

CITY OF GRAND PRAIRIE
FINANCE AND GOVERNMENT COMMITTEE
CITY COUNCIL CHAMBERS, 300 W. MAIN STREET
TUESDAY, SEPTEMBER 07, 2021 AT 2:30 PM

MINUTES

CALL TO ORDER

Chairperson Jeff Copeland called to order the City of Grand Prairie Finance and Government Committee convened at 2:33 p.m. on Tuesday, September 7, 2021, in the City Council Briefing Room, 300 West Main Street, Grand Prairie, Texas. The following persons were in attendance:

MEMBERS PRESENT

Jeff Copeland, Chairperson
Cole Humphreys, City Councilperson
Kurt Johnson, City Councilperson

GUESTS IN ATTENDANCE

No Guests were recognized as being in attendance.

STAFF PRESENTATIONS

1. Purchasing: Best Value Criteria and Evaluations
Senior Buyer, Anda Upchurch, presented information on Best Value Criteria and Evaluation of bids. She discussed the various criteria used to make selections, as well as the process involved, including the formula used for scoring vendors and bids. Once bids are open, the Buyer instructs the evaluation team, usually the 'using' Department, to score each bid using the provided criteria. The scoring forms are then returned to the Buyer. The Vendors may protest the recommendation, and Ms. Upchurch also outlined the process. Ms. Upchurch also discussed Ratifications in case of emergencies, and Rejections, for example, if all bid prices exceed expectations.

CONSENT AGENDA

2. Minutes from the Finance and Government Committee Meeting August 3, 2021, and the Budget Meetings July 19, July 22, July 29, and August 2, 2021
Councilperson Cole Humphreys moved to approve all Minutes as presented.
Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.
Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

Chairperson Jeff Copeland noted that Deputy City Manager Cheryl De Leon had sent the Committee members information on each of the Consent Agenda items. Ms. De Leon also presented a brief verbal summary as each Item on the Consent Agenda was presented.

3. Commercial Hangar lease with Aviator Air Flight School, LLC, for Hangar 6 South G for a term of one year to begin on August 4, 2021, and ending on September 31, 2022, with an annual rent of \$2676.00

4. Reject all Proposals from RFP# 21124 for a Corporate Fitness Program
5. Award bid for the completion of one residential reconstruction project as part of the HOMEReconstruct Program to Symone Construction Services, LLC in the amount of \$134,468.20
6. Right of Way acquisition approval for the purchase of permanent right of way required for the extension of Stadium Drive from First Christian Church of Grand Prairie in the not to exceed amount of \$62,000
7. Purchase of digital message boards from Lantek Communications in the amount of \$64,287.27, with a contingency of \$6,400 through a national cooperative agreement with TIPS
8. Reject all Bids from RFB# 21144 and 21162 for Car Wash services
9. Authorize Sublease agreement between 321 Firehouse GP LLC and Dimitrios VaGenas LLC d/b/a “My Kuzina” for a portion of the premises owned by the City and leased to Firehouse Gastro Park LLC at 321 W. Main Street, in accordance with the terms of the original lease between the City and Firehouse Gastro Park LLC
10. Amendment No. 2 with Brown Reynolds Watford (BRW) Architects in the amount of \$39,800, for expanded and extended construction administration services associated with the new Fire Station 3 facility being constructed at the northeast corner of State Highway 161 and West Marshall Drive
11. Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Contract with Kimley-Horn and Associates for SH 180 (Main Street) CCTV/DMS between Great Southwest Parkway to east of Hensley Drive in the amount of \$87,238
12. A Resolution of the City of Grand Prairie, Texas, authorizing the \$18,354,828 in funds received from the American Rescue Plan Act to be allocated and expended as proposed

Councilperson Cole Humphreys moved to approve Items 3 through 12 on the Consent Agenda, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson

Nays: None

Abstentions: None

ITEMS FOR INDIVIDUAL CONSIDERATION

13. Thirty year treated water purchase contract with the City of Midlothian with automatic 5-year renewals with initial volume rate of \$2.620 per 1,000 gallons with initial annual daily average demand being 1.33 MGD and initial maximum day demand is 2.0 MGD. Raw water rate will be \$1.25448 per 1,000 gallons

Public Works Director, Gabe Johnson presented information for Item 13. The new contract will replace the previous one, which included outdated information. He noted this Item

will be on the September 21, 2021, City Council Agenda.
Councilperson Cole Humphreys moved to approve Item 13, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.
Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

14. Authorize and confirm the purchase of a drainage easement, water main easement and permanent right of way required for the extension of Stadium Drive from GRTP, Ltd, a Texas Limited Partnership in the not to exceed amount of \$520,000

Mr. Gabe Johnson presented information for Item 14. He noted that this Item is the second part of a previously approved Item. Item 14 is regarding additional easement for Stadium Drive.

