



City of Grand Prairie

City Hall
300 W. Main Street
Grand Prairie, Texas

Meeting Agenda

Finance and Government Committee

Tuesday, October 13, 2020

2:30 PM

Video Conference

This meeting of the Finance and Government Committee will be held via video conference. Members of the public may participate in the meeting remotely by webinar or telephone through the following:

When: Oct 13, 2020 02:30 PM Central Time (US and Canada)

Topic: City of Grand Prairie - F&G Meeting

Please click the link below to join the webinar:

<https://gptx.zoom.us/j/92438471014?pwd=UmsrcHBoZm5WMzNpQ2ZuRDZJckl4Zz09>

Passcode: 506466

Or iPhone one-tap :

**US: +13462487799,,92438471014#,,,,,0#,,506466# or
+16699006833,,92438471014#,,,,,0#,,506466#**

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

**US: +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 408 638 0968 or
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Webinar ID: 924 3847 1014

Passcode: 506466

International numbers available: [https://gptx.zoom.us/u/aDY3Jjdij](https://gptx.zoom.us/j/92438471014?pwd=UmsrcHBoZm5WMzNpQ2ZuRDZJckl4Zz09)

All meeting participants will automatically be muted until it is their turn to speak. To be recognized to speak, use the "raise hand" feature in the Zoom meeting platform. Or, if you are joining by phone, you may press *9 to raise your hand. Please call in only during discussion of the item on which you wish to speak. A maximum five (5) minutes is permitted per speaker. After speaking, remute your phone by pressing *6.

Call to Order

Staff Presentations

- 1 [20-10437](#) Internal Audit FY20 4th Quarter Report
Attachments: [Internal Audit FY20 4th Quarter Report.xlsx](#)

- 2 [20-10427](#) Employee Insurance Fund Monthly Review - Presented by Lisa Norris, Human Resources Director
Attachments: [Ins Fund through Aug 2020.pdf](#)
[High Claimant Report through 8-31-20](#)

Consent Agenda

- 3 [20-10394](#) Minutes of the September 1, 2020, Finance & Government Committee Meeting
Attachments: [Minutes 09-01-20.docx](#)

- 4 [20-10467](#) 2021 Finance and Government Committee Meeting Schedule
Attachments: [2021 PROPOSED City Council Finance and Government Committee Meeting S](#)

- 5 [20-10428](#) Price Agreement for preventive maintenance and repair services with Trane through a national inter-local agreement at an estimated annual cost of \$51,125 for one year with the option to renew for four additional one year periods totaling \$255,625 if all extensions are exercised; authorize the City Manager to execute the renewal optional with aggregate price fluctuations of the lesser of up to \$50,000 or 25% of the original maximum price so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms
Attachments: [20-10428 - Price Agreement with Trane - EPIC PM & Repairs.doc](#)

- 6 [20-10415](#) Contract to add a building management control system for The Summit from Enviromatic Systems in the amount of \$134,300 with a 5% contingency of \$6,715 through a national interlocal agreement with BuyBoard for a total project cost not to exceed \$141,015
Attachments: [20-10415 Summit Control Management System - Enviromatic.doc.xlsx](#)

- 7 [20-10380](#) Purchase of golf merchandise for resale by Prairie Lakes Golf Course from Acushman Company (Titleist) in an amount not to exceed \$60,000 for one year with up to four additional one-year periods cumulatively totaling approximately \$300,000; purchase of catered meals offered for resale by Ruthe Jackson Center from Creative Cuisine in an annual amount not to exceed \$400,000 for one year with up to four additional one-year periods cumulatively totaling approximately \$2,000,000; authorize the City Manager to execute the renewal options so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms
Attachments: [20-10380 Resale Acushman and Creative Cuisine.doc](#)
- 8 [20-10419](#) Construction Contract with William H. Company, LLC for Great Southwest Nature Park Improvements Phase 1 in the amount of \$859,789 and approve a 5% contingency in the amount of \$42,990 for a total of \$902,779
Attachments: [20-10419 RFB 20163 - CC EXHIBIT](#)
[20-10419 - GSW Construction - William H. Company.xlsx](#)
- 9 [20-10440](#) Contract with Home Depot for the installation of two (2) prefabricated Yurt cabins in the amount of \$60,580 plus a 5% Contingency of \$3,029 for a total of \$63,609
Attachments: [20-10440.xlsx](#)
- 10 [20-10441](#) Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Construction contract with Gomez Brothers Construction, Inc. for Brent Court Storm Drainage Improvements in the total amount of \$387,046.00; material testing with Team Consultants in the amount of \$14,377.80; in-house engineering in the amount of \$19,352.30; and 5% construction contract contingency in the amount of \$19,352.30 for a total project cost of \$440,128.40
Attachments: [Brent CT Storm Drain Improvements recommendation for final acceptance 10-0](#)
[20-10441 W.O. 619.58.xlsx](#)
- 11 [20-10447](#) Ordinance amending the FY20/21 CIP Budget and a construction contract with North Texas Contracting in the amount of \$1,322,496 for North Dallas Water Utilities (DWU) Water Vault Replacement; 5%construction contingency of \$66,125; Materials testing with Alliance Geotechnical in the amount of \$14,989.80; In-house labor distribution in the amount of \$66,125 for a total project cost of \$1,469,735.80
Attachments: [20-10447 WO 619.108.xlsx](#)
[W.O#619.108 North Texas Recommendation of Award Letter](#)
- 12 [20-10459](#) New Contract with Grand Prairie United Charities for COVID Emergency Assistance Program Third Party Administration and Funding Allocation in an amount not to exceed \$250,000, previous Emergency Assistance Program contract value totaling \$549,999

Items for Individual Consideration

- 13 [20-10432](#) Change Order/Amendment No. 4 with Hill & Wilkinson General Contractors for City Hall Municipal Campus Phase Two construction work in the amount of \$103,689.52 for millwork changes, structural repair, concrete ramp work, protective wall covering, additional drainage, structural steel modifications, masonry infill, interior finish revisions, roller shades, breakroom equipment changes and building exterior finish adjustments

Attachments: [WO 620.26.xlsx](#)

Executive Session

The Finance and Government Committee may conduct a closed session pursuant to Chapter 551, Subchapter D of the Government Code, V.T.C.A. to discuss the following:

1. *Section 551.071 "Consultation with Attorney"*
2. *Section 551.072 "Deliberation Regarding Real Property"*
3. *Section 551.074 "Personnel Matters"*
4. *Section 551.087 "Deliberations Regarding Economic Development Negotiations"*

Citizen Comments

Adjournment

Certification

In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, the Finance & Government Committee meeting agenda was prepared and posted October 9, 2020.

Mona Lisa Galicia, Deputy City Secretary

The Grand Prairie City Hall is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972-237-8018 or email Mona Lisa Galicia (mgalicia@gptx.org) at least three (3) business days prior to the scheduled meeting to request an accommodation.



Legislation Details (With Text)

File #: 20-10437 **Version:** 1 **Name:** Internal Audit FY20 4th Qtr Report
Type: Agenda Item **Status:** Agenda Ready - Committee
File created: 10/1/2020 **In control:** Finance and Government Committee
On agenda: 10/13/2020 **Final action:**
Title: Internal Audit FY20 4th Quarter Report
Sponsors:
Indexes:
Code sections:
Attachments: [Internal Audit FY20 4th Quarter Report.pdf](#)

Date	Ver.	Action By	Action	Result
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From
Cathy Patrick

Title
Internal Audit FY20 4th Quarter Report

Presenter
Cathy Patrick

Recommended Action
N/A

Analysis
N/A

Financial Consideration
N/A

AUDIT SERVICES DEPARTMENT
Fiscal Year 2020
4th Quarter

COMPLETED REPORTS	DEPARTMENT	FIELD WORK COMPLETE	REPORT DATE	HOURS TO DATE	IMPLEMENTATION PLAN	IMPLEMENTATION COMPLETE	FOLLOW-UP REVIEW
IT Inventory Process FY 20	Information Technology	7/26/2020	7/28/2020	642	YES	7/1/2021	7/1/2021
Police Payroll Review	Police	7/14/2020	7/15/2020	124	NO	N/A	N/A
Police Auto Pound Inventory Review	Police	9/17/2020	9/21/2020	93	NO	N/A	1/2/2021
Utility Customer Service Revenue Review	Public Works	7/24/2020	7/27/2020	45	NO	N/A	N/A
Streets Inventory Review	Public Works	8/3/2020	8/3/2020	64	YES	9/30/2021	12/1/2021
Water Warehouse Inventory Review	Public Works	9/24/2020	9/25/2020	172	YES	3/30/2021	4/1/2021

Work In Progress

EnerGov Software Implementation (Inspection Software)	320
Internal Audit Risk Assessment	269
Public Works HTE Software Replacement	103

Miscellaneous Projects

Budget Procurement Card Review	153	Continual
Housing Portability Checks	27	Continual
Purchasing Comprehensive Disaster Recovery	27	
Finance Investment Reconciliations	26	Continual
Finance CTP	20	Continual
Gexa Utility Audit	18	
CARES Act COVID Funding	15	Continual
Housing Promissory Notes	14	Continual
CMO-COVID Non Profits	12	
Epic Central Contracts	12	
Hotel/Motel Collections	12	Continual
CMO Capital Assets	11	



Legislation Details (With Text)

File #: 20-10427 **Version:** 1 **Name:** Employee Insurance Fund Monthly Review
Type: Presentation **Status:** Agenda Ready - Committee
File created: 9/30/2020 **In control:** Finance and Government Committee
On agenda: 10/13/2020 **Final action:**
Title: Employee Insurance Fund Monthly Review - Presented by Lisa Norris, Human Resources Director
Sponsors:
Indexes:
Code sections:
Attachments: [Ins Fund through Aug 2020.pdf](#)
[High Claimant Report through 8-31-20](#)

Date	Ver.	Action By	Action	Result
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From
Lisa Norris, Human Resources Director

Title
Employee Insurance Fund Monthly Review - Presented by Lisa Norris, Human Resources Director

Presenter
Lisa Norris, Human Resources Director

Recommended Action
Review Only

Analysis
This analysis covers the experience in the Employee Insurance Fund through August 2020:

Employee Insurance Fund (Attachment 1):

The insurance fund is complete through August 2020 and continues to run well. Revenues are right on target with our projections of 89% of the budgeted amount due to the withholding of both August and September City contributions (row 2 and 3) for Actives and Retirees. On expenses, active claims (column 12, row 28) and retiree claims (column 12, row 29) reached \$13.1 million and \$1.96 million respectively through August. Active and retiree claims saw the lowest claim month since March when COVID hit. The Operating Balance (column 19, row 37) projects a positive year-end balance of \$1,210,416 with the Ending Resource balance expected to land at \$5.9 million. All-in-all, we are running well and consistently as we near the end of the fiscal year.

