



City of High Point

Meeting Agenda

Finance Committee

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Council Member Britt Moore, Chair
Committee Members:
Mayor Pro Tempore Monica Peters
Council Member Michael Holmes
Council Member Tim Andrew

Cyril Jefferson, Mayor (Alternate)

Thursday, August 13, 2026

4:00 PM

Council Chambers

Finance Committee - Council Member Britt W. Moore, Chair

CALL TO ORDER

PRESENTATION OF ITEMS

- 2026-283 **Consideration of a Contract with Imagine Design & Production Services, Inc.**
City Council is requested to consider a contract with Imagine Design & Production Services, Inc. in the amount of \$134,842.16 to replace and update theatre equipment and authorize appropriate City Official(s) to execute all necessary documents.
- 2026-286 **Consideration of a Purchase from Alfred Williams & Company**
City Council is requested to consider a purchase from Alfred Williams & Company in the amount of \$176,671.59 for furniture for the Center for Active Adults and authorize the appropriate City Official(s) to execute all necessary documents.
- 2026-290 **Consideration of a Resolution for Grant Funding Submission for the Recreation Trails Program (RTP)**
City Council is requested to consider a resolution authorizing the submission of a Recreation Trails Program (RTP) grant application for the Deep River Blueway project and authorize the appropriate City Official(s) to execute all necessary documents.
- 2026-288 **Consideration of a Contract with Azteca Systems, LLC**
City Council is requested to consider a contract with Azteca Systems, LLC in the amount of \$135,000 for the renewal of

Cityworks Asset Management software and authorize the appropriate City Official(s) to execute all necessary documents.

2026-289

Consideration of Approval of a Task Order with Alta Planning + Design, Inc.

City Council is requested to consider approval of a task order with Alta Planning + Design, Inc. in the amount of \$130,000 for the development of the City's Pedestrian and Bicycle Action Plan and authorize the appropriate City Official(s) to execute all necessary documents.

2026-291

Consideration of a Purchase with National Equipment Dealers, LLC

City Council is requested to consider a purchase with National Equipment Dealers, LLC in the amount of \$259, 869.71 for a Hyundai HL940A wheel loader, declare the current wheel loader surplus, dispose of the current wheel loader through the online auction process, and authorize the appropriate City Official(s) to execute all necessary documents.

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Consideration of a Contract with Imagine Design & Production Services, Inc.

FROM:
Dan Barnard
Theatre Director

MEETING DATE:
August 13, 2026

PUBLIC HEARING:
No

ADVERTISED DATE/BY:
June 5, 2026

ATTACHMENTS:

1. Bid Tabulation Form
 2. Bid Recommendation Form
-

PURPOSE: Approve a contract for the purchase, installation, configuration, and training of professional digital audio mixing consoles and an Audio I/O networking system to replace the existing equipment purchased in 2012.

BACKGROUND: The Theatre Department's current audio mixing equipment was purchased in 2012 and has reached the end of its useful life. Replacing the system will provide updated technology to support the Theatre Department's operations and performances.

On June 24, 2026, the City of High Point conducted a bid opening for the purchase of professional digital audio mixing consoles and an Audio I/O networking system. Following the evaluation of bids received, Imagine Design & Production Services is recommended for award of the contract in the amount of \$134,842.16.

BUDGET IMPACT: Funds are available in FY 2026-2027.

RECOMMENDED ACTION REQUESTED: City Council is requested to consider a contract with Imagine Design & Production Services, Inc. in the amount of \$134,842.16 to replace and update theatre equipment and authorize appropriate City Official(s) to execute all necessary documents.

Bid Tabulation
City of High Point, North Carolina
High Point Theatre Audio Mixing Consoles and Networking
Bid # 27-062426
Wednesday, June 24, 2026

Contractor	Total Bid
Imagine Design & Production Services	\$134,842.16

BID RECOMMENDATION

DEPARTMENT: Theatre

COUNCIL AGENDA DATE: 8/17/2026

BID NO.: 27-062426 CONTRACT NO.: DATE OPENED: 4/8/26

DESCRIPTION:

A bid package for the purchase of Digital Audio Mixing Consoles and Audio I/O networking rack for the Theatre department.

PURPOSE:

To maintain and augment the department's ability to provide audio services at a professional level by replacing computerized audio equipment that has been in service for more than 10 years.

COMMENTS:

Significant portions of the Theatre's current audio equipment, acquired in 2012, have reached the end of their operational life.

The main audio mixing console and some of its associated equipment suffer from critical mal functions.

RECOMMEND AWARD TO: Imagine Design & Production Services AMOUNT: \$134,842.16

JUSTIFICATION:

Imagine Design & Production Services was the lowest bidder.

FUND	COST CENTER	LEDGER ACCOUNT	SPEND CATEGORY	BUDGETED AMOUNT
FD401	CC2201		SC144	200,000
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: [Signature] DATE: 8/3/2026

The Purchasing Division concurs with recommendation submitted by the [Signature] and recommends award to the lowest responsible, responsive bidder [Signature] in the amount of \$ [Signature].

PURCHASING MANAGER: Candy Harmon DATE: [Signature]

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn DATE: 8/4/26

CITY MANAGER: [Signature] DATE: [Signature]
(For City Council Approval Only)

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Consideration of a Purchase from Alfred Williams & Company

FROM:
Lee Tillery
Parks & Recreation Director

MEETING DATE:
August 13, 2026

PUBLIC HEARING:
No

ADVERTISED DATE/BY:
N/A

ATTACHMENTS:

1. Contract
 2. Presentation
-

PURPOSE: Furniture purchase for the new Center for Active Adults.

BACKGROUND: Construction began on the new Center for Active Adults in August 2025 and our general contractor is scheduled to complete the project in September 2026. At that time, we will begin the transition to the new building with an opening currently scheduled for November of this year. The attached quotation and accommodating description reflect the furniture purchase needed to accommodate and meet our needs in the new Center. Our approach was to support locally as best we could and have the Center be a true reflection of the community. All purchases are included under North Carolina State Contract 5610A - Furniture.

BUDGET IMPACT: Funds are available in the FY 2026-2027 budget.

RECOMMENDED ACTION REQUESTED: City Council is requested to consider a purchase from Alfred Williams & Company in the amount of \$176,671.59 for furniture for the Center for Active Adults and authorize the appropriate City Official(s) to execute all necessary documents.

Sell Price:
Unit Extended

Item Qty. Vendor Product Number Description

TERMS: For the purposes of this agreement, Seller refers to Alfred Williams & Co.

1. Initial ____ All orders and contracts are subject to acceptance by an authorized representative of Seller with no notice of acceptance required. Acceptance of an order shall require a financial **deposit payment equaling 50%** of the Sales Contract value, unless waived by Seller.
2. Prices quoted by Seller are effective for fifteen (15) days unless withdrawn sooner by Seller.
3. Seller shall retain a security interest in merchandise subject to the Sales Contract until Buyer has paid for merchandise in full.
4. Initial ____ The Sales Contract shall not be cancelled or terminated by Buyer without Buyer being subject to and Buyer paying all cancellation charges assessed against Seller by its manufacturing vendors. **Cancellation charges may be as high as 100% of Seller's product purchase price** from its manufacturing vendors.
5. Seller shall not be liable for any failure, delay or interruption in the performance of a Sales Contract due to causes beyond its control, including, but not limited to fires, floods, strikes, labor disputes, interruptions in transportation services, a shortage of raw materials, failure to obtain goods delivery from manufacturers or for any other reason beyond the control of Seller. Delays in the performance of a Sales Contract shall not release Buyer from its contractual obligations to purchase and pay Seller in accordance with the Sales Contract.
6. Merchandise subject to a Sales Contract shall be subject to reasonable variation in standard stain, color, quality and finish in accordance with normal industry standards.
7. Delivery and installation of merchandise shall occur between the hours of 7:30 AM and 5:00 PM on standard business days, Monday through Friday, excluding holidays. Should Buyer request performance of work outside of these standard days and times, said work shall be subject to overtime rates at one and one half times for weekday after hours and Saturdays and at double time for Sunday and holiday work activities.
8. Initial ____ If either delivery and installation of merchandise is **delayed in excess of thirty (30) days** beyond the original planned installation date or if merchandise delivery initially scheduled to be delivered directly to Buyer's site from the manufacturing location must subsequently be diverted to a Seller warehouse or other storage site due to construction delays or delays deemed to be controllable or influenced by Buyer or Buyer's agents or contractors, Buyer agrees to immediately **pay Seller for one hundred percent (100%) of the Product and Design** values identified on the Sales Contract, less the value of deposit payments previously provided by Buyer. Buyer also agrees to pay Seller for storage and additional handling charges at Seller's current rates for each month in which product remains in Seller's warehouse.
9. Should Buyer request that merchandise be stored at Buyer's site prior to installation of said merchandise, Buyer shall assume all responsibility for loss or damage after delivery of merchandise is made and Buyer agrees to immediately pay Seller for one hundred percent (100%) of the Product and Design values identified on the Sales Contract, less the value of deposit payments previously provided by Buyer.
10. All merchandise shall be considered accepted after Buyer has signed and presented a Delivery Ticket to Seller. Buyer agrees not to begin using or to occupy merchandise prior to providing written acceptance of said merchandise to Seller. After delivery to and acceptance of merchandise by Buyer, all risks of loss or damage shall pass to Buyer. Buyer agrees to hold Seller harmless from any and all loss or damage.
11. Merchandise subject to a Sales Contract is non-returnable and non-exchangeable by Buyer.
12. Buyer's payment to Seller shall be due and **payable in full within thirty (30) days after Seller's invoice date**. Buyer shall pay Seller financing charges equal to 1.5% per month on all balances outstanding beyond thirty (30) days.
13. Buyer shall be responsible to pay Seller for any and all legal, collection, or other expenses incurred by Seller in order to enforce Buyer to make full payment in accordance with the Sales Contract.
14. This Sales Contract shall be governed and enforceable in accordance with the laws of the State of North Carolina.
15. This Sales Contract contains all the terms, provisions, conditions and warranties of a purchase contract and no extension, modification or amendment shall be valid unless it is in writing and is signed by an authorized officer of Seller.
16. Any and all terms and conditions stated herein shall supersede any and all other prior written, oral or implied agreements, negotiations, arrangements or understandings.
17. Visa/Mastercard/American Express payments in excess of \$5,000 will incur a 3% processing fee.

I acknowledge that I have read and accept this contract and the complete conditions of sale.

