



CITY OF GRAND PRAIRIE
FINANCE AND GOVERNMENT COMMITTEE
CITY HALL - COUNCIL BRIEFING ROOM
TUESDAY, AUGUST 02, 2022, AT 2:30 PM

MINUTES

CALL TO ORDER

Council Member Cole Humphreys called to order the City of Grand Prairie Finance and Government Committee meeting to order at 2:30 p.m. on Tuesday, August 2, 2022, in the Council Briefing Room, 300 West Main Street, Grand Prairie, Texas.

MEMBERS PRESENT

*Council Member Cole Humphreys
Council Member Kurt Johnson*

MEMBERS ABSENT

Chairman Jeff Copeland

STAFF PRESENTATIONS

1. Tangle Ridge Golf Review

City Manager Steve Dye introduced J.J. Keegan, Envision Strategist and Reality Mentor, along with Director of Parks, Art, and Recreation, Duane Strawn, to present information regarding the Tangle Ridge Golf Club, including implementation of recommendations to enhance the golf course experience for citizens and become a positive asset for the City of Grand Prairie.

Council Member Humphreys asked for clarification. City Manager Dye noted that the presentation is a recommendation at this time, with no anticipated reduction in work force.

2. FY2023 Proposed Parks Budget Overview

Parks, Arts and Recreation Director Duane Strawn presented information regarding the FY2023 Proposed Parks Budget Overview. Council Member Cole Humphreys and Council Member Kurt Johnson requested a yearly loss breakdown.

3. Public Improvement District (PID) Request for Mowing Transfer Increase

Special District Administrator Lee Harriss presented information regarding Public Improvement District (PID) Request for Mowing Transfer Increase. The requested PID increase (class A) in the amount of \$267,896. The annual increase is in the amount of \$96,957. Chief Financial Officer, Cathy Patrick, stated the increase is being requested due to the double mowing we are doing.

CONSENT AGENDA

Council Member Johnson moved, seconded by Council Member Humphreys, to approve consent agenda items four through seventeen. The motion carried unanimously.

4. Minutes of the July 5, 2022, Finance and Government Committee Meeting

Approved On Consent Agenda

5. Professional Services Contract for sales/use tax compliance review and recovery services from Texas City Services, LLC in the amount of \$150,000 annually. This agreement will be for one year with the option to renew for four additional one-year periods totaling \$750,000 if all extensions are exercised. Authorize the City Manager to execute the renewal options with aggregate price fluctuations of up to \$37,500 of the original maximum price so long as the City Council appropriates sufficient funding to satisfy the City's obligation during the renewal terms

Approved On Consent Agenda

6. Professional Design Services contract with Rouch Architects for \$56,150 for programming, planning, design, documentation, and construction administration services for renovations of the Public Health & Environmental Quality Department at level 2 of City Hall East. In addition, the staff is recommending a 10% design contingency for \$5,615, an allowance of \$9,500 for low voltage design, and a reimbursable expenses allowance of \$2,700, resulting in a total funding request of \$73,965

Approved On Consent Agenda

7. Annual Contract for UPS Maintenance and Repair from DC Group Inc. (\$38,325 annually) for one year with the option to renew four additional one-year periods totaling \$191,625 if all extensions are exercised and authorize the City Manager to execute the renewal options with aggregate price fluctuations up to \$9,581.25 so long as the city council appropriates sufficient funding to satisfy the cities obligation during the renewal terms

Approved On Consent Agenda

8. Purchase of Kids Area Computers from AWE Learning in the amount of \$75,000.00

Approved On Consent Agenda

9. Purchase of Water Supplies from Forti line (\$99,191.45) through a national cooperative agreement with the National Cooperative Purchasing Alliance

Approved On Consent Agenda

10. Escrow Agreement between the City of Grand Prairie and Knox Street Partners No. 30, LTD

Approved On Consent Agenda

11. Professional Engineering Contract with Walter P Moore for Avenue K and Sherwood Forest Drainage Study in the amount of \$101,800.00

Approved On Consent Agenda

12. Carruthers Landscape Mgt. Change Order #5 increase by \$138,944.14 annually for two years for Parks landscape maintenance services

Approved On Consent Agenda

13. Resolution authorizing the City Manager to submit the Fiscal Year 2023 grant application with the Federal Transit Administration (FTA). The total budget to operate the grand connection for the fiscal year 2023 is \$1,528,937, which the city will provide matching requirements of \$473,403

Approved On Consent Agenda

14. Award bid for the completion of one residential reconstruction project as part of the HOME Reconstruct Program to Symone Construction Services, LLC for \$136,486.20

Approved On Consent Agenda

15. Annual contract for water chemicals from Petra Chemical Acquisition Company LLC dba DCC for ten (10) months totaling an estimated \$250,000 through a national Cooperative Agreement with Buy Board

Approved On Consent Agenda

16. Ratify expenditures estimating \$300,000 for an emergency fuel purchase for city departments from US Oil, a Division of U.S. Venture, Inc.