Financial Consideration

The current budget is approved and no financial consideration is necessary at this time until additional claims data based on future months can be reviewed.

EMPLOYEE INSURANCE FUND (FUND 213010)

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
	2019/20 MOD BGT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	2019/20 CUM	FY Monthly Avg	Running 12- Mo. Avg	1ST QTR AVG	2ND QTR AVG	3RD QTR AVG	RUNNING PROJ 2019/2020	% PROJ/ MOD BGT	
1 BEGINNING RESOURCES	5,832,031												5,832,031							5,832,031	
REVENUES:																					
2 Employer Contr- Actives	13,693,800	1,142,400	1,142,400	1,142,400	1,142,400	1,142,400	1,142,400	1,142,400	1,142,400	1,142,400	1,142,400	0	11,424,000	1,142,400		1,142,400	1,142,400	1,142,400	1,142,400	11,424,000	83.4%
3 Employer Contr-Retirees	3,977,766	331,481	331,481	331,481	331,481	331,481	331,481	331,481	331,481	331,481	331,481	0	3,314,805	331,481		331,481	331,481	331,481	331,481	3,314,805	83.3%
4 Employee Contrib	3,200,000	267,135	267,418	266,533	270,180	266,495	269,470	270,663	271,653	270,173	270,435	274,765	2,964,918	269,538		267,028	268,715	270,829	270,829	3,239,683	101.2%
5 Dental PPO Contrib	794,787	68,933	68,041	69,339	71,302	72,368	72,634	72,266	72,173	72,017	72,210	72,654	783,936	71,267		68,771	72,101	72,152	72,152	856,590	107.8%
6 Retiree Contributions	700,000	67,339	44,502	63,367	66,059	84,454	61,770	61,632	64,388	60,187	67,036	63,221	703,955	63,996		58,403	70,761	62,069	767,176	109.6%	
7 Employee Life Contrib	401,703	33,487	37,836	33,277	34,943	36,252	36,340	36,200	36,107	36,118	36,112	36,412	393,083	35,735		34,867	35,845	36,141	429,496	106.9%	
8 Vision Contrib	135,000	11,379	11,286	11,487	11,571	11,567	11,885	11,784	11,803	11,711	11,856	11,778	128,108	11,646		11,384	11,674	11,766	139,886	103.6%	
9 DHMO Dental Contrib	46,945	4,404	4,346	4,427	4,245	4,129	4,199	4,314	4,362	4,369	4,352	4,440	47,587	4,326		4,392	4,191	4,348	52,027	110.8%	
10 QCD Dental	1,132	116	22,140	124	156	(21,928)	120	120	120	120	120	120	1,328	121		7,460	(7,217)	120	1,448	127.9%	
11 Retiree Drug Subsidy	0	0	0	0	0	0	0	29,178	0	0	0	0	29,178	2,653		0	0	9,726	29,178		
12 Rx Rebates	0	0	34,860	0	0	32,012	0	0	38,019	0	0	1,891	106,782	9,707		11,620	10,671	12,673	106,782		
13 Miscellaneous	0	0	0	4,310	0	0	2,371	0	0	0	0	0	6,681	607		1,437	790	0	6,681		
14 TOTAL REVENUES	22,951,133	1,926,673	1,964,309	1,926,745	1,932,336	1,959,229	1,932,669	1,960,035	1,972,505	1,928,575	1,936,002	465,282	19,904,360	1,943,476		1,939,242	1,941,411	1,953,705	20,367,750	88.7%	
15 Reserve for Encumbrance																					
16 Reserve for Contingency	4,000,000												4,000,000						4,000,000		
17 Reserves for Future Claims	2,182,469												2,182,469						2,182,469		
18 TOTAL RESOURCES	34,965,633	1,926,673	1,964,309	1,926,745	1,932,336	1,959,229	1,932,669	1,960,035	1,972,505	1,928,575	1,936,002	465,282	31,918,860						32,382,250		
EXPENDITURES:																					
19 Personnel Costs	219,649	9,754	10,711	10,800	14,139	13,627	15,287	17,167	17,011	17,287	22,368	21,855	170,006	15,455		10,422	14,351	17,155	191,862	87.3%	
20 Supplies	4,596	0	0	331	0	0	0	0	0	0	0	0	331	30		110	0	0	1,000	21.8%	
21 Other Services & Charges	71,457	9,200	6,054	2,204	21,507	8,454	7,694	(14,832)	6,900	6,879	3,369	3,556	60,986	5,544		5,819	12,552	772	64,541	90.3%	
22 Admin/Utilization Fees	473,372	24,261	36,915	40,112	210,382	2,370	42,029	14,799	7,505	16,102	4,366	7,010	405,850	36,895		33,763	84,927	12,802	418,652	88.4%	
23 Wellness Program	95,000	11,840	4,316	7,053	5,751	8,342	(7,276)	2,449	2,027	2,027	3,302	3,611	43,442	3,949		7,736	2,272	2,168	47,053	49.5%	
24 H S A Contributions	125,000	740	0	0	71,500	500	0	0	0	0	0	0	72,740	6,613		N/A	24,000	0	75,000	60.0%	
25 Actuarial Study	5,500	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0.0%	
26 Life Premiums	525,968	42,378	42,442	42,241	43,795	50,365	45,105	60,200	45,140	45,068	45,096	90,505	552,335	50,212		42,354	46,421	50,136	602,471	114.5%	
27 Dental PPO Admin Fees	806,575	68,187	66,906	72,968	70,156	72,178	72,178	72,996	71,863	71,863	70,767	70,767	780,829	70,984		69,353	71,504	72,241	851,597	105.6%	
28 Employee Claims & Rx	15,742,277	1,358,341	1,432,241	1,679,914	1,355,230	547,962	673,717	1,071,732	1,296,509	1,398,547	1,251,148	1,053,906	13,119,246	1,192,659	1,216,625	1,490,165	858,970	1,255,596	14,335,871	91.1%	
29 Retiree Claims & Rx	3,183,058	271,676	224,775	187,385	180,716	116,155	140,127	150,822	186,139	174,530	209,500	119,901	1,961,724	178,339	176,178	227,945	145,666	170,497	2,140,063	67.2%	
30 DHMO Dental Premium	46,945	4,877	4,922	4,707	4,710	4,736	4,736	4,711	4,863	4,863	4,890	4,890	52,904	4,809		4,836	4,728	4,812	57,794	123.1%	
31 QCD Dental Premium	1,132	0	116	116	144	144	144	144	120	120	120	120	1,288	117		77	144	128	1,408	124.4%	
32 Vision Premiums	135,000	0	11,609	11,361	12,073	12,072	12,250	12,261	12,251	11,469	12,252	12,368	119,967	10,906		7,657	12,132	11,994	132,335	98.0%	
33 EAP Services	23,712	1,862	1,862	1,856	1,835	1,836	1,856	1,867	1,870	1,860	1,879	1,884	20,466	1,861		1,860	1,842	1,866	22,350	94.3%	
34 Long Term Disability Prgm	80,000	9,740	9,807	9,740	9,731	9,770	9,766	9,786	9,905	9,878	9,817	19,676	117,615	10,692		9,762	9,755	9,856	127,471	159.3%	
35 Transfer to General Fund	87,864	7,322	7,322	7,322	7,322	7,322	7,322	7,322	7,322	7,322	7,322	7,322	80,542	7,322		7,322	7,322	7,322	87,864	100.0%	
36 TOTAL EXP/ENC	21,627,105	1,820,178	1,859,998	2,078,110	2,008,992	855,832	1,024,936	1,411,423	1,669,425	1,767,814	1,646,194	1,417,371	17,560,273	1,596,388		1,919,182	1,296,587	1,617,344	19,157,334	88.6%	
37 Operating Imbalance (Rev-Exp)	1,324,028	106,495	104,312	(151,365)	(76,656)	1,103,397	907,733	548,612	303,080	160,760	289,807	(952,089)	2,344,086						1,210,416		
38 One-Time Supplemental	100,000																		100,000		
39 TOTAL APPROPRIATIONS	21,727,105												17,560,272						19,257,334		
CUMULATIVE BALANCE																					
40 Reserves for Contingency	5,000,000	106,495	210,806	59,441	(17,214)	1,086,182	1,993,916	2,542,528	2,845,609	3,006,369	3,296,176	2,344,087	5,000,000						5,000,000		
42 IBNR	2,182,469												2,182,469						2,182,469		
43 ENDING RESOURCES	6,056,059												7,176,118						5,942,447		

BCBSTX High Claimant Report

Member Relationship Description	Employee Status	Paid
Subscriber	Active	\$483,091
Subscriber	Active	\$294,697
Spouse	Active	\$259,340
Spouse	Active	\$226,349
Subscriber	Active	\$210,129
Subscriber	Active	\$202,783
Dependent Child	Active	\$193,470
Subscriber	Active	\$146,402
Spouse	Active	\$124,231
Spouse	Active	\$115,797
Subscriber	Under 65 Retiree	\$112,722
Subscriber	Active	\$107,441
Subscriber	Active	\$101,185
Query Totals: 13		2,577,637



Legislation Details (With Text)

File #: 20-10394 **Version:** 1 **Name:** 090120 F&G Mins
Type: Agenda Item **Status:** Agenda Ready - Committee
File created: 9/17/2020 **In control:** Finance and Government Committee
On agenda: 10/13/2020 **Final action:**
Title: Minutes of the September 1, 2020, Finance & Government Committee Meeting
Sponsors:
Indexes:
Code sections:
Attachments: [Minutes 09-01-20.pdf](#)

Date	Ver.	Action By	Action	Result
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From

Paula L. Elliott, Executive Assistant- Finance

Title

Minutes of the September 1, 2020, Finance & Government Committee Meeting

Presenter

Mr. Jim Swafford, Chairman

Recommended Action

Approve



MINUTES
CITY COUNCIL FINANCE AND GOVERNMENT COMMITTEE
September 1, 2020

The City of Grand Prairie Finance and Government Committee convened at 2:31 p.m. on Tuesday, September 1, 2020, in the Council Briefing Room at 300 West Main Street, Grand Prairie, Texas. The following persons were in attendance:

COMMITTEE MEMBERS PRESENT

Jim Swafford, Chairman

Greg Giessner

Jorja Clemson

Chairman Swafford called the meeting to order.