Company/Buyer Name _____

Authorized Purchaser Name _____

Signature _____ **Date** _____

CITY OF HIGH POINT

SENIOR SERVICES

ALFRED WILLIAMS & COMPANY

FURNITURE MANUFACTURERS

DAVIS – HIGH POINT, NC – NC STATE CONTRACT

DARRAN – HIGH POINT, NC – NC STATE CONTRACT

OFS - HIGH POINT, NC – NC STATE CONTRACT

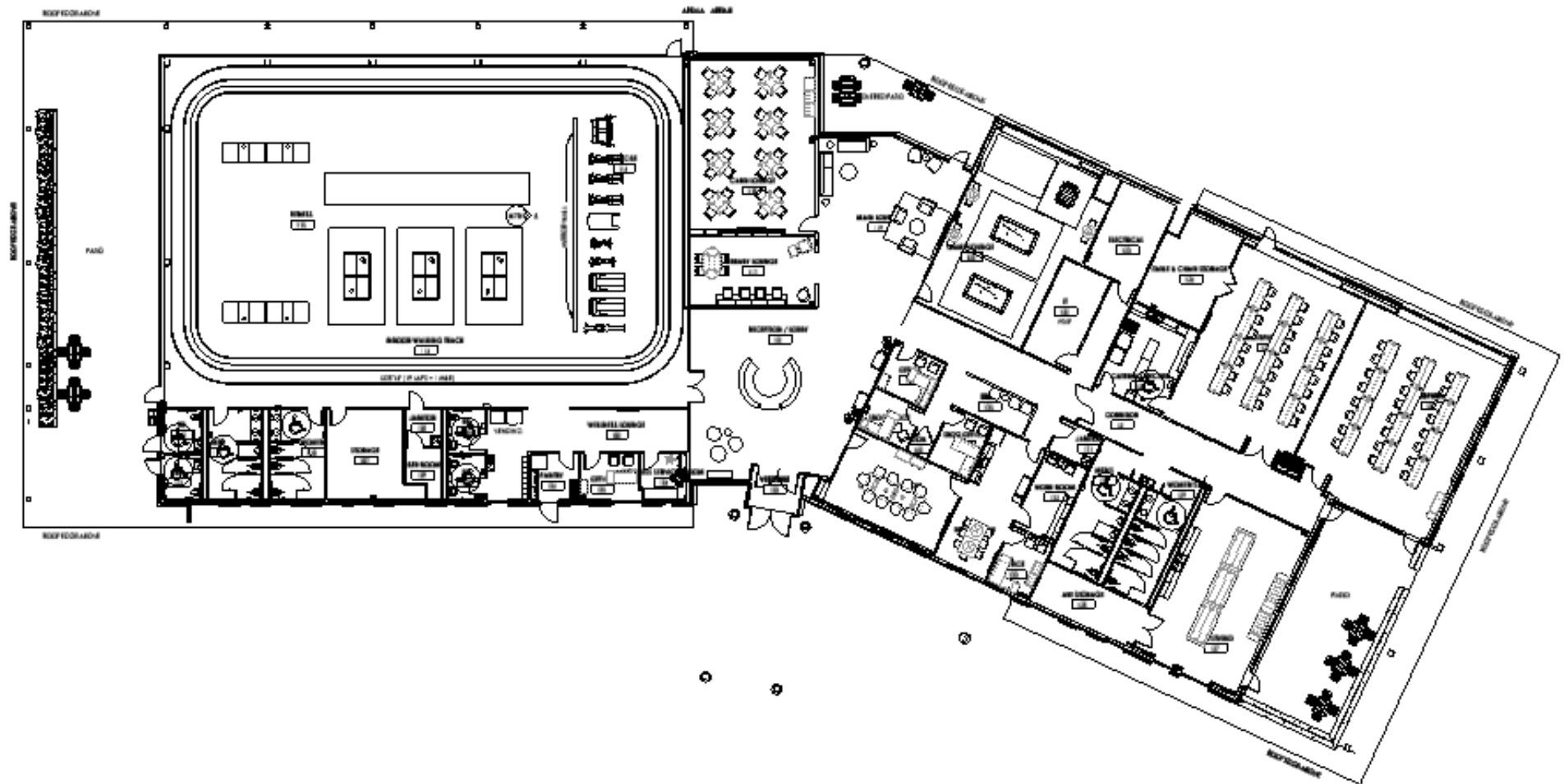
JSI – JASPER INDIANA – NC STATE CONTRACT

LESRO - BLOOMFIELD, CT – NC STATE CONTRACT

GRAND RAPIDS CHAIR– BYRON CENTER, MICHIGAN – NC STATE CONTRACT

KFI – LOUISVILLE, KENTUCKY – NC STATE CONTRACT

FLOOR PLAN





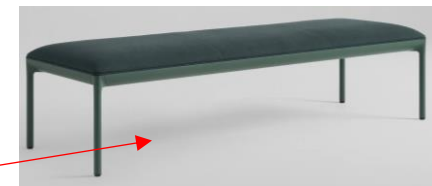
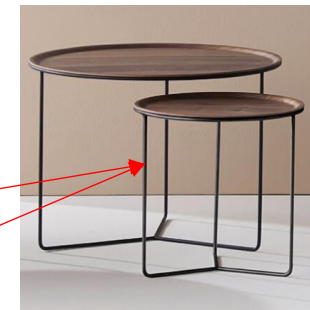
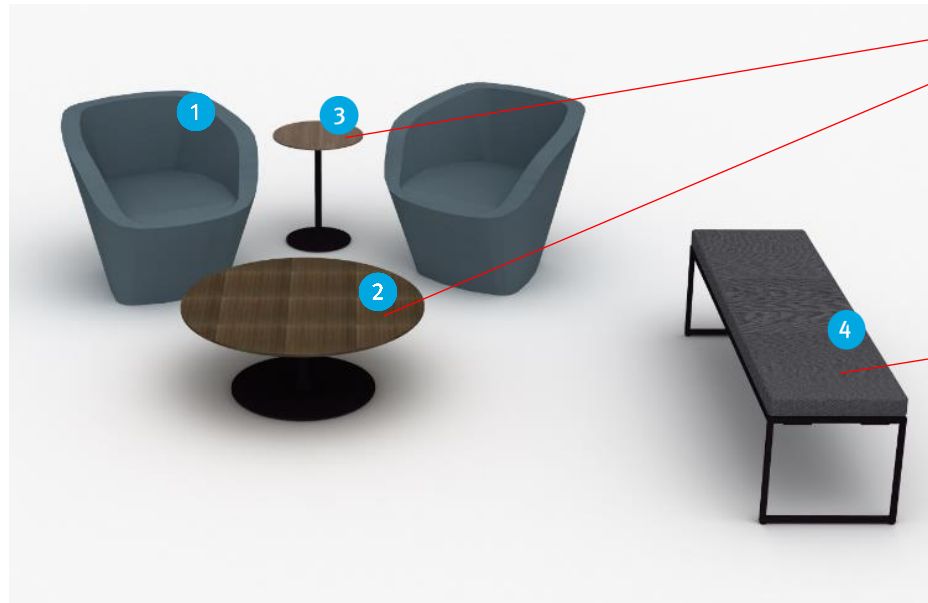
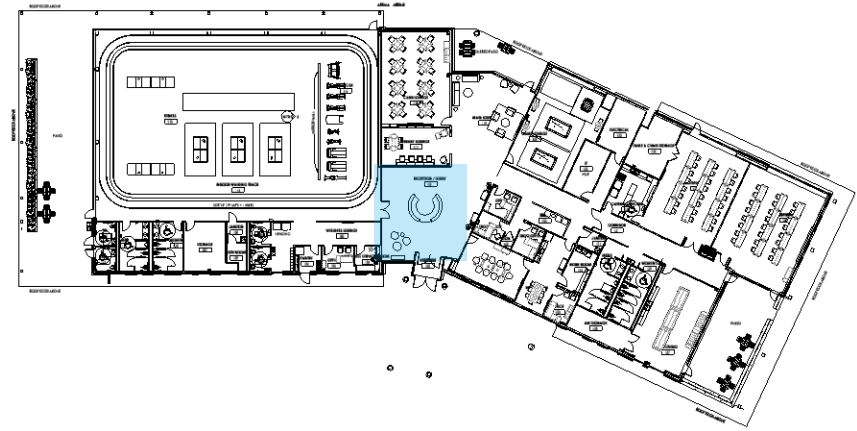
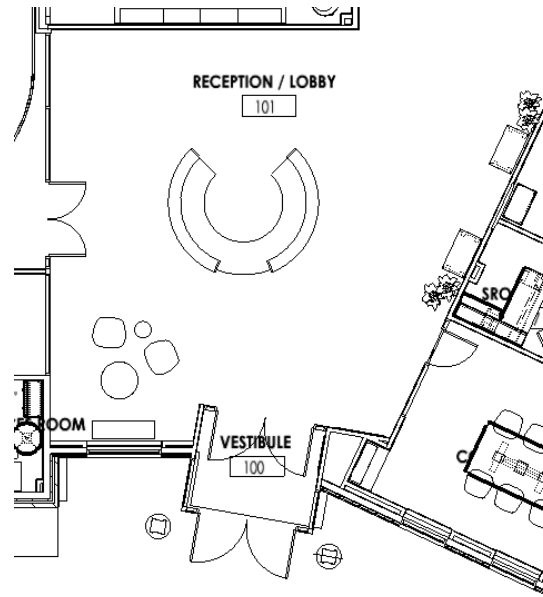
RECEPTION 101

LOUNGE

DAVIS, DARRAN, OFS

SPECIFICATIONS

- 1) SOFT LOUNGE CHAIR – QTY (2)
- 2) VALET COFFEE TABLE – QTY (1)
- 3) VALET END TABLE – QTY (1)
- 4) JP LOUNGE 60" BENCH – QTY (1)
- 5) EXISTING TABLES – QTY (2)
- 6) PORTER 35" H PLANTER – QTY (2)
- 7) PORTER 17" H PLANTER – QTY (2)



OFFICE 105

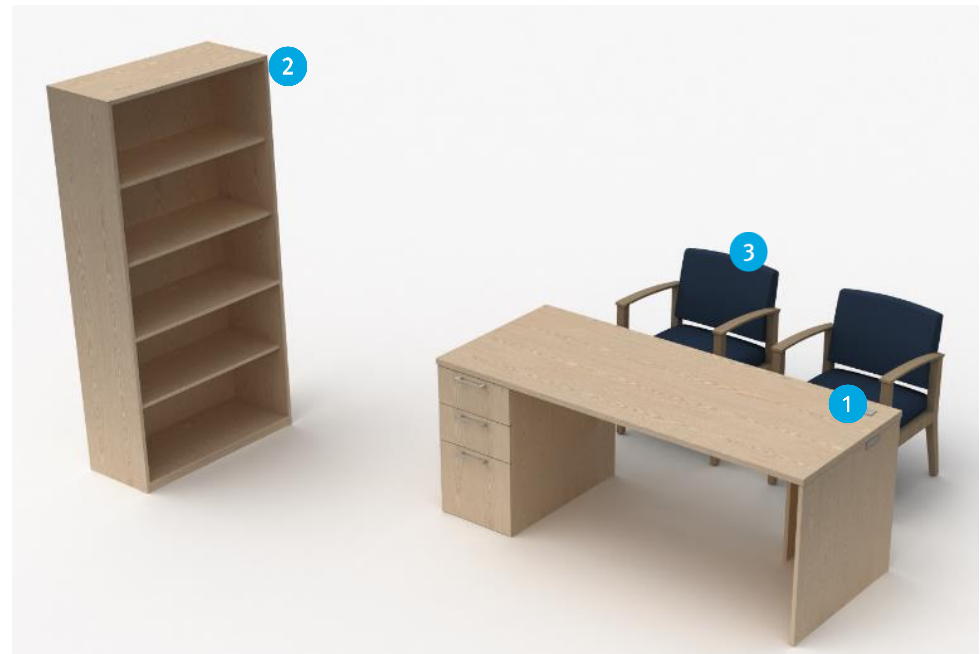
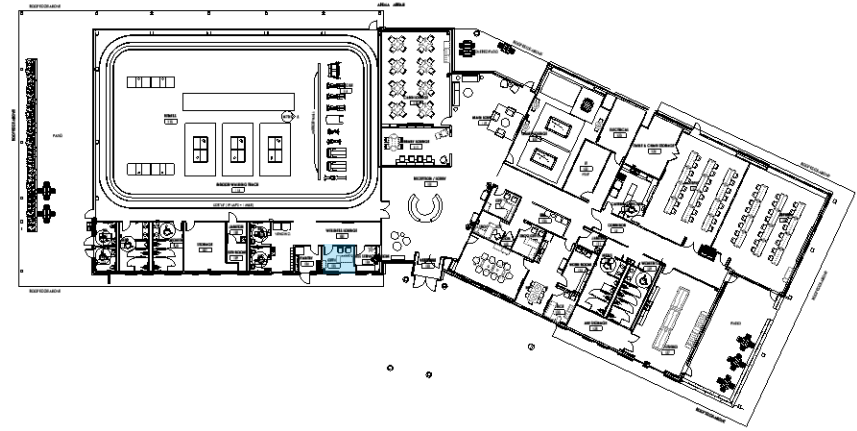
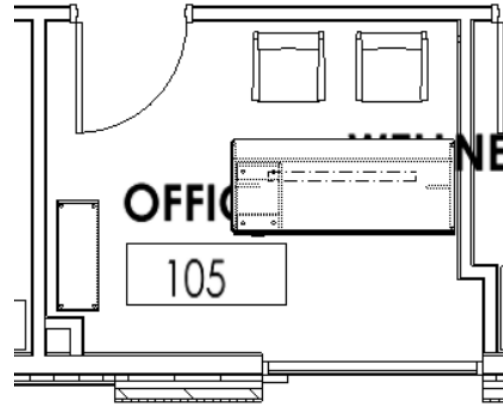