Approved On Consent Agenda

17. Annual Agreement for a one-time purchase of an outdoor, multi-tree (3) Christmas display and installation, tear-down, and monthly maintenance from Danken for \$83,425.00 and annual installation, tear-down, and monthly maintenance for four additional one-year periods in the amount of \$19,000.00 annually to equal a total contract value of \$159,425.00 if all renewals are executed; and authorize the City Manager to execute the renewal options with aggregate price fluctuations of up to \$20,856.25 of the maximum price so long as the City Council appropriates sufficient funding to satisfy the city's obligation during the renewal terms.

Approved On Consent Agenda

ITEMS FOR INDIVIDUAL CONSIDERATION

18. Purchase of OpenGov Budgeting & Planning Suite and Reporting & Transparency Platform in the amount of \$441,669 from OpenGov Inc. through the Texas DIR Contract Number DIR-TSO-4227

Assistant Director of Finance, Brady Olsen, presented software options that would allow the city to be more consistent in processes, provide a useful tool for Directors, and be more user-friendly for the

City's citizens. The City has an opportunity to secure pricing for a three-year period, which will help us move through the more extensive Finance and HR Enterprise Resource Planning (ERP) processes. The software provides quality documentation and shortens the time required to update items.

Council Member Johnson moved, seconded by Council Member Humphreys, to approve this item. The motion carried unanimously.

19. Annual contract for Audit Services from Weaver and Tidwell, LLP for \$186,750 annually. This agreement will be for one year with the option to renew for four additional one-year periods totaling \$933,750 if all extensions are exercised. Authorize the City Manager to execute the renewal options with aggregate price fluctuations up to \$46,687.50 so long as the City Council appropriates sufficient funding to satisfy the City's obligation during the renewal terms

Chief Financial Officer Cathy Patrick recommended a new contract for Weaver and Tidwell for the City's Audit Services. She explained that doing so would be less expensive, as Weaver and Tidwell are familiar with the City's financial statements. Council Member Johnson asked for clarification. Ms. Patrick stated that Weaver and Tidwell review our financial statements and test different components.

Council Member Johnson moved, seconded by Council Member Humphreys, to approve this item. The motion carried unanimously.

20. Annual agreement includes four annual renewal options with Cigna for Dental PPO and Dental HMO and guarantees fixed rates for five years. Dental HMO rates for employee, employee + spouse, Employee + Children, and Employee + Family are \$7.26, \$13.78, \$15.98, and \$23.60, respectively. Dental PPO 1 rates for employee, employee + spouse, Employee + Children, and Employee + Family are \$40.95, \$80.89, \$84.86, and \$146.74 respectively

Assistant Director of Human Resources Tasha Velasco presented a recommendation for an annual agreement that includes four yearly renewal options with Cigna for Dental PPO and Dental HMO and guarantees fixed rates for five years. She also stated that the agreement is a competitive program. Council Member Humphreys asked who was responsible for the cost. Ms. Velasco explained it was employee participation, and this year's cost is lower than last year's cost.

Council Member Johnson moved, seconded by Council Member Humphreys, to approve this item. The motion carried unanimously.

21. An ordinance amending the FY2021/2022 Solid Waste Operating Budget; Professional contract for construction of Sector 4A Liner System with FCS Construction for \$2,207,902 with a 5% contingency of \$121,435, totaling \$2,329,337; Professional Construction Quality Assurance (CQA) contract to Weaver Consultants Group in the amount not to exceed \$199,394. The combined total of these projects is \$2,528,731

Council Member Johnson moved, seconded by Council Member Humphreys, to approve this item. The motion carried unanimously.

22. Change Order No. 2 with Dallas County for the widening and extension of Wildlife Pkwy between Belt Line Rd and SH 161 in the amount of \$23,946,070, for which the City's contribution will be \$16,565,783.00

Transportation Director Walter Shumac presented change order number two for the widening and extension of Wildlife Pkwy between Belt Line Rd and SH 161 for \$23,946,070, for which the City's contribution will be \$16,565,783.00. Council Member Humphreys asked if Dallas County was responsible for the overall project. Mr. Shumac clarified responsibility was dividedly equally between Dallas County and the City.

Council Member Johnson moved, seconded by Council Member Humphreys, to approve this item. The motion carried unanimously.