Staff Presentations

Item 1 – Employee Insurance Fund Monthly Review

Human Resources Director, Ms. Lisa Norris, informed the committee, the fund continues to look and run well. *Mr. Giessner questioned if claims will still be reported through December. Ms. Norris said yes. Mr. Swafford asked if the ending resource is \$6 million. Ms. Norris said it is actually \$5.7 million. Mr. Swafford inquired if there are any restrictions on those ending resources. Ms. Norris replied we can use those monies within the fund but cannot take any out. Mr. Swafford asked what the total was for the contributions that we did not use. Ms. Kathleen Mercer, Budget Director said \$2.9 million. The committee thanked Lisa.*

Item 2 – Crime Control and Prevention District Sales Tax Election Public Education Plan

Amy Sprinkles, Marketing, Communications and Libraries Director advised the committee, this is the public education side of the sales tax. *Mr. Swafford questioned the short notice on a November ballot and the position of the item. Steve Dye, Deputy City Manager answered by saying firstly, the telephone survey has always been very accurate. Secondly, after the presidential and county items, the sales tax item will be the next item listed. Ms. Clemson asked how the survey participants were selected and how many. Ms. Sprinkles said it was a random search by cell phone number and 406 responded. Mr. Dye commented that the new name is Community Policing Tax but did not want to change it now because of the way it is listed on the ballot. Mr. Giessner commented that social media is making communication easier and effective. The committee thanked Amy.*

Item 3 – Discuss Professional Service Agreement with the Texas Coalition for Affordable Power and a Commercial Electric Service Agreement with Gexa Energy

Deputy City Attorney, Mark Dempsey informed the committee, this item will not be on tonight's city council agenda. Then, he introduced Margaret Somereve, TCAP Executive Director and Bill Starnes,

Vice President ReSolved Energy Consulting and they gave a brief presentation. *Mr. Swafford inquired if the prices listed are for kilowatt hours. Ms. Somereve replied yes, but those are just illustrations and are not actual. Mr. Giessner asked if a scenario was run back in 2008 when gasoline was down to \$2.00 per gallon. Mr. Starnes said he did run that scenario back in 2007 and in the lowest year, the city saved 2% and in the highest year, the city saved 32%. Mr. Swafford thanked Margaret and Bill for their presentation. The committee congratulated Mark on his recent award of IMLA (International Municipal Lawyers Association) Local Government Fellow.*

Ms. Megan Mahan, City Attorney clarified with the committee, if they need further follow up from TCAP before this item goes to city council. Mr. Swafford replied no. Mr. Giessner moved to approve and send to City Council for review and approval. Ms. Clemson seconded. Motion carried 3-0.

Item 4 – Minutes of the August 4, 2020, Finance and Government Committee meeting

Ms. Clemson moved to approve and send to City Council for review and approval. Mr. Giessner seconded. Motion carried 3-0.

Chairman Swafford recognized that there were no speakers present today.

Consent Agenda

Chairman Swafford asked the committee if they needed to remove any items from the consent agenda. For Item 5, Committee member Clemson asked Gabe Johnson, Director of Public Works if replacing these meters will complete the program. Mr. Johnson said this is more for the system than for the meters. Mr. Giessner moved to approve and send to City Council for review and approval. Ms. Clemson seconded. Motion carried 3-0.

Item 5 – Ratify and approve previous equipment purchase from Itron, Inc. in the amount of \$150,000; award a new agreement to Itron, Inc., a sole source provider, for ongoing annual maintenance to the Automated Metering Infrastructure (AMI) System, and the purchase of AMI modules and meter reading equipment; this new agreement will be for 15 months in the amount of \$509,151.22, with the option to renew for four additional one-year periods, with a 5% annual increase on the maintenance, totaling \$2,346,620.99 if all extensions are exercised; authorize the City Manager to execute the renewal options with aggregate price fluctuations of the lesser of up to \$50,000 or 25% of the original maximum price so long as sufficient funding is appropriated by the City Council to satisfy the City’s obligation during the renewal terms

Item 6 – Purchase agreement with Unique Digital Technology, Inc. for DellEMC VxRail P570f- 5 Node hyper converged infrastructure computer system for the City Hall data center in the amount of \$383,336.35 through a state interlocal agreement with DIR

Item 7 – Purchase Agreement with Lantana Communications for Telecom Equipment, to include upgrades, installation services, training, and one year of support of the Avaya CMS Call Management System for Water Revenue Agent call center, and other City Departments in the amount of \$100,673.90, through a state interlocal agreement with DIR

Item 8 – Purchase Agreement with SHI Government Solutions Inc. for 1300 Microsoft Windows Server 2019 Client Access Licenses, 110 Microsoft Windows Server 2019 Datacenter Licenses, and 216 Microsoft Windows Server 2019 Standard Licenses in the amount of \$106,740.90 through a state interlocal agreement with DIR

Item 9 – Professional Engineering Contract with Freese and Nichols, Inc. for the South Sector and Robinson Road Pump Station Resident Project Representative in the total amount of \$390,176

Item 10 – Agreement with GolfNow, LLC for credit card processing and merchant services for an estimated annual amount of \$37,313 for one year with the option to renew for nine additional one-year periods totaling approximately \$373,130 if all extensions are exercised

Item 11 – Agreement for Solid Waste and Recycling Hauling Cost of Service Study from NewGen Strategies & Solutions in the amount of \$72,500 through a national interlocal agreement with HGAC

Item 12 – Purchase and installation of U.S. Digital Design Fire Alerting System for new Fire Station 3 from DFW Communications, Inc. DBA Crosspoint Communications in the amount of \$52,255.56 through a national interlocal agreement with BuyBoard

Item 13 – Professional Contract with Priority Group, Inc. for engineering services for Texas Department of Transportation (TxDOT) coordination on City Projects with the combined costs not to exceed \$35,000; the contract will be for one year with the option to renew for four additional one-year periods, not to exceed \$175,000.00 cumulatively if all extensions are exercised and authorize the Manager to execute the renewal options with aggregate price fluctuations of the lesser of up to \$50,000 or 25% of the original maximum price so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms

Item 14 – Purchase of one (1) new Kenworth T440 6x4 truck (\$133,389.82) with dump body, and one (1) new Kenworth T270 truck (\$93,407.50) with dump body from Texas Kenworth Co dba MHC Kenworth-Dallas, respectively for a combined total of \$226,797.32 through national interlocal agreements with BuyBoard and Sourcewell

Item 15 – Ordinance amending the FY 2019/2020 Capital Improvement Projects Budget; Construction design-build contract with The Nay Company for the construction of Water Utilities Metal Fabrication Shop in the amount of \$1,120,715, plus a 5% contingency amount of \$56,036, for a total project cost of \$1,176,751

Item 16 – Ordinance amending the FY 2019/2020 Capital Improvement Projects Budget; Construction contract with La Banda, LLC for Dickey Road Storm Drain Improvements West of S.W. 3rd Street in the total amount of \$2,139,761; material testing with Team Consultants in the amount of \$53,494; in-house engineering in the amount of \$106,988; and 5% construction contract contingency in the amount of \$106,988 for a total project cost of \$2,407,231

Items for Individual Consideration

Item 17 – First reading of an ordinance modifying the solid waste collection franchise agreement with Republic Waste Services of Texas Ltd., dba Republic Services of Arlington to include a \$0.22 rate increase to residential service, per household, per month, and an increase to industrial charges limited to increasing the roll-off and packer delivery fee to \$71.00, increasing the roll-off and packer haul rate to \$154.50, and increasing the roll-off and packer disposal rate to \$37.65

Item 18 – First reading of an ordinance of the City of Grand Prairie, Texas, amending Chapter 26, Utilities and Services,” of the Code of Ordinance of the City of Grand Prairie, Texas by amendment of Article VI, “Garbage Collection and Disposal,” Sections 26-113 Residential Fees, 26-115 Commercial Fees, and 26-117 Hauling By Individual; permit; making this amendment cumulative; repealing all ordinances in conflict herewith; providing a savings clause, severability clause, and a penalty clause; and providing for an effective, after publication, of October 1, 2020

Dr. Patricia Redfearn, Solid Waste Manager, informed the committee, these new rates will take effect on October 1, 2020 with a 3% increase on residential and a 5.4% increase on industrial. Mr. Dye added that we had hoped to have everything ready by the spring, but because of Covid 19, Patricia’s team should have all of the results back by the end of this year. *Mr. Swafford questioned what the date on the contract is. Dr. Redfearn answered this is year 2 of a 10-year contract and it expires on October 17. Mr. Giessner remarked that this topic is his most common question from citizens and is looking forward to the results. Ms. Clemson asked if there is an advantage purchasing this company’s cost analysis versus the phone survey that the Marketing department did. Dr. Redfearn said that kind of survey would not provide any calibration on the cost analysis. Mr. Swafford mentioned that when the citizens are asked if they want this service, then they should be asked if they would be willing to pay for it. Mr. Dye said yes that is actually right and that is exactly what we are doing. Ms. Clemson inquired if the city is still recycling and if so, where are the materials going. Dr. Redfearn replied yes, and currently our materials are going to a Republic facility in Fort Worth. Ms. Clemson moved to approve Item 17 and Item 18 and send to City Council for review and approval. Motion carried 3-0.*