OFFICE TYPICAL

JSI, LESRO

SPECIFICATIONS

- 1) 30" X 72" BBF PEDESTAL DESK – QTY (1)
- 2) 36"W X 72"H BOOKCASE – QTY (1)
- 3) AMHERST UPHOLSTERED/WOOD GUEST CHAIR – QTY (2)



PATIO - LARGE

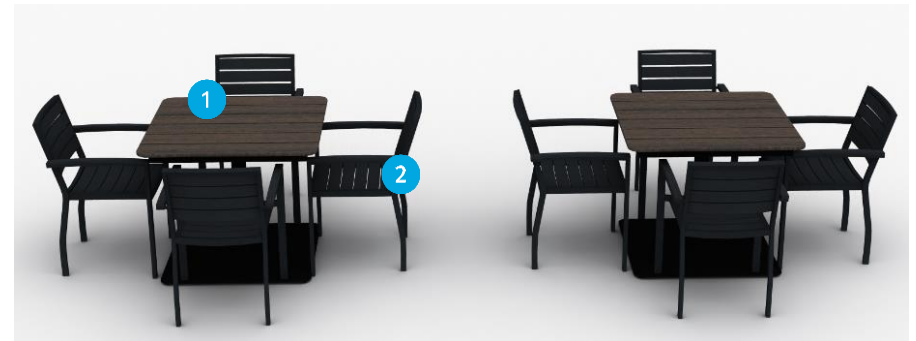
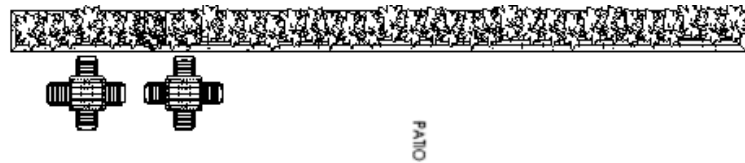
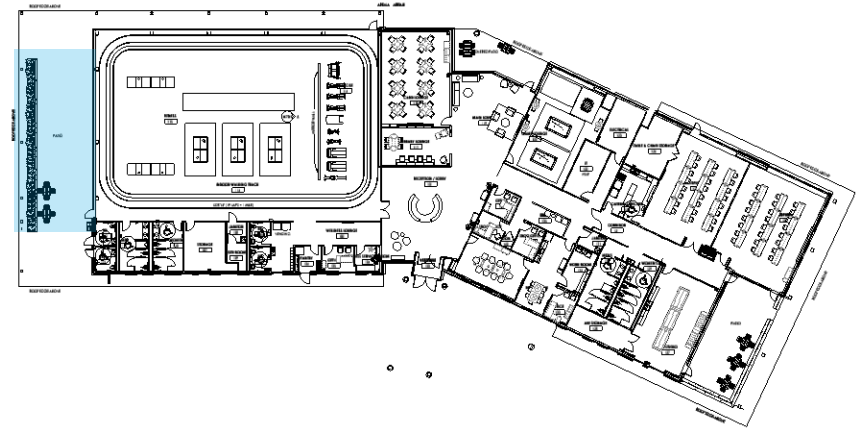


OUTDOOR PATIO LOUNGE

GRAND RAPIDS CHAIR, KFI STUDIOS

SPECIFICATIONS

- 1) BOWEN PEDESTAL OUTDOOR TABLE- QTY (2)
- 2) EVELEEN OUTDOOR CHAIR – QTY (8)



LIBRARY LOUNGE 117

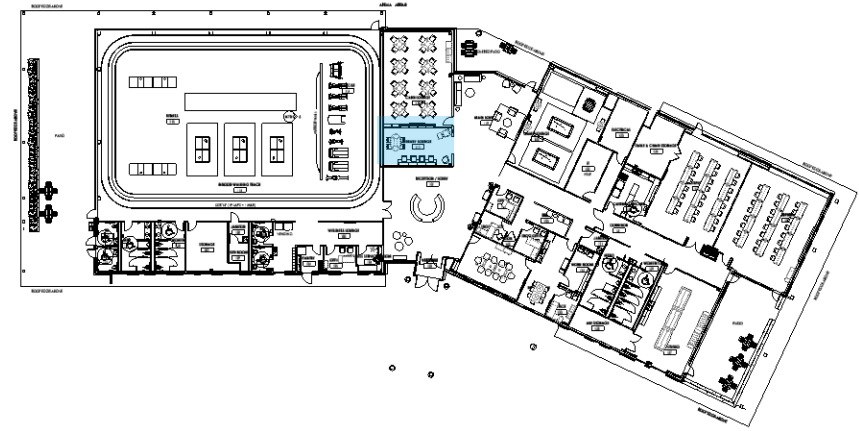
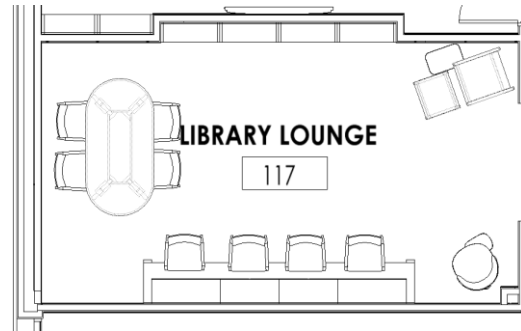


LIBRARY

JSI, DAVIS

SPECIFICATIONS

- 1) COPILOT SIDE TABLE – QTY (1)
- 2) FINN NU LOUNGE CHAIR – QTY (1)
- 3) FINN NU OTTOMAN – QTY (1)
- 4) TOTE LOUNGE W/ TABLET ARM -- QTY (2)
- 5) 42"D X 84" W X 29"H 4- LEG OVAL TABLE – QTY (1)
- 6) GATSBY GUEST CHAIR – QTY (8)



CHAIR FROM DAVIS WAREHOUSE

CARD LOUNGE 118

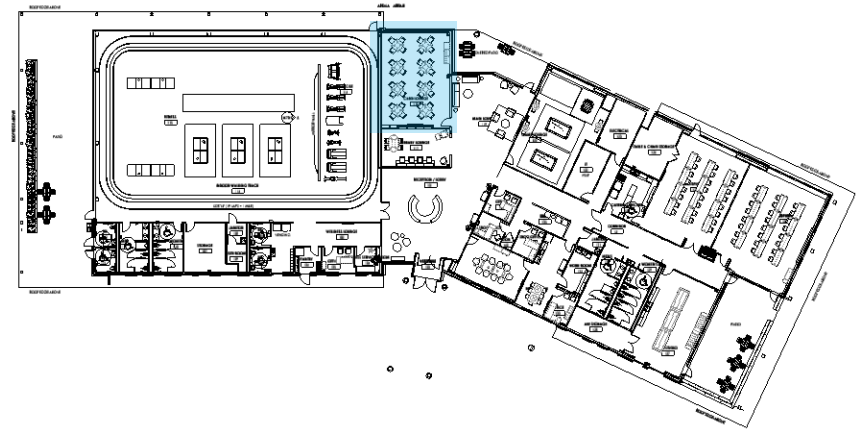
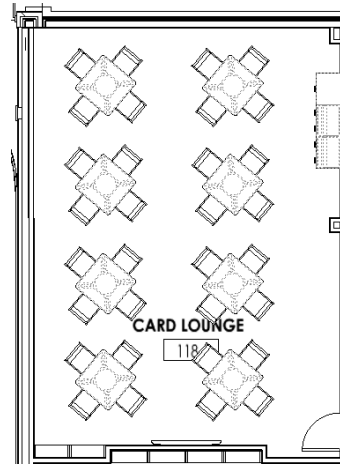


GAME ROOM

JSI

SPECIFICATIONS

- 1) GATSBY GUEST CHAIR – QTY (32)
- 2) 42" D X 29"H ROMY TABLE – QTY (8)



CARD LOUNGE 118

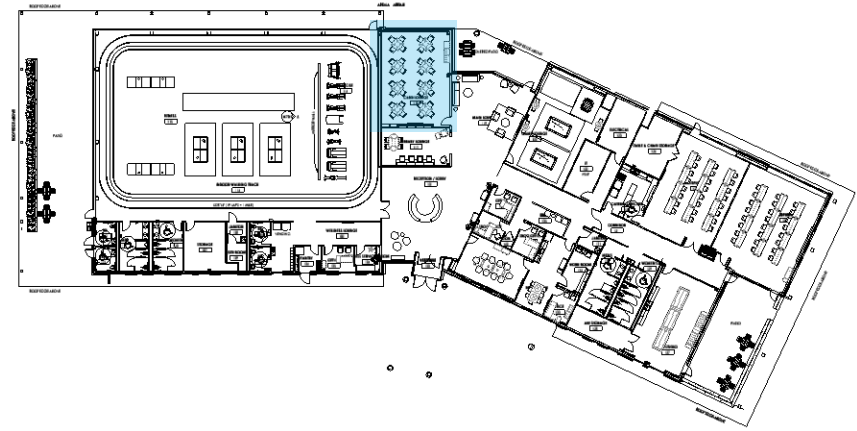
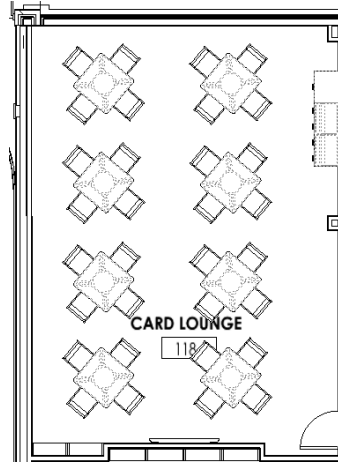


PRODUCT NAME

JSI

SPECIFICATIONS

- 1) 30" STORAGE TOWER – QTY (2)
- 2) 60" STORAGE CREDENZA – QTY (1)



MAIN LOUNGE 119

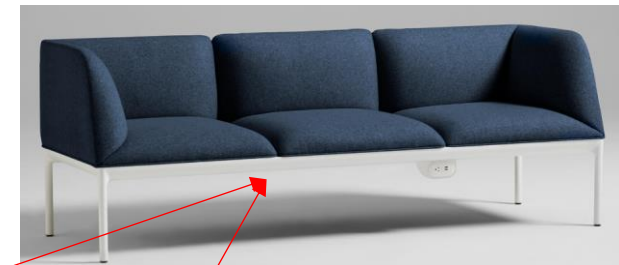
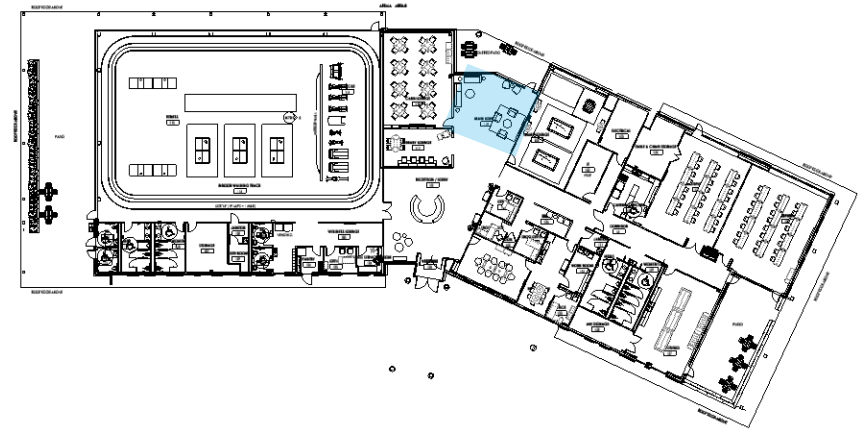
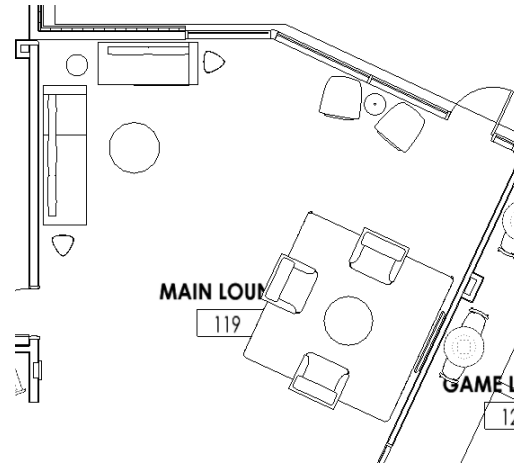