23. Agreement for a Portable Ice-Skating Rink for Downtown Christmas celebration attractions

Downtown Manager Chip Nami presented an agreement for a Portable Ice-Skating Rink for the Downtown Christmas celebration attraction. Council Member Humphreys asked if conjoining Prairie Lights and the Ice-skating rink would be possible to avoid impacting Prairie Lights. Downtown Manager, Chip Nami we can certainly investigate it.

Council Member Johnson moved, seconded by Council Member Humphreys, to approve this item. The motion carried unanimously.

24. Annual Contract for janitorial services from Entrust One Facility Services (\$975,034.22 annually) for one year with the option to renew four additional one-year periods totaling \$4,875,171.10 if all extensions are exercised and authorize the City Manager to execute the renewal options with aggregate price fluctuations up to \$50,000 of the original maximum price so long as the city council appropriates sufficient funding to satisfy the cities obligation during the renewal term

Purchasing Manager Angi Mize presented a contract for janitorial services from Entrust One Facility Services for all current City facilities, excluding the Summit and the Epic. Services provided under this contract include standard cleaning of the facilities. UBM Enterprise is our current janitorial vendor; their contract expires on August 31, 2022.

Council Member Johnson moved, seconded by Council Member Humphreys, to approve this item. The motion carried unanimously.

25. Amendment No. 2 regarding the Construction Manager at Risk (CMAR) Contract with Hill & Wilkinson General Contractors (H&W) for Epic Central work for \$816,861.46 addressing project enhancements, revisions, and coordination items

Director of Design and Construction Andy Henning requested the use of contingency funds for \$816,861.46. The funds are currently allocated on the existing Purchase Order for the Hill & Wilkinson Epic Central Construction project from the Epic Central Capital Projects Fund, which will be utilized for enhancements and revisions.

Council Member Johnson moved, seconded by Council Member Humphreys, to approve this item. The motion carried unanimously.

26. Annual contracts for motor fuel from Mansfield Oil Co. of Gainesville, Inc., US Oil, a Division of U.S. Venture, Inc., Truman Arnold Companies, Pinnacle Petroleum, Inc., and Petroleum Traders Corporation. Authorize execution of a rebate agreement with National Intergovernmental Purchasing Alliance Company d/b/a OMNIA Partners, Public Sector, at an estimated annual amount of (\$4,000,000). This agreement is for an initial term of five (5) months with the option to renew for two additional one-year periods totaling an estimated \$12,000,000 if all extensions are exercised and authorize the City Manager to execute the renewal options with aggregate price fluctuations up to \$50,000 of the original maximum price so long as the city council appropriates sufficient funding to satisfy the cities obligation during the renewal term

Fleet Services Manager Jayson Ramirez requested the renewal of the annual contracts for Mansfield Oil Co. Of Gainesville, Inc., US Oil, a Division of U.S. Venture, Inc., Truman Arnold Companies, Pinnacle Petroleum, Inc., and Petroleum Traders' Corporation. The contract will be for all departments' fuel purchases. He noted that the fuel is not aviation grade. Council Member Humphreys asked if Police and Fire had fuel allocated in their budgets. Mr. Ramirez stated fuel costs were budgeted, and the price is less than retail fuel costs.

Council Member Johnson moved, seconded by Council Member Humphreys, to approve this item. The motion carried unanimously.

27. Professional Engineering Services contract with Freese & Nichols, Inc. (FNI) for Lake Ridge Lift Station Improvements, Phase I for \$1,030,200 and a 5% contingency amount of \$51,510 for the total amount of \$1,081,710

Public Works Director Gabe Johnson requested funding for the Professional Engineering Services contract with Freese & Nichols, Inc. for Lake Ridge Lift Station Improvements, Phase I, for \$1,081,710.

Council Member Johnson moved, seconded by Council Member Humphreys to approve this item. The motion carried unanimously.

28. Annual contract for flex base material from Big City Crushed Concrete (\$388,000 annually) for one year with the option to renew four additional one-year periods totaling \$1,940,000 if all extensions are exercised and authorize the City Manager to execute the renewal options with aggregate price fluctuations up to \$50,000 so long as the City Council appropriates sufficient funding to satisfy the City's obligation during the renewal term(s)

Mr. Gabe Johnson requested the renewal of the annual contract with Big City Crushed Concrete for one year (\$388,000.00), with the option to renew four additional one-year periods totaling \$1,940,000.00. The flex base material will be used to repair various streets and other street improvements.

Council Member Johnson moved, seconded by Council Member Humphreys to approve this item. The motion carried unanimously.

EXECUTIVE SESSION


No executive session was held.

CITIZEN COMMENTS

There were no citizen comments.

ADJOURNMENT

There being no further business, the Finance and Government Committee meeting adjourned at 4:27 p.m.



Council Member Cole Humphreys
Finance and Government Committee

10-3-22

Date