Item 19 – Ordinance approving a Negotiated Settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2020 Rate Review Mechanism filing

Mr. Dempsey stated that this item is a negotiated settlement that this committee has seen before. Mr. Swafford clarified that the beginning price would have been \$98 million. Mr. Dempsey said yes, but with a delayed implementation of 2 months and the negotiation, the city saved \$18 million. *Mr. Giessner moved to approve and send to City Council for review and approval. Ms. Clemson seconded. Motion carried 3-0.*

Item 20 – Ordinance amending the FY 2019/2020 Capital Improvement Projects Budget; Construction Contract with Scott Dennett Construction, LC in the amount of \$277,409.62 for HVAC upgrades associated with The Warehouse event space located in The Epic along with a 5% construction contingency of \$13,870.38 for a total funding request of \$291,280

Parks, Art, & Recreation Director, Duane Strawn, advised the committee Scott Dennett Construction built the parking lot at the Summit and did a really good job and were reasonably priced. *Mr. Giessner inquired if the HVAC units were undersized. Mr. Strawn replied that space was originally planned for a Day Spa which would have been much smaller. Mr. Giessner asked if the stairs turned out ok. Mr. Strawn said yes, they blended perfectly. Ms. Clemson questioned when this project will be completed. Mr. Strawn answered we hope by Christmas. Ms. Clemson moved to approve and send to City Council for review and approval. Motion carried 3-0.*

Item 21 – Ordinance amending the FY 2019/2020 Capital Improvement Projects Budget; Construction Contract with Scott Dennett Construction, LC in the amount of \$268,822.60 for expansion of the existing parking at Warmack Library through a national interlocal agreement with TIPS; a 5% construction contingency of \$13,440.40 and a third-party construction testing allowance of \$6,000.00 for a total funding request of \$288,263

Bryce Davis, Purchasing Manager, informed the committee this is the same group that is building the Summit parking lot. *Mr. Swafford asked if this is a construction budget item. Ms. Mercer said yes. Mr. Swafford inquired if this is part of the library expansion. Ms. Mercer said no, this is for additional parking spots. Mr. Giessner moved to approve and send to City Council for review and approval. Ms. Clemson seconded. Motion carried 3-0.*

Ms. Mercer clarified on the proposed budget at tonight's meeting that the rules have changed. When a city does a public hearing, then an action must take place that same night. However, traditionally the city has always done a first hearing and then the second, public hearing. We are recommending that the city follow this and then transition to the new rules on the next fiscal year. We conducted a survey and most cities are doing this. *Mr. Swafford asked if this applies to both the operating and CIP budgets. Ms. Mercer said yes, and you can do them both at the same time. Ms. Brooks added that at the next meeting, we will still have a public hearing on the tax rate.*

Executive Session

There was no executive session.

The Finance and Government Committee meeting adjourned at 3:34 p.m.

Jim Swafford, Chairman
Finance and Government Committee

Date



Legislation Details (With Text)

File #:	20-10467	Version:	1	Name:	2021 F&G Committee Meeting Schedule
Type:	Agenda Item	Status:		Status:	Agenda Ready - Committee
File created:	10/7/2020	In control:		In control:	City Secretary
On agenda:	10/13/2020	Final action:		Final action:	
Title:	2021 Finance and Government Committee Meeting Schedule				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2021 PROPOSED City Council Finance and Government Committee Meeting Schedule				

Date	Ver.	Action By	Action	Result
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From

Mona Lisa Galicia, Deputy City Secretary

Title

2021 Finance and Government Committee Meeting Schedule

Presenter

Jim Swafford, Chairman

Recommended Action

Approve

**Proposed 2021 City Council Finance and Government Committee
Meeting Schedule**

January 5

February 2

March 2

April 6

May 4

June 1

July 13

August 3

September 7

October 12

November 2

December 14



Legislation Details (With Text)

File #:	20-10428	Version:	1	Name:	Price Agreement with Trane for PM & Repair Services
Type:	Agenda Item	Status:			Consent Agenda
File created:	9/30/2020	In control:			Parks & Recreation
On agenda:	10/13/2020	Final action:			

Title: Price Agreement for preventive maintenance and repair services with Trane through a national inter-local agreement at an estimated annual cost of \$51,125 for one year with the option to renew for four additional one year periods totaling \$255,625 if all extensions are exercised; authorize the City Manager to execute the renewal optional with aggregate price fluctuations of the lesser of up to \$50,000 or 25% of the original maximum price so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms

Sponsors:

Indexes:

Code sections:

Attachments: [20-10428 - Price Agreement with Trane - EPIC PM & Repairs.pdf](#)

Date	Ver.	Action By	Action	Result
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From

Gary Yakesch, Assistant Director of Parks Finance

Title

Price Agreement for preventive maintenance and repair services with Trane through a national inter-local agreement at an estimated annual cost of \$51,125 for one year with the option to renew for four additional one year periods totaling \$255,625 if all extensions are exercised; authorize the City Manager to execute the renewal optional with aggregate price fluctuations of the lesser of up to \$50,000 or 25% of the original maximum price so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms

Presenter

Duane Strawn, Director of Parks, Arts and Recreation

Recommend Action

Approve

Analysis

This contract will be utilized by The Epic Recreation Center for preventive maintenance and repair services of HVAC and the Building Automation System.

Annual Cost Breakdown:

\$41,125 for preventive maintenance services
\$10,000 for miscellaneous repair services (Estimate)

Chapter 271.102 of the Local Government Code authorizes local governments to participate in a cooperative

purchasing program with another local government or local cooperative organization. In lieu of competitive bidding, items and services may be purchased through such agreements as the agreements have already been bid by the sponsoring entity or agency. The City of Grand Prairie has master inter-local cooperative agreements with various entities including Omnia Partners.

Trane through their Omnia Contract #15-JLP-023 contract offers HVAC Products, Installation, Services and Related Products and Services.

This item was presented to the Finance and Government Committee on October 13, 2020 for review and approval.

Financial Consideration

Funds are available in FY 2020/2021 budget 313211- 63110 and will be charged accordingly on orders through the end of the current fiscal year. Funding for future fiscal years will be paid from that year's approved budgets.

CITY OF GRAND PRAIRIE
OPERATING BUDGET EXPENDITURE INFORMATION

FUND: EPIC

AGENCY: Parks, Arts and Recreation

ACCOUNTING UNIT: 313211

AVAILABLE: 63110 – Heat/Air Cond. Systems Maint – \$51,125
Account Code, Description, and amount available

STAFF CONTACT: Gabby Gonzales

VENDOR NUMBER: 4536

VENDOR NAME: Trane

CONTINGENCY: _____



Legislation Details (With Text)

File #: 20-10415 **Version:** 1 **Name:** Summit building management control system
Type: Agenda Item **Status:** Consent Agenda
File created: 9/23/2020 **In control:** Parks & Recreation
On agenda: 10/13/2020 **Final action:**
Title: Contract to add a building management control system for The Summit from Enviromatic Systems in the amount of \$134,300 with a 5% contingency of \$6,715 through a national interlocal agreement with BuyBoard for a total project cost not to exceed \$141,015

Sponsors:

Indexes:

Code sections:

Attachments: [20-10415 Summit Control Management System - Enviromatic.doc.pdf](#)

Date	Ver.	Action By	Action	Result
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From

Gary Yakesch, Assistant Director of Parks Finance

Title

Contract to add a building management control system for The Summit from Enviromatic Systems in the amount of \$134,300 with a 5% contingency of \$6,715 through a national interlocal agreement with BuyBoard for a total project cost not to exceed \$141,015

Presenter

Duane Strawn, Director of Parks, Arts and Recreation

Recommended Action

Approve

Analysis

HVAC components at The Summit are recommended to have a monitoring system for efficiency and operational standardization. Enviromatic Systems submitted a proposal for the building management system controls in the amount of \$134,300. The building management systems will be installed using an already established interlocal price agreement with Enviromatic Systems through BuyBoard contract # 552-17 which is set to expire 11/30/2020 with two additional one-year renewals. This control system is a replacement for an existing system.

Chapter 271.102 of the Local Government Code authorizes local governments to participate in a cooperative purchasing program with another local government or local cooperative organization. In lieu of competitive bidding, items and services may be purchased through such agreements as the agreements have already been bid by the sponsoring entity or agency.

This item was presented to the Finance and Government Committee on October 13, 2020 for review and

approval.

Financial Consideration

Funding for a contract to add HVAC building controls at The Summit from Enviromatic Systems, Inc. in the total amount of \$141,015, is available in the Parks Capital Projects Fund (317193) WO #02103003 (Summit AC Controls).

**CITY OF GRAND PRAIRIE
CAPITAL PROJECTS BUDGET SUMMARY**

Fund/Activity Account: 317193-02103003
 Project Title: Summit AC Controls
 Current Request: \$0.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
68014 - HVAC	\$150,000	\$150,000	\$0	\$150,000	\$150,000
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
TOTAL	\$150,000	\$150,000	\$0	\$150,000	\$150,000



Legislation Details (With Text)

File #: 20-10380 **Version:** 1 **Name:** Resale items from Acushnet (Prairie Lakes Golf) and Creative Cuisine (RJC)

Type: Agenda Item **Status:** Consent Agenda

File created: 9/9/2020 **In control:** Parks & Recreation

On agenda: 10/13/2020 **Final action:**

Title: Purchase of golf merchandise for resale by Prairie Lakes Golf Course from Acushman Company (Titleist) in an amount not to exceed \$60,000 for one year with up to four additional one-year periods cumulatively totaling approximately \$300,000; purchase of catered meals offered for resale by Ruthe Jackson Center from Creative Cuisine in an annual amount not to exceed \$400,000 for one year with up to four additional one-year periods cumulatively totaling approximately \$2,000,000; authorize the City Manager to execute the renewal options so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms

Sponsors:

Indexes:

Code sections:

Attachments: [20-10380 Resale Acushman and Creative Cuisine.pdf](#)

Date	Ver.	Action By	Action	Result
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From

Gary Yakesch, Assistant Director of Parks Finance

Title

Purchase of golf merchandise for resale by Prairie Lakes Golf Course from Acushman Company (Titleist) in an amount not to exceed \$60,000 for one year with up to four additional one-year periods cumulatively totaling approximately \$300,000; purchase of catered meals offered for resale by Ruthe Jackson Center from Creative Cuisine in an annual amount not to exceed \$400,000 for one year with up to four additional one-year periods cumulatively totaling approximately \$2,000,000; authorize the City Manager to execute the renewal options so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms

Presenter

Duane Strawn, Director of Parks, Arts and Recreation

Recommended Action

Approve

Analysis

Prairie Lakes Golf course provides a varied line of soft goods and hard goods, collectively merchandise, for both customers and members. The merchandise purchased by Prairie Lakes Golf Course is exclusively for subsequent retail resale; merchandise is priced according to prevailing market rates and costs are fully recovered at the time of resale.