LOUNGE AREA

DAVIS

SPECIFICATIONS

- 1) JP LOUNGE 3-SEAT SOFA – QTY (1)
- 2) JP LOUNGE 2-SEAT LOVESEAT – QTY (1)
- 3) KONTOUR UPHOLSTERED OTTOMAN / TABLE – QTY (1)
- 4) TILE END TABLE – QTY (2)
- 5) Q6 16" ROUND TABLE – QTY (1)



MAIN LOUNGE 119

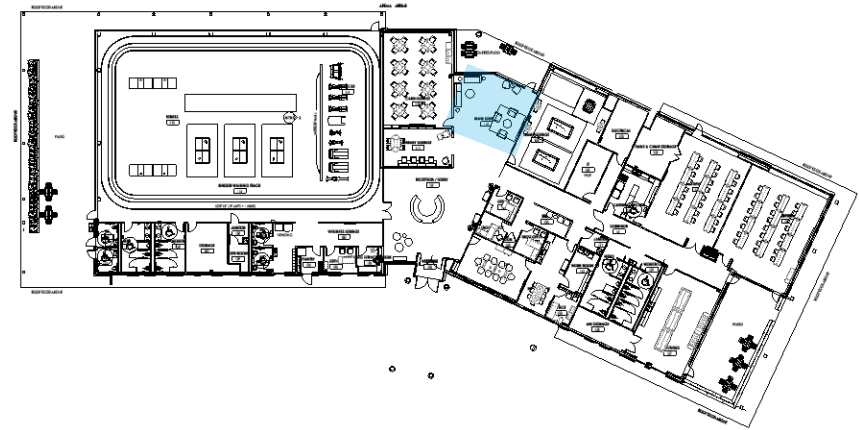
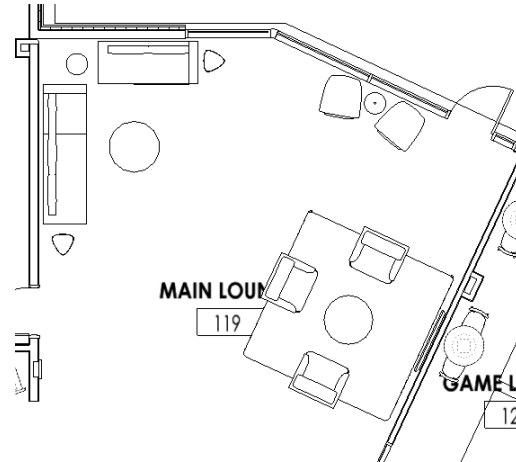


LOUNGE AREA

OFS

SPECIFICATIONS

- 1) LONA LOUNGE CHAIR – QTY (2)
- 2) STRAP END TABLE– QTY (1)



MAIN LOUNGE 119

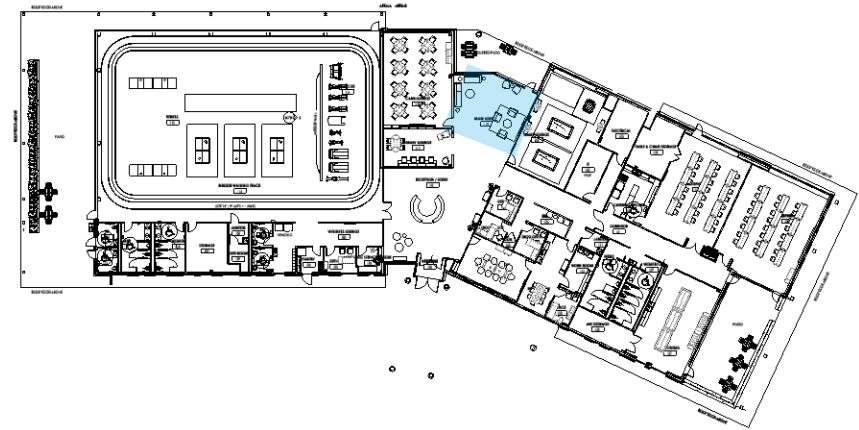
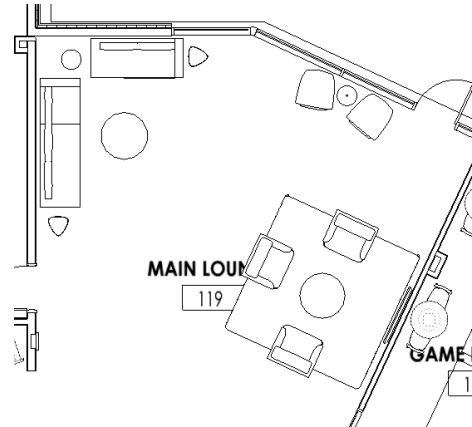


LOUNGE AREA

DAVIS, OFS, SURYA

SPECIFICATIONS

- 1) COSIMA 1-SEAT CHAIR, UPHOLSTERED – QTY (4)
- 2) BANSHEE 10' x 10' AREA RUG – QTY (1)
- 3) SUSU ROUND COFFEE TABLE – QTY (1)



PATIO - SMALL

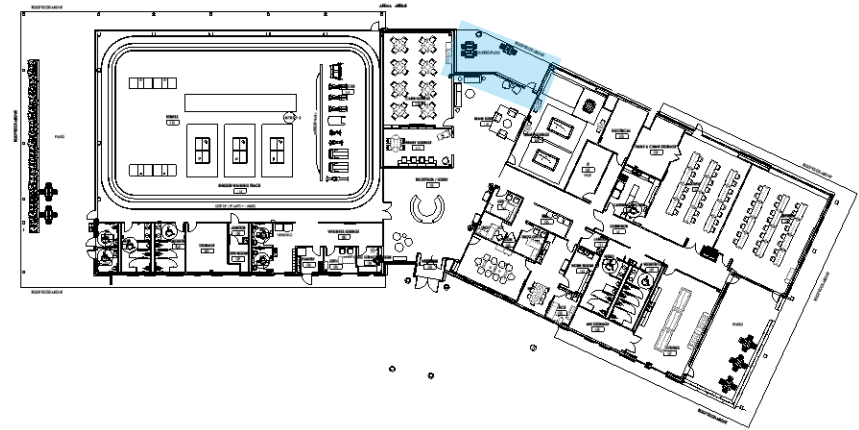
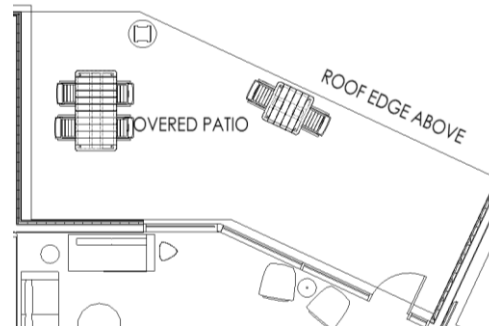


OUTDOOR PATIO LOUNGE

GRAND RAPIDS CHAIR, KFI
STUDIOS

SPECIFICATIONS

- 1) BOWEN PEDESTAL OUTDOOR
TABLE- QTY (1)
- 2) BOWEN RECTANGLE OUTDOOR
TABLE- QTY (1)
- 3) EVELEEN ARMCHAIR, ALUMINUM
FRAME – QTY (6)



PATIO - MEDIUM

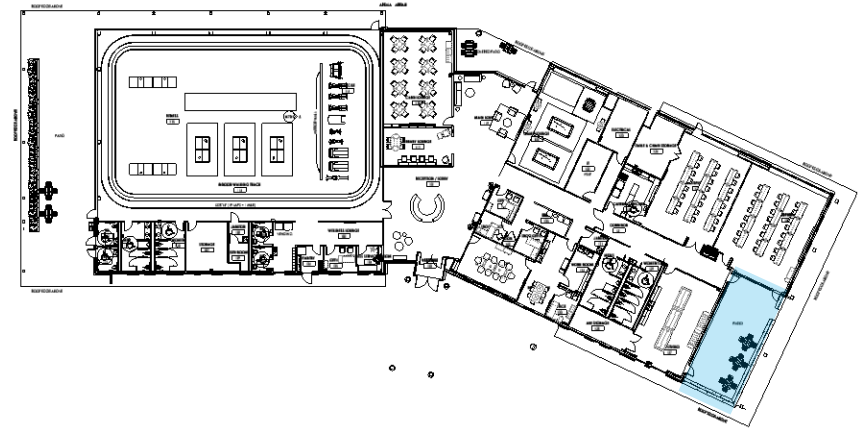
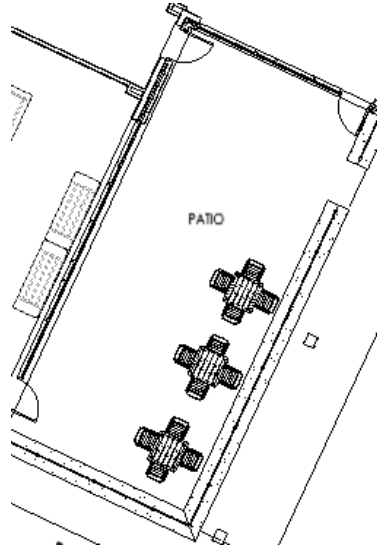


OUTDOOR PATIO LOUNGE

GRAND RAPIDS CHAIR, KFI STUDIOS

SPECIFICATIONS

- 1) EVELEEN OUTDOOR CHAIR- QTY (12)
- 2) BOWEN OUTDOOR SQUARE TABLE- QTY (3)



ART STUDIO 127

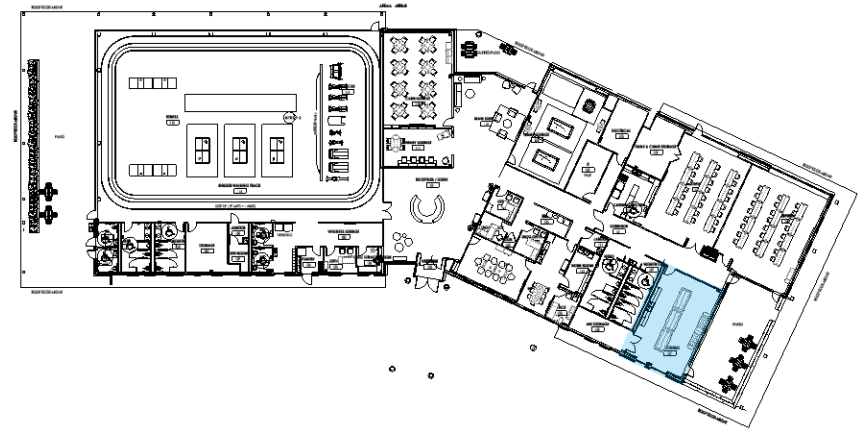
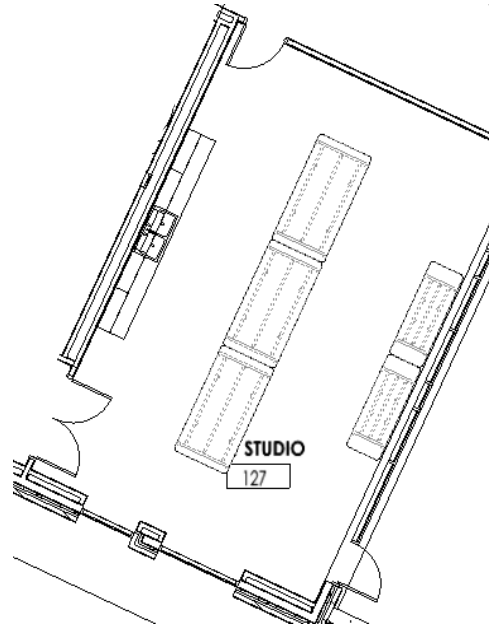


ART STUDIO

JSI

SPECIFICATIONS

- 1) DRAFT 42"D X 96"W X 30"H
TABLE W/ CASTERS – QTY (3)
- 2) DRAFT 30"D X 84"W X 30"H
TABLE W/ CASTERS – QTY (2)