Councilperson Cole Humphreys moved to approve Item 14, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.
Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

15. Purchase of state mandated water well capping, plugging wells 13, 16, 19, 22, and 24, and pump and motor removal services at well 24 from Advanced Water Well Technologies in the amount of \$472,097.58 with a 5% contingency of \$23,604.88 for a total amount of \$495,702.46 through a Cooperative agreement with BuyBoard

Mr. Gabe Johnson presented information for Item 15. He stated that wells are rarely used and doing so creates issues with water chemistry. Wells are also expensive to maintain. More volume comes from Dallas. With upgraded water lines and pump station, the City will have more flexibility. The State of Texas has also mandated that the wells must be capped and not used other than in emergency situations.

Councilperson Cole Humphreys moved to approve Item 15, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.
Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

16. Ratify the Enterprise Health Service Provider agreements with Peerfit, Inc., in the cumulative amount of \$109,035.44

Human Resources Director, Lisa Norris, presented information for Item 16. She stated that Item 16 is related to Item 4 on the Consent Agenda. Ms. Norris explained that Item 16 will ratify the current contract due to the cost exceeding the limit specified in the contract. The contract will end this month, but the ratification is needed to fulfill the current contract through this fiscal year. It will not be renewed.

Councilperson Cole Humphreys moved to approve Item 16, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

17. Ratify the City's previous contract year expenditure in the amount of \$401,584.12, and approve Change Order #2 with Employer Direct Healthcare (Surgery Plus) in the amount of \$125,000, for an overall annual amount for 2021 not to exceed \$375,000

Ms. Lisa Norris presented information for Item 17. She stated that Surgery Plus bundles costs of procedures and surgeries, which saves the City and employees money. The ratification is needed to fulfill the amount for the previous fiscal year, as well as approve a change order for the current fiscal year. Payments are now being made through purchase orders, which will help with tracking and notification when the limit is approaching. The new process should limit ratifications in the future.

Councilperson Cole Humphreys moved to approve Item 17, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

18. Professional contract with Kimley-Horn and Associates in the amount of \$499,200 for the engineering services for Great Southwest Parkway widening under IH 20

Transportation Services Senior Traffic Engineer, Karyl DeVries, presented information for Item 18. Ms. DeVries stated that Item 18 addresses the engineering aspect of the project. The cost of the entire CMAQ (Congestion Mitigation and Air Quality) project is \$3,500,000. \$2,700,000 will be paid with state and federal funds. The amount specified in Item 18 is for professional engineering services that is a direct cost to the City.

Councilperson Cole Humphreys moved to approve Item 18, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

19. Change Order No. 1 to the Construction Manager at Risk (CMAR) Contract with Hill & Wilkinson General Contractors (H&W) for EpicCentral construction work in the amount of \$6,000,000 for the construction of two restaurant shell spaces and all site identification and wayfinding signage

Senior Building and Construction Projects Manager, Andy Henning, presented information for Item 19. Mr. Henning distributed renderings of the project to Committee members. Mr. Henning stated that Item 19 is regarding the added parcel of land created when the main entrance to Epic Central was relocated south. The amount specified in Item 19 will include the shell construction for the restaurants, as well as signage and wayfinding, including the large marquee sign. Mr. Henning clarified that \$4,750,000 is for the shell construction, and \$1,250,000 is for signage and marquee. He further

clarified that \$4,750,000 was in the current budget as a place holder for the shell structure for the original four planned restaurants. Ms. Cheryl De Leon, Budget Director Kathleen Mercer, and Treasury and Debt Manager, Brady Olsen, offered additional information on funding sources and a breakdown of the funding.

Councilperson Cole Humphreys moved to approve Item 19, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson

Nays: None

Abstentions: None

20. Ordinance amending the FY 2020/2021 Solid Waste Landfill Replacement Fund Budget; Authorize and confirm the purchase of two separate tracts located at 3495 IH30 and 1923 IH 30 from Trinity River Mitigation Bank, L.P. in the not to exceed amount of \$3,550,000

Solid Waste/Landfill Administration Manager, Patricia Redfearn, presented information on Item 20. She noted it was previously presented to City Council on August 17.

Councilperson Cole Humphreys moved to approve Item 20, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson

Nays: None

Abstentions: None

21. Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Creek Erosion Management Voluntary Buyout for 3905 Silver Meadow Lane in the not to exceed amount of \$304,000

Mr. Gabe Johnson presented information for Item 21 and Item 22 in one discussion. Items 21 and 22 are regarding house purchase projects for storm water use. Historically, it is more cost effect to purchase the house rather than repair the issue, which is erosion in both issues for Items 21 and 22. City Attorney, Megan Mahan, stated that a policy is in place for house purchases.

Councilperson Cole Humphreys moved to approve Item 21, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson

Nays: None

Abstentions: None

22. Amend the FY 20/21 Capital Improvement Projects Budget; Authorize Creek Erosion Management Voluntary Buyout of 528 Estate Drive in the not to exceed amount of \$504,000 from Gordon and Whitney Carlisle

Mr. Gabe Johnson presented and discussed Item 22 with Item 21.