Clients and guests of Ruthe Jackson Center select from varied menu options for their specific catering needs; the menu selected determines the preferred catering vendor. The catered meals offered for resale at Ruthe Jackson Center are procured only after the client selects a catered meal option and event deposits secured for the event. Catered menus are priced according to prevailing market rates and the costs are fully recovered at the time of the resale.

Local government code 252 provides an exemption from the competitive bid process when the goods purchased by a municipality are for subsequent retail sale by the municipality.

City Council authorization is required due to this expenditure surpassing \$50,000. If approved, City staff will be authorized to make purchases of the specified goods/services for subsequent retail sales, as authorized by the Texas Local Government Code, so long as Council continues to appropriate funds and approve those future year's budgets for these resale items.

This item was presented to the Finance and Government Committee on October 13 for their review and recommendation to the City Council.

Financial Consideration

Resale expenses are recuperated during the subsequent retail sale. Funding is provided in the FY 2020/2021 Operating Budgets (314812 - 60380) for Golf and (351110 - 61115) for RJC. Funding for future fiscal years will be paid from that year's approved budgets so long as Council continues to appropriate funds and approve those future year's budgets for these resale items.

CITY OF GRAND PRAIRIE
OPERATING BUDGET EXPENDITURE INFORMATION

FUND: Golf / PVEN
Name of Fund (i.e. General Fund)

AGENCY: Parks, Arts and Recreation
Name of Department

ACCOUNTING UNIT: 314812 & 351110

AVAILABLE: 314812 - 60380 (Resale) - \$60,000
351110 - 61115 (Catering) - \$400,000
Account Code, Description, and amount available

STAFF CONTACT: Duane Strawn

VENDOR NUMBER: 5373 – Acushman Company
6985 – Creative Cuisin5373

VENDOR NAME: 5373 – Acushman Company
6985 – Creative Cuisin5373

CONTINGENCY: _____



Legislation Details (With Text)

File #: 20-10419 **Version:** 1 **Name:** Great Southwest Nature Park Phase 1 Construction
Type: Agenda Item **Status:** Consent Agenda
File created: 9/28/2020 **In control:** Parks & Recreation
On agenda: 10/13/2020 **Final action:**
Title: Construction Contract with William H. Company, LLC for Great Southwest Nature Park Improvements Phase 1 in the amount of \$859,789 and approve a 5% contingency in the amount of \$42,990 for a total of \$902,779
Sponsors:
Indexes:
Code sections:
Attachments: [20-10419 RFB 20163 - CC EXHIBIT](#)
[20-10419 - GSW Construction - William H. Company.pdf](#)

Date	Ver.	Action By	Action	Result
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From
Steve Plumer, Sr. Parks Project Manager

Title
Construction Contract with William H. Company, LLC for Great Southwest Nature Park Improvements Phase 1 in the amount of \$859,789 and approve a 5% contingency in the amount of \$42,990 for a total of \$902,779

Presenter
Duane Strawn, Director of Parks, Arts and Recreation

Recommended Action
Approve

Analysis
In September 2017, the City submitted and was awarded a matching acquisition and development grant in the amount of \$500,000 from the Texas Parks and Wildlife.

The 68.731 acre tract was part of the former Great Southwest Country Club and has natural features including mature trees, existing ponds, a portion of Johnson Creek, and riparian and native woodlands. The unique characteristics of the site scored highly with Texas Parks and Wildlife criteria. The developer donated the property which will serve as a portion of the City’s local matching share for grant application.

In November 2018, the City Council awarded a Professional Service contract to Pacheco Koch Consulting Engineers, Inc. for Professional Engineering Services. Plans were developed for Phase I of the Great Southwest Nature Park to include the base bid and three additive alternates as described below:

Alternate No. 1
Pavement Removal, Silt Fence, Clearing and Grubbing (Including Tree removal), Butterfly/Wildflower

Planting, Steel Edging, 4" Concrete Paving, Rip Rap, complete and in place as shown on plan, specifications and addenda.

Alternate No. 2

Pavement Removal, Silt Fence, Clearing and Grubbing (Including Tree removal), Spoil Pile-structure and Bollard Removal, Concrete Entry Drive, Concrete Parking Lot, Striping, Wheel Stops, Handicap Signage, Entrance/Flood Gate, complete and in place as shown on the plans, specifications and addenda.

Alternate No. 3

Tree Protection Fencing, Bermuda Hydroseed Reestablishment (within designated Mow areas (outside 4' offset), Butterfly Wildflower Garden, Compositing Toilet (Pre-fabricated restroom), Trash Cleanup, complete and in place as shown on the plans, specifications and addenda.

Construction proposals were received at the office of the Purchasing Manager on September 22, 2020 for the construction of Phase I. Five proposals were received. The proposal format for this project was "Best Value". Review criteria included price, qualifications, capability and capacity, and references. After review of the proposals and alternates, staff recommends acceptance and award of the base bid and alternate No. 1 from William H. Company, LLC. The firm submitted a base bid of \$762,951 and an alternate 1 bid of \$96,838 for a total of \$859,789.

This item was presented to the Finance and Government Committee on October 13, 2020 for recommendation and approval.

Financial Consideration

Funding for a Construction Services Contract with William H. Company, LLC in the amount of \$859,789 and a 5% contingency of \$42,990, for a total of \$902,779 is available in the Grant Fund (300592), WO 15018019 (Great Southwest Nature Park), 68540 (Construction).

THE GREAT SOUTHWEST NATURE PARK

RFB #20163

TABULATION

Bid Tabulation					
The Great Southwest Nature Park					
RFB # 20163	C Green Scaping	JB & Company	North Rock	Northstar	William H
	Ft Worth	Dallas	Denton	Ft. Worth	Hurst
Base Bid	\$ 1,041,848.00	\$ 845,600.00	\$ 1,127,409.80	\$ 989,950.00	\$ 762,951.00
Alternate 1	\$ 128,427.00	\$ 98,000.00	\$ 156,902.19	\$ 109,800.00	\$ 96,838.00
Alternate 2	\$ 135,377.00	\$ 110,000.00	\$ 127,830.95	\$ 104,700.00	\$ 104,493.00
Alternate 3	\$ 268,330.00	\$ 225,000.00	\$ 120,189.52	\$ 290,000.00	\$ 33,132.00
	\$ 1,573,982.00	\$ 1,278,600.00	\$ 1,532,332.46	\$ 1,494,450.00	\$ 997,414.00
					\$ 859,789.00

SCORECARD

		Score Card					
		The Great Southwest Nature Park	C Green Scaping	JB & Company	North Rock	Northstar	William H
		RFB # 20163	Ft Worth	Dallas	Denton	Ft Worth	Hurst
Evaluation Criteria	Maximum Score	Score	Score	Score	Score	Score	Score
Price (budget/fees)	25.00	15.84	19.50	16.27	16.69	25.00	25.00
Qualifications	25.00	22.00	21.88	21.88	25.00	24.38	24.38
Capability & Capacity	25.00	22.25	21.88	18.13	23.75	23.75	23.75
References	25.00	20.83	22.32	24.88	25.00	24.88	24.88
Total	100.00	80.93	85.57	81.16	90.44	98.01	98.01

**CITY OF GRAND PRAIRIE
CAPITAL PROJECTS BUDGET SUMMARY**

Fund/Activity Account: 300592 - 15018019
 Project Title: Great Southwest Nature Park
 Current Request: \$0.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
Legal Services (61360)	\$7,471	\$1,763	\$0	\$1,763	\$7,471
Surveys/Studies (61405)	\$8,410	\$235		\$235	\$8,410
Land (68090)	\$515,500	\$515,500		\$515,500	\$515,500
Construction (68540)	\$917,381	\$917,381		\$917,381	\$917,381
Design (68550)	\$146,750	\$0		\$0	\$146,750
Contingency (68570)	\$4,488	\$0		\$0	\$4,488
				\$0	\$0
TOTAL	\$1,600,000	\$1,434,879	\$0	\$1,434,879	\$1,600,000



Legislation Details (With Text)

File #:	20-10440	Version:	1	Name:	Contract with Home Depot for Yurt Cabin Installation
Type:	Ordinance	Status:		Status:	Consent Agenda
File created:	10/2/2020	In control:		In control:	Parks & Recreation
On agenda:	10/13/2020	Final action:		Final action:	
Title:	Contract with Home Depot for the installation of two (2) prefabricated Yurt cabins in the amount of \$60,580 plus a 5% Contingency of \$3,029 for a total of \$63,609				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	20-10440.pdf				

Date	Ver.	Action By	Action	Result
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From
Duane Strawn, Director Of Parks, Arts, and Recreation

Title
Contract with Home Depot for the installation of two (2) prefabricated Yurt cabins in the amount of \$60,580 plus a 5% Contingency of \$3,029 for a total of \$63,609

Presenter
Duane Strawn, Director of Parks, Arts and Recreation

Recommended Action
Approve

Analysis
The Lake Parks Division seeks professional installation of two Yurts for Loyd Park. The Yurts are 24’ in diameter with insulated walls and ceiling. Each Yurt will be fully furnished and have a restroom, kitchen, heating / air conditioning, and a deck. These Yurts come in a ready to assemble kit and two sites have been selected for installation. This is a test of the “Glamping” themed area, and if successful we will be adding more to our inventory.