OFFICE 133

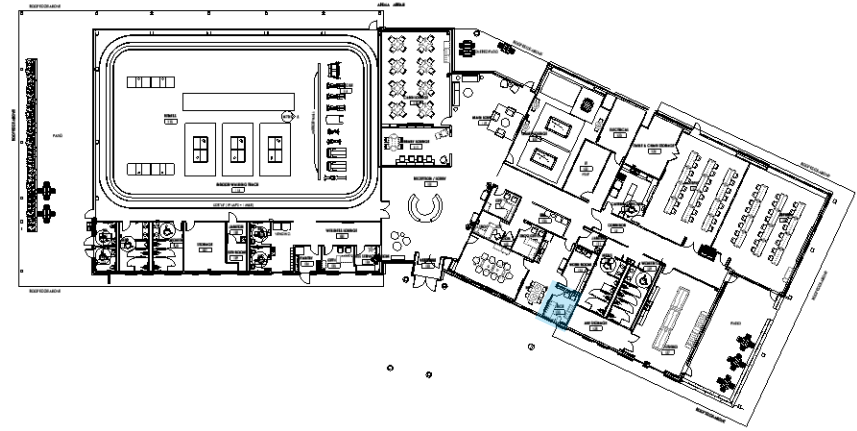
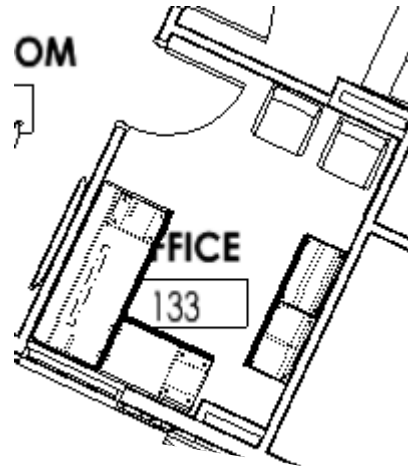


OFFICE TYPICAL

JSI, LESRO

SPECIFICATIONS

- 1) 30" X 72" BBF PEDESTAL DESK – QTY (1)
- 2) 24" X 48" RETURN SHELL – QTY (1)
- 3) 72" MULTI-FILE CREDENZA – QTY (1)
- 4) AMHERST UPHOLSTERED/WOOD GUEST CHAIR – QTY (2)



SROG 135

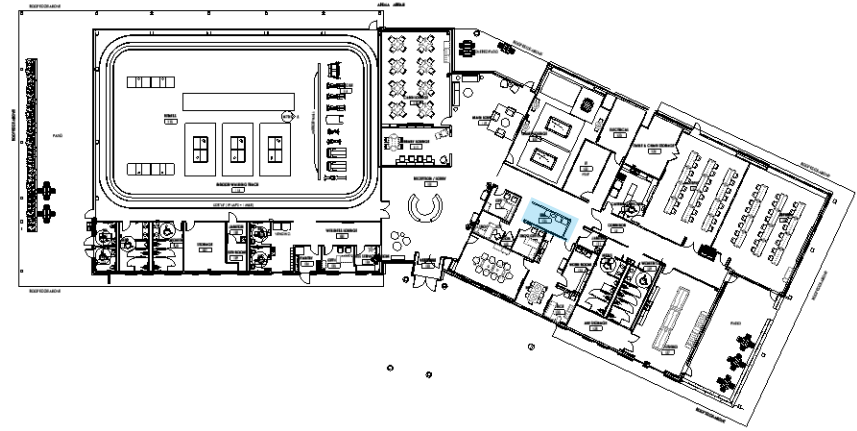
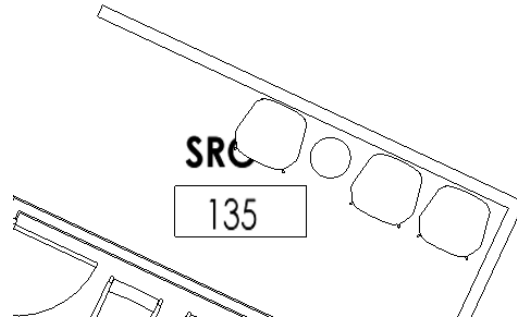


PRODUCT NAME

DAVIS

SPECIFICATIONS

- 1) SACHET GUEST CHAIR – QTY (3)
- 2) Q6 16" ROUND TABLE– QTY (1)



OFFICE 136 – ZACK'S OFFICE

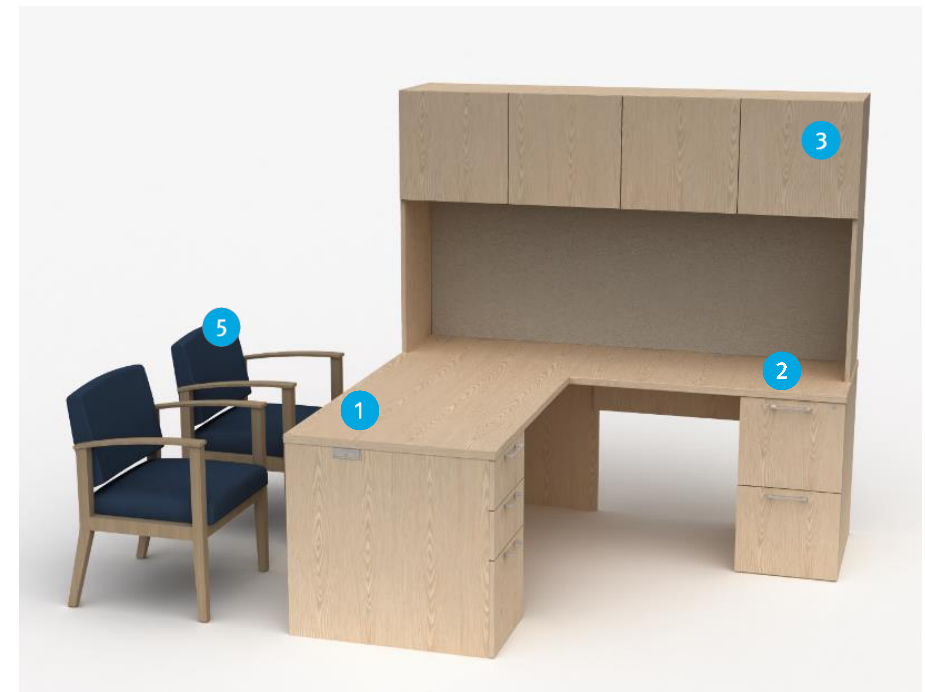
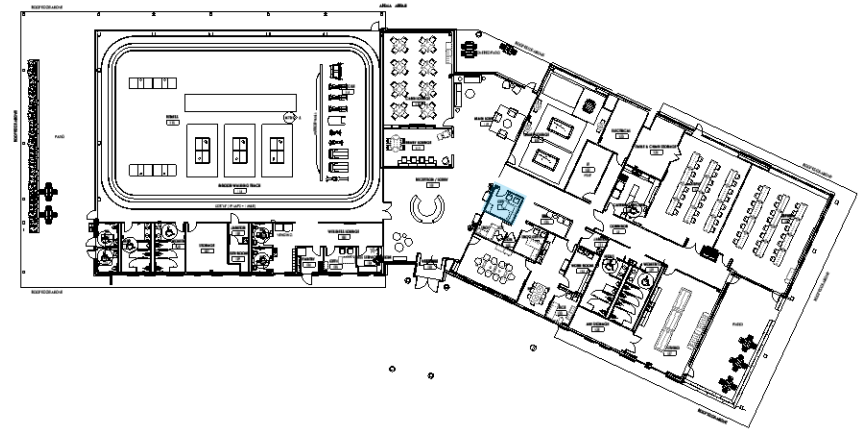
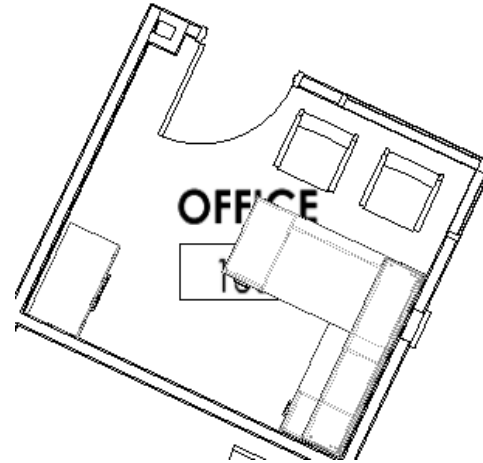


OFFICE TYPICAL

JSI, LESRO

SPECIFICATIONS

- 1) 30" X 66" BBF PEDESTAL DESK – QTY (1)
- 2) 24" X 42" FF RETURN – QTY (1)
- 3) 72" OVERHEAD HUTCH WITH TACKBOARD – QTY (1)
- 4) 36"W X 68"H F/F WARDROBE – QTY (1)
- 5) AMHERST UPHOLSTERED/WOOD GUEST CHAIR – QTY (2)



OFFICE 137

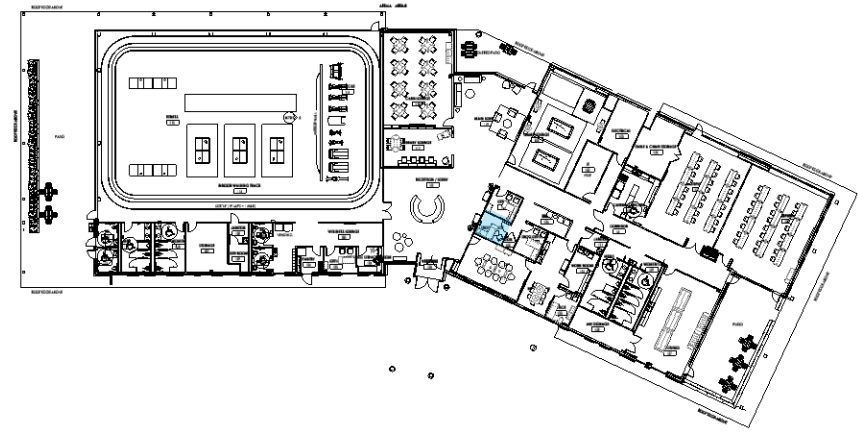


OFFICE TYPICAL

JSI, LESRO

SPECIFICATIONS

- 1) 30" X 66" BBF PEDESTAL DESK – QTY (1)
- 2) 24" X 48" RETURN SHELL– QTY (1)
- 3) MOBILE BBF – QTY (1)
- 4) AMHERST UPHOLSTERED/WOOD GUEST CHAIR – QTY (2)



OFFICE 139

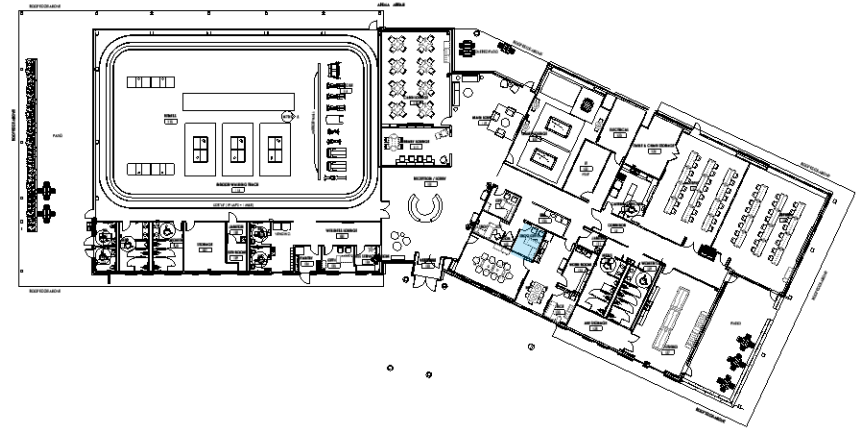
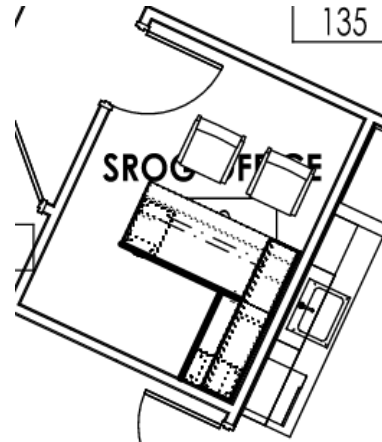


OFFICE TYPICAL

JSI, LESRO

SPECIFICATIONS

- 1) 30" X 66" BBF PEDESTAL DESK – QTY (1)
- 2) 24" X 48" FF RETURN – QTY (1)
- 3) AMHERST UPHOLSTERED/WOOD GUEST CHAIR – QTY (2)