Councilperson Cole Humphreys moved to approve Item 22, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson

Nays: None
Abstentions: None

23. Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget: Professional Engineering Services Contract with CP&Y, Inc. for the Jefferson Street Reconstruction in the amount of \$543,175

Transportation Services Director, Walter Shumac, presented information for Item 23. This project is Phase 3 of the “Turnback Project.” The specified section of Jefferson Street is currently asphalt and will be replaced with concrete. The project is necessary for Jefferson Street to withstand the redirected, heavier truck traffic. Mr. Shumac clarified that the requested \$543,175 is for professional engineering services. North Central Texas Council of Governments (NCTCOG) and Texas Department of Transportation (TxDOT) will fund construction costs.

Councilperson Cole Humphreys moved to approve Item 22, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

24. Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Ratify a construction contract with North Texas Contracting, Inc. for emergency water repairs at Belt Line Road and IH 30 in the amount of \$2,103,720

Mr. Gabe Johnson presented information for Item 24. The ratification is requested to repair a broken water main under the Trinity River. The length of the boring is extensive.

Councilperson Cole Humphreys moved to approve Item 24, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

25. Ordinance amending the FY 2021/2022 Capital Improvement Projects Budget; Street Maintenance Sales Tax Program as outline for Grand Prairie streets, alleys, roadway resurfacing, pavement markings, pavement leveling, professional services, and engineering, utilizing approved price agreements and service contracts

Mr. Gabe Johnson presented information for Item 25. This Item is requesting that funds collected from the Street Maintenance Sales Tax Program be moved to the appropriate budget lines for project use.

Councilperson Cole Humphreys moved to approve Item 25, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson
Nays: None
Abstentions: None

26. An ordinance amending the FY2020/2021 Capital Improvement Projects Budget; Contract with Spohn Ranch Skate Parks for \$220,200 for repairs and additional amenities to Alliance Skate Park through a cooperative agreement with Sourcewell. The City will use the balance of \$5,000.00 for building graphics

Parks, Arts, and Recreation Director, Duane Strawn, presented information for Item 26. Mr. Strawn stated that a list of needed repairs for the skatepark were presented to the Sports Facilities Development Corporation (Sports Corp) in August, and the funds were approved. Item 26 is requesting the funds be moved from Sports Corp to the City's CIP budget. Ms. Megan Mahan clarified that when the Committee approves an Item, any associated contract is also approved.

Councilperson Cole Humphreys moved to approve Item 26, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson

Nays: None

Abstentions: None

27. An ordinance amending the FY2020/2021 Capital Improvement Budget; purchase Dectron from Enviromatic Systems at the cost of \$391,150 with a 5% contingency of \$19,558 for a total price of \$410,708 through a Cooperative agreement with BuyBoard

Mr. Duane Strawn presented information for Item 27. The current unit is approximately 12-13 years old and has been repaired multiple times. It is expected to fail at any time. Due to the long lead time, a new unit needs to be purchased now so that it is in place and ready for installation when the current unit stops functioning.

Councilperson Cole Humphreys moved to approve Item 27, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson

Nays: None

Abstentions: None

28. A public hearing regarding the FY 2020 CARES Act Grant to approve a Resolution authorizing the City Manager to submit a change to the scope of Fiscal Year 2020 grant application with the Federal Transit Administration (FTA) for \$3,852,325 for operating/capital for vehicle for hire service. The City will provide no matching requirement of the \$3,852,325. The total budget to operate the vehicle for hire is \$3,852,325 for one or more years

Transit Analyst, Anthony Flowers, presented information for Item 28. This Item is requesting the City Manager be authorized to change the scope of the funds the City has already received through the CARES Act Grant. Grand Connection receives funding from other sources. The new focus will be transportation for hire, such as Via in Arlington.

Councilperson Cole Humphreys moved to approve Item 27, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson

Nays: None

Abstentions: None

29. Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Contract with Magee Architects, LP in the amount of \$529,365 for professional services (complete programming, planning, design, documentation and construction administration services for a new central office and warehouse space for the Grand Prairie Facility Services Department) and appropriate a 5% design contingency in the amount of \$26,468, resulting in a total appropriation of \$555,833

Mr. Andy Henning presented information for Item 29. He noted that this Item will be on the September 21, 2021 City Council Agenda. Item 29 is professional services connected with the design of a new central Facility Services warehouse and office space. Mr. Henning clarified that the new building will be where the Service Center is currently, which is on land the City already owns.

Councilperson Cole Humphreys moved to approve Item 27, as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: Copeland, Humphreys, Johnson

Nays: None

Abstentions: None

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 any of 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."*


No Executive Session was held.

CITIZEN COMMENTS

No citizen comments were made.

ADJOURNMENT

There being no further business, the Finance and Government Committee meeting adjourned at 3:24 p.m.



Chairperson, Jeff Copeland *Cole Humphreys*
Finance and Government Committee *F+6 member*

10-5-21

Date