Assembly and installation will be through Home Depot’s US Communities contract #16154 which was effective February 1, 2017 and will expire December 31, 2026. Furniture and fixtures will be purchased through standard bid laws.

Chapter 271.102 of the Local Government Code authorizes local governments to participate in a cooperative purchasing program with another local government or local cooperative organization. In lieu of competitive bidding, items and services may be purchased through such agreements as the agreements have already been bid by the sponsoring entity or agency. The City of Grand Prairie has master inter-local cooperative agreements with various entities including U.S. Communities.

U.S. Communities is the leading national government purchasing cooperative, providing world class government procurement resources and solutions to local and state government agencies, school district (K-12), higher education institutes, and nonprofits looking for the best overall supplier government pricing.

This item was presented to the Finance and Government Committee on October 13, 2020 for their recommendation and approval.

Financial Consideration

Funding for a contract with Home Depot to complete installation of two prefabricated Yurt cabins, in the amount of \$63,609, is available in the Lake Capital Project Fund (318793) WO # 02013703 (Lake Park Yurts).

**CITY OF GRAND PRAIRIE
CAPITAL PROJECTS BUDGET SUMMARY**

Fund/Activity Account: 02013703

Project Title: Lake Park Yurts

Current Request: \$0.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
MISCELLANEOUS SERVICES	\$1,800	\$0	\$0	\$0	\$1,800
BLDGS AND GROUNDS MAINTENANCE	\$118,660	\$118,660	\$0	\$118,660	\$118,660
MISCELLANEOUS IMPROVEMENT	\$59,540	\$0	\$0	\$0	\$59,540
TOTAL	\$180,000	\$118,660	\$0	\$118,660	\$180,000



Legislation Details (With Text)

File #:	20-10441	Version:	1	Name:	Ordinance; Construction contract with Gomez Brothers Construction for Brent Court Storm Drainage Improvements
Type:	Ordinance	Status:		Status:	Consent Agenda
File created:	10/2/2020	In control:		In control:	Engineering
On agenda:	10/13/2020	Final action:		Final action:	
Title:	Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Construction contract with Gomez Brothers Construction, Inc. for Brent Court Storm Drainage Improvements in the total amount of \$387,046.00; material testing with Team Consultants in the amount of \$14,377.80; in-house engineering in the amount of \$19,352.30; and 5% construction contract contingency in the amount of \$19,352.30 for a total project cost of \$440,128.40				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Brent CT Storm Drain Improvements recommendation for final acceptance 10-01-20.pdf 20-10441 W.O. 619.58.pdf				

Date	Ver.	Action By	Action	Result
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From
Max

Title
Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Construction contract with Gomez Brothers Construction, Inc. for Brent Court Storm Drainage Improvements in the total amount of \$387,046.00; material testing with Team Consultants in the amount of \$14,377.80; in-house engineering in the amount of \$19,352.30; and 5% construction contract contingency in the amount of \$19,352.30 for a total project cost of \$440,128.40

Presenter
Gabe Johnson, Director of Public Works and Romin Khavari, City Engineer

Recommended Action
Approve

Analysis
On Tuesday, September 29, 2020, the City of Grand Prairie opened bids for Brent Court Storm Drainage Improvements, (W.O. #619.58). The low bidder is Gomez Brothers Construction, Inc. in the total bid amount of \$387,046.00.

This project was identified as part of the FY19 Capital Projects Budget and Capital Projects Plan for proposed drainage projects. The Brent Court Storm Drainage Improvements, (W.O. #619.58) project provides for underground storm drainage improvements in Marshall Drive at and in Brent Court to address street flooding problems at this location.

The Brent Court Storm Drainage Improvements project is part of the City-Wide Master Drainage Plan for storm drainage improvements in the Cottonwood Creek watershed area of the City.

This project provides for installation of 749 linear feet of 30-inch diameter reinforced concrete storm drainage pipe, 259 linear feet of 24-inch diameter reinforced concrete storm drainage pipe, three 20-foot wide street curb drainage inlets in Marshall Drive, replacement of four existing 10-foot wide street curb drainage inlets in Brent Court and Crooks Court, over 910 square yards of asphalt overlaid concrete pavement replacement, replacement of conflicting water and wastewater services and other items necessary for construction as detailed in the plans and specifications.

<u>Company</u>	<u>Base Bid</u>	<u>Total Bid</u>
Gomez Brothers Construction, Inc.	\$387,046.00	\$387,046.00
SYB Construction Company, Inc.	\$ 418,328.00	\$ 418,328.00
Jeske Construction Company	\$427,920.00	\$427,920.00
M-Co Construction, Inc.	\$444,504.00	\$444,504.00
Saber Development Corporation	\$451,567.00	\$451,567.00
Atkins Brothers Equipment Co., Inc.	\$513,539.00	\$513,539.00
Canary Construction, Inc.	\$543,074.00	\$543,074.00

Construction of this project is scheduled to begin around the second week of November 2020 with projected completion around March 2021.

Financial Consideration

Funding in the total amount of \$440,129 is available as follows:

1. \$436,301 is available in Storm Drainage Capital Projects Fund (401592) W.O. 01905803 (Brent Court from West Marshall to Crooks)
2. \$3,828 is available by appropriating and transferring from the unobligated fund balance of Storm Drainage Capital Projects Fund (401592) to W.O. 01905803 (Brent Court from West Marshall to Crooks)

Body

AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2020/2021 CAPITAL IMPROVEMENT PROJECTS BUDGET BY TRANSFERRING AND APPROPRIATING \$3,828 FROM THE UNOBLIGATED FUND BALANCE TO W.O. 01905803 (BRENT COURT FROM WEST MARSHALL TO CROOKS)

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS:

SECTION 1. THAT THE FY 2020/2021 Capital Improvement Projects Budget be amended by transferring and appropriating \$3,828 from the unobligated fund balance in the FY 2020/2021 Capital Projects Fund to W.O. 01905803 (Brent Court from West Marshall to Crooks)

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, OCTOBER 13, 2020.

September, 30, 2020

Mr. Romin Khavari, P.E., CFM
 City Engineer
 City of Grand Prairie – Engineering Division
 206 W. Church Street
 Grand Prairie, Texas 75050

RE: Bent Court Storm Drainage Improvements (W.O. #619.58)

Dear Mr. Khavari:

Bids for the referenced project were received and opened publicly at 3: PM on Tuesday, September 29, 2020 at the City of Grand Prairie. A total of seven (7) bids were received. Below is a summary of the bid tabulation from low to high.

Organization	Total Bid Amount
Gomez Brothers Construction, Inc.	\$387,046.00
SYB Construction, Co., Inc.	\$418,328.00
Jeske Construction Company	\$427,920.00
M-Co Construction, Inc.	\$444,504.00
Saber Development Corporation	\$451,567.00
Atkins Brothers Equipment Co., Inc.	\$513,539.00
Canary Construction, Inc.	\$543,074.00

The total Engineer’s opinion of probable construction cost was \$390,870.69. GOMEZ BROTHERS CONSTRUCTION INC. was the low bidder and had a total bid of Three Hundred and Eighty-Seven Thousand and Forty-Six dollars (\$387,046.00) for the Base Bid. with 129 calendar days to complete the project. We checked the bids for errors and omissions and found no mathematical errors on any of the bid proposals.

We have reviewed GOMEZ BROTHERS CONSTRUCTION INC along with their qualifications. We have also contacted five individuals listed as references by the contractor. References include: Derek Thomas: City of Coppell, TX; Steve Frydenfeldt: Benbrook Water Authority; Eric W.: City of White Settlement, TX; Rick Guzman: City of Carrollton, TX; and Joe Bernal: City of Dallas, TX. The Bidder Reference Inquiry Forms are provided for your records.

We received favorable reviews for the work GOMEZ BROTHERS CONSTRUCTION INC has performed on similar type projects. All responded that GOMEZ BROTHERS CONSTRUCTION INC performed well with similar sized projects, they were easy to work with, their crews did excellent work, and they responded immediately and decisively on any concerns that the owner or private citizens may have had. All entities stated that GOMEZ BROTHERS CONSTRUCTION INC would



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be solid choice for this type of project and would have no hesitation in using them for again for work in their cities or agencies.

Based on our evaluation, we have found nothing significant to warrant the disqualification of GOMEZ BROTHERS CONSTRUCTION INC and therefore recommend that the Bent Court Storm Drainage Improvements (W.O.#619.58) project be awarded to GOMEZ BROTHERS CONSTRUCTION INC for the Base Bid shown above.

Sincerely,

A handwritten signature in black ink that reads 'Walter O'Reilly'.

Walter O'Reilly, P.E.
Engineer of Record

MULTATECH Engineering, Inc.
2821 West 7th St., #400
Fort Worth, TX 76107-2219
TBPE Reg# F351

CC Chris Agnew, PE
City Project Manager

CONTRACTOR REFERENCE INQUIRY

Job No.: W.O. #619.58

By: WJO'R

Date: 9-30-2020

Contact: Derek Thomas

Phone: 469-576-5999

Time: 11:24 AM Representing: **City of Coppel, TX**

Contact was named as a referenced by: Gomez Brothers Construction, INC.

Referenced Project: **Oak Grove Lane Utilities**

Date: 2020

1. Project Description:

900 LF of 8" Sanitary Sewer & 600 LF of 24"-36" Storm Sewer

2. Project successfully completed?

Yes it was successful

3. Project completed on time?

Completed on time

4. Problems?

Some minor issues with installation at corporation stops. Being resolved

5. How many change orders?

Some change orders, but all were fair and well priced.

6. Other Comments by Contact:

Project went smoothly and work was performed as expected. City would use again.

CONTRACTOR REFERENCE INQUIRY

Job No.: W.O. #619.58

By: WJO'R

Date: 9-30-2020

Contact: Steve Frydenfeldt

Phone: 817-319-9898

Time: 9:45 AM

Representing: **Benbrook Water Authority, Benbrook, TX**

Contact was named as a referenced by: Gomez Brothers Construction, INC.