CONFERENCE 138

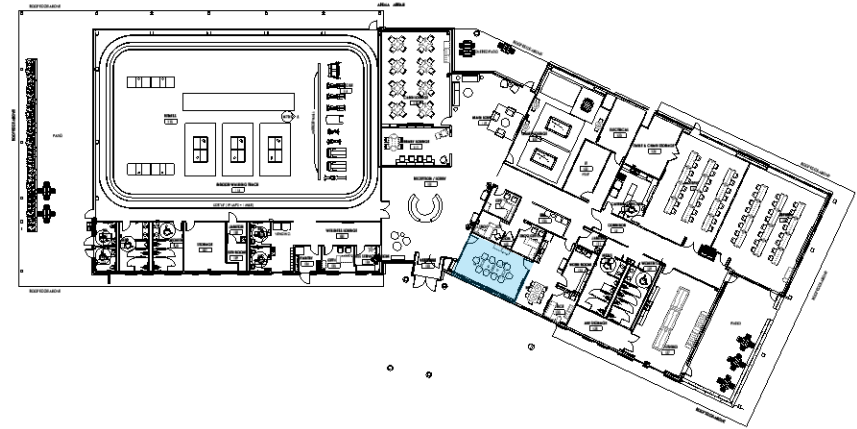
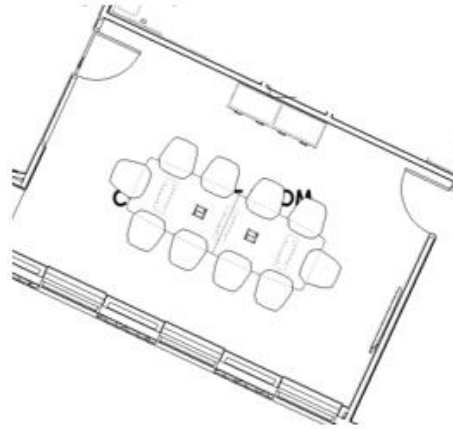


CONFERENCE

JSI, DAVIS

SPECIFICATIONS

- 1) VISION MEETING 48"D X 144"W
BOAT SHAPED TABLE TOP,
ROUNDED CORNER AND PANEL
BASES – QTY (1)
- 2) SACHET GUEST CHAIR – MID BACK–
QTY (10)
- 3) POWER – QTY (2)



CHAIRS FROM DAVIS WAREHOUSE –
NEED TO CONFIRM QUANTITY

CONFERENCE 138

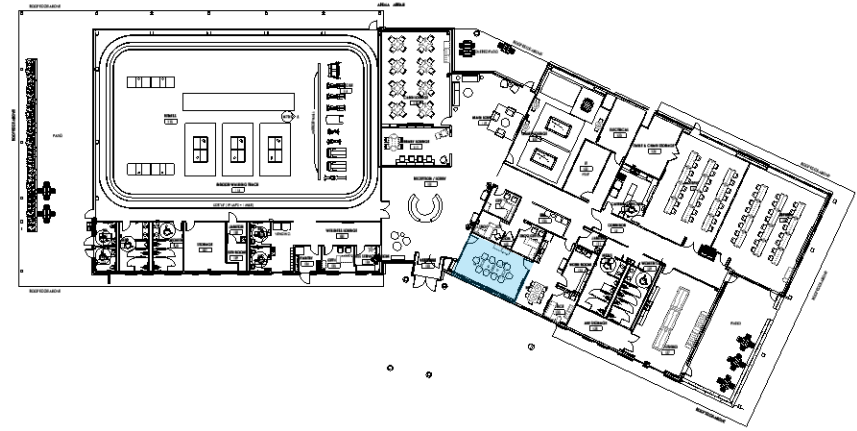
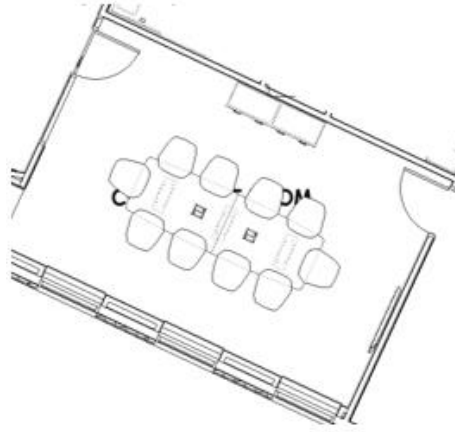


CREDENZA

JSI

SPECIFICATIONS

- 1) VISION BUFFETT CREDENZA
72"W – QTY (1)





LAURA PATERSON, ACCOUNT MANAGER

8007 NATIONAL SERVICE RD STE 101 COLFAX, NC 27235

LPATERSON@ALFREDWILLIAMS.COM | 336.369.8228

ALFREDWILLIAMS.COM

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Consideration of a Resolution for Grant Funding Submission for the Recreation Trails Program (RTP)

FROM:

Lee Tillery
Parks & Recreation Director

MEETING DATE:

August 13, 2026

PUBLIC HEARING:

No

ADVERTISED DATE/BY:

N/A

ATTACHMENTS:

1. Map
 2. Resolution
-

PURPOSE: Council authorization to submit for a Recreation Trails Program (RTP) grant for \$100,000 through the State Division of Parks & Recreation Trails Program.

BACKGROUND: The purpose of this grant is to support a project that will bring the first Blueway to High Point. A Blueway is a designated and marked recreational paddle trail for non-motorized watercraft such as canoes, kayaks and paddleboards. The creation of this first section of Blueway is located along a 2.5 mile natural and scenic floodplain swamp section of the Deep River following along and under the High Point Greenway. The designated section begins upstream of High Point City Lake near University Park, on the West Fork of the Deep River, and ends at High Point City Lake Marina. (See attached Floodplain and Project Specific Map). The project will include removal of existing logs and debris to improve flow, bank clean up and stabilization and the construction of an access point and parking near Hickwood and Deep River Road.

The grant amount is \$100,000 and requires a 25% local match. The match can also come in the form of "in-kind" contributions to the project.

BUDGET IMPACT: Funds are available in the FY 2026-2027 budget.

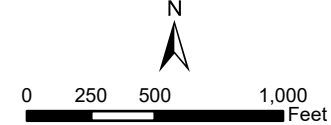
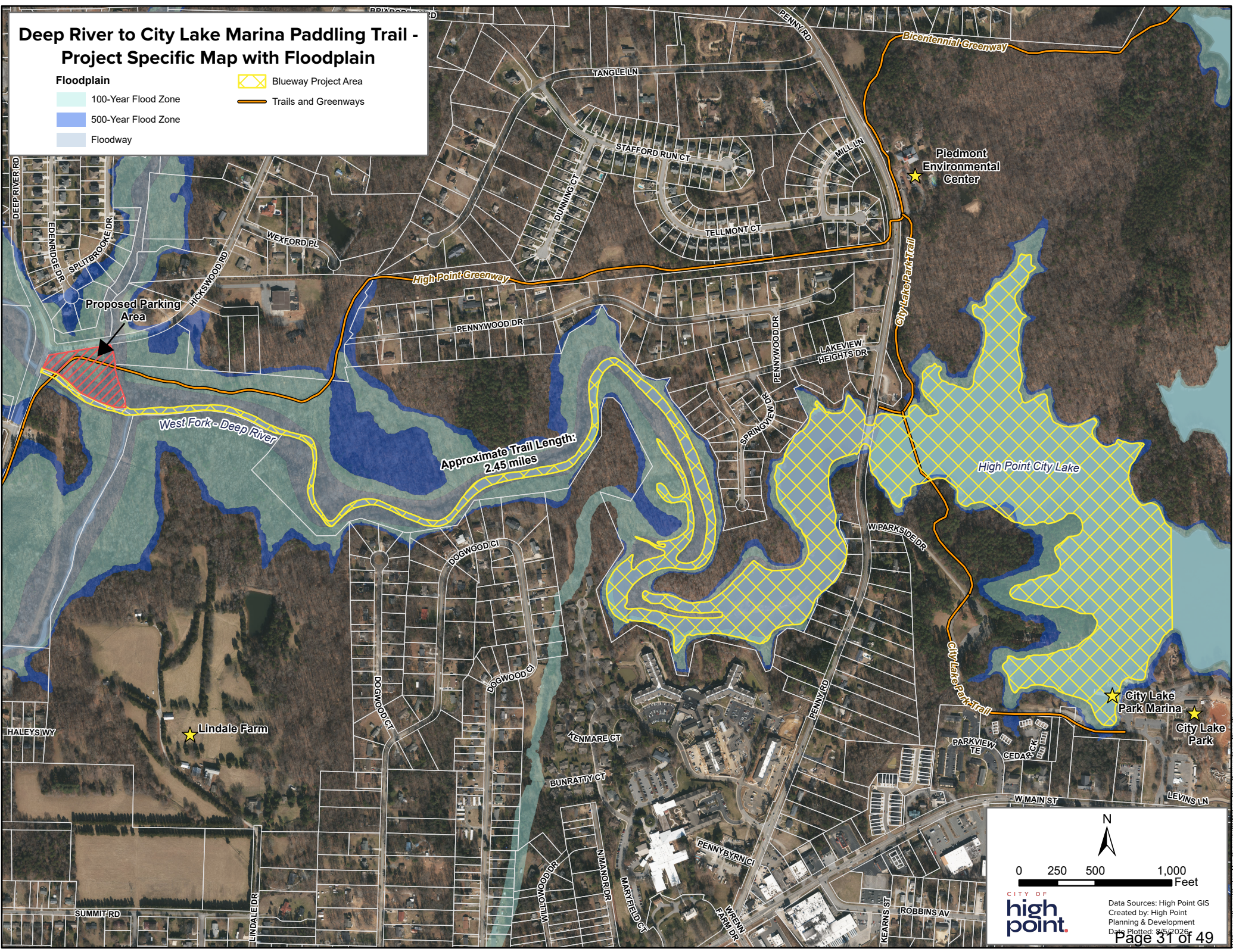
RECOMMENDED ACTION REQUESTED: City Council is requested to consider a resolution authorizing the submission of a Recreation Trails Program (RTP) grant application for the Deep River Blueway project and authorize the appropriate City Official(s) to execute all necessary documents.

Deep River to City Lake Marina Paddling Trail -
Project Specific Map with Floodplain

- Floodplain**

 - 100-Year Flood Zone
 - 500-Year Flood Zone
 - Floodway
- Blueway Project Area**

Trails and Greenways



**RESOLUTION OF THE HIGH POINT CITY COUNCIL AUTHORIZING
COMPLETION OF GRANT APPLICATION**

WHEREAS, the City of High Point (“City”) seeks to apply for grant funding through the Recreational Trails Program (“RTP”), a federal grant program administered statewide by the North Carolina Division of Parks and Recreation; and

WHEREAS, the City intends to utilize any RTP grant funds received to support the City’s Deep River Blueway project (“Project”); and

WHEREAS, the City intends to perform the Project in accordance with the scope of work to be included in the City’s grant application.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of High Point that:

Section 1. City of High Point staff are authorized to complete the 2026 Recreational Trails Program grant application; and

Section 2. The City of High Point does hereby give assurance to the North Carolina Division of Parks and Recreation that any Conditions or Assurances contained in the grant will be adhered to; and

Section 3. The City of High Point does hereby commit to the twenty-five percent (25%) local match and acknowledges the three (3)-year timeframe to complete the grant portion of the project; and

Section 4. The City Manager or designee is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the North Carolina Division of Parks and Recreation.

ADOPTED this the ____ day of _____, 2026.

CITY OF HIGH POINT

By: _____
Cyril Jefferson, Mayor

Attested to:

Sandra R. Keeney, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Consideration of a Contract with Azteca Systems, LLC

FROM:

Robby Stone
Public Services Director
Allison Kraft
Water Resources Director

MEETING DATE:

August 13, 2026

PUBLIC HEARING:

No

ADVERTISED DATE/BY:

N/A

ATTACHMENTS:

1. Picture
2. Agreement

PURPOSE: To request approval for the license renewal with Azteca Systems, LLC - Cityworks Asset Management software used by the Public Services and Water Resources Department operational processes. This software provides the following functionality:

- Work order management for multiple divisions
- Maintenance scheduling
- Preventative maintenance
- Historical maintenance documentation
- Powell Bill documentation
- Performance metrics
- Spare parts management
- Asset management

BACKGROUND: Public Services and Water Resources had previously used multiple work order management programs to assist with ongoing maintenance and record keeping. Cityworks software was implemented to streamline and centralize the functions and capabilities listed above and to provide advanced data collection and analysis capabilities.

