Wanda Doyle

Julie Livingston

Monty Parks

Shirley Sessions



CITY MANAGER

Dr. Shawn Gillen

CLERK OF COUNCIL

Jan LeViner

CITY ATTORNEY

Edward M. Hughes

CITY OF TYBEE ISLAND

CITY COUNCIL BUDGET WORKSHOP

AGENDA

May 14, 2019 at 3:30 PM

Call to Order

Items for Consideration

- 1 Memo of Understanding - Funding Agreement, \$11,156.00 to purchase Four Flir Thermal Imaging Monoculars, Four Push-to-Talk Adapters and Four Tactical Communications Headsets
- 2 Review of Budget - all funds

Adjournment

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Item Attachment Documents:

- 1 Memo of Understanding - Funding Agreement, \$11,156.00 to purchase Four Flir Thermal Imaging Monoculars, Four Push-to-Talk Adapters and Four Tactical Communications Headsets



Firehouse Subs Public Safety Foundation, Inc.

12735 Gran Bay Pkwy., Suite 150, Jacksonville, Florida 32258

MEMO OF UNDERSTANDING- FUNDING AGREEMENT

May 9, 2019

Failure to adhere to the requirements of this Funding Agreement will jeopardize your grant award. *All purchases must match the quantities and equipment approved in the original grant request and approved quote.*

Firehouse Subs Public Safety Foundation Responsibilities

- Firehouse Subs Public Safety Foundation will award a check to **Tybee Island Police Department, Tybee Island, GA** for **\$11,156.00** to be used toward the direct purchase of **Four Flir Thermal Imaging Monoculars, Four Push-to-Talk Adapters & Four Tactical Communications Headsets.**

Tybee Island Police Department Responsibilities

1. A check will be remitted to the organization name as stated in this memo of understanding and **must** match the EIN number submitted on the grant request. If there is a change in either information, you must submit a W-9
2. If the mailing address where the check needs to be sent differs from the address on the submitted grant application, please email the Foundation with the correct mailing address
3. **Confirm Receipt of Check** by emailing procurementfoundation@firehousesubs.com
4. **Purchase** the *approved equipment from WS Darley & Co., by emailing TomDarley@Darley.com, and reference quote dated 5/2/2019, Reference: Tybee Island GA, quoted to Firehouse Subs Public Safety Foundation.*
5. **Verify Purchase** by providing Firehouse Subs Public Safety Foundation with one of the following:
 - Copies of paid invoices, verifying your organization's name as the customer and matching the vendor quote(s) **OR**
 - A copy of the cleared check(s), verifying the payee and payment amount matches the vendor quote(s)
6. **Confirm Receipt of Equipment** by providing Firehouse Subs Public Safety Foundation with ALL SIGNED and DATED packing slips
7. In the event that the purchased equipment costs less than the dollar amount awarded, all excess funds must be returned to Firehouse Subs Public Safety Foundation
 - Email procurementfoundation@firehousesubs.com with notification of excess funds within 30 days of purchase
 - Return Excess Funds to Firehouse Subs Public Safety Foundation within 90 days of purchase to Attention: Gina Brown, 12735 Gran Bay Parkway, Suite 150, Jacksonville, FL 32258
8. If purchases exceed funding, **Tybee Island Police Department** is responsible for the additional amount

VERY IMPORTANT: Deadline for submitted documentation is October 1, 2019.

Firehouse Subs Public Safety Foundation

Date

Tybee Island Police Department Representative

Date

Tybee Island Police Department Representative Name (Print)

Date



Quotation

DATE
5/2/2019

Quote Date
5/2/2019

Reference
Tybee Island GA

FOB
Delivered

PAYMENT TERMS
NET 15 Days

W.S. Darley & Company
 Tom Darley
 25 Spring Lake Dr.
 Itasca, IL 60143
 708-233-6916 Direct Dial
 708-902-0010 Cell

BILL TO:

FireHouse Subs Public Safety Foundation
 12735 Gran Bay Parkway
 Suite 150
 Jacksonville, FL 32258

Attn: Mary Pat Wallmeyer
 904-606-5273

SHIP TO:

Skyler Strickland
 City of Tybee
 78 Van Horne Ave
 Tybee Island, GA 31328

ITEM	QUANTITY	DESCRIPTION	EACH	AMOUNT
1	4	TAB176WN8Q14001 Breach PTQ136, FLX Boston - 320x256 (12µm) 60 Hz Core	\$2,097.00	\$8,388.00
2	4	Peltor PTT Adapter FL5035-02	\$168.00	\$672.00
3	4	Peltor Comtac III ACH Tactical Comm Headset with 1271682FB-47	\$524.00	\$2,096.00
			Freight	0
			Total	\$11,156.00

COMMENTS:

Special Terms:
 1. Customer P.O. constitute acceptance of these terms
 2. Quote expires 60 days herin