Referenced Project: **Benbrook Waterline Renewals**

Date: 2019-2020

1. Project Description:

Installation of 4000 lf of 8" water line.

2. Project successfully completed?

Yes, it was successful

3. Project completed on time?

Completed on time

4. Problems?

None noted

5. How many change orders?

None noted

6. Other Comments by Contact:

Project went smoothly and work was performed as expected. One of the cleanest contractors they worked with. Contractor was very conscientious and would quickly address any concerns raised by citizens or owner. Would absolutely work with them again.

CONTRACTOR REFERENCE INQUIRY

Job No.: W.O. #619.58

By: WJO'R

Date: 9-30-2020

Contact: Eric W.

Phone: 817-247-5900

Time: 9:45 AM

Representing: **City of White Settlement, TX**

Contact was named as a referenced by: Gomez Brothers Construction, INC.

Referenced Project: **Saddle Hills Sewer Line Improvements**

Date: 2018-2019

1. **Project Description:**
Installation of 3000 LF of 18" Sanitary Sewer
2. **Project successfully completed?**
Yes, it was successful
3. **Project completed on time?**
Completed on time minus weather delays
4. **Problems?**
None noted
5. **How many change orders?**
Design related change. Fair pricing
6. **Other Comments by Contact:**
This was first job as a prime for White Settlement. Performed well.

CONTRACTOR REFERENCE INQUIRY

Job No.: W.O. #619.58

By: WJO'R

Date: 9-30-2020

Contact: Rick Guzman.

Phone: 469-491-6166

Time: 11:40 AM Representing: **City of Carrollton, TX**

Contact was named as a referenced by: Gomez Brothers Construction, INC.

Referenced Project: **Myerwood / Green Ridge Drive**

Date: 2019

1. **Project Description:**
2500 LF of 8" Sanitary Sewer Installation & 900 LF of 18"-30" Storm Sewer.
2. **Project successfully completed?**
Yes, it was successful
3. **Project completed on time?**
Completed ahead of time
4. **Problems?**
None noted
5. **How many change orders?**
Major design change, price for change very reasonable
6. **Other Comments by Contact:**
Very Good Contractors. Cleanest contractor they worked with

CONTRACTOR REFERENCE INQUIRY

Job No.: W.O. #619.58

By: WJO'R

Date: 9-30-2020

Contact: Joe Bernal

Phone: 214-289-6841

Time: 11:45 AM Representing: **City of Dallas, TX**

Contact was named as a referenced by: Gomez Brothers Construction, INC.

Referenced Project: **Valley Ridge**

Date: 2020

1. **Project Description:**
1300 LF of 8" Sanitary Sewer Installation & 2000 LF of 8" Water Line
2. **Project successfully completed?**
Yes, it was successful. No complications whatsoever
3. **Project completed on time?**
Completed ahead time
4. **Problems?**
None noted
5. **How many change orders?**
None noted
6. **Other Comments by Contact:**
Have done numerous projects approximately 6-7 with Gomez. Great contractors, quick response, good safety practices.

**CITY OF GRAND PRAIRIE
CAPITAL PROJECTS BUDGET SUMMARY**

Fund/Activity Account: 401592 / 01905803
 Project Title: Brent Court from West Marshall to Crooks
 Current Request: \$3,828.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
68540 Construction	\$402,571	\$402,571	\$3,828	\$406,399	\$406,399
68560 Eng/Con/Geo	\$81,945	\$14,378	\$0	\$14,378	\$81,945
68999 Labor	\$21,884	\$19,352	\$0	\$19,352	\$21,884
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
TOTAL	\$506,400	\$436,301	\$3,828	\$440,129	\$510,228



Legislation Details (With Text)

File #: 20-10447 **Version:** 1 **Name:** Ordinance; Construction Contract with North Texas Contracting for the North Dallas Water Utilities (DWU) Water Vault

Type: Ordinance **Status:** Consent Agenda

File created: 10/2/2020 **In control:** Engineering

On agenda: 10/13/2020 **Final action:**

Title: Ordinance amending the FY20/21 CIP Budget and a construction contract with North Texas Contracting in the amount of \$1,322,496 for North Dallas Water Utilities (DWU) Water Vault Replacement; 5%construction contingency of \$66,125; Materials testing with Alliance Geotechnical in the amount of \$14,989.80; In-house labor distribution in the amount of \$66,125 for a total project cost of \$1,469,735.80

Sponsors:

Indexes:

Code sections:

Attachments: [20-10447 WO 619.108.pdf](#)
[W.O#619.108 North Texas Recommendation of Award Letter](#)

Date	Ver.	Action By	Action	Result
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From

Max

Title

Ordinance amending the FY20/21 CIP Budget and a construction contract with North Texas Contracting in the amount of \$1,322,496 for North Dallas Water Utilities (DWU) Water Vault Replacement; 5%construction contingency of \$66,125; Materials testing with Alliance Geotechnical in the amount of \$14,989.80; In-house labor distribution in the amount of \$66,125 for a total project cost of \$1,469,735.80

Presenter

Gabe Johnson, Director of Public Works

Recommended Action

Approve

Analysis

The Dallas North Water Vault Replacement at Belt line Road was identified as part of the FY 19 Capital Projects Budget and Capital Projects Plan for proposed water projects.

The City received bids on September 30,2020 for the North DWU Water Vault Replacement. This project provides for a base bid of \$1,322,496 for the installation of two precast meter vaults and piping, 18” magnetic water meters and appurtenances including Electrical; and bid alternates of \$142,000 and 8000 for the installation of a new chemical feed system and for 36” water connection.

The City of Grand Prairie advertised and received six (6) bids on September 30, 2020as follows:

	<u>Base Bid</u>	<u>Chemical Alternate</u>	<u>36"x18" alternate</u>
North Texas Construction	\$1,322,496.00	\$134,000.00	\$8,000.00
SJ Louis Construction	\$1,373,685.05	\$67,400.00	\$33,000.00
Excel Trenching	\$1,364,000.00	\$109,600.00	\$56,000.00
Dake Construction	\$1,380,556.00	\$84,000.00	\$62,300.00
Acadia Services, LLC	\$1,577,890.00	\$79,700.00	\$49,000.00
Atkins BROS.	\$3,137,220.00	\$250,000.00	\$60,000.00

All bids exceeded the engineer's estimate of \$1,000,000

City and Freese and Nichols Staff recommend the Base bid for this project be awarded to North Texas Contracting, Inc. in the total amount of \$1,322,496.00;

Project is anticipated to begin in November 2020 with projected completion in May 2021.

Financial Consideration

Funding in the total amount of \$1,469,736 is available as follows:

1. \$1,045,400 is available in Water Capital Projects Fund (500592) W.O. 01910803 (7N - Dallas North Vault Replacement)
2. \$424,336 is available by approving an ordinance appropriating and transferring from the unobligated fund balance of Water Capital Projects Fund (500592) to W.O. 01910803 (7N-Dallas North Vault Replacement)

Body

AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2020/2021 CAPITAL IMPROVEMENT PROJECTS BUDGET BY TRANSFERRING AND APPROPRIATING \$424,336 FROM THE UNOBLIGATED FUND BALANCE IN THE WATER CAPITAL PROJECTS FUND (500592) WO#01910803 (7N-DALLAS NORTH VAULT REPLACEMENT)

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS:

SECTION 1. THAT THE FY 2020/2021 Capital Improvement Projects Budget be amended by transferring and appropriating \$424,336 from the unobligated fund balance in the Water Capital Projects Fund (500592) WO#01910803 (7N-Dallas North Vault Replacement)

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, OCTOBER 13TH, 2020.

**CITY OF GRAND PRAIRIE
CAPITAL PROJECTS BUDGET SUMMARY**

Fund/Activity Account: 500592 / 01910803
 Project Title: 7N-Dallas North Vault Replacement
 Current Request: \$424,336.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
68540 Construction	\$712,500	\$712,500	\$424,336	\$1,136,836	\$1,136,836
68560 Eng/Con/Geo	\$550,000	\$295,400	\$0	\$295,400	\$550,000
68999 Labor	\$37,500	\$37,500	\$0	\$37,500	\$37,500
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
TOTAL	\$1,300,000	\$1,045,400	\$424,336	\$1,469,736	\$1,724,336

MEMORANDUM



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TO: Romin Khavari, City Engineer

FROM: Amanda Johnson, P.E.

SUBJECT: Recommendation of Award for North DWU Meter Vault Replacement (W.O. #619.108)

DATE: October 2, 2020

The North DWU Meter Vault Replacement consists of two pre-cast vaults, 18" and 30" piping, 18" magnetic flow meters, associated appurtenances, and chemical feed improvements. Bids for the project were received and opened virtually through Zoom on Wednesday, September 30, 2020. A total of six (6) bids were received. A table outlining the base bid, alternate bid, and the total bid is shown below.

Contractor	Base Bid	Chemical Feed Alternate	Lowest 36" Connection Alternate
North Texas Contracting, Inc.	\$1,322,496.00	\$134,000.00	\$8,000.00
SJ Louis Construction	\$1,373,685.05	\$67,400.00	\$33,000.00
Excel Trenching	\$1,364,000.00	\$109,600.00	\$56,000.00
Dake Construction	\$1,380,556.00	\$84,000.00	\$62,300.00
Acadia Services, LLC	\$1,577,890.00	\$79,700.00	\$49,000.00
ATKINS BROS.	\$3,137,220.00	\$250,000.00	\$60,000.00

The total Engineer's opinion of probable construction cost was \$1,000,000. We believe that due to the current construction climate labor and installation costs were higher than anticipated. North Texas Contracting (NTC) had the lowest base bid of \$1,322,496.00. The bid tabulations were checked for errors and omissions and none were found.

We received feedback from five of the seven references NTC listed. All five provided favorable reviews for the work NTC has performed. All references confirmed that NTC provided good quality of work and customer service. Additionally, all references expressed a willingness to work with NTC again. The following individuals provided feedback:

- City of Frisco David Chacon (972) 292-5875
- DFW Airport Anthony Watson (972) 948-7025
- CP&Y John Levitt (214) 638-0500
- Archer Western Patrick Nunn (214) 695-2118
- McCarthy Building John Frazier (214) 336-5949

Recommendation of Award for North DWU Meter Vault Replacement (W.O. #619.108)

October 2, 2020

Page 2 of 2

Based on the references received and the City's past experience with North Texas, we recommend that the project, North DWU Meter Vault Replacement (W.O. #619.108), be awarded to North Texas Contracting for the base bid amount of \$1,322,496.00. No alternates will be awarded.



Amanda Johnson

FREESE AND NICHOLS, INC.
TEXAS REGISTERED
ENGINEERING FIRM
F-2144

cc: Gabe Johnson – Public Works Director
George Fanous – Senior Engineer
Maxine Snow – Administrative Assistant
Robert Barron – Chief Engineering Inspector



Legislation Details (With Text)

File #: 20-10459 **Version:** 2 **Name:** EAP GPUC
Type: Agenda Item **Status:** Consent Agenda
File created: 10/5/2020 **In control:** City Manager's Office
On agenda: 10/13/2020 **Final action:**
Title: New Contract with Grand Prairie United Charities for COVID Emergency Assistance Program Third Party Administration and Funding Allocation in an amount not to exceed \$250,000, previous Emergency Assistance Program contract value totaling \$549,999
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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From
Andrew Fortune

Title
New Contract with Grand Prairie United Charities for COVID Emergency Assistance Program Third Party Administration and Funding Allocation in an amount not to exceed \$250,000, previous Emergency Assistance Program contract value totaling \$549,999

Presenter
Andrew Fortune, Manager of Legislative Affairs/Assistant to the City Manager

Recommended Action
Approve

Analysis
The City of Grand Prairie proposes to continue the services of Grand Prairie United Charities as a third party administrator for the Grand Prairie Emergency Assistance Program to offer rental, mortgage, and utility assistance to qualifying Grand Prairie residents. The Emergency Assistance Program will be administered in adherence to modified guidelines outlined in a new contract with Grand Prairie United Charities, with the City of Grand Prairie continuing to retain final decision-making authority and oversight.

On June 16, 2020, City Council approved the initial contract with Grand Prairie United Charities in the amount not to exceed \$500,000 for these services. With satisfactory performance, Contract Amendment No. 1 was approved by the City Manager’s Office on September 9, 2020 to increase the Emergency Assistance Program funding by \$49,999.00. All funds under this previous contract have been exhausted.

The requested Council action tonight, is to approve a new contract in the amount of \$250,000.00 for an Emergency Assistance Program with Grand Prairie United Charities.

Financial Consideration

Federal Funds from the Coronavirus Aid, Relief, and Economic Security (CARES) Act are available for this expenditure. Staff recommends an additional allocation of up to \$250,000.00 in CARES funding for the Emergency Assistance Program.



Legislation Details (With Text)

File #: 20-10432 **Version:** 1 **Name:** CO 4 w/Hill & Wilkinson for City Hall Municipal Campus Ph 2

Type: Agenda Item **Status:** Consent Agenda

File created: 9/30/2020 **In control:** Engineering

On agenda: 10/13/2020 **Final action:**

Title: Change Order/Amendment No. 4 with Hill & Wilkinson General Contractors for City Hall Municipal Campus Phase Two construction work in the amount of \$103,689.52 for millwork changes, structural repair, concrete ramp work, protective wall covering, additional drainage, structural steel modifications, masonry infill, interior finish revisions, roller shades, breakroom equipment changes and building exterior finish adjustments

Sponsors:

Indexes:

Code sections:

Attachments: [WO 620.26.pdf](#)

Date	Ver.	Action By	Action	Result
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From

Max

Title

Change Order/Amendment No. 4 with Hill & Wilkinson General Contractors for City Hall Municipal Campus Phase Two construction work in the amount of \$103,689.52 for millwork changes, structural repair, concrete ramp work, protective wall covering, additional drainage, structural steel modifications, masonry infill, interior finish revisions, roller shades, breakroom equipment changes and building exterior finish adjustments

Presenter

Andy Henning, Senior Building and Construction Projects Manager

Recommended Action

Approve

Analysis

On June 4, 2019 the City Council awarded the Construction Manager at Risk (CMAR) contract to Hill & Wilkinson General Contractors (19-9024) for pre-construction services in the amount of zero dollars (\$0). This award provided for CMAR services including development of project estimates, preliminary construction schedules, value engineering proposals and constructability review during the Design Phase.

Current Change Order/Amendment No. 4 in the amount of \$103,689.52 is divided as follows:
\$9,603.60 for millwork changes to lobby drawing review counter including added structural steel
\$7,361.04 for repair of an existing concrete grade beam that was discovered to be damaged
\$8,922.02 for concrete ramp work due to uncovered floor elevation conflict at southwest connector
\$4,545.99 for protective wall covering in conference rooms to prevent wall damage from chairs
\$1,917.99 for a curb drain to coordinate with existing grades and new concrete ramp construction

\$7,537.97 for added structural steel at east façade to address existing conditions lacking support
\$3,297.86 for concrete masonry block infill at hidden opening condition uncovered
\$70,837.11 for reinstatement of interior finish materials previously removed from lobby design
\$2,089.70 for additional manually operated roller shades at south-facing lobby huddle rooms
\$2,406.92 credit for deletion of specialty breakroom equipment not required
\$10,016.84 credit for painting of the existing exterior masonry in lieu of stain due to existing condition of mortar material at the northeast wall area and all north wall square footage

Change Order/Amendment No. 1 in the amount of \$6,215,173 was approved by City Council on December 17, 2019 (19-9613) and represented the Guaranteed Maximum Price (GMP) for the scope of work defined in the Rouch Architects Construction Documents package as competitively bid by Subcontractors to Hill & Wilkinson General Contractors. Costs above and beyond the Hill & Wilkinson portion of the project addressed in Change Order/Amendment No. 1 included previously approved Construction Manager pre-construction fees (\$0) and an asbestos remediation allowance (\$30,000); 5% contingency (\$310,759); allowance for FF&E (\$1,200,000); allowance for IT/data design and installation (\$95,000); allowance for A/V equipment (\$200,000); allowance for door access and security systems (\$95,000); allowance for Oncor Electric power line relocation (\$125,000); plus an allowance for construction testing (\$25,000), all of which total the overall project budget of \$8,295,932.

Change Order/Amendment No. 2 in the amount of \$109,179.10 was approved by City Council on June 2, 2020 (20-10026) and was comprised of the following:

\$7,980.98 for electrical panel LA-4 coordination with existing conditions
\$94,410.97 for electrical upgrades of existing equipment in order to meet all code requirements
\$528.84 for minor adjustments to landscape and civil engineering designs to coordinate both scopes
\$2,706.35 for change in length of HVAC slot diffusers required to allow proper air flow
\$3,551.96 for replacement of existing fire alarm strobes in City Hall West in order to allow new overall fire alarm system for all three (3) connected City Hall buildings to communicate seamlessly and report appropriately to the Grand Prairie Fire Department

Change Order/Amendment No. 3 in the amount of \$75,637.77 was approved by City Council on August 4, 2020 (20-10204) and was comprised of the following:

\$70,495.30 for additional structural steel supports, masonry supports and exterior stone material
\$2,083.41 for additional door, frame and hardware required
\$19,667.82 for a trench drain along the west side of the building due to moisture concerns
\$5,094.41 for added moisture barrier at exterior walls
\$14,950.65 for additional structure steel support due to existing conditions discovered
\$4,085.16 for further electrical code compliance upgrades of existing equipment
\$1,813.29 for raising of an existing rooftop mechanical unit to coordinate with new roof installation
\$3,915.56 for wood panel material and stain revisions above the public lobby transaction windows
\$1,894.96 for added metal stud framing and drywall to create a required soffit condition
\$48,069.22 credit for elimination of the potassium injection treatment
\$1,863.56 for added wood paneling framing support above the public lobby transaction windows
\$2,737.76 for ten revised hollow metal door frames to coordinate with the ceiling height reduction
\$4,894.89 credit for reimbursement for new furniture ordered due to water infiltration damage

Items applicable to performance by the Construction Manager at Risk (CMAR) will be incorporated into the current Hill & Wilkinson General Contractors contract for a revised total contract in the amount of **\$6,503,679.39**.

This item was taken to the Finance and Government Committee on October 13, 2020 for their review and recommendation for approval.

Financial Consideration

Funding in the amount of \$103,689.52 is available in Municipal Facilities Capital Projects Fund (405090) W.O. 02002603 (Municipal Complex Ph II) Purchase Order 413519 contingency.

CITY OF GRAND PRAIRIE CAPITAL PROJECTS BUDGET SUMMARY

Fund/Activity Account: 405090 / 02002603
 Project Title: Municipal Complex Ph II
 Current Request: \$0.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
61041 Prof Eng Srv	\$23,560	\$1,665	\$0	\$1,665	\$23,560
60530 Small FFE	\$60,000	\$51,978	\$0	\$51,978	\$60,000
61205 Enviro Remediation	\$45,101	\$1,462	\$0	\$1,462	\$45,101
61405 Survey and Studies	\$3,402	\$652	\$0	\$652	\$3,402
63010 Bldgs & Grounds Maint	\$15,000	\$2,482	\$0	\$2,482	\$15,000
68270 Com & Video Equip	\$38,572	\$6,651	\$0	\$6,651	\$38,572
63125 Traffic Signal Maint	\$1,450	\$1,450	\$0	\$1,450	\$1,450
68290 FF& E	\$1,052,320	\$229,070	\$0	\$229,070	\$1,052,320
68380 Security Equipment	\$113,991	\$4,721	\$0	\$4,721	\$113,991
68410 Data Processing Equip	\$295,000	\$2,016	\$0	\$2,016	\$295,000
68540 Construction	\$6,750,878	\$171,460	\$0	\$171,460	\$6,750,878
68560 Eng/Con/Geo	\$496,507	\$0	\$0	\$0	\$496,507
TOTAL	\$8,895,781	\$473,607	\$0	\$473,607	\$8,895,781