The City implemented Cityworks, a Trimble company, in FY 2025. Benefits of this implementation include electronic service requests and real-time updates in the field, task assignment and tracking by management, more efficient workflow with all asset management data in one centralized location, data sharing across divisions, GIS location monitoring, scheduling preventative maintenance based on manufacturers recommendations, and projecting budget needs for future years.

BUDGET IMPACT: Funds are available in the FY 2026-2027 budget.

RECOMMENDED ACTION REQUESTED: City Council is requested to consider a contract with Azteca Systems, LLC in the amount of \$135,000 for the renewal of Cityworks Asset Management software and authorize the appropriate City Official(s) to execute all necessary documents.

Streets All Open WOs

☐	Work Order Id	WO Address
☐	4214	Southwest Section
☐	4224	Monday Routes
☐	4226	Tuesday Routes
☐	4227	Northwest Section
☐	4231	Wednesday Routes
☐	4232	Thursday Routes
☐	4242	Northeast Section
☐	4244	Southeast Section
☐	6300	Deep River Rd, High Point, North Carolina

 Open WO(s)

< 1-8 of 107 >

All Open Street Service Requests

☐	Request Id	Problem Address
☐	11277	4702 Welford Ct, Jamestown, North Carol
☐	11584	Windmill Trail, Wheat street, and Comm
☐	11666	3612 Rockwood Dr, High Point, North Car
☐	11817	2102 Aileen Ct, High Point, North Carolina
☐	11818	400 Hillcrest Dr, High Point, North Caroli

 Open SR(s)

< 1-4 of 5 >

Your Crews Open WOs

☐	Work Order Id	WO Address	Description
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No records found

 Open WO(s)

Your Crews Pending WOs

☐	Work Order Id	WO Address	Description
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No records found

 Open WO(s) 

Contact Information

Contact Name:	Robby Stone	Prepared By Name:	Kristi Ross
Customer:	High Point (NC)	Prepared By Phone:	(916) 294-2234
Contact Address:	211 S Hamilton Street High Point, NC 27260	Prepared By Email:	kristi_ross@trimble.com

Quote Lines

Product Name	Quantity	Net Unit Price
AMS ELA Cityworks Online Premium	1.00	USD 130,500.00
Authorized Users	170.00	USD 0.00
Respond - AMS	1.00	USD 0.00
Mobile Native Apps (iOS/Android) - AMS	1.00	USD 0.00
Storeroom	1.00	USD 0.00
Equipment Checkout	1.00	USD 0.00
Contracts	1.00	USD 0.00
Cityworks for Excel	1.00	USD 0.00
Cityworks Analytics - AMS	1.00	USD 0.00
eURL - AMS	1.00	USD 0.00
Operational Insights	1.00	USD 0.00
Workload - AMS	1.00	USD 0.00
Web Hooks - AMS	1.00	USD 0.00
OpX Projects	1.00	USD 0.00
OpX Contracts	1.00	USD 0.00
OpX Budgets	1.00	USD 0.00
CCTV Interface for PACP	1.00	USD 0.00
Pavement Management	1.00	USD 0.00
Service Request API	1.00	USD 0.00
Citizen Engagement API	1.00	USD 0.00
Work Order API - Basic	1.00	USD 0.00
Work Order API - Extended	1.00	USD 0.00
Inspection API	1.00	USD 0.00
Metrics API	1.00	USD 0.00
Storeroom API	1.00	USD 0.00

Product Name	Quantity	Net Unit Price
Sandbox	1.00	USD 5,000.00
TOTAL:		USD 135,500.00

Maintenance Start Date: 10/1/2026 **Maintenance End Date:** 9/30/2027

Quote Notes:

DISCLAIMER. PLEASE BE ADVISED THAT THE PRODUCTS ASSOCIATED WITH THIS QUOTE MAY NO LONGER BE SUBJECT TO ENHANCEMENTS OR MAINTENANCE. WE URGE YOU TO CONSULT THE COMMUNICATION SENT OUT CONCERNING UPDATES TO CITYWORKS SOFTWARE SUPPORT & YOUR PATH FORWARD AND SUNSETTING. THE PRICE INDICATED HEREIN SHALL CONSTITUTE THE RENEWAL RATE OFFERED UNDER YOUR CURRENT AGREEMENT AS AMENDED BY THIS COMMUNICATION. A COPY OF THE COMMUNICATION CAN BE PROVIDED TO YOU UPON REQUEST. YOU ARE URGED TO REVIEW THIS QUOTE THOROUGHLY AND ASSESS ANY NECESSARY ADJUSTMENTS TO YOUR SUBSCRIPTION. SHOULD THERE BE ANY INQUIRIES OR A NEED FOR FURTHER ASSISTANCE, PLEASE CONTACT US PROMPTLY. WE APPRECIATE YOUR UNDERSTANDING AND CONTINUED PARTNERSHIP.

Terms and Conditions

Payment Terms

Payment due within 30 days

IF YOUR ORGANIZATION REQUIRES A PURCHASE ORDER, PLEASE CONTACT YOUR FINANCE DEPARTMENT TO BEGIN THE APPROVAL PROCESS TO AVOID PAYMENT DELAYS.

All quotations are valid for ninety-days (90) from the date above, unless otherwise stated in this quotation form. All prices quoted are in USD, unless specifically provided otherwise, above. These prices and terms are valid only for items purchased for use and delivery for the Customers listed above.

Unless otherwise referenced, this quotation is for the Cityworks software products referenced above only. Pricing for implementation services (installation, configuration, training, etc.), or other software applications is provided separately and upon request.

The procurement, installation and administration of the Esri software or any other third-party software utilized in conjunction with Cityworks will be the responsibility of the Customer.

For "on-prem" installations, the procurement, installation and administration of the RDBMS utilized in conjunction with Cityworks will be the responsibility of the Customer. Currently, Cityworks supports Oracle and SQL Server. The procurement, installation and administration of the infrastructure (hardware and networking) utilized in conjunction with Cityworks will be the responsibility of the Customer.

This quotation and the pricing information herein is confidential and proprietary and may not be copied or released other than for the express purpose of the current system Software and Product selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Azteca Systems, LLC or unless otherwise specifically permitted by law. If a "public access" or similar request is made, Customer, shall notify Azteca Systems, prior to any disclosure.

Software Licensing

All Azteca Systems software offered in this quotation are commercial off-the-shelf (COTS) software developed at private expense, and is subject to the terms and conditions of the signed "Cityworks Software License and Maintenance Agreement" ("Agreement") and any and all addendums or amendments thereto. A fully executed copy of the Agreement and any addendum(s) is required before delivery and installation and usage of the software is subject to the terms of the current license agreement.

The terms and conditions of the executed Cityworks Software License Agreement apply to this Quote unless otherwise specifically stated herein. Any additional or conflicting terms set forth in any purchase orders, invoices, or other standard form documents exchanged during the ordering process, other than product descriptions, quantities, pricing, and dates are void and of no effect.

Delivery method is by way of download through Azteca Systems, LLC. customer support web portal.

Taxes

Prices quoted do not include any applicable state, sales, local, or use taxes unless so stated. In preparing your budget and/or Purchase Order, please allow for any applicable taxes, including, sales, state, local or use taxes as necessary. Azteca Systems reserves the right to collect any applicable sales, use or other taxes tax assessed by or as required by law. Azteca Systems reserves the right to add any applicable tax to the invoice, unless proof with the order is shown that your organization or entity is tax exempt or if it pays any applicable tax directly.

International Customers

These items are controlled by the U.S. government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

Your signature indicates your acceptance of this Quote, and that you have read and accepted the Terms and Conditions set forth above.

Accepted by:

Title

____/____/____
Date

Azteca Systems, LLC - Cityworks | 5475 Kellenburger Road, Dayton, OH 45424

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Consideration of Approval of a Task Order with Alta Planning + Design, Inc.

FROM:
Nathan Smiley
Transportation Planner

MEETING DATE:
August 13, 2026

PUBLIC HEARING:
No

ADVERTISED DATE/BY:
May 12, 2026

ATTACHMENTS:
1. Scope of Services

PURPOSE: Council approval of the scope of services and associated budget for the development of an updated Pedestrian and Bicycle Action Plan. The planning process will update the City's 2017 Pedestrian Action Plan, incorporate bicycle elements, and further the goals of the City's 2045 Comprehensive Plan.

BACKGROUND: The High Point pedestrian plan is 10 years old and does not maintain coherence with the city's new 2045 Comprehensive Plan. This new plan will be realigned with the comp plan and focus on creating concept plans that will enable a faster process for funding and construction. The plan will consist of a three-day charrette which will involve the steering committee, stakeholder groups, and the public in gathering and analyzing feedback. It will also provide policy considerations such as improvements for the complete streets policy, criteria for the fee-in-lieu system, scoring system for sidewalk repair/replacement, and better guidance for connecting the existing bike network.

Planning and Design services are proposed at a total cost of \$130,000, with \$104,000 (80%) funded through federal dollars administered by NCDOT and the remaining \$26,000 (20%) provided by the City as the local match. Federal funds of \$104,000 will be reimbursed by NCDOT.

BUDGET IMPACT: Funds are available in the FY 2026-2027 budget.

RECOMMENDED ACTION REQUESTED: City Council is requested to consider approval of a task order with Alta Planning + Design, Inc. in the amount of \$130,000 for the development of the City's Pedestrian and Bicycle Action Plan and authorize the appropriate City Official(s) to execute all necessary documents.



To: City of High Point

From: Alta Planning + Design with Three Oaks Engineering (“the Alta team”)

Date: August 6, 2026

Re: City of High Point Pedestrian and Bicycle Action Plan Draft Scope of Services

Task 1: Project Management

Stakeholder Identification

The Alta team will assist in identifying and engaging stakeholders, including community members, local businesses, neighborhood groups, schools, and advocacy groups. The Alta team will pull together stakeholder lists from previous pedestrian and bicycle planning and the more recent PTRC Safety Action Plan, as a starting point, and work closely with the MPO and City to refine the list.

Steering Committee Meetings

The Alta team will prepare for and lead steering committee meetings for this planning effort, with a focus on implementation, building upon the findings of the Kickoff Charrette (see tasks 2 and 3). The steering committee will have opportunities to review draft products, including the network recommendations, priority recommendations, and the Draft Pedestrian and Bicycle Action Plan. This task will include two steering committee meetings. Two additional steering committee meetings will be included in the ‘charrette’ detailed in tasks 2 and 3.

Project Management Report and Invoicing

The Alta team will hold bi-weekly meetings with the City of High Point to work through project logistics and prepare materials. Staff from City departments involved in implementation and steering committee members or other stakeholders can be added to the bi-weekly meetings throughout the project to provide input at relevant points.

The Alta team will provide monthly reports to the City of High Point outlining completed tasks and those that have made progress. This will include monthly invoices to be processed through the MPO. The final invoice should be established for processing before June 30th, 2027.

Deliverables

- Stakeholder list
- Two steering committee meetings including meeting materials and summary notes
- Bi-weekly calls
- Monthly progress reports and invoices

Task 2: Kickoff Charrette Coordination and Preparation

Charrette Schedule Development

The Alta team and City of High Point will conduct a kickoff call to:

- Select and confirm the week of the charrette
- Review the day-by-day charrette schedule
- Select and confirm meeting locations
- Discuss potential stakeholders to be invited
- Discuss potential avenues for inviting local residents to participate in the public portion of the charrette

Charrette Base Map Production: Data Collection, Existing Conditions Assessment, Plan Review, and Updated Pedestrian and Bicycle Network Recommendations

In preparation of the charrette, the Alta team will gather updated pedestrian and bicycle-related GIS data. Because Alta is currently completing the PTRC Safety Action Plan, it is anticipated that Alta already has most layers, leading to an efficient starting point. However, there will likely be new existing and proposed pedestrian and bicycle infrastructure data to be added. Alta will work closely with the City to ensure the most current data is utilized. GIS Layers and data sets may include:

- Existing and funded bicycle-, pedestrian-, transit facilities.
- Bicycle, pedestrian, and transit access facilities gap analysis, including unfunded bicycle, pedestrian projects, transit, street, and intersection projects from relevant municipal plans.
- Transit routes, frequency, ridership, and related information.
- Existing streets layer with lanes, intersections, right-of-way width, speed limit, signals (RRFBs, PHBs, etc.), classification, emergency routes, speed humps, and other traffic calming treatments.
- AADT from NCDOT or the City pedestrian, bicycle, and vehicle crash data.
- Existing land use.
- ACS / Census demographic data.
- Priority Development Areas and Equity Opportunity Areas from the 2045 Comprehensive Plan, including activity centers and place types.
- Existing and proposed greenway alignments.
- Destinations, such as schools, parks, grocery stores, convenience stores, drug stores, etc.
- Regional bikeway, greenway, and safety recommendations from the Great Trails State Plan, PTRC Safety Action Plan, and regional bicycle plan (all of which Alta led)

The Alta team will conduct a comprehensive assessment of existing land uses, activity centers, downtown, and transportation networks in the City of High Point and connections to facilities in surrounding areas. With the GIS data collected above, this subtask will identify areas of potential pedestrian and bicycle demand, focusing on activity centers.

The Alta team will review bicycle-, pedestrian-, and transportation-related planning documents adopted at the local and regional level to identify related appendices and assure alignment with related efforts. Because Alta has completed most of these planning efforts, there will be minimal effort and greater efficiency with this sub task.

The Alta team will update the pedestrian and bicycle networks to a 2026 Action Network, building from data collected, previous plans, and updating potential redundancies in recommendations or new opportunities/challenges for implementation. The network will highlight key activity centers and remaining priority projects from past plans. Network updates, a consolidated list of potential priorities, and draft prioritization criteria (that considers factors such as safety, connectivity, transit access, demand, equity, public input, and feasibility) will be shared with City of High Point for review ahead of the charrette.

Charrette Flyer, Survey, Press Release, and project business/information cards

To be distributed at least two weeks ahead of the charrette week, the Alta team will create:

- A hard copy survey (online version will be housed on the City's PublicInput site, see below)
- A flyer advertising the charrette engagement opportunities
- A press release
- Business/information cards that link to the City's PublicInput Website

The City of High Point will facilitate the distribution of the online survey and flyer via social media advertising the charrette. Additionally, the City of High Point will facilitate the distribution of the press release.

PublicInput Website

The City of High Point will maintain the publicinput project page including the survey, interactive map, and project background information. Alta will support the City by sharing GIS layers for the interactive map, text for the survey, and other materials such as the draft plan document for public review.

Departmental Collaboration

The City of High Point will invite relevant representatives from various City departments involved in pedestrian and bicycle project implementation and maintenance to the bi-weekly project team meetings leading up to the charrette week. These calls will focus on the lessons learned, successes, and challenges of implementing priorities from past plans.

Deliverables

- GIS data request
- Charrette base map showing existing and programmed pedestrian and bicycle facilities, network recommendations, remaining priorities from previous plans, and key activity centers
- Charrette survey, flyer, press release, and text for project website
- Departmental collaboration calls

Task 3: Three-Day Charrette Workshop

Day 1 – Initial Meetings and Events

Morning – Safety Audit Tour: Alta staff will meet with City of High Point staff for an initial safety audit of key activity centers and potential priorities identified in task 2. The tour will be conducted partly by car, and partly by walking, if weather permits. Alta will conduct a photo inventory of key opportunities and challenges. After the initial 1-2 hour tour, the Alta team will continue the tour of activity centers on their own and prepare for afternoon/evening meetings.

Late Afternoon – Steering Committee Meeting: Alta staff will facilitate a kickoff meeting with the steering committee. The meeting will cover:

- The scope and purpose of the ped/bike update, charrette and overall project schedule
- Overall network recommendations built from past plans
- Discussion of priority infrastructure and policy recommendations from past plans
 - Lessons learned from implementation – successes and challenges
- Discussion of prioritization criteria; potential top priorities to consider
- This session will conclude with a base map mark-up of priorities consolidated from past plans and pedestrian-focused needs at activity centers

Early Evening – Open House and Pop-up Event: Alta staff and High Point staff will facilitate one public open house event.. Up to two members of the Alta team will attend the open house with City of High Point staff.

Open house event: This drop-in meeting will be open to the public, and steering committee members will be encouraged to attend. Ideally the location will be in or near an activity center. The meeting will cover:

- A welcome table to sign in and learn about the project
- A self-running PowerPoint presentation covering the scope and purpose of the planning process
- A base map mark-up station for commenting on network recommendations, focusing on potential priorities and pedestrian improvements needed for activity centers
- A comment form station for attendees to fill out the hard copy survey
- Project information cards pointing people to the City’s project landing page and online interactive map and survey

Pop-up events: Additionally, 1-2 pop-up events will be scheduled at an appropriate time – most likely to coincide with community events outside of the charrette week. The City of High Point and Alta will work together to finalize an appropriate time and place for pop-up events. Pop-up events will include the following materials:

- A table and tent (if at an uncovered, outside location)
- Base map for commenting on network recommendations, focusing on potential priorities and pedestrian improvements needed for activity centers or linear projects
- Hard copy surveys
- Project information cards

Day 2 – Stakeholder Meetings and Pop-up Events

The Alta team and City of High Point will facilitate stakeholder meetings throughout the day.

Stakeholder Meetings: Three to four stakeholder meetings will be scheduled throughout the day to discuss network recommendations, focusing on potential priorities and pedestrian improvements needed for activity centers. The City of High Point will select which stakeholder groups should be included in these meetings. These stakeholder meetings will be attended by one member of the Alta team and one member of City of High Point staff.

Day 3 – Steering Committee Meeting #2

Morning – Studio time: Alta staff will create a summary presentation of steering committee, stakeholder, and public feedback from Days 1 and 2, including potential network recommendation updates and potential top pedestrian focused projects at priority activity centers.

Late Afternoon – Steering Committee Meeting #2: Alta staff will facilitate a second steering committee meeting. The meeting will cover:

- Summary of initial feedback from steering committee, stakeholders, and public
- Network updates
- Priority selection and concept design process
- Implementation considerations
- Next steps in the process

Deliverables

- Safety audit tour
- Two steering committee meetings
- Three to four stakeholder meetings
- One to two pop-up events
- Open house event

Task 4: Concept Designs for Top Projects

Building on the prioritization criteria and top projects discussed during the charrette, the Alta team will work with the City of High Point to finalize the top projects and begin creating concept design project sheets.

Concept Designs

Based on the complexity of the top projects selected for concept design, the City of High Point and the Alta team will decide on the number of projects and level of detail to be included in the concept design sheets. The concept design sheets could include an example each of different types of projects (such as pedestrian-focused activity centers, urban streets and boulevards (stemming from the Comprehensive Plan), or other pedestrian and/or bicycle linear project types). Maintenance considerations for material types and green stormwater infrastructure will be folded into the sheets where appropriate. Additionally, the Alta team will identify potential funding sources, including federal

grants, state programs, and local funds for the top projects selected (and will include a summary table of funding sources in general).

Deliverables

- Prioritized top project list
- Number of concept design sheets, photo simulations or renderings, and planning level cost estimates to be determined based on project complexity once the top projects are selected

Task 5: Policy Considerations

The Alta team will work with the City of High Point to identify improvements needed to the complete streets policy, criteria for a fee-in-lieu system, a scoring system for sidewalk repair/replacements, guidance for better connecting the bike network and first-last mile transit connections.

Deliverables

- Summary table/text providing high level guidance for the above items.

Task 6: Draft Pedestrian and Bicycle Action Plan

Action Plan Drafting

The Alta team will draft the Pedestrian and Bicycle Action Plan. The document is anticipated to be a concise, graphic-friendly and easy-to-digest document that is approximately 40-50 pages. It will incorporate information gathered from previous tasks, and a potential document structure could include:

- Executive Summary
- Chapter 1 – Introduction/Background
- Chapter 2 – Public engagement and charrette summary
- Chapter 3 – Network recommendations, prioritization, and concept designs
- Chapter 4 – Funding, policy considerations, and implementation action steps
- Appendix – Public Comments

Internal Review and Final Action Plan

The Alta team will conduct an internal review of the draft plan with key stakeholders, including the steering committee. The Alta team will incorporate internal feedback as needed and prepare a final draft for public input.

Deliverables

- High Point Pedestrian and Bicycle Action Plan Draft
- Final High Point Pedestrian and Bicycle Action Plan

Task 7: Public Presentation and Feedback

Public Presentation

The City of High Point will present the Draft Pedestrian and Bicycle Action Plan to the High Point City Council Prosperity Livability and Safety (PL&S) Committee. The draft plan will be shared through the City of High Point's social media, the steering committee, and stakeholders. The Alta team will lead either up to two public engagement events such as pop-up or open house events.

Final Draft Report to HPMPO and City Council

The City of High Point will present a summary of the final plan to the HPMPO Transportation Coordinating Committee and the HPMPO Transportation Advisory Committee. The Alta team will present the final draft to the City Council.

Deliverables

- Two public engagement events such as open house events or pop-up events
- Presentation to City Council

Budget

Task	Fee
1. Project Management	\$15,000
2. Kickoff Charrette Coordination and Preparation	\$17,000
3. Three-Day Charrette Workshop	\$20,000
4. Concept Designs for Top Projects	\$43,000
5. Policy Considerations	\$5,000
6. Draft Pedestrian and Bicycle Action Plan	\$23,000
7. Public Presentation and Feedback	\$7,000
	Total: \$130,000

Schedule

	9 Month Schedule (August 2026 - April 2027)								
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Task 1: Project Management				M			M		
Task 2: Kickoff Charrette Coordination and Preparation		D							
Task 3: Three-Day Charrette Workshop		KICKOFF CHARRETTE					Draft Plan Engagement		
Task 4: Concept Designs for Top Projects						D			
Task 5: Draft Pedestrian and Bicycle Action Plan						Draft Plan		Final Plan	
Task 6: Public Presentation and Feedback								P	
M = Committee Meeting, D = Deliverable, P = Presentation to City Council									

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Consideration of a Purchase with National Equipment Dealers, LLC

FROM:

Kevin Rogers
Fleet Services Director

MEETING DATE:

August 13, 2026

PUBLIC HEARING:

No

ADVERTISED DATE/BY:

N/A

ATTACHMENTS:

1. Picture
 2. Bid Recommendation Form
-

PURPOSE: The Streets Division is currently utilizing a 2011 John Deere 524K wheel loader that needs replacement due to age and overall condition. Using the NC Sheriff's Contract# 26-10-0422R, one (1) Hyundai HL940A wheel loader is recommended for council approval.

BACKGROUND: The Streets Division is currently utilizing equipment that needs to be replaced due to age, condition, and operating hours. National Equipment Dealers, LLC can provide a Hyundai HL940A wheel loader that will continue to meet their needs. The price of \$259,869.71 is for the wheel loader with 3 yd 4 in 1 bucket, extended warranty, operator training, and delivery. Delivery is estimated to be 280-365 days.

BUDGET IMPACT: Funds are available in the FY 2026-2027 budget.

RECOMMENDED ACTION REQUESTED: City Council is requested to consider a purchase with National Equipment Dealers, LLC in the amount of \$259, 869.71 for a Hyundai HL940A wheel loader, declare the current wheel loader surplus, dispose of the current wheel loader through the online auction process, and authorize the appropriate City Official(s) to execute all necessary documents.



BID RECOMMENDATION

DEPARTMENT:

COUNCIL AGENDA DATE:

BID NO.: CONTRACT NO.: DATE OPEN:

DESCRIPTION:

PURPOSE:

COMMENTS:

RECOMMEND AWARD TO: AMOUNT:

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: DATE:

The Purchasing Division concurs with recommendation submitted by the and recommends
award to the lowest responsible, responsive bidder in the amount of .

PURCHASING
MANAGER: DATE:

FINANCIAL SERVICES DIRECTOR: DATE:

Approved for Submission to Council

CITY MANAGER:
(For City Council Approval Only) DATE: